

## "APPROVED" WCA BOARD OF DIRECTORS MEETING MINUTES

December 8, 2014

- I. **Call to Order.** President Robert C. Blain called the meeting to order at 7:00 p.m. Directors present were Doug Flock, Tom Knight, Lubor Mrazek, Albert Repola and Neil Straus. David Sherman was absent. Also present were General Manager Tim Sutherland, Controller Lisa Trabert and Assistant General Manager Jeff Kiel.
- II. **Reports/Announcements.**
- **Secretary's Report.** Secretary Straus reported prior to the meeting, the Board discussed legal and personnel issues.
  - **Treasurer's Report.** Treasurer Albert Repola reported a favorable operating budget variance of \$65,385 through 11/30/2014. Repola also reported an operating fund balance of \$184,283 and a replacement fund balance of \$4,538,484. The full report is available at the WCA office and [watergatehoa.com](http://watergatehoa.com).
  - **Manager's Report.** General Manager Sutherland reported the following:
    - November 2014 common utilities: natural gas use is down -17.7%; electric use up -1.7%; and water use is down -7.0% at 80 gallons per unit per day.
  - **Controller's Report.** Controller Lisa Trabert reported that as of November 30, 2014, nine accounts have been turned over to a collection agency for delinquent assessments. Eight Notices of Default have been recorded against the subjected properties. Among the nine delinquent accounts, two accounts were under bankruptcy protection, and two owners were making payments toward ongoing payment plans.
  - **Statements and Requests.** Nine residents spoke in support of adding a cushion topping to the tennis courts.
- III. **Consent Calendar.**
- **Approved by unanimous general consent:**
    - **November 17, 2014 Board of Directors Regular Session Minutes**
    - **Chargepoint Annual Subscription Renewal for Charging Stations - Four Stations at \$255 per station paid from the Operating Fund**
    - **Annual Workers Compensation Insurance Renewal - Pacific Compensation for an Estimated Annual Premium of \$70,592 from 12/31/14 - 12/31/15 paid from the Operating Fund**
    - **Corporate Meeting Calendar for 2015**
    - **WCA Committees – Approval of All Current Volunteers for 2015**
    - **Adecco Technical Construction Management Services - 2% ACA Rate Change for Full Time Construction Manager and Full Time Asst. Construction Manager for 2015 paid from the Replacement Fund**
    - **CRS Reserve Study Financial Update for 2015 - \$850 paid from the Replacement Fund**

#### IV. Old Business.

- **Revisit Prior Decision to Not Include Cushion Court Topping for the Tennis Court Renovations.** The Board reviewed the information and testimony presented regarding the request to reconsider the October 21, 2014 Board decision to not include cushion topping to the courts during the renovations. **Straus moved, and Mrazek seconded, to reaffirm the previous decision to not include the cushion court topping in the tennis court renovations project. Straus, Mrazek, Flock voted for the motion, with Knight and Repola voting against. The motion to affirm the previous Board decision was approved.**

#### V. New Business. General Manager Sutherland requested funds for the following work:

- **B Building Pool Leak Repair.** Funds requested to make repairs to the underground water supply lines to the B building pool. **Straus moved, and Knight seconded, to approve the Precision Leak Detection's Proposal \$2,498, and an overall project budget of \$2,800 to be paid for out of the replacement fund. The motion was unanimously approved.**
- **Comcast Bulk Cable 5-year Agreement.** **Straus moved, and Knight seconded to approve a new Five-Year Comcast Cable bulk cable agreement through December 31, 2019. The agreement includes a one-time gate fee payment to Watergate of \$93,675. The motion was unanimously approved.**

#### VI. WCA Committees.

- **Architectural Control.** Assistant General Manager Jeff Kiel presented the following unit modifications:
  - **Commodore Drive, A355: 1 Bedroom.** The owner wishes to replace the unit's bathtub and tiled surround. The committee recommends approval of these items with proper City of Emeryville building permits with the condition that all discovered dry-rot be repaired. **Straus moved, and Knight seconded, to approve the modifications to A355 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 install a pocket door in place of the hinged swing door for her bathroom. Insofar as the application did not contain a structural engineer report, the committee is unable to recommend approval of this item at this time. Note: Structural engineering report was received by the Board. **Straus moved, and Knight seconded, to approve the modifications to A489 pending receipt of all necessary building permits. The motion was unanimously approved.**
  - **4 Captain Drive, E214: 1 Bedroom.** The owner wishes to replace and/or install kitchen appliances, light fixtures, and kitchen cabinets, "repair" the bathroom tub surround, and encapsulate the unit's textured ceiling. The committee needs more information to make a recommendation regarding the bathroom surround, appliances and lighting, but can recommend approval of the proposed encapsulation with proper City of Emeryville building permits. **Straus moved, and Knight seconded, to approve the modifications to E214 pending receipt of all necessary building permits and the requirement that all discovered dry rot be repaired as necessary. The motion was unanimously approved.**

**VII. Upcoming Meetings.**

- Executive Session and Regular Session January 26, 2015

**VIII. Meeting adjourned at 8:01 p.m.**

Respectfully submitted,

/s/ Neil Straus, Secretary