

BOARD OF DIRECTORS REGULAR MEETING

Thursday, February 19, 2026, 2:00 p.m.
Meeting is Conducted In-Person and Virtually
Gateway Clubhouse – Board Room

MINUTES

Call to Order

Lichtenstein called the meeting to order at 2:02 p.m.

Roll Call of Directors

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

Rossmoor Property Management

Jeroen Wright – Director of Mutual Operations
Luis Dueñas - Building Maintenance Manager
Jesus Morales- Landscape Supervisor
Janneth Lujan – Board Services Coordinator

RPM Staff Absent

Todd Arterburn – Chief Financial Officer
John Tawaststjerna – Landscape Manager

Resident Forum – *Herma Lichtenstein*

Members were afforded the opportunity to express their concerns, make comments, or have questions for the Board. No members commented during the Residents' Forum.

Approval of Minutes

a. Approve Board of Directors Regular Meeting Minutes – January 15, 2026
Seleznow made a motion; Munson seconded to approve January 15, 2026, Regular Meeting Minutes as amended. Approved by unanimous votes. (5-0).

Seleznow requested that the minutes be amended to reflect the removal of Paula Krauss from the Communications and Landscape Committee, and the removal of Jeff Cheung and Joel Aberback from the Finance Committee.

President's Report - *Herma Lichtenstein*

Lichtenstein reported that the President's Committee is focusing on updating the management agreement. The presidents have agreed to begin standardizing language across all policies and CC&Rs to avoid duplicating efforts for each mutual.

Secretary's Report – *Dennis Fay*

No Report

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Treasurer's Report – *David Munson*

1. Monthly Financials

Motion to ratify compliance with Civil Code 5500 was deferred until next meeting.

Dave Munson reported a bank balance of \$4,007,692.27 for the operating and reserve accounts as of the end of January but detailed financial reports were not yet available. He raised concerns about delayed financial reports. The board agreed to discuss these issues with management separately, focusing on the delayed reports and software implementation challenges.

End of year Financial Metrics were reported as follows for year ending December 31, 2025

Operating Fund Balance \$1,144,277
Reserve Fund Balance \$2,916,835
Total Cash and Investments \$4,061,112
Interest Income YTD \$127,121
Operating Budget YTD Over/ (Under) (\$270,981)
Reserve Budget YTD Over/(Under) \$504,493

Chief Financial Officer Report - *Todd Arterburn*

No Report

Mutual Operations Manager's Report– *Jeroen Wright*

Wright updated the board on staffing and organizational changes at Rossmoor Property Management (RPM). John Tawaststjerna was promoted to Associate Director of Operations, Jesus Morales as Landscape Manager, and Luis Duenas appointed Mutual Manager for Mutual 70 with expanded responsibilities. The organization is also collaborating with Berkeley MBA students to streamline resale, escrow, and collection processes.

Building Maintenance Manager's Report – *Luis Dueñas*

Luis presented updates on SB326 construction projects, noting the following updates:

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

Item #1 SB326/Paint GBG

Entry 5 SB326 and paint **completed**

- Building 3747 TG Decks **Completed/Landing 1A start date 11/14**
- Building 3625 Landing **completed** Both Balconies will be **completed**
- Building 3663 2A/2B **Completed** 1A work in progress awaiting C/O
- Building 3663 2B window repairs to be completed by Feb 20th
- Building 3711 TG working on Balconies (**Completed** 1B-4A-2A and 4C) (2C work in progress 3c pending due to scaffolding Breezeway needs final topcoat
- Building 3747 balconies **completed**-Termite Dt pending 1A

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- Building 3773 balconies and paint **completed**

Welcome Feb gutter cleaning **in progress**

- Sub-panels completed Jan-Feb
- 3773 TG 1A
- 3206 TG 2B
- 3244 TG 1B

Schedule for replacement

- 3288 TG 3A March 6TH
- 3288 TG 4C March 9th
- 3838 TG 1B March 13th
- 3316 TG 1B Pending

Main panel replacement

- 3288 TG Meter with 600amp 3 phase gear for elevator **Completed**
- 3316 TG 1B 3-Meter Pending

Luis presented a Change Order for approval in the amount of \$8,666.16 for additional dry rot repairs

Seleznow made a motion; Munson seconded to approve \$8,666.16 for dry rot repairs at 3663 TG, #1A. Approved by unanimous vote. (5-0).

Committee Reports

a. Building Committee- *Dennis Fay*

Fay reported that the approved water leak detector was delivered to Jim Patmont for testing. The Committee also began its review of the Rules, focusing on language related to Buildings Committee matters. Further review will continue at the next meeting.

b. Communication Committee – *Jane Seleznow*

Seleznow reported that the Committee is planning and organizing the Spring Fling event on May 13, 2026, from 5:00–7:00 p.m. in the Fireside Room, with Board approval of a \$500 budget.

c. Governing Document Committee – *Jane Seleznow*

The Board discussed proposed updates to the governing documents. Attorney revisions are pending review, and questions regarding carports and insurance subrogation remain under consideration. The Board agreed to hold a Q&A session with residents prior to voting on the updated CC&Rs.

d. Landscape Committee – *Jesus Morales / Joel Dimsdale*

The Landscape update noted that BrightView completed the winter leaf pickup and is currently performing annual pruning. Irrigation remains suspended, except for watering newly installed plants in February.

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- e. Finance Committee- Jeff Cheung and Joel Aberback have resigned from the Finance Committee

New Items

- a. Handyman Service Backlog and Extended Wait Times – Discussion

The Board discussed concerns regarding handyman service availability due to staffing shortages.

- b. 3288 TG Fire Proposals – Review and Approval

The Board approved the following Proposals for the 3288 Terra Granada:

*Fay made a motion; Munson seconded to approve the proposal for mold remediation proposal for unit 4B: ROS328BM233128 in the amount of **\$2,204.95**. Approved by unanimous votes. (5-0).*

*Fay made a motion; Munson seconded to approve the proposal for smoke restoration work in unit 32 - ROS328BS229159 in the amount of **\$3,441.52**. Approved by unanimous votes. (5-0).*

*Lichenstein made a motion; Fay seconded to approve the proposal for smoke and water damage remediation work in unit 4B ROS328BS229750 in the amount of **\$36,218.61**. Approved by unanimous votes. (5-0).*

*Lichenstein made a motion; Dimsdale seconded to approve the proposal for repair services for unit 4C: ROS328BC229164 in the amount of **\$66,408.47**. Approved by unanimous votes. (5-0).*

*Munson made a motion; Fay seconded to approve the proposal for smoke remediation in unit 4C: ROS328BS229625 in the amount of **\$19,565.86**. Approved by unanimous votes. (5-0).*

*Munson made a motion; Fay seconded to approve the proposal for Fire Restoration Services: VANBUR3288-F-R in the amount of **\$5,991.58**. Approved by unanimous votes. (5-0).*

- c. Elevator Five-Year Service Contracts – Review and Approval

Rise up elevator (\$175.00) per month, Per Car (Total \$1050) per Month, 5yr contract

Seleznow made a motion; Fay seconded to approve the Elevator Five-Year Service Contract. Approved by unanimous votes. (5-0).

- d. Approval of Asphalt Budget NTE \$240,000

Fay made a motion; Munson seconded to approve the Asphalt Budget and authorize the President to sign an agreement with selected contractor in the amount NTE \$240,000. Approved by unanimous votes. (5-0).

Announcements – The next scheduled meeting is the Board of Directors Regular Meeting on Thursday, March 19, 2026, at the Gateway Clubhouse in the Board Room at 2:00 p.m.

Adjournment



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Meeting was adjourned at 3:44 p.m.

Board Services Coordinator

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

Janneth Lujan