

# "APPROVED" WCA BOARD OF DIRECTORS MEETING MINUTES

January 20, 2015

- I. **Call to Order.** President Robert C. Blain called the meeting to order at 7:04 p.m. Directors present were Doug Flock, Tom Knight, Lubor Mrazek, Albert Repola, David Sherman and Neil Straus. Also present were General Manager Tim Sutherland and Controller Lisa Trabert.
- II. **Reports/Announcements.**
  - **Secretary's Report.** Secretary Straus reported that prior to the meeting the Board of Directors discussed legal issues.
  - **Treasurer's Report.** Treasurer Albert Repola reported a favorable operating budget variance of \$90,874 through 12/31/2014. Repola also reported an operating fund balance of \$197,088 and a replacement fund balance of \$4,573,195. The full report is available at the WCA office and watergatehoa.com.
  - **Manager's Report.** General Manager Sutherland reported the following:
    - December 2014 common utilities: natural gas use is down -19.3%; electric use was down -4.7%; and water use is down -6.0% at 78 gallons per unit per day.
  - **Controller's Report.** Controller Lisa Trabert reported that as of December 31, 2014, twelve accounts have been turned over to a collection agency for delinquent assessments and eight Notices of Default have been recorded against the subjected properties. Among the nine delinquent accounts, two accounts were under bankruptcy protection, and four owners were making payments toward ongoing payment plans.
  - **Statements and Requests.** Three residents spoke in support of adding a cushion topping system to the tennis courts, and another resident spoke about adding speed bumps in garages.
- III. **Consent Calendar.**
  - **December 8, 2014 Board of Directors Regular Session Minutes. Mrazak moved, and Knight seconded, to approve the minutes sans the last paragraph in item IV. Mrazek, Knight, Repola and Sherman voted for the motion with Straus and Flock voting against. The motion was approved.**
- IV. **New Business.** General Manager Sutherland requested funds for the following work:
  - **WJE - Water Intrusion Leak Investigation - Engineering Services.** Funds requested to engage the services of a water leak engineering firm to pin point possible water intrusion points of entry into C204, C205, C206, C207, E214, D268, F225 and F325. **Knight moved, and Repola seconded, to approve the WJE's water leak investigation proposal of \$10,000 to investigate 7 units' water leaks, and an overall project budget of \$13,500 to be paid for out of the replacement fund. Knight, Repola, Sherman and Mrazek voted for the motion with Flock and Straus voting against. The motion was approved.**
  - **Alpha Restoration - Deck Slab Repair.** Funds are requested to repair the cap slab outside of unit E214. **Straus moved, and Knight seconded, to approve the Alpha Restoration quote of \$6,580 with a project budget of \$7,896 to be paid for out of the replacement fund. The motion was unanimously approved.**

- **Board Resolution to Record Three Notices of Delinquent Assessments.** Secretary Straus read the following resolution:

**“Resolved, the Board of Directors (“Board”) for Watergate Community Association authorizes and instructs Allied Trustee Services to Record Two Notices of Delinquent Assessments (“Lien”) in the full amount of unpaid assessments, late charges, interest and collection fees and costs against the properties bearing Assessor’s Parcel Numbers 049-1529-489 and 049-1529-535 as authorized by Civil Code Sections 5650 and 5725 if such accounts have not been reinstated by the Notice of Intent to Lien expiration date.”** Straus moved, and Knight seconded, to approve the aforementioned **Two Notices of Delinquent Assessments. The motion was unanimously approved.**
- **Leak Detection Services.** Funds are need to pay for leak detection services to determine the location of an underground leak in the water supply line to the private fire hydrant located at the end of Captain Drive. **Straus moved, and Knight seconded, to authorize \$968.00 to Precision Leak Detection for leak detection services to be paid out of the replacement fund. The motion was unanimously approved.**
- **3 Commodore Drive Slide Guide Inserts.** Request is to relocate \$5,660.74 in operating fund expenses for the 3 Commodore Drive elevator repairs over to the replacement fund. **Straus moved, and Knight seconded, to approve the fund reclassification in the amount of \$5,660.74 to be paid for out of the replacement fund. The motion was unanimously approved.**

#### **V. WCA Committees.**

- **Architectural Control.** General Manager Tim Sutherland presented the following unit modifications:
  - **7 Captain Drive, C206: 1 Bedroom.** The owner wishes to encapsulate the popcorn acoustical ceiling. **Straus moved, and Knight seconded, to approve the modifications to C206 pending receipt of all necessary building permits. The motion was unanimously approved.**
  - **5 Admiral Drive, F308: Studio.** The owner wishes to remodel their kitchen which includes relocating the sink, installing a dishwasher, recessed lighting and removing the refrigerator alcove wing walls. The work also includes the encapsulation of the popcorn ceiling, new kitchen and bathroom fans, and a pocket door for the bathroom. **Straus moved, and Mrazek seconded, to not approve the modifications to F308 as the application was missing before and after drawing detailing the kitchen work and recessed lighting plans. The motion to not grant approval was unanimously approved.**

#### **VII. Upcoming Meetings.**

- Executive Session and Regular Session February 23, 2015

#### **VIII. Meeting adjourned at 8:35 p.m.**

Respectfully submitted,

/s/ Neil Straus, Secretary