

“APPROVED” WCA BOARD OF DIRECTORS MEETING MINUTES

February 27, 2012

I. **Call to Order.** President Robert C. Blain called the meeting to order at 7:00 p.m. Directors present were Jean Goldman, Tom Knight, Lubor Mrazek, Albert Repola and Neil Straus. Murray Kane was absent. Also present were General Manager Tim Sutherland, Controller Lisa Trabert, Assistant General Manager Jeff Kiel and six residents.

II. Reports/Announcements.

□ **Secretary’s Report.** Secretary Straus reported on action taken by the Board of Directors since the January 23, 2012 Regular Session:

➤ Prior to the regular board meeting, the Board of Directors authorized a Notice of Default and Election to Sell for APN #049-1529-551 and APN # 049-1529-193. The Board of Directors and staff also reviewed current legal issues.

□ **Treasurer’s Report.** President Blain reported a favorable operating budget variance of \$241,844 through 1/31/2012. Blain also reported an operating fund balance of \$229,604 and a replacement fund balance of \$6,814,360. The full report is available at the WCA office.

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

➤ **Common Utilities – January 2012:** Electricity use is up 3.2%; natural gas use is down - 5.2%; water use is at 85 gallons per unit per day which is 3.7% higher than last year.

➤ **Electric Vehicle (“EV”) Charging Stations:** General Manager Sutherland conducted a bid walk with electrical contractors February 22, 2012 to prepare bids for the installation of three dual EV charging stations for Watergate. The goal is to have a place centrally located (between 3 and 5 Commodore Drive) for residents to pay to charge their electric vehicles. This is an important project for the community as our current garage configuration is not suited for residents to charge their electric vehicles. Sutherland expects to have a project package and proposal to the Board of Directors no later than May 2012.

III. Statements and Requests.

□ None.

IV. Consent Calendar.

□ **Items Approved by Unanimous General Consent:**

➤ January 23, 2012 Regular Session Minutes – As submitted

V. Old Business.

□ None.

VI. New Business.

The following items were presented for Board review and consideration:

□ **Board Resolution to Record a 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 a 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 049-1528-005, 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.

- **Tennis Court Fence Screening.** Competing bids were submitted to replace the worn and aging tennis netting around the tennis courts. This request will complete the renovations begun with the tennis court resurfacing last year. **Straus moved, and Knight seconded, to award the work to DH Distribution in the amount of \$7,825.25, and an overall project budget of \$8,607.75 to be funded from the replacement fund. Straus, Knight, Goldman and Repola voted for the motion with Mrazek opposed. The motion was approved.**
- **Laundry Lounge Chairs.** The laundry lounge chairs need to be recovered or replaced. After researching various options, it appears that recovering the chairs will be the most cost effective use of funds. Sutherland recommends a faux leather dark blue seat covering for the laundry lounge chairs. **Straus moved, and Knight seconded, to authorize General Manager Sutherland to pursue the seat recovering approach, and bring back the pricing for that project at the March 19, 2012 meeting. The motion to approve was unanimous.**
- **Replacement Chairs for Clubhouse and WCA Office.** The request is for the replacement of 28 Clipper Club card table chairs, and two chairs to the WCA office lobby. The additional 30 chairs will complete the chair replacement program that began October 2010. **Straus moved, and Knight seconded, to approve \$1,580.26 payable to Affordable Seating to be funded out of the replacement fund. The motion to approve was unanimous.**
- **Gym Equipment Request.** Request is to replace two aging and unsafe pieces of gym equipment with two dual function Nautilus machines. It was decided that a long term gym user would go with the recreation manager to try out the proposed equipment and report back next month. **Straus moved, and Knight seconded, to table the item until the Match 19, 2012 meeting. The motion to table was unanimous.**
- **Funding Reallocation for Emergency Irrigation Line Repairs.** Request is to recode the \$6,938.67 spent on emergency irrigation line repairs completed on February 23, 2012 by LJ Kruse. **Straus moved, and Knight seconded, to reclassify the emergency irrigation line repairs from the operating fund to the replacement fund. The motion to approve was unanimous.**

VII. WCA Committees.

- **Landscape.** General Manager Sutherland submitted the following landscaping related updates:
 - **Second Reading Tree Removals:** The committee recommends removal of misshapen and structurally weakened Grevillea robusta #478 in the greenbelt, and removal of the diseased Cypress tree #434 next to A Building in lagoon area. **Straus moved, and Knight seconded to authorize the removal of both trees. The motion to approve was unanimous.**
 - **LSC Internal Guidelines** - Internal decision making guidelines developed by the committee were submitted for approval. **Straus moved, and Knight seconded to approve the decision making guidelines for internal use only. The motion to approve was unanimous.**

VIII. Upcoming Meetings.

- Budget, Regular and Executive Sessions – March 19, 2012

IX. Meeting adjourned at 7:32 p.m.

Respectfully submitted,

/s/ Neil Straus, Secretary