

# “APPROVED” WCA BOARD OF DIRECTORS MEETING MINUTES

January 23, 2012

- I. **Call to Order.** President Robert C. Blain called the meeting to order at 7:00 p.m. Directors present were Jean Goldman, Murray Kane, Tom Knight, Lubor Mrazek and Albert Repola. Neil Straus was absent. Also present were General Manager Tim Sutherland, Assistant General Manager Jeff Kiel and two residents.
- II. **Reports/Announcements.**
- **Secretary’s Report.** General Manager Sutherland reported on action taken by the Board of Directors since the December 12, 2011 Regular Session:
    - Prior to the regular board meeting, the Board of Directors authorized a Notice of Default and Election to Sell for APN #049-1528-134, and conducted a rules violation hearing regarding C437.
    - On January 9, 2012, the Board of Directors conducted a board candidate interview, and voted to appoint Albert Repola to fill the remainder of former board member Judith Choate’s term ending November 12, 2012.
  - **Treasurer’s Report.** Treasurer Kane reported a favorable operating budget variance of \$149,727 through 12/31/2011. Kane also reported an operating fund balance of \$217,912, and a replacement fund balance of \$6,651,122. The full report is available at the WCA office.
  - **Manager’s Report.** General Manager Sutherland reported the following:
    - **COMMON UTILITIES – December 2011:** Electricity use is up 1.2% and natural gas use is down 4.2%. Water usage is not available because EBMUD has not been able to produce water bills as they continue to have issues with their billing system.
    - **Clipper Club Pool/Spa Opening:** The Clipper Club pool and spa re-opened January 3, 2012 to positive reviews.
    - **Security Director Dan Marchetti:** Dan rejoined the Watergate management team January 3, 2012.
    - **Building Fire Suppression:** Garage Sprinkler work begins in the “E” garage January 30, 2012 and should be completed March 16, 2012.
- III. **Statements and Requests.**
- None.
- IV. **Consent Calendar.**
- **Items Approved by Unanimous General Consent:**
    - **December 12, 2011 Regular Session Minutes – As submitted**
    - **2012 Committee Members Supplemental – As submitted**
- V. **Old Business.**
- None.

**VI. New Business.** The following items were presented for Board review and consideration:

- **Board Resolution to Record Two Notices of Delinquent Assessment.** President Blain 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 049-1529-193, and 049-1529-551, 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.” Kane moved, and Knight seconded, to approve the aforementioned Two Notices of Delinquent Assessment. The motion to approve was unanimous.**

**VII. WCA Committees.**

- **Architectural Control.** Newly Elected Chair Elizabeth Altieri presented the following information and four unit modifications for December 2012:

The committee formally announced the retirement of Chairperson Judi Oser as of January 9, 2011. The committee thanked Judi for her service to the community as Chair of the ACC for the past several years.

The committee has decided to change the time and dates for our meetings from 6:15 p.m. on the 1<sup>st</sup> Monday of the month, to 6:30 p.m. on the Wednesday a week and a half before each month’s Board meeting (with an exception in December). The Committee also wishes to change the deadline for applications to be received by the office from 10 days before the ACC meeting to noon on the Friday before the Wednesday ACC meeting (with an exception in December). Lastly, the committee reserves the right to change the meeting date should a quorum be in question for any given month.

The next meeting will take place at 6:30 p.m. at the Clipper Club on Wednesday, February 12. Applications for this meeting are due to the WCA office no later than noon on Friday, February 10, 2012.

The four applications presented were as follows:

- **5 Commodore Drive, B412: 1 Bedroom unit**  
The owner has requested approval for the removal of the popcorn ceiling texture, replacement of the tiled tub surround, and several items that don’t require approval such as: new flooring in the kitchen and bathroom; replacement-in-kind of kitchen cabinets, sink, countertops & appliances; carpet and paint. The office has already given approval for the removal of the popcorn ceiling texture using a licensed asbestos abatement contractor. The committee further recommends that the Board approve the replacement of the tiled tub surround with applicable permits from the City of Emeryville Building Dept. **Knight moved, and Kane seconded, to approve the modifications to unit B412 pending receipt of all necessary building permits. The motion to approve was unanimous.**
  
- **7 Captain Drive, C407: 1 Bedroom unit**  
The owner has requested approval for the replacement of his tiled tub surround in favor of a walk-in shower with a new shower pan, new shower controls, ceramic tile on the surround walls and non-slip tile on the floor. (Replacement of the toilet does not require approval.) The committee recommends that the Board approve the proposed work with applicable permits from the City of Emeryville Building Dept. **Knight moved, and Kane seconded, to approve the modifications to unit C407 pending receipt of all necessary building permits. The motion to approve was unanimous.**

➤ **2 Anchor Drive, F394: 1 Bedroom unit**

The owner has requested approval for removal of the post forming the kitchen doorway, removal of the half wall between the kitchen and the living room, to trim back a few inches of the wall that forms the other side of the doorway, to install bamboo flooring in the living room and kitchen, and replacement of the kitchen countertop and existing dishwasher. The office has already approved the flooring using an approved underlayment and replacement of the countertop and existing dishwasher do not require approval. Insofar as there is a structural engineer report certifying that the post is not load bearing, the committee recommends that the Board approve its removal with proper permits. The committee does not however, recommend approval for alterations to the wall that forms the other side of the kitchen doorway as there is no structural report that speaks to it included in the application. **Knight moved, and Kane seconded, to approve all non-structural modifications to unit F394 pending receipt of all necessary building permits. The motion to approve was unanimous.**

➤ **4 Anchor Drive, F433: 1 Bedroom unit**

The owners request approval to replace the bathtub, removal of kitchen wing walls and post, installation of a microwave stove hood fan, removal of popcorn ceiling texture, installation of hardwood floor throughout, replacement of the unit's windows, and several items that don't require approval such as: new flooring in the kitchen and bathroom; replacement-in-kind of kitchen cabinets, sink, countertops & appliances, and; replacement-in-kind of bathroom vanity countertop and sink. The office has already given approval for the removal of the popcorn ceiling texture using a licensed asbestos abatement contractor, installation of flooring using TrafficMaster Silent Step as an approved underlayment, and replacement of the windows to WCA specs. The committee further recommends that the Board approve the replacement of the bathtub and tiled tub surround, and installation of a microwave stove hood fan with applicable permits from the City of Emeryville Building Dept. The committee does not however, recommend approval for any alterations to the kitchen walls as there is no structural report that speaks to it included in the application. **Knight moved, and Kane seconded, to approve all non-structural modifications to unit F433 pending receipt of all necessary building permits. The motion to approve was unanimous.**

□ **Landscape.** Chair Sam Foushee submitted the following updates:

➤ **Change of replacements for olive trees #17 and 23 in D Building SW courtyard:**

Robert recommends changing the previously approved replacement trees from olives to red leaf Japanese maples. The symmetry will be maintained in the courtyard and the remaining two olive trees could also be replaced with maples in the future. Robert feels the maples will do better in this location than olives, which have never thrived here. The LSC supports this proposal. Unless there is some objection, he will proceed with the maples.

➤ **Replacement of Grevillia robusta # 478 in the greenbelt:**

Robert recommends replacing tree #478, a Grevillia robusta (Silk Oak). This messy, fast growing tree has been trimmed many times, looks lopsided and has a crotch near the top, where the tree could break in a heavy storm. Robert recommends replacement with green Japanese maple, which is readily available on site at no additional cost. The LSC supports this proposal. We recommend following the replacement process developed by LSC.

➤ **Request for placement of a tree on deck above 2 Commodore Dr.:**

Mary Farmer, 2 Commodore Dr. #371, requested planting of a tree in the concrete planter on the deck over 2 Commodore lobby. She stated the need for shade as a reason. After some discussion the LSC concluded that planting new trees in the planters is not appropriate and recommends that a colorful shrub be planted instead. Robert will recommend the species.

➤ **Removal of cypress tree #434 next to A Building in lagoon area:**

Robert reports that this tree has cypress canker disease. Landscaping crew tried to prune out the dead branches but the disease is too well established in the tree. There are signs of it on the main stem so pruning will not control it. Robert recommends removal without replacement. The LSC supports this recommendation. Utmost care should be taken not to damage the adjacent birch tree during the cypress removal. With the cypress removed, this birch will grow over time to fill the space. We recommend following the replacement process developed by LSC.

**VIII. Upcoming Meetings.**

- Executive and Regular Sessions – February 27, 2012

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

Respectfully submitted,

/s/ Neil Straus, Secretary