

**July 20, 2015**

**I. Call to Order.** President Robert C. Blain called the meeting to order at 7:02 p.m. Directors present were Doug Flock, Tom Knight, Lubor Mrazek, Albert Repola, David Sherman 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.** Secretary Straus reported that prior to the meeting, the Board reviewed legal matters with the Association's Attorney and met with the owner of D274 regarding ongoing issues with the unapproved modification to D274.

**Treasurer's Report and Quarterly Review of Accounts.** Treasurer Repola reported a favorable operating budget variance of \$332,057 through 6/30/2015. Repola also reported an operating fund balance of \$362,180, and a replacement fund balance of \$4,031,660. The full report is available at the WCA office and [watergatehoa.com](http://watergatehoa.com). **Straus moved, and Knight seconded, to accept the quarterly review of accounts. The motion was unanimously approved.**

**Manager's Report.** General Manager Sutherland reported common utility use for FY 2014/2015: Electric -.7%; Natural Gas -9.7%; Water -7.7 %. Assistant General Manager Jeff Kiel's last day is August 14, 2015. General Sutherland thanked Jeff for his support and dedicated service over the last 12 plus years.

**Controller's Report.** Controller Lisa Trabert reported that as of June 30, 2015, thirteen accounts have been turned over to a collection agency for delinquent assessments. Eight Notices of Default and two Notices of Delinquent Assessment ("Lien") have been recorded against the subjected properties. Among the thirteen delinquent accounts, two accounts were under bankruptcy protection, and four owners are making payments toward ongoing payment plans.

**III. Statements and Requests.** Topics included tennis court use and proper tennis attire and rules compliance, Airbnb units at Watergate, dogs on property, desire for residents to form a neighborhood watch to help with rules enforcement, and a request to waive a towing fee. **Repola moved, and Straus seconded, to decline the request to waive the towing fee. The motion was unanimously approved.**

**IV. New Business.**

**June 22, 2015 Regular Session Minutes.** Straus moved, and Flock seconded, to approve the minutes as submitted. The motion was unanimously approved.

**Collections Enforcement - 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 Numbers 049-1528-395, 049-1529-203 and 049-1529-367 as**

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 Knight seconded, to approve the aforementioned Three Notices of Delinquent Assessments. The motion was unanimously approved.

- ❑ **Operating Fund – Directors and Officers Liability Insurance Renewal.** Straus moved, and Knight seconded, to approve the quote from Chubb Insurance Company for an annual premium of \$4,800 for \$1 million in coverage with a \$10,000 deductible for the period 8/12/15 through 8/12/16. The motion was unanimously approved.
- ❑ **WCA Committees – Bruce Miller Landscape Committee.** Straus moved, and Knight seconded, to approve Bruce Miller as a member of the Landscape Committee. The motion was unanimously approved. Elise Higgins Architectural Control. Knight moved to approve. The motion died due to a lack of a second.

#### **VI. WCA Committees.**

- ❑ **Architectural Control.** Assistant General Manager Jeff Kiel presented the following modifications:
  - **3 Captain Drive, D212: 1 Bedroom.** The owner wishes to replace the unit's bathroom and tiled surround and kitchen range hood. **Straus moved, and Mrazek seconded, to approve the modifications to D212 pending receipt of all necessary building permits and that all discovered dry rot be repaired. The motion was unanimously approved.**
  - **2 Commodore Drive, D274: Studio.** The owner wishes to proceed with the cosmetic portion of the application which is awaiting approval by the Board once outstanding structural issues are resolved to the Association's structural engineer's satisfaction. **Straus moved, and Knight seconded, to not approve the modifications to D274. The motion was unanimously approved.**

#### **VII. Upcoming Meetings.**

- ❑ Executive and Regular Session August 24, 2015

#### **VIII. Meeting adjourned at 8:08 p.m.**

Respectfully submitted,

/s/ Neil Straus, Secretary