

## "APPROVED" WCA BOARD OF DIRECTORS MEETING MINUTES

October 22, 2012

- I. **Call to Order.** President Robert C. Blain called the meeting to order at 7:02 p.m. Directors present were Ron Dempster, Doug Flock, Tom Knight, Albert Repola and Neil Straus. Lubor Mrazek was absent. Also present were General Manager Tim Sutherland, Controller Lisa Trabert, Assistant General Manager Jeff Kiel, Recreation Manager Leah Hull and two residents.
- II. **Reports/Announcements.**
- **Secretary's Report.** Secretary Straus reported on action taken by the Board of Directors since the September 17, 2012 Regular Session:
    - Before the meeting, the Board voted to authorize One Notice of Default and Election to Sell for APN 049-1528-417, and fined the owners of E211, \$200 for leaving a barking service dog in the unit while on vacation.
  - **Treasurer's Report.** Treasurer Repola reported a favorable operating budget variance of \$67,365 through 9/30/2012. Repola also reported an Operating Fund balance of \$278,359 and a Replacement Fund balance of \$7,339,977. The full report is available at the WCA office.
  - **Manager's Report.** General Manager Sutherland reported on the following:
    - September 2012 common utilities: natural gas use down .8%; electric down 1.4%; and water use is up 2.3% at 88 gallons per unit per day.
    - Board candidates as of the September 28, 2012 filing deadline are Albert Repola, Tom Knight and Lubor Mrazek. "Meet the Candidates" Night is 7 p.m. October 29, 2012 in the Clipper Club.
    - Anchor Drive Sewer Replacement is out to bid with Board review of the project scheduled for December 10, 2012, with work projected to commence mid-January 2013.
    - Long term landscape assessment and budgeting tool will be presented to the Landscape Committee at their January 2013 meeting, and the Board at the January 21, 2013 board meeting.
    - The WCA received a very good loss assessment evaluation letter from Allied Insurance. All of the maintenance work on this property has impressed the loss prevention specialists at Allied Insurance Group.
- III. **Statements and Requests.** A resident inquired about the Electric Changing Station rates and another resident complained about the use of leaf blowers.
- IV. **Consent Calendar.**
- **Approved by Unanimous General Consent:**
    - September 17, 2012 Regular Session minutes as submitted.
    - ThyssenKrupp Elevator – Six Month Elevator Contract Extension through April 30, 2013.
    - WCA Meeting Schedule for 2013.

**V. New Business.**

- ❑ **Balcony Beam Replacement for Unit F498.** Request is to replace dry-rotted beams supporting the balcony deck of F498. **Knight moved, and Straus seconded to award the work to Facelift Construction in the amount of \$5,450 and an overall project budget of \$6,875 to be funded from the Replacement Fund. The motion to approve was unanimous.**
- ❑ **Gym Equipment Replacement Proposal.** Request is for the purchase of new gym equipment. **Straus moved, and Knight seconded, to purchase eight various types of Hoist gym equipment From Dynatronics Corp/The Rajala Group in the amount of \$9,105.76 to be funded from the Replacement Fund. The motion to approve was unanimous.**
- ❑ **Electric Vehicle Charging Station Hourly Charging Rates and Fees.** Proposal is to establish \$1.50 per hour charging rates, and a penalty rate for hour six and higher of \$3.00 per hour. **Flock moved, and Knight seconded, to approve the Coulomb/Chargepoint charging station rates and fee schedule as proposed. The motion to approve was unanimous.**
- ❑ **New Finance Committee Member.** **Straus moved, and Knight seconded, to approve Nancy Gerard as a Finance Committee member. The motion to approve was unanimous.**

**VI. WCA Committees.**

- ❑ **Architectural Control.** Assistant General Manager Jeff Kiel presented the following committee recommendations:
  - **4 Captain Drive, E205: 1 Bedroom.** The owner wishes to replace the bathtub and tile surround with a tiled walk-in shower with an overhead shower head and multi-directional shower nozzles, replace the existing bathroom and kitchen fans, renovate the unit's electrical panel as required by code, and sheetrock over the popcorn ceiling. **Straus moved, and Knight seconded, to approve the modifications to unit E205 pending receipt of all building permits. The motion to approve was unanimous.**
  - **6 Captain Drive, E439: 1 Bedroom.** The owner wishes to remove and replace the bathtub and tiled tub surround. **Straus moved, and Knight seconded, to approve the modifications to unit E439 pending receipt of all building permits. The motion to approve was unanimous.**
  - **3 Admiral Drive, F465: Studio.** The owner wishes to install a wall with pocket doors between the sleeping area and living area of the unit, and to install a dishwasher. **Straus moved, and Knight seconded, to approve the modifications to unit F465 pending receipt of all building permits. The motion to approve was unanimous.**
  - **3 Admiral Drive, F361: Studio.** The owner wishes to remove and replace the bathtub and tiled tub surround, remove three wing walls, replace kitchen and bathroom fans, and renovate the unit's electrical panel as required by code. **Straus moved, and Knight seconded, to approve the modifications to unit F361 pending receipt of all building permits. The motion to approve was unanimous.**

**VII. Upcoming Meetings.**

- ❑ Regular and Executive Session – November 19, 2012

**VIII. Meeting adjourned at 7:43 p.m.**

Respectfully submitted,

/s/ Neil Straus, Secretary