



## **BOARD OF DIRECTORS REGULAR MEETING**

**Tuesday, January 21, 2025, at 10:30 a.m.**

**Event Center – Donner Room**

**1021 Stanley Dollar Drive, Walnut Creek, CA 94595**

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### **MINUTES**

**1. Call to Order**

President O'Dea called the meeting to order at 1:02 p.m.

**2. Roll Call of Directors**

Ed O'Dea – President

Lois Kadosh – 1<sup>st</sup> Vice President

Gary Miller – 2<sup>nd</sup> Vice President

Clark Nelson – Treasurer

Jan Howard – Secretary – *Excused*

**3. Mutual Operations Staff**

Jeroen Wright – Mutual Operations Director

Rick West – Building Maintenance Manager

John Tawastsjerna – Landscape Manager

Anna Rocha – Board Services Coordinator - Absent

**4. Consent Agenda**

a. Regular Session Board Meeting Minutes – October 15, 2024

b. Special Session Board Meeting Minutes - October 23, 2024

*Kadish motioned to approve meeting minutes from October 15 and October 23, 2024.*

*Nelson seconded. Motion passes unanimously. (4-0)*

**5. Mutual Operation's Report - Jeroen Wright**

Wright reported that the Firewise Townhall was a success and well attended. The townhall brought representatives from Contra Costa Fire Department, the Walnut Creek Police Department, and the City Manager. Rossmoor is recognized as Firewise as it exceeded the number of volunteer hours. A link will be provided through the Rossmoor website for those that would like to watch the town hall at a later time. Golden Rain Foundation is working on the new management agreement. With the help of the Task Force and GRF attorneys, there is a lot of headway being made. It is not 100% finished, as they are still working out the scope of services that GRF provides to the mutuals. The insurance for 2025 is very favorable due to the reduction in cost for 2025. The same services will be provided for a lower cost this year, however with the fires down in Southern California, this may change next year.

**6. Chief Financial Officer - Todd Arterburn**

Arterburn reported that they are in the midst of the NetSuite implementation. They are now live in Netsuite. There has been one hiccup so far with the pulling of the monthly coupon. Some owners are reporting that their coupon has still not been pulled from their banking accounts. Arterburn reported that they are still trying to work out the

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some of the issues with the direct debit, but that mostly everyone should have their January dues account for.

**7. Building Maintenance Report - Rick West**

West reported on budgeted items for 2025. West reported that painting and dry rot is on deck for 2025, and that the mutual should not paint over dry rot. MOD is proposing to do the dry rot work for the mutual at \$1,000 per unit. They are proposing not to exceed \$25,000 to do the repairs. This is a result of a dry rot inspection that was performed a year ago. The painting portion is budgeted at \$104,500 and there are five (5) painting companies that are interested in bidding for the job.

*Kadosh made a motion to approve MOD to work on dry rot repairs with a not to exceed amount of \$25,000; Nelson seconded.*

*Motion passed unanimously. (4-0)*

Mutual 65 is now due to have new smoke detectors installed. \$13,750 is slated for the smoke detectors project. The Contra Costa County Fire District is requiring someone test each one of the detectors. This must be done annually.

**8. Landscape Manager's Report - John Tawastsjerna**

Tawastsjerna reported that the schedule for the MOD Days has been sent out for 2025. Landscaping just completed the 2024 days last week. Mutual 65 is usually first on the Landscaping Department's list and a lot of work has been done. The next days will not take place until June 2025. The irrigation is still off. Anyone is welcome to call the Work Order desk and request a technician to come out and manually water an area that they believe is dry. If there are a lot of dry areas, they may need to turn on the irrigation controllers a bit earlier than in the past. Landscaping is hoping for more rain in February.

**9. Reports****a. President's Report – O'Dea**

President O'Dea reported that MOD is still working on the GRF Management Agreement with all the mutual's presidents. The work started about six (6) months ago and are hoping to have it finalized by September 2025. MOD will be going through all the details of the agreement and working out any underlying issues. The board will be asked to review and approve the agreement once completed. O'Dea reported that there may not be much difference or any impact to Residents. O'Dea thanked the Emergency Preparedness Committee and the report that was sent to everyone. He reported that he is looking forward to Gary Miller being apart of the committee so that there is board representation. He reported that there is going to be a summer picnic on July 13, 2025 and a holiday party on December 6<sup>th</sup>, 2025. More information will be sent out to the Mutual.

**b. Vice President's Report – Kadosh**

Kadosh reports that the manual needs updated on the Rossmoor website.

**c. Secretary's Report – Howard**

No report.

**d. Treasurer's Report – Nelson**

Nelson reported for the year:

Revenue of \$709,000

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Expenses - \$629,000

Excesses of Revenues over Expenses of \$80,000

The Replacement Reserves increased by \$67,000 resulting in a year-end balance of \$689,000. On average, the Reserve Fund increases by about \$50,000. The purpose of the Replacement Fund is taking care of non-reoccurring expenses such as Roofs, street enhancements, and certain landscaping repairs.

Operating Fund – \$552, 000

Operating Expenses - \$540,000

The Operating Fund is designed to break even so that the mutual can stay on top of paying their monthly expenses.

The insurance did not increase for the 2025 year, however, due to the fires in Southern California, this could change for 2026. Insurance is the 2<sup>nd</sup> largest expense for the Mutual. The top 5 expenses are:

- Golden Rain Foundation
- Insurance
- Replacement Reserves
- Water
- Everything else

There are no delinquent coupons.

The Reserve Funds are being invested at 4.2%

*Nelson made a motion to certify the December 2024 financials; Kadosh seconded. Motion passes unanimously. (5-0)*

**10. New Business****a. 2025 Shared Deductible Agreement**

*O'Dea made a motion to approve the 2025 Shared Deductible Agreement, Kadosh seconded. Motion passes unanimously. (4-0)*

**11. Members Forum**

A member reported an unfortunate confrontation about the parking rules. There was an oversized vehicle that was parked on the property for over a week. The owner suggests the mutual send out a reminder to the owners about the parking rules. An owner reported that visitors are confused about the verbiage on the signs thinking that the guest parking is for owners or residents only. Another resident mentioned that the lawns are not looking great and perhaps the budget could be increased for extra watering.

**12. Announcements**

The next scheduled Board of Directors Regular Meeting is April 15, 2025, at 9:30 a.m. in the Donner Room at the Event Center.

**13. Adjournment**

The meeting was adjourned at 10:35 a.m.



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**Board Services Coordinator**

I hereby certify that the foregoing is a true and correct copy of the minutes.

*Anna Rocha*