

"APPROVED" WCA BOARD OF DIRECTORS MEETING MINUTES

November 18, 2013

- I. **Call to Order.** President Robert C. Blain called the meeting to order at 7:00 p.m. Directors present were Ron Dempster, Doug Flock, Tom Knight and Neil Straus. Lubor Mrazek and Albert Repola were absent. Also present were General Manager Tim Sutherland, Assistant General Manager Jeff Kiel and Controller Lisa Trabert.
- II. **Reports/Announcements.**
- **Secretary's Report.** Before the meeting, the Board of Directors authorized Two Notices of Default and Election to Sell for APN 049-1528-594 and 049-1529-512.
 - **Treasurer's Report.** General Manager Sutherland reported a favorable operating budget variance of \$58,447 through 10/31/2013. Sutherland also reported an operating fund balance of \$271,038, and a replacement fund balance of \$5,959,895. The full report is available at the WCA office and watergatehoa.com.
 - **Manager's Report.** General Manager Sutherland introduced Emeryville City Manager Sabrina Landreth who spoke about the status of the Emery-Go-Round bus service and other citywide issues of interest.
- III. **Statements and Requests.** A resident offered her opinion on the security issues she and some of her neighbors have faced with vehicle crime and one accident around the 2 Anchor Drive garage parking area. The resident also offered opinions on the look of the common hallways that are under renovation.
- IV. **Consent Calendar.**
- **Approved by unanimous general consent:**
 - **October 21, 2013 Regular Session Minutes**
- V. **New Business.**
- **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 Three 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 Number 049-1529-217, 049-1529-223 and 049-1528-108 as authorized by Civil Code Sections 1367.1 and 1367.4 if such accounts have not been reinstated by the Notice of Intent to Lien expiration dates." Straus moved, and Knight seconded, to approve the aforementioned Three Notices of Delinquent Assessments. The motion was unanimously approved.
 - **3 Admiral Drive Elevator Jack and 8 Admiral Elevator Oil Recovery Pump Replacements.** Funding is needed to replace the failing 3 Admiral Drive above ground elevator jack, and the oil recovery pump for the 8 Admiral Drive elevator. **Straus moved, and Knight seconded, to award the contract to ThyssenKrupp Elevator Services for a contract amount of \$62,067.58 (excluding inspection fees), and an overall project budget of \$70,602.58 to be paid for out of the replacement fund. The motion was unanimously approved.**

- **Recreation Area Access Improvements.** Funding is requested to install card readers at the entrances to all recreation areas and facilities. This effort will enhance security, reduce wear and tear on the facilities by outsiders, and enhance the living experience for members at Watergate. This work also involved the installation of a 95 foot long and five foot high fence at the Anchor Club to control access there as well. If approved, the contract would be awarded to Reed Brothers Security for a contract amount of \$96,459.56, and an overall project budget of \$106,000 to be paid for out of the replacement fund. **Knight moved, and Flock seconded, to table the item. The motion to table was unanimously approved.**

VI. WCA Committees.

- **Architectural Control.** Assistant General Manager Jeff Kiel presented the following committee recommendations:
 - **8 Admiral Drive, A241: 2 Bedroom:** The owner wishes make bathroom ADA accessible by widening the doorway into bathroom. The application included the requisite structural engineer's report. **Straus moved, and Knight seconded, to approve the modifications to unit A241 pending receipt of all necessary building permits. The motion was unanimously approved.**
 - **9 Commodore Drive, A314: 1 Bedroom:** The owner proposes to replace a walk-in tub with a regular tub, and extend the tile surround down to the new tub height. **Straus moved, and Knight seconded, to approve modifications to A314 pending receipt of all necessary building permits. The motion was unanimously approved.**
- **Election of Officers by Secret Ballots.** The Board of Directors elected the following officers by secret ballot: **Tom Knight - President; Robert C. Blain - Vice-President; Neil Straus – Secretary; and Albert Repola – Treasurer.**

VII. Upcoming Meetings.

- Regular and Executive Session – December 9, 2013

VIII. Meeting adjourned at 8:15 p.m.

Respectfully submitted,

/s/ Neil Straus, Secretary