

"APPROVED" WCA BOARD OF DIRECTORS MEETING MINUTES

October 20, 2014

- I. **Call to Order.** President Tom Knight called the meeting to order at 7:00 p.m. Directors present were Robert C. Blain, Doug Flock, Lubor Mrazek, David Sherman and Neil Straus. Also present were General Manager Tim Sutherland, Controller Lisa Trabert and Assistant General Manager Jeff Kiel.
- II. **Reports/Announcements.**
- ❑ **Secretary's Report.** Before the meeting, the WCA Board voted to fine the owner of C442 \$500 for creating a hazardous condition in her unit. If the issue is not corrected to the satisfaction of the ACFD Fire Marshall by October 23, 2014, additional fines will be assessed as per the WCA Schedule of fines until the nuisance and hazard is abated.
 - ❑ **Treasurer's Report.** Treasurer Albert Repola reported a favorable operating budget variance of \$33,429 through 9/30/2014. Repola also reported an operating fund balance of \$177,693 and a replacement fund balance of \$4,919,994. The full report is available at the WCA office and watergatehoa.com.
 - ❑ **Manager's Report.** General Manager Sutherland reported the following:
 - September 2014 common utilities: natural gas use is down -6.4%; electric use up +.5%; and water use is down -11.0% at 81 gallons per unit per day.
 - New signage for all 27 lobbies is scheduled to be installed at the end of November with the signage in E building upper floors scheduled for early November. Residents on the upper floors of E building are generally pleased with the work and the renovations to date.
 - ❑ **Controller's Report.** Controller Lisa Trabert reported that as of September 30, 2014, nine accounts have been turned over to a collection agency for delinquent assessments. Two Notices of Delinquent Assessment and seven Notices of Default have been recorded against the subjected properties. Two owners of the delinquent accounts are making payments toward ongoing payment plans.
 - ❑ **Statements and Requests.** Residents discussed tennis courts, renovation scheduling, lobby cabinets, recycling and package procedures.
- III. **Consent Calendar.**
- ❑ **Approved by unanimous general consent:**
 - **September 22, 2014 Board of Directors Regular Session Minutes**
- IV. **Old Business.**
- ❑ **Updated windows and sliding glass door replacements specifications.** The Board reviewed the second draft of the updated window and sliding glass door specifications and made changes for the final review at the November 17, 2014 Board of Directors meeting. **Straus moved, and Flock seconded, to table the item. The motion to table was unanimously approved.**
- V. **New Business.** General Manager Sutherland requested funds for the following work:
- ❑ **Concrete Sidewalk Repair.** Replacement funds needed to make repairs to sidewalks in three locations throughout the complex. **Straus moved, and Blain seconded, to award the work to Metro Concrete in the amount of \$5,502.00 to be paid for out of the replacement fund. The motion was unanimously approved.**

- ❑ **Fence Repair and Replacement.** Replacement funds needed for fence repair at on Powell between Anchor and Admiral, and a replacement fence between the side of the market and the parking area east of 1 and 3 Captain Drive. **Straus moved, and Blain seconded, to award the work to All American Fence Corp in the amount not to exceed \$9,000 to be paid for out of the replacement fund. The motion was unanimously approved.**
- ❑ **Tennis Court Repair and Resurfacing.** Multiple bid and specifications were reviewed for the ten (10) post tension cabling replacements for the tennis court slab and the resurfacing of the tennis courts. The Board made some financial and scope of work adjustments to the overall project budget. **Straus moved, and Blain seconded, to award the post tension cabling repair work to All Star PT in the amount of \$45,750 and the resurfacing work to Sheldrake and Mumford in the amount of \$68,475, and an overall Phase II project budget request of \$136,097.50 to be paid for out of the replacement fund. Straus, Blain, Flock, Mrazek and Sherman voted for the motion with Repola opposed. The motion was approved.**
- ❑ **New Fire Sprinkler Testing.** Funding requested for the required one year annual fire sprinkler testing. **Straus moved, and Blain seconded, to award the work to Neptune Fire Protection to test all six building for an annual amount of \$14, 280 to be paid for out of the replacement fund. The motion was unanimously approved.**
- ❑ **New ACC Committee Member.** **Straus moved and Blain seconded, to approve Brandon Vidrio to the Architectural Control Committee. The motion was unanimously approved.**

V. WCA Committees.

- ❑ **Architectural Control.** Assistant General Manager Jeff Kiel presented the following unit modifications:
 - **8 Admiral Drive, A230: 1 Bedroom.** The owners wish to replace their tub with a walk-in shower using cultured stone. **Straus moved, and Blain seconded, to approve the modifications to A230 pending receipt of all necessary building permits and the requirement that all discovered dry rot be repaired as necessary. The motion was unanimously approved.**
 - **6 Admiral Drive, A489: 1 Bedroom.** The owner wishes to replace their tub with a walk-in shower and to possibly replace the bathroom ceiling fan. **Straus moved, and Blain seconded, to approve the modifications to A489 pending receipt of all necessary building permits and that all discovered dry rot be repaired as necessary. The motion was unanimously approved.**
 - **6 Admiral Drive, A493: 1 Bedroom.** The soon-to-be owners wish to replace their tub and surround in-kind. **Straus moved, and Blain seconded, to approve the modifications to A493 pending receipt of all necessary building permits and that all discovered dry rot be repaired as necessary once escrow closes. The motion was unanimously approved.**
 - **8 Captain Drive, E461: 1 Bedroom.** The soon-to-be owners wish to do a total remodel including modification of existing walls, and the addition of electrical outlets, recessed lighting and electrical panel upgrades as necessary. **Straus moved, and Blain seconded, to approve the modifications to unit E461 pending receipt of all necessary building permits and structural engineering reports. The motion was unanimously approved.**

VI. Upcoming Meetings.

- Executive Session and Regular Session November 17, 2014

VII. Meeting adjourned at 7:58 p.m.

Respectfully submitted,

/s/ Neil Straus, Secretary