

Walnut Creek Mutual 68 – Eagle Ridge
Board of Directors Regular Meeting Minutes
Monday, February 23, 2026, at 1:00 p.m.
Zoom Meeting and In-Person
Club Room– Creekside Clubhouse
1010 Stanley Dollar Dr, Walnut Creek, CA 94595

MINUTES

Call to Order

Rich Schlenker called the meeting to order at 1:06 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
Todd Arterburn, Chief Financial Officer
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. Executive Meeting Minutes of January 12, 2026
Rich Schlenker made a motion, Jim Day seconded to approve the January 12, 2026, Executive Minutes.
Moved, Seconded, Carried 5-0

- b. Regular Meeting Minutes of January 26, 2026
Pina Royer made a motion, Roger Emanuel seconded to approve the Regular Meeting Minutes of January 26, 2026 with one change.
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:

- Residents submitted emails and spoke during resident’s forum regarding lawn removal and lawn conversion proposals. Residents requested additional time to review and evaluate all the available information.

Presidents Report

President Schlenker provided an update on the RPM location expansion and encouraged members to attend

the town hall on March 6th. He emphasized that the Board has exercised due diligence in fulfilling its fiduciary responsibilities concerning AB 1572 compliance.

RPM Reports

a. Director's Report – Jeroen Wright

Jeroen reviewed recent organizational changes at Rossmoor Property Management, including new leadership roles and staff promotions. He announced plans to hire a new Controller and add an Associate Mutual Manager to strengthen management and career development. Jeroen also provided an update on Mutual 70's rebuild after a fire, highlighting efforts to keep losses below the \$250,000 insurance deductible.

b. CFO Report – Todd Arterburn –

Todd announced staffing changes, including a new controller for RPM and Tina Marino Evans being promoted to a manager role.

c. Building Maintenance – Luis Duenas

Luis provided the following report:

Action Items: *Proposals for Review or Approval*

3014/3016 Grey eagle building movement **FWC/Geotech NTE \$25,000
Will cover additional consultation and testing if needed.**

Jim Day made a motion, Roger Emanuel seconded to approve the FWC/Geotech proposal not to exceed \$25,000.

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 additional dry rot discovered **Completed****
- **3124 Grey Eagles **GBG Stucco work in progress TBC Feb24th****
- **3154 Grey eagle **RPM Completed****
- **520/522 High eagle **D/T – RPM Repairs Completed****
- **536 Spotted owl additional dry rot discovered **Completed****
- **534 Spotted owl additional dry rot discovered **Completed****
- **3014/3016 Grey eagle building movement **FWC/Geotech work in progress****
- **SB326 Handrail replacement **RPM****
- **Front landing (2) 3014 GE- 536 Spotted owl **pending****
- **Rear balconies (13)596-546HE **pending (546HE Completed)****
- **Woodpecker Damage repairs 542-546HE **RPM Completed****
- **Four plex and balcony core drilling **RPM cost \$12,000 Complete by spring 2026****
- **Smoke detector replacement **5star Completed****
- **Window/door trim caulking **RPM to be completed summer 2026 \$84,000****

APPROVED FRONT LANDING COATINGS GBG

- **RFC #20 2984 SI \$14,799.94 Work in progress **Completed****
- **RFC #21 3124 GE \$14,799.94 work in progress **Completed****
- **RFC #22 3154 GE \$14,799.94 To be scheduled**

- RFC #23 522 HE \$14,799.94 Work in progress TBC Mar 5th
- RFC #24 534 SO \$14,799.94 Work in progress **Completed**
- RFC #25 536 SO \$14,799.94 Work in progress **Completed**

d. Landscape Manager – John Tawaststjerna

John Tawaststjerna reported that Jesus Morales will begin attending Board meetings starting in April in his role as the new Landscape Manager.

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 December 31, 2025. For the December financial statements, operating revenue was favorable to budget for the year-to-date by \$11,451, and expenses were favorable to budget by \$189,768, resulting in a total favorable budget variance of \$ 201,219.

Operating Fund

Checking \$323,408
 Money Market \$303,374
 Total Operating Fund \$626,782

Reserve Fund

Checking \$387,698
 Money Market \$1,015,199
 Reserve Fund Checking \$1,402,897
 Treasury Notes \$2,152,130

Total Reserve Fund \$3,555,027

Total \$4,181,809

The average yield on treasury notes is 3.62%. The notes are "laddered" and mature over the period from 4/30/26 to 10/31/27. Money market funds earn 3.25 %. 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.

Roger Emanuel made a motion, Wayne Canterbury seconded to accept the Treasurer's report.

Moved, Seconded, Carried 5-0

Compliance with Civil Code 5500

Roger Emanuel and Pina Royer have reviewed the financial statements for December.

Roger Emanuel made motion, Pina Royer seconded to ratify compliance with Civil Codes 5500 and 5501, review of the December 2025 financial statements by two Board members.

Moved, Seconded, Carried 5-0

Member Billable Services

Pina reported that the new reporting system is not available yet.

Land Stabilization Fund

Roger Emanuel made a motion, Rich Schlenker seconded to direct RWC to transfer all funds and outstanding checks from the Land Stabilization Fund so the Mutual can close the account.

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:

1. Approval of contract with Local Garage Doors for garage door repairs as itemized in the M68 Request for Proposal for Overhead Garage Door Repair Service issued 01/24 26. Five firms were provided the RFP and requested to provide a written proposal fully itemized by repair category/cost with a comprehensive total contract cost being mandatory. Three firms provided proposals compliant with the RFP and the results were reviewed by Tom Beckett and Jim Day. The low bid was submitted by Local Garage Door Company in the amount of \$69,000. Due to the need to include repairs for doors not previously inspected, or additional repairs required during the repair process, we are including a non-specified allowance of \$10,000 to be added to the contract. Non specified repairs will be authorized by Tom Beckett as the need arises prior to any additional work proceeding. The Board is requested to approve a contract with Local Garage Doors in the amount of \$79,000.

Pina Royer made a motion, Roger Emanuel seconded to approve the contract with Local Garage Doors in the amount of \$79,000.

Moved, Seconded, Carried 5-0

2. Approval of Two-Year Preferred Garage Door Service Agreement with Local Garage Door Company. The purpose of the Preferred Agreement for overhead garage door maintenance and repair services is to designate vendor identification to RPM for M68, vendor stability, service consistency coordination and competitive pricing. Key terms of the agreement allow for a thirty-day termination (either party) without cause, prioritized vendor scheduling/response and a non-exclusive relationship. This agreement is intended to provide residents with better coordination and response to disruptive garage door repair issues.

Roger Emanuel made a motion, Jim Day seconded to approve a two-year agreement with Local Garage Company.

Moved, Seconded, Carried 5-0

3. The Board received a resident request (3148 Grey Eagle Dr.) to consider approval of an exception to the M68 CC&R requirement (section 5.13) for certain flooring materials (carpet vs hard surface flooring) within specified areas of upper units at fourplex buildings. Section 5.13 (d.) states: "No Exceptions to the above specified requirements for flooring area materials and sound control properties for flooring will be approved."

Accordingly, the M68 Building Committee has reviewed the matter, particularly with a mind to the rights

and quiet enjoyment intent for four plex lower unit residents and respectfully recommends the no exception requirement be honored by the Board.

Rich Schlenker made a motion, Pina Royer seconded to accept the above recommendation of the Building Maintenance Committee.

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 meeting with his list of BrightView tasks for this month: weed control, Boxwood fertilizing and pruning of Hypericum, Oleander, Salvia. We asked Luis about the moss growing in a newly refreshed DG path on Saklan Indian Drive. He said that after the pathway dries from the heavy rains, they can do another refresh to remove the moss. Luis was asked if BrightView can help with the lawn conversion designing. He answered "Yes".

Our newest member of the Landscape Committee, Nancy Vasko, was introduced. We all welcome her and her experience with Heather Farm HOA in the role of Landscape Zone Representative through, for example, lawn conversions.

The current RWC Landscape Manager, John Tawaststjerna, and his staff are creating a map indicating NF and F lawns in all of Eagle Ridge. The map will show red for NF lawns, green for F lawns and tables will show controller #s, station #s and sq. ft. of lawn involved. These visual references to our lawns will assist us in identifying the F and NF lawns in M68. We should receive this information by weeks' end. We will evaluate the decision about NF v F lawns using this information, the results of the questionnaires, and information regarding the lack of exemptions for trees in the middle of lawns. Using all this information should make it more clear what the designations should be to be in compliance with AB 1572.

The Landscape Subcommittee reported to us their lists of plants they are suggesting we use in the lawn conversions and design elements. Additional plants can be added to the current list as we make decisions about more natives, other pollinators and other species we wish to include. A motion was made by Jim and seconded by Evor to approve the current plant list and design elements. The motion passed unanimously.

John Fiske reported to us as our FireWise member. He encouraged us to attend a FireWise lecture on March 31 at 1:30 in the Fireside Room at Gateway. It will include information about vegetation in Rossmoor, fire risks, etc. The speaker will be Joe McBride, Emeritus Professor of Forestry and Landscape Architecture, UC Berkeley. John also added to the information we are learning about trees within lawns which will be removed. He reiterated that trees are healthier when not surrounded by lawns. He also said that the State Board of Forestry is not ready to give opinions about what should be planted in the Zero Zone (within 5' of buildings). Perhaps by April decisions will be made and we will know if we can plant (if at all) in the Zero Zone which we have recently cleared of Rosemary and mulch.

Our final discussion involved our taking each item in Wayne's DRAFT

MUTUAL 68 AB 1572 LAWN REMOVAL AND RELANDSCAPE PLAN and responding to it. Please note that the full Plan follows this report. Below reflects how the Landscape Committee responded to the items which we found did not represent our agreement.

#2 - The Landscape Committee does not agree with the Exclusive Use concept of identifying lawns.

#4 - The Landscape Committee will identify obviously Non-functional Lawns within the timeline as stated.

#5 - We would like to add another month to the scheduled time to read February to April 2026.

#10 - We wish to add the informational page to the M68 website, but remove the solicit owner comments and suggestions.

#11 - We wish to negotiate with BrightView in the additional work clause of the contract for the lawn conversion work.

#14 - We wish to begin lawn conversion work with the clearly identified NF lawns. Remove the notation about “giving priority to the 3 “model landscapes”.

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

No report was made.

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

Rich Schlenker reported that Barbara Walker has resigned from the committee.

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

Susan Fisher gave the following report:

The Committee met at Pina Royer’s home on Monday, February 9, 2026.

Susan reported that more than 50 homes have sold in Mutual 68 within the last two years, suggesting that this is a good reason to revisit our residents with current information on recycling and composting. Kristen Lee, the Mutual’s new Hospitality Committee Chair, is helpfully emailing Pina and Susan with timely notice of new residents, which will enable our committee reps to visit them as they move in.

We agreed to review and update our letter to residents, and resume writing trash tips for the Eaglet to provide information about current recycling rules, and successful composting.

Pina reported that the Contra Costa County Fire Protection District has begun safety checks on the Mutual’s 4-plex closets and has cited several for infractions related to improper storage in utility closets. At the present time 12 of these closets are still being used for storage of green carts because the middle closets needed for the carts are used for storage of Social Committee supplies, holiday decorations and other Mutual 68 materials.

The Trash Committee and Social Committees have worked together over the past 18 months to consolidate stored materials as much as possible to alleviate this problem. But the need remains for alternative storage space. We recommend that the Board consider building a secure weatherproof storage unit for these common club and mutual materials in the space already available in the fenced area at the rear of Flying Eagle Park.

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

Ralph Anthenien gave the following report:

Three items to comment on during the presentation to the Board:

- **NOTE:** Continuing with important events coming up to assist each of you in preparing for a disaster as well as the aftermath of a disaster (Remember: “YOYO”) -- an upcoming “Room and ZOOM” event is coming in **one (1) week on March 2, 2026**, from 10 am to 11:30 am. In Peacock Hall. The session will be conducted by Bill Coy, EPO’s new Vice President on better preparing **YOU** to withstand the stress’ and strains of a disaster. The following are the details:
 - **Presented by Bill Coy, A Certified Critical Incident Stress Debriefing who has also worked in post-trauma as a consultant, educator and clinician.**
 - **He will help us understand the importance of Psychological Readiness in Time of Crisis.**
 - **One of the most critical aspects of preparedness is often overlooked – The state of our minds and emotions.**

- **The presentation will include: Understanding the importance of Emotional Support Core items and Elements of an Emotional Support Kit – Actions to take NOW to be better prepared.**
- **To attend or view this YOU MUST register first IN ADVANCE by clicking on (or copying and entering into your computer or iPhone):**
 - <https://us02web.zoom.us/meeting/register/mV3lNhntQnaaY3aijtjBKg>
- **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” (Such as airports, public transport vehicles and hubs, or crowded, congested areas) There is some serious flu strains as well as outbreaks of measles in many areas that pose a serious risk to all and more so to Seniors. Please consult your Medical Practitioner for details best for your circumstances.
- **What is your Disaster Preparedness Group (DPC) working on presently?**
 - The DPC has spent considerable time developing and is now finalizing its newly developed charter. The final version will be approved by the committee and forwarded to the board after this month’s meeting. The number one priority for the year will be to commence its popular **Essential Skills Training Courses given to residents** and the first location has been selected. The first Course will commence when the weather becomes a bit more predictable in the next month or two. More to come on that subject. The Committee is expected to conduct several this year to include some specifically adapted for the four-plex’s. Residents that would like to offer up their garage for a couple of hours to conduct a session please advise a member of the committee or Ralph Anthenien (contact information below).

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

- a. Functional Lawn Survey

This item was tabled until the March meeting.

- b. Review and Adoption of AB 1572 Relandscape Plan

This item was tabled until the March meeting

- c. Legal Evaluation of AB1572 by Adams Stirling on Exclusive Use of the Common Area.

Wayne Canterbury made a motion, Rich Schlenker seconded that based on the legal opinion of the Adams Stirling law firm, the board rejects the proposal of three Eagle Ridge owners to assign common area lawned properties to individual owners for their exclusive use for the purpose of avoiding the AB 1572 irrigation ban.

Moved, Seconded, Carried 5-0

New Business

- a. Motion to Adopt Disaster Preparedness Committee Charter

Pina Royer made a motion, Jim Day seconded to adopt the Disaster Preparedness Committee Charter.

Moved, Seconded, Carried 5-0

Announcements

Next Board Meeting will be held on March 16, 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 2:33 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