

"APPROVED" WCA BOARD OF DIRECTORS MEETING MINUTES

February 24, 2014

- I. **Call to Order.** President Tom Knight called the meeting to order at 7:01 p.m. Directors present were Robert C. Blain, Ron Dempster, Doug Flock, Albert Repola and Neil Straus. Lubor Mrazek was 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 reviewed legal issues.
 - **Treasurer's Report.** Treasurer Repola reported a favorable operating budget variance of \$95,241 through 1/31/2014. Repola also reported an operating fund balance of \$249,299, and a replacement fund balance of \$5,862,930. The full report is available at the WCA office and watergatehoa.com.
 - **Manager's Report.** General Manager Sutherland reported the following:
 - Common Utilities for January 2014: Electric +9.3 % (new lighting); Natural Gas -6.3; Water +5.0% (D building unit domestic water use is high).
- III. **Statements and Requests.** A number of residents spoke about issues that were of interest and concern to them: no backup in unit for five months; a complaint that there are three decrepit vehicles stored on the streets; question regarding a pending towing charge.
- IV. **Consent Calendar.**
- **Approved by unanimous general consent:**
 - **January 27, 2014 Regular Session Minutes**
- V. **New Business.**
- **Request to Reconstitute Renewable Energy Committee.** Board member Flock made the request to reconstitute the committee. There was no second to the notice of motion. An informal group of owners, led by Doug Flock will explore energy conservation issues and may report items of interest to the Board of Directors in future board meeting during statements and requests.
 - **Board Resolution to Record Two 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 049-1529-179, and 049-1529-307 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 Blain seconded, to approve the aforementioned Two Notices of Delinquent Assessments. The motion was unanimously approved.
 - **Anchor Club Pool Cover Replacement Request.** A quote was presented to replace the Anchor Pool cover. **Straus moved, and Blain seconded to award the work to T-Star Enterprises in an amount not to exceed \$2200.00 to be paid for out of the replacement fund. The motion was unanimously approved.**

VI. WCA Committees.

- **Architectural Control.** Assistant General Manager Jeff Kiel presented the following committee recommendation:
 - **4 Admiral Drive, B445: 2 Bedroom.** The owner wishes to remove all four kitchen wing walls. The application now includes a structural report for board review. **Straus moved, and Blain seconded, to approve the modifications to B445 pending receipt of all necessary City of Emeryville building permits. The motion was unanimously approved.**
 - **1 Captain Drive, D156: 2 Bedroom.** The owner wishes to replace both bathrooms' tubs and tiled tub surrounds. **Straus moved, and Blain seconded, to approve the modifications to D156 pending receipt of all necessary City of Emeryville building permits. The motion was unanimously approved.**
 - **3 Admiral Drive, F361: Studio.** The owner is requesting an update of a modification that was approved in 2012 and not executed. The update includes enlarging the sleeping area by removing the walk-in closet walls and opening up kitchen by removing fridge nook wall. The application included a structural engineer report. Other proposed items include a new tub and tiled surround, interior glass divider between sleeping area and living room area, and replacement of studio patio swing door with new glass door. The committee does not recommend approval of the exterior glass patio door as this would not conform to the rest of the exterior patio swing doors on the property. **Straus moved, and Blain seconded, to approve the modifications (except the exterior patio glass door) to F361 pending receipt of all necessary City of Emeryville building permits. The motion was unanimously approved.**
 - **2 Anchor Drive, F490: Studio.** The owner of the unit wishes to install a dishwasher (where none existed before), replace their tub and surround, and replace their bathroom ceiling fan. **Straus moved, and Blain seconded, to approve the modifications to F490 pending receipt of all necessary City of Emeryville building permits. The motion was unanimously approved.**

VII. Upcoming Meetings.

- Budget, Regular and Executive Session – March 24, 2014

VIII. Meeting adjourned at 7:34 p.m.

Respectfully submitted,

/s/ Neil Straus, Secretary