

"APPROVED" WCA BOARD OF DIRECTORS MEETING MINUTES

May 19, 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, Albert Repola and Neil Straus. 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 participated in performance and compensation review for its direct reports, and authorized a notice of default and election to sell for APN #049-1529-120.
 - ❑ **Treasurer's Report.** Treasurer Repola reported a favorable operating budget variance of \$156,260 through 4/30/2014. Repola also reported an operating fund balance of \$251,788 and a replacement fund balance of \$5,672,012. The full report is available at the WCA office and watergatehoa.com.
 - ❑ **Manager's Report.** General Manager Sutherland reported the following: Common Utilities for April 2014: Electric +6.4 % (new lighting); Natural Gas +.25%; Water -6.7 %; 3 Admiral Drive elevator jack replacement commences May 19, 2014 and is expected to conclude May 27, 2014; New mirrors and furniture are expected to be installed at 6, 7 and 8 Captain lobbies the week of May 26, 2014; Due to the drought, Sutherland suggested suspending the use of the car rinse area to conserve water.
 - ❑ **Controller's Report.** Controller Lisa Trabert reported that as of April 30, 2014, eleven accounts have been turned over to a collection agency for delinquent assessments. Two Notices of Delinquent Assessments (Lien) and nine Notices of Default (NOD) have been recorded against the subjected properties. Four owners of the delinquent accounts are making payments with ongoing payment plans.
 - ❑ **Statements and Requests.** Residents discussed lawn reduction, eliminating gas mowers, non-working exhaust fans in gym, and tennis court repairs.
- III. **Consent Calendar.**
- ❑ **Approved by unanimous general consent:**
 - **April 21, 2014 Regular Session Board of Directors meeting minutes**
 - **One Year Extension of Use Agreement Between WCA and Watergate Sales and Leasing**
- IV. **New Business.**
- ❑ **Concrete Step and Sidewalk Repair.** A proposal to repair concrete steps and sidewalks in four locations was reviewed and discussed. **Straus moved, and Blain seconded, to authorize a contract with Precision Concrete Cutting in the amount of \$5,454.69 to be paid for out of the replacement fund. The motion was unanimously approved.**
 - ❑ **Security Camera Equipment Replacements.** Funds are needed to relocate two video cameras, replace a failed camera and one failed DVR. **Straus moved, and Blain seconded, to authorize a contract with Total DVR for the work described in the amount of \$1,971.50 to be paid for out of the replacement fund. The motion was unanimously approved**

VI. WCA Committees.

- **Architectural Control.** General Manager Tim Sutherland presented the following unit modifications:
 - **2 Admiral Drive, B177: 1 Bedroom.** The owner wishes to remove and replace her bathtub in favor of a walk-in shower and any discovered dry-rot. **Straus moved, and Blain seconded, to approve the modifications to unit B177 pending receipt of all required building permits.**
 - **6 Commodore Drive, C331: Studio.** The owner wishes to replace the unit's tiled bathtub surround, replace and upgrade the unit's electrical panel, and remove and replace sheetrock and repair dry rot as needed. The electrical panel may need to be re-located as well. **Straus moved, and Blain seconded, to approve the modifications to unit C331 pending receipt of all required building permits.**
 - **4 Anchor Drive, F224: Studio.** The owner wishes to reconfigure closet, kitchen and enclosed balcony walls, replace and re-locate stove hood vent, replace bathroom's tiled tub surround, encapsulate the popcorn ceiling, install recessed lights and new plugs and switches, and re-level the foundation slab floor. The electrical panel may need to be upgraded and/or re-located, and any discovered dry rot will be repaired. The cap slab removal was not approved. **Straus moved, and Blain seconded, to approve the modifications to unit F224 pending receipt of all required building permits and an ownership grant deed.**
- **Landscape.** Chair Sam Foushee presented the landscape plan for 4 Anchor Drive. **Straus moved, and Flock seconded, to authorize a budget of \$3,736.91 to be paid for out of the replacement fund. The motion was unanimously approved. Straus moved, and Blain seconded, to fund a replacement tree for the dead Myoporum tree #354 at the end of Commodore Drive by boardwalk. The motion was unanimously approved.**

VII. Upcoming Meetings.

- Executive Session and Regular Session June 23, 2014

VIII. Meeting adjourned at 7:48 p.m.

Respectfully submitted,

/s/ Neil Straus, Secretary