

“APPROVED” WCA BOARD OF DIRECTORS MEETING MINUTES

May 21, 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, Albert Repola and Neil Straus. Lubor Mrazek 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 April 23, 2012 Regular Session:
 - Prior to tonight’s meeting, the Board of Directors authorized A Notice of Default and Election to Sell for APN 049-1528-487 and APN 049-1529-367. The Board of Directors also reviewed salary and benefits changes to the existing labor agreements with SEIU United Service Workers West and Teamsters Local #665.
 - **Treasurer’s Report.** Treasurer Kane reported a favorable operating budget variance of \$279,174 through 4/30/2012. Kane also reported an Operating Fund balance of \$305,645 and a Replacement Fund balance of \$7,143,787. The full report is available at the WCA office.
 - **Manager’s Report.** General Manager Sutherland reported that he plans to present a draft proposal for two bike racks outside the Clipper Club at the June 18, 2012 Board of Directors meeting.
- III. **Statements and Requests.**
- Two residents spoke in support of adding electric vehicle car charging stations on the property. Another resident spoke out in opposition to the proposed removal of tree #354.
- IV. **Consent Calendar.**
- **Approved by Unanimous General Consent:**
 - April 23, 2012 Regular Session minutes.
- V. **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 049-1529-512 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.
 - **Ratify Labor Agreements.** Straus moved, and Knight seconded, to approve the changes to the labor agreement with Service Employees International Union - United Service Workers West (“SEIU-USWW”) for the period May 1, 2012 through April 30, 2012, and to approve the changes to the labor agreement with Teamster’s Local #665 for the period April 1, 2012 through March 31, 2012. The motion to approve was unanimous.

- ❑ **Electric Vehicle Car Charging Stations.** Request is to authorize a zero dollar purchase order agreement for the installation of three dual use EV charging stations at Watergate provided that the grant application submitted by Coulomb is approved by the California Department of Energy and the Federal Department of Energy. **Straus moved, and Knight seconded, to approve the zero dollar purchase agreement and authorize Coulomb Technologies to file a grant application for the equipment and \$15,000 toward installation costs. The motion to approve was unanimous.**
- ❑ **Updated Vehicle Parking Citation Forms.** Request is for funding to print updated parking citation notices that will have the parking rules on the back of the citation and offer a more serious enforcement message to parking violators. **Straus moved, and Knight seconded, to authorize \$467.63 to update the parking citations. The motion to approve was unanimous.**

VI. WCA Committees.

- ❑ **Architectural Control.** Assistant General Manager Jeff Kiel presented the following:
 - **2 Admiral Drive, B273: 2 Bedroom unit:** Owner has requested replacement of her “back” bathroom’s bathtub in favor of a walk-in shower, replacement in-kind of her kitchen stove hood fan and wall-mounted kitchen cabinets. Replacement in-kind of kitchen cabinets does not require Board approval. The committee recommends approval of the other items with proper City of Emeryville building permits. **Straus moved, and Knight seconded, to approve the modifications to unit B273 pending receipt of all necessary permits. The motion to approve was unanimous.**
 - **4 Anchor Drive, F235: studio:** Owner’s application includes removal of the bathtub in favor of a walk-in shower, widening of the bathroom doorway to accommodate a 36” door, relocation of a light switch to accommodate the widened doorway, and other miscellaneous items that do not require Board approval (such as a new vanity and new bathroom flooring). Owner attended our meeting and asserted that she was not going to widen any doorways (thereby not requiring a structural engineer report). Attached is an email to this effect. She did, however, express an interest in removing the kitchen post. This item is not contained in the application nor is there a structural engineer report for it. Owner has scheduled a structural engineer to examine the post and will include a structural engineer report prior to the May Board meeting. The committee recommends approval of the tub replacement and post removal subject to receipt of a structural engineer reports and City of Emeryville building permits. The committee does not recommend approval of any widening of doorways in the absence of a structural engineer report. **Straus moved, and Knight seconded, to approve the modifications to unit F235 pending receipt of all necessary permits. The motion to approve was unanimous.**
- ❑ **Landscape Committee.** Chair Sam Foushee presented a first reading for the proposed removal of tree #242a right outside the living room window of unit E251. The tree has been trimmed and topped over the years as it partially blocks a view from the living area window of unit E251. The tree would be replaced with a shrub. **Straus moved, and Knight seconded, to accept the first reading. The motion to accept the first reading was unanimous.**

VII. Upcoming Meetings.

- ❑ Regular and Executive Session – June 18, 2012

VIII. Meeting adjourned at 7:45 p.m.

Respectfully submitted,

/s/ Neil Straus, Secretary