

"APPROVED" WCA BOARD OF DIRECTORS MEETING MINUTES

February 28, 2017

- I. Call to Order.** President Robert C. Blain called the meeting to order at 6:08 p.m. Directors present were Nancy Girouard, Joe Lutz (by phone), and Albert Repola. Charlotte Cochrane and Lubor Mrazek were absent. Vice - President Tom Knight joined the meeting during the motorcycle security discussion. Also present were General Manager Tim Sutherland, Controller Lisa Trabert, Construction Manager Ronald A. Heron, Jr., and Assistant General Manager Loren Perciante.
- II. Reports/Announcements.**
- Secretary's Report.** General Manager Sutherland reported that in Executive Session, the Board voted for an Authorization to Record One Notice of Default and Election to Sell for APN 049-1528-295.
 - Treasurer's Report.** Treasurer Repola reported a favorable operating budget variance of \$192,004 through 1/31/2017. Repola also reported an operating fund balance of \$373,655 and a replacement fund balance of \$4,953,298. The full report is available at the WCA office and watergatehoa.com.
 - Manager's Report.** General Manager Sutherland reported common utilities use for January 2017: Electric use is down -3.6%; Natural Gas is down -.5% and water use is down -2.8% at 70 gallons per unit per day. Sutherland also reported a total of 87 community rules violation notifications delivered to residents for January 2017. He also announced that "Onsite Owners" for January 2017 - as self-reported to office by owners - came in at 639 for 51.2%.
 - Controller's Report on Delinquent Assessments.** Controller Lisa Trabert reported that during the month of January 2017, one owner cured the delinquency and the collection account was closed. As of January 31, 2017, there were a total of six accounts in collection. WCA recorded two Notices of Delinquent Assessment and four Notices of Default against the subjected properties. Among the six delinquent accounts, four accounts were under bankruptcy protection and two accounts were paying monthly installment through payment plans.
- III. WCA Committees.**
- Architectural Control.** Assistant General Manager Perciante presented the following unit modifications:
 - **2 Admiral Drive, B287: 1 Bedroom.** The owner wishes to install a microwave/hood combination above the kitchen stove. **Repola moved, and Girouard seconded, to approve the modifications to B287. The motion was unanimously approved.**
 - **3 Captain Drive, D208: 2 Bedrooms.** The owner wishes to replace the bathroom ceiling fan unit. **Repola moved, and Girouard seconded, to approve the modifications to D208. The motion was unanimously approved.**
 - **4 Commodore Drive, D433: 1 Bedroom.** The owner wishes to remove the existing bathtub for a walk-in shower unit, replace the tub tiling surround, the bathroom ceiling fan unit, the existing kitchen cabinets with a larger set, the kitchen fan and the kitchen counters with a granite set. **Repola moved, and Girouard seconded, to approve the modifications to D433. The motion was unanimously approved.**

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- **4 Commodore Drive, D436: 1 Bedroom.** The owner wishes to replace the bathroom ceiling fan unit with one that includes a heating function. **Repola moved, and Girouard seconded, to approve the modifications to D436. The motion was unanimously approved.**

- **6 Captain Drive, E239: 1 Bedroom.** The owner wishes to replace the bathtub tiling surround, replace existing kitchen counters with a quartz set, extend the new kitchen countertops into an "island," replace the existing kitchen cabinets with a larger set, install a new hood fan above the kitchen stove, mount a television into the unit's living room, and remove load-bearing walls in between the kitchen and living room. Structural calculations are attached which indicate the use of beams, a column and shear walls for supplemental support along with drawings that depict the structural alterations in order to comply with City of Emeryville Building Department regulations. **Repola moved, and Girouard seconded, to approve the modifications to E239. The motion was unanimously approved.**

IV. Consent Agenda - Items Below Approved by Unanimous General Consent.

- Association Records - January 23, 2017 Regular Session Board Meeting Minutes.**
- Replacement Fund - Annual Fire Sprinkler Inspection - Redhawk for \$9,945.00.**

V. New Business.

- Notice of Motion - Motorcycle Security.** Secretary Girouard presented a detailed study of various motorcycle security options for Board consideration.

VI. Upcoming Meetings.

- Budget and Regular Session - March 20, 2017.

VII. Meeting adjourned at 7:26 p.m.

Approved By WCA Board of Directors March 20, 2017,



/s/ Nancy Girouard, Secretary