

"Approved" WCA BOARD OF DIRECTORS MEETING MINUTES

April 17, 2017

I. Call to Order. President Robert C. Blain called the meeting to order at 6:01 p.m. Directors present were Charlotte Cochrane, Tom Knight, Joseph Lutz, Lubor Mrazek and Albert Repola. Nancy Girouard joined the meeting at 6:10 pm via telephone. 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 the Board authorized a Board Resolution to Record One (1) Notice of Default and Election to Sell for APN 049-1528-518.

Treasurer's Report. Treasurer Repola reported a favorable operating budget variance of \$216,168 through 3/31/2017. Repola also reported an operating fund balance of \$375,126 and a replacement fund balance of \$5,160,240. The full report is available at the WCA office and watergatehoa.com.

➤ **Quarterly Review of Accounts. Knight moved, and Mrazek seconded, to accept the Quarterly Review of Accounts. The motion was unanimously approved.**

Manager's Report. General Manager Sutherland reported common utilities use for March 2017: Electric use is down -1.3%; Natural Gas is up +13.7% and water use is up +2.7% at 75 gallons per unit per day. Sutherland also reported a total of 372 community rules violation notifications delivered to residents for March 2017. He also announced that "Onsite Owners" for March 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 in March 2017, one owner cured the delinquency and the collection account was closed. As of March 31, 2017, there were a total of seven accounts in collection. WCA recorded two Notices of Delinquent Assessment and four Notices of Default against the subjected properties. Among the seven delinquent accounts, four accounts were under bankruptcy protection and one account was paying monthly installments through a payment plan.

III. WCA Committees.

Architectural Control. Assistant General Manager Perciante presented the following unit modifications:

➤ **4 Admiral Drive, B321: One Bedroom.** The owner wishes to replace the existing bathtub and surrounding tub tiling. **Mrazek moved, and Knight seconded, to approve the modifications to B321. The motion was unanimously approved.**

➤ **1 Captain Drive, D367: 1 Bedroom.** The owner wishes to replace the existing kitchen counters with a granite set, and replace the existing microwave/hood with a newer unit. **Mrazek moved, and Knight seconded, to approve the modifications to D367. The motion was unanimously approved.**

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

- Association Records – March 20, 2017 Regular Session Board Meeting Minutes.**
- Fire Protection System Expenses - Fund Re-allocation**
 - 1. Redhawk: Speaker Booster Battery Replacement - \$2,251.00**
 - 2. Redhawk: Trash Chute Sprinklers Five-Year Inspection - \$2,950.00**

One Item Pulled by Director Mrazek for Discussion.

- Renewal of Tennis Pro Agreement: 2/1/2017 - 1/31/2018 @ \$525.00 per Month. Repola moved, and Knight seconded, to approve the Tennis Pro Services agreement through January 31, 2018. Repola, Knight, Cochrane, Lutz, Girouard and Blain voted for the motion with Mrazek against. The motion was approved.**

V. New Business.

- Approval of 2017/2018 Pro Forma Budget and Required Studies and Disclosures.**
 - **Operating and Replacement Fund Assessment Levels.** Consideration of a 3% Assessment Increase; Operating and Replacement assessment allocations; Approval of 2017-2018 Pro Forma Budget and Annual Policy Statement; **Repola moved, and Knight seconded, that the Board of Directors approve the 2017/2018 Pro Forma Budget with a regular assessment level of \$7,184,529 - which equates to a 3.0% annual assessment increase. Allocation to the replacement fund will be \$2,076,477, and \$5,108,052 goes to the operating fund. Repola further moved and Knight continues his second to approve the Annual Disclosures: 2017/2018 Collection Enforcement Policy, Schedule of Fines and Fees, and Internal Dispute Resolution Guidelines. Repola, Knight, Girouard, Blain, Lutz, and Mrazek voted to approve with Cochrane against. The motion was approved.**

VI. Upcoming Meetings.

- Regular and Executive Session: May 22, 2017.**

VII. Meeting adjourned at 6:20 p.m.

Approved by WCA Board of Directors May 22, 2017.

/s/ Nancy Girouard, Secretary