

**WALNUT CREEK MUTUAL SEVENTY****BOARD OF DIRECTORS REGULAR MEETING**

**Thursday, October 16, 2025, 2:00 p.m.**  
**Meeting is Conducted In-Person and viz Zoom**  
**Gateway Clubhouse – Board Room**  
**1001 Golden Rain Road, Walnut Creek, CA 94595**

**MINUTES****Call to Order**

President Lichtenstein called the meeting to order.

**Roll Call of Directors**

Herma Lichtenstein – President via Zoom  
Jane Seleznow – Vice President  
David Munson – Treasurer - Absent  
Dennis Fay – Secretary  
Joel Dimsdale – Director-at-Large

**RPM Staff**

Jeroen Wright – Director of RWC Property Management  
Todd Arterburn – Chief Financial Officer via zoom  
Luis Dueñas – Building Maintenance Manager  
Jesus Morales – Landscape Supervisor via zoom  
Janneth Lujan – Board Coordinator

**Resident's Forum – President Lichtenstein**

. No comments were made.

**Meeting Minutes - Herma Lichtenstein**

- a. Approve Board of Directors Regular Meeting Minutes – September 18, 2025

Saleznow made a motion, Fay seconded to approve the above-mentioned meeting minutes with the requested corrections from Seleznow.

**Moved, Seconded, Carried 5-0**

- b. Approve Board of Directors Special Meeting Minutes – October 3, 2025

Saleznow made a motion, Dimsdale seconded to approve the above-mentioned meeting minutes with the requested corrections from Seleznow.

**Moved, Seconded, Carried 5-0**

**President's Report - Herma Lichtenstein**

No Report

**Treasurer's Report – Dave Munson / Todd Arterburn**

- a. Helsing ten-year outlook / long range planning – Jeff Chueng

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Jeff Cheung gave a presentation about the Mutual's forecasted budget over the next ten years, with projections for simultaneous replacement of flat and tile roofs to achieve economies of scale and reduce resident disruption. The board agreed to review updated Helsing numbers.

- c. Resolutions for lien process – Account #15908 and Account #22553

Items above need a resolution regarding liens, which will be addressed in executive session following this meeting.

- b. Motion to Certify Compliance of Civil Code §5500 \*No financials available

### **Chief Financial Officer Report** – *Todd Arterburn*

Arterburn presented the September financials and mentioned the new Workday platform.

### **RPM Manager's Report**– *Jeroen Wright*

Jeroen Wright reported on the 2026 budget and the nearly finalized management agreement are nearing completion.

### **Committee Reports**

- a. Landscape Committee – *Jesus Morales / Joel Dimsdale*

Morales provided an update on the landscape committee's activities, and the board agreed to empower representatives to interact more directly with Brightview for maintenance oversight.

- b. Communication Committee – *Jane Seleznow*

The October newsletter is almost done and will be sent out. The front door policy needs to be updated on the Rossmoor.com website.

- c. Governing Document Committee – *Jane Seleznow*

Governing Documents were discussed with revised CCR's from the attorney.

- d. Building Committee – *Dennis Fay*

The board reviewed building committee matters, including a discussion about alteration approval processes and recent water intrusion issues in several units.

### **Building Maintenance Manager's Report** – *Luis Dueñas*

- a. Phase 4&5 deck progress update

Luis Duenas gave the following report:

### **Action Items: *Proposals for Review or Approval***

GBG Utility Door replacement (21) \$69,931.88

David Munson made a motion, Dennis Fay seconded to approve the GBG Utility Door replacement (21) in the amount of \$69,931.88

**Moved, Seconded, Carried 4-0**

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

#### **Item #1 SB326/Paint GBG**

Building 3401 TG **Completed**

Building 3425 TG decks **completed**

Building 3425 TG Breezeway **completed**

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Building 3425 TG paint **completing Punch list**  
Building 3443 TG Decks and entry landings **completing punch walk**  
Building 3535 TG Decks **completed**  
Building 3535 TG Breezeway: **coating in progress**  
Building 3747 TG Decks/Landing 1A 1B **work in progress 90%**  
Building 3711 TG Decks: 1B-4A-2A and 4C **Completed/ 3C Pending, Breezeway 50%**  
Building 3773 1A **Schedule to begin on 10/15**  
Building 3663 2B **schedule to begin 10/15**  
Building 3625 2B **Scheduled for 10/27**  
RPM Handrails and Carpentry Entry 5 **completed**  
RPM Handrails and Carpentry entry 6 **work in progress**  
KR electric 3425 6-meter panel **Completed**  
KR electric 3663 TG 1A Sub **Completed**  
KR electric 3330 TG 2B Sub **Completed**

### **New Business**

a. Approval of 2026 Calendar

Dimsdale made a motion, Fay seconded to approve the 2026 Mutual Meeting Calendar.

**Moved, Seconded, Carried 4-0**

The board discussed plans for a December 2025 resident meeting to present the budget and discuss maintenance matters.

b. Presentation of 2026 Budget

Members were afforded the opportunity to express their concerns, make comments, and have questions answered by the Board and Jeroen Wright, Mutual Operations Director, regarding the proposed budget.

Effective January 1, 2026, the total monthly coupon will be \$1,939, which reflects a 2.3% increase over the 2025 rate.

**Announcements** – The next scheduled meeting is the Board of Directors Regular Meeting on Thursday, November 20, 2025, at the Creekside Clubhouse in the Club Room at 2:00 p.m.

**Adjournment to Executive Session** – There being no further business, the meeting adjourned at 3:45 p.m.

### **Board Services Coordinator**

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

*Janneth Lujan*