

"APPROVED" WCA BOARD OF DIRECTORS MEETING MINUTES

September 22, 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, David Sherman and Neil Straus. Also present were General Manager Tim Sutherland, and Assistant General Manager Jeff Kiel. Albert Repola was absent.
- II. **Reports/Announcements.**
- **Secretary's Report.** Before the meeting, the WCA Board voted to record One Notice of Default and Election to Sell against APN 049-1528-594, and voted to assess Special Individual Assessments against the following units: D262 in the amount of \$31.66 for towing charges, and D429 in the amount of \$95.00 for towing charges. The Board also met with the owner of D354 regarding her use of the common area stair wells. The Board voted to assess a fine of \$850 if the owner is found reading and resting in the stairwell again.
 - **Treasurer's Report.** General Manager Sutherland reported a favorable operating budget variance of \$25,621 through 8/31/2014. Sutherland also reported an operating fund balance of \$182,566 and a replacement fund balance of \$5,161,859. The full report is available at the WCA office and watergatehoa.com.
 - **Manager's Report.** General Manager Sutherland reported the following:
 - August 2014 Common Utilities: natural gas use is down -18.1%; electric use up +3.5% (new lighting); and water use is down -9.7% at 82 gallons per unit per day.
 - Landscaping Supervisor Robert Murphy left WCA to pursue a business ownership opportunity. The search for a qualified landscaping supervisor continues. Landscaping priorities for the next few months - September '14 through January '15:
 - Clean up all of the weeds from the planting areas in all six buildings and repair leaks - September '14 - October '14.
 - Trim the hedges that provide screening for the garages up to the burgundy belly band around the buildings. This work will be completed over three months - November '14 - January '15.
 - Tree trimming for trees close to building (not views) may need to be hired out December '14.
 - Tom Knight, Albert Repola and Lubor Mrazek are up for election this cycle. The filing deadline is Friday, September 26, 2014 at 5 pm.
 - **Controller's Report.** General Manager Sutherland reported that as of August 31, 2014, nine accounts have been turned over to a collection agency for delinquent assessments. Two Notices of Delinquent Assessment and seven Notices of Default have been recorded against the subjected properties. Four owners of the delinquent accounts are making payments toward ongoing payment plans.
 - **Statements and Requests.** Residents discussed energy conservation and continuing the energy task force.

III. Consent Calendar.

□ **Approved by unanimous general consent:**

- **August 18, 2014 Board of Directors Regular Session Minutes**
- **New Election Committee Member – Betsy Cooley**
- **ThyssenKrupp Elevator Maintenance Renewal at no price increase for \$3,999 per month through 10/31/2015**

IV. New Business.

4 Anchor Drive Automatic Door Opener Replacement. General Manager Sutherland presented the proposal by Reed Brothers Security to replace the failing 14 year automatic door open at 4 Anchor Drive. **Straus moved, and Blain seconded, to accept the contract amount of \$3,695 and an overall project budget of \$4,100 to be paid for out of the replacement fund. The motion was unanimously approved.**

V. WCA Committees.

□ **Architectural Control.** Assistant General Manager Jeff Kiel presented the following unit modifications:

- **6 Admiral Drive, A475: 1 Bedroom.** The owners wish to install a hydro-therapy tub. **Straus moved, and Blain seconded, to approve the modifications to unit A475 pending receipt of all necessary building permits. The motion was unanimously approved.**
- **6 Commodore Drive, C430: 1 Bedroom.** The owner wishes to replace their tub's tiled surround. **Straus moved, and Blain seconded, to approve the modifications to unit C430 pending receipt of all necessary building permits and repair of any discovered dry rot. The motion was unanimously approved.**
- **4 Anchor Drive, F224: Studio.** The owner wishes to replace his living room window (which has several mullions) with a "picture" window that has no mullions. **Straus moved, and Mrazek seconded, to vote no on the picture window. The motion was unanimously opposed.**
- **4 Anchor Drive, F432: Studio.** The owner wishes to replace their tub's tiled surround. **Straus moved, and Blain seconded, to approve the modifications to unit F432 pending receipt of all necessary building permits and repair of any discovered dry rot. The motion was unanimously approved.**

VI. Upcoming Meetings.

- Executive Session and Regular Session October 20, 2014

VII. Meeting adjourned at 7:46 p.m.

Respectfully submitted,

/s/ Neil Straus, Secretary