

"APPROVED" WCA BOARD OF DIRECTORS MEETING MINUTES

September 17, 2012

- I. **Call to Order.** President Robert C. Blain called the meeting to order at 7:00 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, Construction manager Gus Ferriols, Assistant General Manager Jeff Kiel, and two residents.
- II. **Reports/Announcements.**
- **Secretary's Report.** Secretary Straus reported on action taken by the Board of Directors since the August 20, 2012 Regular Session:
 - Before the meeting, the Board voted to authorize One Notice of Default and Election to Sell for APN 049-1529-626.
 - **Treasurer's Report.** Treasurer Repola reported a favorable operating budget variance of \$41,068 through 8/31/2012. Repola also reported an Operating Fund balance of \$251,640 and a Replacement Fund balance of \$7,407,495. The full report is available at the WCA office.
 - **Manager's Report.** General Manager Sutherland reported on the following:
 - August 2012 common utilities: natural gas use down 3.9%; electric down .1%; and water use is up 3.4% at 90 gallons per units per day.
 - Lobbies awaiting an interim wall paint touch up are: 4 Admiral; 2 and 4 Anchor. Work is to be completed by October 8, 2012.
 - Board Candidate filing deadline is Friday, September 28, 2012 at 5 p.m. Tom, Lubor and Albert's seats are up for election this year.
- III. **Statements and Requests.** A resident made a request to install a free standing bench on their deck, and a resident complained about loud noises and other nuisance activities made by her downstairs neighbor.
- IV. **Consent Calendar.**
- **Approved by Unanimous General Consent:**
 - August 20, 2012 Regular Session minutes as submitted.
- V. **Old Business.**
- **Selection of Painting Contractor for Lighting and Fire Suppression.** Construction Manager Gus Ferriols submitted revised bids for the painting and patching work needed for the lighting and fire suppression project. **Straus moved, and Mrazek seconded, to award the work to Steve Tingly Painting for a contract amount of \$48,242, and also recommend approval of the associated per unit costs for miscellaneous repair items. This amount will be paid out of the approved contingency for the replacement project. The total new amount funded from contingency is \$36,242. The approval also stipulated that staff verify that the \$5 million dollar aggregate limit has not been reduced by other claims to ensure that the \$2 million dollar insurance limits allowance limit for this job is fully available. The motion to approve was unanimous.**

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 049-1528-417 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.

VII. WCA Committees.

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

- **9 Commodore Drive, A317: 1 Bedroom.** The owner wishes to replace the bathroom ceiling fan. **Straus moved, and Knight seconded, to approve the modifications to unit A317 pending receipt of all building permits. The motion to approve was unanimous.**

- **2 Commodore Drive, D173: 1 Bedroom.** The owner wishes to remove the kitchen wing wall between her sink and dining room. **Straus moved, and Mrazek seconded, to approve the modifications to unit D173 pending receipt of all building permits. The motion to approve was unanimous.**

VIII. Upcoming Meetings.

- Regular and Executive Session – October 20, 2012

IX. Meeting adjourned at 7:33 p.m.

Respectfully submitted,

/s/ Neil Straus, Secretary