

"APPROVED" WCA BOARD OF DIRECTORS MEETING MINUTES

December 12, 2011

- I. **Call to Order.** President Robert C. Blain called the meeting to order at 7:00 p.m. Directors present were Judith Choate, Jean Goldman, Murray Kane, Tom Knight and Neil Straus. Lubor Mrazek was absent. Also present were General Manager Tim Sutherland, Controller Lisa Trabert, Assistant General Manager Jeff Kiel and two residents.
- II. **Reports/Announcements.**
- **Secretary's Report.** Secretary Straus reported on action taken by the Board of Directors since the November 14, 2011 Regular Session:
 - Prior to the Regular Session meeting, the Board of Directors discussed legal and personnel issues.
 - **Treasurer's Report.** Treasurer Kane reported a favorable operating budget variance of \$113,823 through 11/30/2011. Kane also reported an operating fund balance of \$192,434, and a replacement fund balance of \$6,549,913. The full report is available at the WCA office.
 - **Manager's Report.** General Manager Sutherland reported the following:
 - **Common Utilities for November 2011** - Electricity use is down 1.0%; natural gas use is up - .5%; and due to no billing from EBMUD, there is no water usage report.
 - **Clipper Club Pool/Spa** - The pool/spa is expected to re-open December 22, 2011 to allow the new pool deck to properly cure before sealing.
- III. **Statements and Requests.**
- None.
- IV. **Consent Calendar.**
- **Items Approved by Unanimous General Consent:**
 - **November 14, 2011 Regular Session Minutes – As submitted**
 - **2012 Board Meeting Calendar – As submitted**
 - **2012 Committee Members – As submitted**
 - **2012 Reserve Study Contract to CRS for \$1,500**
 - **2012 Chubb Fidelity and Crime Renewal Policy – 12/31/11 - 12/31/12 for \$5,294**
 - **2012 Cyprus Insurance Workers Compensation Renewal Policy – 12/31/11 – 12/31/12 for an estimated annual premium of \$55,602**
- V. **Old Business.**
- **Comcast Five-Year Bulk Cable Agreement.** Straus moved, and Knight seconded to approve a new Five-Year Comcast Cable bulk cable agreement through December 31, 2016. The agreement includes a one-time gate fee payment to Watergate of \$81,185. The motion to approve was unanimous.
- VI. **New Business.** The following items were presented for Board review and consideration:
- **Board Resolution to Record Two Notices of Delinquent Assessment.** Secretary Straus read the following resolution:

"Resolved, the Board of Directors ("Board") for Watergate Community Association authorizes and instructs Allied Trustee Services to Record Two Notices of Delinquent Assessment in the full amount of unpaid assessments, late charges, interest and collection fees and costs against the properties bearing Assessor's Parcel Numbers 049-1528-005, and 049-1528-134, as authorized by Civil Code Sections 1367.1 and 1367.4 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 Two Notices of Delinquent Assessment. The motion to approve was unanimous.

VII. Upcoming Meetings.

- Executive and Regular Sessions – January 9, 2012 Executive Session; and January 23, 2012 Executive and Regular Sessions

VIII. Meeting adjourned at 7:23 p.m.

Respectfully submitted,

/s/ Neil Straus, Secretary