

# "APPROVED" WCA BOARD OF DIRECTORS MEETING MINUTES

August 24, 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, David Sherman and Neil Straus. Albert Repola was absent. Also present were General Manager Tim Sutherland and Controller Lisa Trabert.
- II. Reports/Announcements.**
- Secretary's Report.** Secretary Straus reported that prior to the meeting, the Board approved a Resolution to Record Two (2) Notices of Default and Election to Sell for APNs 049-1528-395 and 049-1529-367 and reviewed a legal issue with staff and the Association's attorney. The Board also conducted a Special Individual Assessment and Rules Violation hearing for the owner of D274. The Board fined the owner of D274 \$250 for additional unapproved unit modifications, and imposed a Special Individual Assessment in the amount of \$1,126.35 for structural engineering services.
  - Treasurer's Report.** General Manager Sutherland reported a favorable operating budget variance of \$9,569 through 7/31/2015. Sutherland also reported an operating fund balance of \$335,951, and a replacement fund balance of \$3,868,732. The full report is available at the WCA office and [watergatehoa.com](http://watergatehoa.com).
  - Manager's Report.** General Manager Sutherland reported common utility use for July 2015: Electric +1.2%; Natural Gas -2.8%; Water -9.6%.
  - Controller's Report.** Controller Lisa Trabert reported that as of July 31, 2015, twelve accounts have been turned over to a collection agency for delinquent assessments. Eight Notices of Default and three Notices of Delinquent Assessment ("Lien") have been recorded against the subjected properties. Among the twelve 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, rules compliance, Airbnb units at Watergate, dogs on property, personnel staffing question and updates from the unofficial neighbor watch group.
- IV. New Business.**
- Records - July 20, 2015 Regular Session Minutes.** Straus moved, and Knight seconded, to approve the minutes with one unit number typo corrected. The motion was unanimously approved.
  - Replacement Fund - Center Balcony Railing Post Replacement – F401.** Flock moved, and Knight seconded, to award the repair work to Facelift Construction in the amount of \$1,750 and an overall project budget of \$2,012.50 to be paid for out of the replacement fund. The motion was unanimously approved.
- V. WCA Committees.**
- Architectural Control.** General Manager Sutherland presented the following unit modifications:

- **9 Commodore Drive, A204: 1 Bedroom.** The owner wishes to replace the unit's bathroom and kitchen stove hood fan. The committee recommends approval of these items with proper City of Emeryville building permits. Further, the committee approves any upgrades that are required to the electrical panel as a result of the proposed renovations. **Straus moved, and Knight seconded, to approve the modifications to A204. The motion was unanimously approved.**
- **6 Admiral Drive, A481: 1 Bedroom.** The owner wishes to replace the bathtub and tiled surround, replace both the bathroom and kitchen hood fan unit and upgrade the electrical panel as necessary. 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 A481. The motion was unanimously approved.**
- **1 Captain Drive, D257: 2 Bedroom.** The owner wishes to replace the tub and 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 D257. The motion was unanimously approved.**
- **2 Commodore Drive, D273: 1 Bedroom.** The owner wishes to replace his tub and tiled surround, install a new dishwasher, and remove the kitchen post and wing wall. The committee recommends approval of the non-structural items with proper City of Emeryville building permits with the condition that all discovered dry-rot be repaired, and further approves any upgrades that are required to the electrical panel as a result of the proposed renovations. The committee does not recommend approval of the structural items (removal of the kitchen post and wing wall) until such time that a structural engineer report is submitted for review. **Straus moved, and Knight seconded, to approve the non-structural modifications to D273. The motion was unanimously approved.**
- **5 Admiral Drive, F214: 1 Bedroom.** The owner wishes to tile the common area portion of the courtyard between his exclusive use common area patio and the balcony railing at the Northern edge of the courtyard. Insofar as this is the last unit in this 4-unit courtyard that has yet to tile the portion of the common area in front of their unit, and no one other than the 4 units in this courtyard have access to the courtyard, the committee recommends approval of this item with the condition that the tile be non-slip. **Straus moved, and Knight seconded, to approve the modifications to F214. The motion was unanimously approved.**
- **3 Admiral Drive, F257: 1 Bedroom.** The owner wishes to replace the tub and 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 F257. The motion was unanimously approved.**

## VI. Upcoming Meetings.

- ☐ Executive and Regular Session September 21, 2015

## VII. Meeting adjourned at 8:14 p.m.

Respectfully submitted,

/s/ Neil Straus, Secretary