

"APPROVED" WCA BOARD OF DIRECTORS MEETING MINUTES

February 25, 2013

I. **Call to Order.** President Robert C. Blain called the meeting to order at 7:06 p.m. Directors present were Ron Dempster, Doug Flock, Tom Knight, Lubor Mrazek, Albert Repola and Neil Straus. Also present were General Manager Tim Sutherland, Controller Lisa Trabert, Assistant General Manager Jeff Kiel and four residents.

II. Reports/Announcements.

□ **Secretary's Report.** Secretary Straus reported on action taken by the Board of Directors since the January 28, 2013 Regular Session:

- The Board of Directors **voted to authorize a Notice of Default and Election to Sell for APN 049-1529-551.**
- The Board of Directors **voted to authorize Special Individual Assessments for expenses incurred by the WCA for the following units and amounts:**

B157	fire alarm testing access on 10/14/09	\$ 28.60
C202	fire alarm testing access on 10/15/09	\$ 43.30
C239	fire alarm testing access on 10/15/09	\$ 43.30
E227	fire alarm testing access on 10/21/09	\$ 17.45
E239	fire alarm testing access on 10/21/09	\$ 17.45
F271	fire alarm testing access on 10/21/09	\$ 11.48

□ **Treasurer's Report.** Treasurer Repola reported a favorable operating budget variance of \$207,442 through 1/31/2013. Repola also reported an operating fund balance of \$349,965, and a replacement fund balance of \$6,996,465. The full report is available at the WCA office.

□ **Manager's Report.** General Manager Sutherland reported on the following:

- January 2013 common utilities: natural gas use down 6.2%; electric is up 1.1%; and water use is down 4.7% at 81 gallons per unit per day.
- Anchor Drive sewer line replacement was completed under budget with no change orders and on time. Ortiz Construction was fantastic, and I would suggest that we use them for our other sewer replacement needs over the next few years.
- Rodent exclusion work completed around the buildings and trash rooms has really reduced rodent activity and sightings throughout the complex.
- The Lighting, Asbestos Abatement and Fire Sprinkler ("LAAFS") project is on schedule and is expected to be completed at the end of June 2014.
- New laundry machines will be installed mid-April with the coinless WaveRider Laundry System. The system will accept most major credit and debit cards. The laundry machines will still accept coin as well.

III. **Statements and Requests.** An owner reported on the success of the Super Bowl potluck and encouraged WCA support for another event next year.

IV. Consent Calendar.

□ **Approved by Unanimous General Consent:**

➤ **January 28, 2013 Special Session Minutes**

V. **Old Business.** Sutherland announced that the Emeryville City Council will be holding their last public meeting on the proposed Powell Street sidewalk project at their March 19, 2013 meeting. If approved, the work will commence May or June 2013.

VI. New Business.

□ **Board Resolution to Record One Notice 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 One Notice of Delinquent Assessment (“Lien”) in the full amount of unpaid assessments, late charges, interest and collection fees and costs against the property bearing Assessor’s Parcel Number 049-1529-350 as authorized by Civil Code Sections 1367.1 and 1367.4 if such account has not been reinstated by the Notice of Intent to Lien expiration date.” Straus moved, and Knight seconded, to approve the aforementioned Notice of Delinquent Assessment. The motion to approve was unanimous.

□ **F460 Balcony Beam Replacement.** Knight moved, and Straus seconded, to authorize a contract amount of \$3,600 out of the replacement fund payable to Facelift Construction, and a project budget amount of \$4,000 to replace a dry-rotted beam supporting the deck at F460. The motion to approve was unanimous.

□ **Landscape Committee Member Application.** Straus moved, and Knight seconded, to approve Philip Packard as a new member of the Landscape Committee. The motion to approve was unanimous.

□ **Clubhouse Kitchen Equipment Request.** Straus moved, and Knight seconded, to approve \$2,396.91 from the replacement fund to Airport Home Appliance for the purchase of an oven and microwave for the Clipper Club kitchen. The motion to approve was unanimous.

VII. WCA Committees.

□ **Architectural Control.** Assistant General Manager Jeff Kiel presented the following committee recommendations:

➤ **9 Commodore Drive, A311: Two Bedroom.** The owner wishes to remove the kitchen wing walls. The application did not include a structural engineer report at the time of the committee meeting so couldn’t recommend that portion of the request. The structural report was received and reviewed by the Board. **Straus moved, and Knight seconded, to approve the modifications to unit A311 pending receipt of all required building permits. The motion to approve was unanimous.**

- **4 Admiral Drive, A232: 1 Bedroom.** This is an addendum to an application that was approved on April 30, 2012. The owner wishes to add a stove hood fan to the previously approved scope of work and further requests an extension on her approval which is scheduled to expire on April 30, 2013. **Straus moved, and Knight seconded, to approve the modifications and time extension to unit A232 pending receipt of all required building permits. The motion to approve was unanimous.**
- **3 Commodore Drive, B358:** This is an addendum to an application that was approved on September 19, 2012. The owner wishes to add replacement of the tub with a walk-in tiled shower to the previously approved scope of work. **Knight moved, and Straus seconded, to approve the modifications to unit B358 pending receipt of all required building permits. The motion to approve was unanimous.**
- **Landscape.** Chair Sam Foushee explained that the committee is reviewing landscaping in the greenbelt area and will spend the next half dozen or so meetings reviewing the Long Term Landscape Renovation Planning and Budgeting tool before presenting recommendations and suggested priorities to the Board of Directors near the end of the calendar year.
- The Landscape Committee recommends a budget of \$1,500 for irrigation valve replacements throughout the main irrigation line. **Straus moved, and Knight seconded, to authorize an irrigation replacement valve budget of \$1,500 from the replacement fund. The motion to approve was unanimous.**

VIII. Upcoming Meetings.

- Working, Regular and Executive Session – March 18, 2013

IX. Meeting adjourned at 7:59 p.m.

Respectfully submitted,

/s/ Neil Straus, Secretary