

**Walnut Creek Mutual 68 – Eagle Ridge
Board of Directors Regular Meeting Minutes
Thursday, December 4, 2025, at 1:00 p.m.
Zoom Meeting and In-Person
Fairway– Creekside Clubhouse
1010 Stanley Dollar Dr, Walnut Creek, CA 94595**

MINUTES

Call to Order

Rich Schlenker called the meeting to order at 1:03 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, Director of Mutual Operation
John Tawaststjerna, Landscape Manager
Luis Duenas, Building Maintenance Manager
Lucy Limon, Board Services Coordinator

Approval of Meeting Minutes

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

- a. Regular Meeting Minutes of October 27, 2025

Pina Royer made a motion, seconded by Jim Day to approve the aforementioned minutes.

Moved, Seconded, Carried 5-0

Resident Forum

Residents were afforded the opportunity to express concerns, make comments, and have questions answered by the Board and RPM staff. Comments included issues with faulty smoke detectors and the need to consult legal counsel for clarification regarding lawn replacement laws.

Presidents Report

President Schlenker reported that the Flying Eagle statue has been ordered and is anticipated to be installed in February. He added that Tom Beckett and Gloria Beckett have agreed to cover the cost of the installation. He briefly mentioned that new software systems are scheduled to go live in 2026 and described what they will offer to residents. President Schlenker also reported that the 2026 RPM/RWC Management Contract has been signed and will commence on January 1. He concluded by wishing all members a happy holiday season.

RPM Reports

a. Director's Report – Jeroen Wright

Jeroen Wright reported that the approval of the Management agreement has been his main focus and is final stages of approval and expressed optimism that the new agreement will be approved by January 1.

Jeroen further reported that RPM is implementing a new system for the work order desk. He explained that this transition presents a learning curve for staff, and residents may experience longer wait times due to the additional steps required to create work orders. He asked residents to remain patient, kind, and respectful while staff adapts to the new system. For those unable to wait, he advised emailing Workorder@rossmoor.com for faster assistance.

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

GBG SB326 Repairs

2984 SI Additional dry rot on upper landing and support column \$22,761.97

536 spotted owl Additional dry rot outer wall both sides, 4sqft upper concrete \$9,912.41

534 spotted owl Additional dry rot and both support column \$24,819.72

Total of \$57,495.00

Wayne Canterbury made a motion, Rich Schlenker seconded to approve the GBG change orders in the amount of \$57,495.

Moved, Seconded, Carried 5-0

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 work in progress/additional dry rot discovered
 - 3124 Grey Eagles Pending
 - 3154 Grey eagle D/T completed no beam damage put back by RPM.
 - 520/522 High Eagle D/T – RPM Repairs Completed awaiting paint.
 - 536 Spotted Owl work in progress/additional dry rot discovered
 - 534 spotted Owl work in progress/additional dry rot discovered
 - 3014/3016 Grey eagle building movement awaiting FWC report
- SB326 Handrail replacement RPM
Front landing 566 HE Completed
Rear balconies (11) pending-590 HE Completed 566 HE work in progress
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 2025-2026 \$84,000

APPROVED FRONT LANDING COATINGS 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

d. Landscape Manager – John Tawaststjerna

John provided updates on the irrigation controllers being turned off for the winter and on ongoing landscape maintenance, including pathway cleaning and leaf removal.

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

Roger Emanuel provided the following report:

I reviewed the Mutual's financial information for the period ending September 30, 2025. For the September financial statements, operating revenue was favorable to budget for the year-to-date by \$8,746, and expenses were favorable to budget by \$69,094, resulting in a total favorable budget variance of \$78,650.

September 30, 2025

Cash and investment balances are as follows:

Operating fund	Total
Checking	\$151,541
Money market	\$306,484
Total Operating fund	\$ 458,025

Reserve fund

Checking	\$522,530
Money Market	\$639,030
Reserve fund checking	\$1,161,560
Treasury notes	\$2,130,480

Total Reserve fund	\$3,292,040
Total	\$3,750,065

The Land Stabilization Fund has a fund balance of **\$44,392**.

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 3.75 %. 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, Rich Schlenker seconded to approve the Treasurers report.

Moved, Seconded, Carried 5-0

Compliance with Civil Code 5500

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

Rich Schlenker made a motion, Wayne Canterbury seconded to certify compliance with Civil Code 5500 of the

September 2025 financials.

Moved, Seconded, Carried 5-0

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

No report was made.

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 will be fertilizing shrubs, raking up leaves, cleaning V-ditches, and they added new color spots at the Monument signs. Luis requested that the Committee discuss their using a vacuum to clean up leaves as they did three years ago instead of just blowing them. After a short discussion about noise and dust (the current dampness should mitigate the problem of dust), the Committee agreed that BrightView could use the vacuums to pick up the leaves. BrightView will use a larger tarp with the vacuum to keep the leaves contained.

The Questionnaires given to residents to determine if we have any functional lawns is progressing slowly. We have some filled out and returned, but not all. They are due by December 15.

We discussed the changes we desire for the Lawn Conversion projects at the end of Quail Hill and Spotted Owl. EDMUD has agreed that we will be given a rebate of \$1300 upon completion of the projects which represent the areas which experienced almost total lawn pig damage. Thank you to the Committee for meeting with John T. to get these proposals to include the desired shrubs, etc. Once updated, Luis will get the proposals back to the Committee and then onto the Board for their approval.

John Fiske, our FireWise rep, presented the Committee with an update on the proposed Zone 0 regulations, timeline and plant policy options. By December 1, we should be notified which options are allowed for landscaping materials/vegetation in our fire zone.

Option 1 - some plants in pots allowed

Option 2 - some plants in pots and low, maintained vegetation allowed (under 4" tall)

Option 3 - some plants in pots or planted, allowed (up to 18" tall)

Option 4 - well maintained plants allowed (any size)

Options for Trees in Zone 0:

Option 1 - well-maintained trees allowed with no limbs in Zone 0, local tree ordinance included

Option 2 - well-maintained trees allowed, branches must be 10' from chimneys

John mentioned that an experiment was done and a **well-maintained** shrub was tested and **it ignited!**

We were requested to edit some language regarding M68's FireWise standards regarding Zone 0.

Barbara edited the text and it now reads:

Mutual 68

233 Condominiums

FM: Beginning in 2025 all composted mulch in Zone 0 will have been removed as well as all highly flammable plants such as Rosemary and Juniper. Once the State Regulations have been established regarding planting in Zone 0, we will plant the allowable vegetation.

Peter requested that Luis check the irrigation controllers in the first zone on Saklan Indian as EBMUD notified us that that zone used twice as much water as it should have. Luis will check it out. The irrigation is currently shut off for the winter.

The Committee wished to not meet in December except for the December 1 meeting at 10:00 in the Mulligan Room with Loren Olson, General Manager of BrightView. Loren will show us before and after versions of the lawn conversions and talk to us about planning essentials. We would not be charged for this presentation.

Pina Royer made a motion, Rich Schlenker seconded to approve the Quail Hill Ct. lawn conversion proposal in the amount of \$1,307.

Moved, Seconded, Carried 5-0

Joint Landscape & Firewise Task Force Update – Canterbury

Wayne presented an update on the Joint Landscape and Fireworks Task Force, which has completed its assigned tasks related to compliance with AB 374 and AB 1572. The task force's work will be discussed further at the next meeting, at which time a vote will be taken on terminating the task force.

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

No report was made.

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

Rich Schlenker gave a brief update on the upcoming holiday party.

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

No report was made.

Disaster Preparedness Committee Report: Jim Day, Board Liaison, Ralph Anthenien, Chair

Ralph Antenien gave the following report:

- **NOTE:** The newly reformed Disaster Preparedness Committee (DPC) wishes to each Resident of Mutual 68 a warm and Happy Holiday Season and a most Happy New Year. The DPC has had a most busy and successful year providing the Residents of Mutual 68 with knowledge, education and tools to better prepare themselves for future disasters and their aftermath. Please continue with your own preparations as in all reality, each of you are truly **ON YOUR OWN**. You should be prepared for sheltering in place, evacuation whether it be for a short 3-to-4-day period or a duration of several weeks before First Responders arrive at our gates with resources. Please take heed and prepare yourselves!
 - **How have YOU prepared** for the most common disasters that will strike here? This includes Wildfires, Earthquakes, Floods, Power Outages, Landslides, Extreme Heat, Pandemic and Air Quality Issues.
 - What do you need to do to be prepared? There are 4 Steps:
 - Find your 5 trusted Allies (2 here and 3 outside the State)
 - Prioritize your Health Needs and Create Lists
 - Create your emergency Supply Kits. Keep one in each car.
 - Plan how, when, and where to Evacuate.
 - Prepare an "Important Documents Package"
- You should refer to more details on all the above. Look for a Package posted in our M-68 Website, under Disaster Preparedness for a Presentation "4 Steps to Emergency Preparedness by Ron Halog,
- **Re: Your Health:**
 - Continue to practice good hygiene to include washing hands when coming home, before eating, etc. Also wear masks in "high risk areas". With the expected extensive travel during

the holiday season and crowded indoors areas, it is expected that flu exposure will continue to grow as well as other infectious diseases. It's not too late to obtain your flu vaccine. Please consult your Medical Practitioner for details best for your circumstances.

- **What is your Disaster Preparedness Group (DPC) working on presently?**
 - The DPC conducted its annual radio training last month and will now turn back to training residents to improve their own management of future events. **What have YOU DONE to improve your Emergency Preparedness Posture? Are you prepared for either a power outage or the internet going down?**
 - Preparations are being made to accomplish additional essential skills training for residents in the coming year.

NOTE: We have an active but interesting committee that is working hard to educate and assist our residents to better prepare for future events that will disrupt our everyday lives as we know it. **We need your help with additional members** to ensure we have a minimal workload for each as well as to gain members in unrepresented zones. You can assist at home, or in your neighborhood, etc. Not sure? Come join us at one of our monthly meetings held on the third Wednesday of each month from about 4 to about 5 pm in MPR #2 at Gateway **OR** contact Ralph Anthenien to discuss the scope of our work and to answer any of your questions. Thank YOU.

Old Business

New Business

a. Discussion regarding "Lawn Assignment" Proposal: The Board discussed the conversion of functional lawns to non-turf alternatives, with a compliance deadline of December 31, 2028. John T. estimated the conversion timeline at one to three years, while Loren Olson suggested a timeline of approximately 70 weeks. Regarding AB 1572, the Board reported that, based on their observations and discussions with counsel, there are likely fewer than ten functional lands in the neighborhood, indicating a need to adjust plans and budgets accordingly. With respect to the lawn conversion, the Board decided to seek a written legal opinion from their attorney, Melissa, before proceeding with any changes, due to the significant costs and potential community impact involved.

b. Parked Vehicles on Sidewalks: The Board proposed continuing the matter to the next meeting, at which time they expect to receive additional information from Jeroen and the Director of Safety regarding potential solutions, including the possible involvement of Securitas.

Announcements

Next Board Meeting will be held on January 26, 2026, at 1:00 p.m., in the Club Room at Creekside and via Zoom.

Adjournment

With no further business to address President Schlenker adjourned the meeting at 2:24 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