

**Watergate Community Association
Board of Directors
July 21, 2008
Regular Session
"Approved"**

- I. **Call to Order.** President Robert C. Blain called the meeting to order at 7:01 p.m. Directors present were Murray Kane, Neil Straus, Max Weintraub and Ariane Zand. Mike Cartmell and Lubor Mrazek were absent. Also present were General Manager Tim Sutherland, Controller Lisa Trabert, Assistant General Manager Jeff Kiel, Construction Manager Jim Ellis and approximately seventeen (17) residents.

- II. **Approval of Minutes.** **Straus moved, and Kane seconded, to approve the June 23, 2008 regular session minutes with one correction noted. The motion to approve the minutes was unanimous. Straus moved, and Kane seconded, to approve the July 14, 2008 special session minutes. The motion to approve the minutes was unanimous.**

- III. **Secretary's Report.** Secretary Straus reported that the Board met in a special session with the Landscape Committee and Staff regarding the Powell Landscaping and reassigned a parking space for unit F442. The Board also conducted a rules violation hearing for unit D368. **The Board fines the owner \$200 for multiple noise violations and imposed a special individual assessment totaling \$495 to repair damaged fire alarm component and to recover returned check.** The Board also dealt with legal issues.

- IV. **Treasurer's Report.** Treasurer Kane reported the unaudited financial results for the Association through 6/30/2008. The Association is running a favorable budget variance of \$3,990 for the full fiscal year. The operating fund balance is \$3,448 and the replacement fund balance is \$1,546,324. The full report is available at the WCA office and website.

- V. **Manager's Report.** General Manager Sutherland reported that twenty-five unit owners took advantage of the free energy efficiency service offered by Rising Star Energy Services July 15th through July 19, 2008. Sutherland also reports that a new heat exchanger is on order for the Clipper Club spa and expects the spa to be returned back to service by the end of the week.

- VI. **Statements and Requests.** An owner thanked the Board for reassigning his parking space but voiced his displeasure with the length of time it took staff to resolve this issue. Another owner presented information regarding energy saving websites and some written materials regarding saving energy and money. Another owner spoke in favor additional vines and plants along Powell and looked forward to Phase III being implemented.

- VII. **WCA Committees.**
 - **Architectural Control Committee.** Chair Judi Oser presented six (6) unit modifications for July 2008.

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- **F369** – Owner plans to remove kitchen and closet walls and shift location of bedroom door. Engineering report indicates walls to be removed are non-bearing. Shear walls indicated. **Straus moved, and Kane seconded, to approve the modifications to unit F369 pending receipt of all building permits. Straus, Kane, Weintraub voted for the motion with Zand abstaining. The motion was approved.**

- **E245** – Owner plans to remodel kitchen. Work includes wall removal, installation of drywall and new electrical panel. Structural report was received by the Board at the meeting indicated walls to be removed are not load bearing. **Straus moved, and Kane seconded, to approve the modifications to unit E245 pending receipt of all building permits. Straus, Kane and Blain voted for the motion with Weintraub and Zand voting against. The motion was approved.**

- **D355** – Owner plans to install dedicated electrical line for previously installed microwave and raise showerhead and change valves. **Straus moved, and Kane seconded, to approve the modifications to unit D355 pending all building permits. Straus, Kane, Weintraub voted for the motion with Zand abstaining. The motion was approved.**

- **E351** – Owner plans to add microwave. Remodel entry and front closet area and remove hallway door. Bath remodel includes removal and replacement of all fixtures, fans, ceiling access panels, tubs, sinks and toilets. **Straus moved, and Kane seconded, to approve the modifications to unit E351 pending receipt of all building permits. Straus, Kane, Weintraub voted for the motion with Zand abstaining. The motion was approved.**

- **F309** – Owner plans to replace range hood, add microwave and replace tile in the bathroom. **Straus moved, and Kane seconded, to approve the modifications to unit F309 pending receipt of all building permits. The motion to approve was unanimous.**

- **Landscape Committee.** Landscape Chair Sam Foushee presented returning owner Sue Kelly as a returning member of the committee. **Straus moved, and Kane seconded, to approve Sue Kelly as a member of the Landscape Committee.** Chair Foushee went through the revised Phase III plan. Foushee explained that the improvements include additional shrubs and vines to improve screening for many of the ground floor units that are not screened by pools and existing plant material. The plan also calls for the removal of a diseased Pine tree #99 near units D175 and D176 and the planting of a 15-gallon Japanese maple replacement tree. **Straus moved, and Kane seconded to approve a project**

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budget of \$9,416 using Allied Landscaping Services, Inc. The motion to approve was unanimous.

- ❑ **Finance Committee.** No report.
- ❑ **Common Area Renovations and Signs.** Co-Chair Judith Choate announced that the committee met twice in July and also visited Woodlake Condominiums in San Mateo on July 19. The committee came away with a good perspective on what is involved with renovating an aging residential complex like Watergate. The committee has been busy compiling a list of major design firms and is also working on a draft request for proposal ("RFP"). The committee hopes to have a final RFP for the Board in time for the September 22, 2008 meeting. Co-Chair Choate also announced that Klaus Lange resigned from the committee. Daphine Mohr, who had previously attended two meetings, was invited to replace Lange but declined the invitation, therefore the committee membership will remain at 19 members.
- ❑ **Renewable Energy Committee.** Secretary Straus reported that Reggie Saavedra expressed interest in joining the committee. Straus inquired if Director Weintraub had found any candidates to replace him on the committee. Weintraub has a candidate in mind and will discuss the opportunity with the owner and report back next month. **Straus moved, and Kane seconded, to approve Reggie Saavedra as a new member of the committee. The motion to approve was unanimous.**

VIII. Old Business.

- ❑ None

IX. New Business.

- ❑ **Directors and Officers Liability Insurance.** Various quotes were received for D & O liability insurance coverage and due to excellent claims history, staff recommends CNA Insurance with \$1,000,000 in coverage with a \$10,000 deductible for the policy period 8/12/2008 through 8/12/2009. **Straus moved, and Kane seconded, to approve CNA Directors and Officers ("D & O") liability policy with a renewal premium of \$4,641 to be funded from the operating fund. The motion to approve was unanimous.**
- ❑ **A377 Balcony Beam Replacement.** Request is for the replacement of a dry rotted beam supporting the deck of unit A377. Facelift Construction has the expertise to perform the work in an urgent, safe and cost-effective manner. **Straus moved, and Kane seconded, to the approve Facelift Construction, Inc. for a contract amount of \$2,285 and an overall project budget of \$4,105 to be funded from the replacement fund. The motion to approve was unanimous.**

By: _____

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- **Irrigation Valve.** Request is funding for parts and labor to install a isolation valve and controller directly down stream from the existing irrigation main back flow preventor to better control the water supply to landscaping throughout the complex. **Straus moved, and Kane seconded to authorize \$5,764 in replacement funds for the installation of an irrigation isolation valve and controller to better manage precious water resources. The motion to approve was unanimous.**

 - **Tennis Clubhouse Floor Covering.** Staff solicited three bids to replace the tile floor at the Tennis Club with a vinyl floor. Staff recommends the low bidder Diablo Flooring, Inc. **Straus moved, and Kane seconded, to approve a contract amount of \$3,865 to Diablo Floors and an overall project budget of \$4,252 to be funded from the replacement fund. The motion to approve was unanimous.**

 - **Tennis Pro Shop Awning.** Staffs received an updated bid from the awning bids solicited three years ago and recommend the low bidder be awarded the work. The current bid from Best Canvas, Co. is \$117 lower than their bid submitted in 2006. **Straus moved, and Kane seconded, to approve a contact amount of \$1,261 to Best Canvas, Co. for \$1,261 and an over all project budget of \$1,922 to be funded from the replacement fund.**
- X. **Next Regular and Executive Session of the Board**
- August 18, 2008
- XI. The meeting adjourned at 8:35 p.m.

Respectfully submitted,

/s/ Neil Straus, Secretary