

**Walnut Creek Mutual 68 – Eagle Ridge
Board of Directors Regular Meeting Minutes
Monday, September 22, 2025, at 1:00 p.m.
Zoom Meeting and In-Person
Clubroom – Creekside Clubhouse
1010 Stanley Dollar Dr, Walnut Creek, CA 94595**

MINUTES

Call to Order

Rich Schlenker called the meeting to order at 1:00 p.m.

President Schlenker welcomed the membership, staff, and thanked everyone for their attendance.

Roll Call

Directors Present:

Rich Schlenker, President
Wayne Canterbury, Vice President
Roger Emanuel, Treasurer
Pina Royer, Secretary
Jim Day, Director

Staff Present:

Jeroen Wright, Rossmoor Property Management Director
John Tawaststjerna, Landscape Manager
Lucy Limon, Board Services Coordinator
Janneth Lujan, Board Services Coordinator

Approval of Meeting Minutes

President Schlenker asked if there were any additions or corrections to the following minutes:

- a. Regular Board Meeting Minutes of August 25, 2025
- b. Executive Meeting Minutes of August 25, 2025

Rich Schlenker made a motion, seconded by Pina Royer to approve the aforementioned minutes.

Moved, Seconded, Carried 5-0

Resident Forum

Residents were afforded the opportunity to express their concerns, make comments, and have questions answered by the Board and RPM staff. Comments included power washing.

Presidents Report

President Schlenker reported on the ongoing review of a new proposal agreement between RWC and the mutuals, which is currently being finalized by the work group committee. He noted that the Board met in executive session to discuss the proposed agreement in depth; however, no decisions have been made at this time.

The Board, together with residents, also acknowledged the resignation of Robin Howard as Finance Chair after six years of dedicated service. Board members expressed their gratitude for her significant contributions

to financial management and water usage monitoring.

RPM Reports

a. Director's Report – Jeroen Wright

Jeroen reported that the management agreement is currently under review by the Mutuals and is targeted for finalization before January 1, 2026.

He provided an update on the budget process, noting that draft budgets for RPM and RWC are expected to be finalized by Thursday, and that Mutual 68's budget meeting is scheduled for October 9 at 1pm.

Jeroen stated that insurance spending is expected to remain flat from 2025 to 2026 and that there are plans to transition the renewal date from January to June to take advantage of more favorable market rates.

The Board agreed to review the budget draft a few days prior to the meeting. Jeroen will aim to distribute the draft by Friday or Monday to allow sufficient time for thorough review.

b. CFO Report – Todd Arterburn –

No report was made.

c. Building Maintenance – Luis Duenas

Luis provided the following report:

Action Items: *Proposals for Review or Approval*

Informational Items: *Work Scheduled, In Progress, or Completed*

- Destructive testing on the following mid landings for beams/structural inspection and scope of work Per SB326 report
- 2984 Saklan Indian D/T Completed GBG TO provide estimate.
- 3124 Grey Eagles Pending
- 3154 Grey eagle D/T completed no beam damage put back by RPM.
- 520/522 High eagle D/T - RPM to complete repairs Schedule for sept 26th
- 536 Spotted owl D/T in progress GBG to provide estimate.
- 534 spotted owl D/T Completed GBG to provide estimate.

SB326 Handrail replacement RPM

Front landing (1) pending-566 HE schedule for oct 13th

Rear balconies (12) pending-590 HE next on the list schedule for oct 20th

Four plex and balcony core drilling RPM cost \$12,000 Complete by end of 2025

Smoke detector replacement 5star 95% completed

Window/door trim caulking RPM to be completed end of 2025 \$84,000

3016-3022 GE Walkway Handrail 5star \$4,150.00 Completed

- FRONT LANDING COATING GBG
- RFC #20 2984 SI \$14,799.94
- RFC #21 3124 GE \$14,799.94
- RFC #22 3154 GE \$14,799.94
- RFC #23 520 HE \$14,799.94
- RFC #24 534 SO \$14,799.94

- RFC #25 536 SO \$14,799.94

c. Landscape Manager – John Tawaststjerna

John reported that two-thirds of the Mutual's tree walk have been completed. The final walkthrough is scheduled for tomorrow. He identified the trees that need to be removed and noted which ones require a city permit for removal.

Treasurer's and Finance Committee Report: Roger Emanuel, Treasurer; Robin Howard, Financial Committee Chair

Roger Emanuel gave the following report:

Review of Financial Statements

I reviewed the Mutual's financial information for the period ending July 31 and August 31, 2025. For the July financial statements, operating revenue was favorable to budget for the year-to-date by \$6,756, and expenses were favorable to budget by \$41,797, resulting in a total favorable budget variance of \$48,553.

July 31, 2025

Cash and investment balances are as follows:

Operating fund	Total
Checking	\$ 88,393
Money market	298,629
Total Operating fund	\$ 387,022
Unallocated	- 562

Reserve fund	
Checking	\$346,374
Money Market	702,520
Reserve fund	1,048,894
Treasury notes	2,107,094
Total Reserve fund	3,155,988
Total	3,542,448

August 31, 2025

Cash and investment balances are as follows:

Operating fund	Total
Checking	\$124,162
Money market	299,645
Total Operating fund	\$ 423,807
Reserve fund	
Checking	\$436,163
Money Market	704,912
Reserve fund	1,141,075
Treasury notes	2,124,832
Total Reserve fund	3,265,907
Total	3,689,714

The Land Stabilization Fund is not reported above and will be included in the next reporting.

The average yield on treasury notes is 3.92 %. The notes are "laddered" and mature over the period from 11/15/25 to 2/28/27. Money market funds earn 4.0 %. All funds in checking and money market accounts comply with

Davis-Stirling law of Ca and are covered by FDIC insurance or invested in US government obligations.

Wayne Canterbury made a motion, Roger Emanuel seconded to accept the Treasurers Report as presented.

Moved, Seconded, Carried 5-0

Compliance with Civil Code 5500

Two Board members, Roger Emanuel and Pina Royer, have reviewed the financial statements for July and August, 2025 in compliance with Civil Code 5500.

Roger Emanuel made a motion, Jim Day seconded to certify compliance for Civil Code 5500 for the July and August 2025 financial statements.

Moved, Seconded, Carried 5-0

Building Maintenance Report: Jim Day, Board Liaison; Luis Duenas, RPM Maintenance Manager; Tom Beckett, Chair

Tom Beckett gave the following report:

INFORMATION ITEMS: Request for Contract Approvals

At the August 25, 2025, Board meeting the Board approved a NTE contract amount of \$30,290 to perform garage door inspection and tune up adjustments for the 233 garage doors within the Mutual, with Vendor to be approved. The Building Committee requests approval of a proposal from Local Garage Doors company to perform their "Lube and Tune" services for up to 233 garage doors for the price of \$49.00 per door (\$11,417) and to perform any additionally required garage door repair services identified during their inspections and as individually approved by the Building Committee Chairperson up to an additional NTE amount of \$5,000. Revised projected cost of the Garage Door periodic maintenance effort is now a NTE \$16,417.

Rich Schlenker made a motion, Jim Day seconded to revise last month's motion regarding the garage doors and accept the above Building Maintenance recommendation.

Moved, Seconded, Carried 5-0

Landscape Committee Report: Wayne Canterbury, Board Liaison; John Tawaststjerna, Landscape Manager; Barbara Blum, Chair:

Barbara Blum gave the following report:

Luis opened the Landscape Committee meeting with his report. BrightView typically adds grub control to the lawns prior to the season when Wild Pigs are in the mood to dig up our lawns. However, this year, the pigs were early, thus many of the lawns have been damaged/destroyed. The grub control has now been added, so, hopefully, the lawns will not continue to be damaged. The other tasks which BrightView has been attending to are fertilizing lawns, pruning, and V-ditch cleaning.

Luis said that his crew will work on the pig damage clean-up. The proposal for the first section at a cost of \$882 has been approved by Rich. The other proposal for this work will be in the same range but haven't been received yet.

We discussed the very important meeting held by the Landscape Committee on September 8 with Kristin Bowman, EBMUD Landscape Conservation Manager. Kristin and the Committee sat at Sunset Park for the preliminary discussion about AB1572 and the definitions of Functional and Non-functional Lawns. A non-functional lawn may be median strips, you can't or don't recreate on the lawn, they usually are smaller patches

and can be decorative with no useful purpose. Thus, Functional lawns will be the kind where picnics are held, for example, and people gather there.

Kristin suggests that we have a plan in place for phased lawn conversion, starting with non-controversial areas of lawn conversions, such as sloped lawns that are not used for gatherings, play, or recreation. She stated that beginning the conversion process early would both allow us to spread costs over time, possibly entitle us to greater rebates, and demonstrate M68's good faith effort to comply with AB 1572.

We had a short discussion about the generous resident who has offered to donate a new Flying Eagle Statue for Flying Eagle Park. The Mutual would only have to secure it in the ground and prevent it from being stolen again. We are most appreciative and recommend to the Board that they approve this donation.

We began the important issue of the 5' Zone project support. The Landscape Committee understands that the Board approved the removal of mulch within 5' from the buildings and the removal of Rosemary last month. We also wish for the shrubs to be given a hard pruning job in order to bring them away from the buildings and away from each other. The issue of the use of Lodi stone has not been established except that it wouldn't be 100%, but how much less is unknown. Roger would like a more definitive cost projection for the Lodi stone, but we were unable to direct him more definitively. John Fiske valuably added this information about the Board of Forestry. He said that body will be helping to define what should go in 5' Zone hopefully in 2026. That information will be very helpful in trying to spend money wisely with regard to FireWise. We know that the building hardening for FireWise is very expensive. Roger said that we CAN afford to remove the mulch in the 5' Zone AND the building hardening of gable screening next year. Later we will need to do eave screening and some work on the utility doors. It was very valuable to have both John Fiske and Roger Emanuel in attendance at our meeting today.

Our next issue was to begin the discussion of the EBMUD rebate process for the lawn conversions at pig damaged Quail Hill and Spotted Owl. We will remain steadfast with regard to the committee's damaged lawn policy. We will not return damaged lawns to lawn but will do a total conversion. The two totally destroyed lawns at Quail Hill and Spotted Owl will qualify for a rebate from EBMUD. Thus, a motion was made by Jim and seconded by Lani to complete the rebate packet for the lawn conversions at the end of Quail Hill and Spotted Owl. The vote passed unanimously. John T. has been notified of his need to assist in this effort. Rich, after the meeting, requested that we also include the other lawn in the same irrigation zone which is on Grey Eagle and Quail Hill. This damaged lawn is on a slope and is non-functional.

We ended the meeting with a discussion about the function of the Joint Landscape FireWise Task Force (JLFTF) and its future. Each member present was asked their opinion. The responses ranged from "They have finished their mission" to "they can continue and take some load off the Landscape Committee".

Rich Schlenker made a motion, Jim Day seconded to approve the Brightview proposal in the amount of \$1,487 for the removal and disposal of the damaged lawns at 515 Spotted Owl, 518 Quail Hill, and 2802 Saklan.

Moved, Seconded, Carried 5-0

Rich Schlenker made a motion, Wayne Canterbury seconded to approve the Tree Sculpture proposal to power wash the Aphids.

Moved, Seconded, Carried 3-1 (Canterbury Abstained) – 1 (Emanuel Opposed)

Landscape subcommittee – Wayne Canterbury

Wayne Canterbury briefly reminded the Board and membership that the Task Force holds its committee meetings one hour before the Landscape Committee in the same room, allowing discussions to be carried forward immediately. The next meeting is scheduled for October 20.

CIC Report: Rich Schlenker, Board Liaison; Barbara Walker, Chair

No report was made.

Social Committee Report: Pina Royer, Board Liaison, *Vacant*, Chair

No report was made.

Trash Committee Report: Pina Royer, Board Liaison, Susan Fisher, Chair

No report was made.

Informational/Discussion Items

No report was made.

Old Business

New Business

- a. Formation of Disaster Preparedness Committee
 - i. Appointment of Committee Members

Rich Schlenker made a motion, Pina Royer seconded to establish a Disaster Preparedness standing committee.

Moved, Seconded, Carried 5-0

Pina Royer made a motion, Wayne Canterbury seconded to appoint Ralph Anthenien as committee chair, and to approve Judy Tedesco, John Fiske, Gloria Beckett, Anne Gillette, John Walkinshaw, Laura Bass, Cruz Lizarraga, Will Mies, Peter Yang, Casey Dixon, Mariann Kessler, Diane Schneider, and Bob Olson as committee members,

Moved, Seconded, Carried 5-0

- b. Update of Feral Pig Damage in M68:

John reported that five pigs were caught by a licensed trapper, and there has been no further damage to the golf course since their removal.

- c. Consideration of AB 1572 Lawn Replacement Plan:

The Board discussed landscape conversion plans. Wayne presented a timeline to convert lawns to drought-resistant landscaping by 2028. The Landscape Committee was authorized to develop a preliminary plan for lawn removal and replacement, with Barbara leading the effort and the Task Force contributing its input. The Board agreed to continue fact-finding, monitor regulations, and prepare budgets. John T. and Roger Emanuel suggested extending the conversion timeline to distribute costs over a longer period and avoid significant budget impacts in any single year.

Wayne Canterbury, Jim Day, - Approved Unanimously

Announcements

Next Board Meeting will be held on October 27, 2025, at 1:00 p.m., in the Club Room at Creekside.

Adjournment

With no further business to address Vice President Canterbury adjourned the meeting at 3:21 pm.

Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the minutes of the Board of Director's meeting.

Lucy Limon

Assistant Secretary