

**APPROVED WCA BOARD OF DIRECTORS MEETING MINUTES
SEPTEMBER 21, 2009**

- I. Call to Order.** President Robert C. Blain called the meeting to order at 7:06 p.m. Directors present were Judith Choate, Mike Cartmell, Murray Kane and Neil Straus. Max Weintraub and Ariane Zand were absent. Also present were General Manager Tim Sutherland, Controller Lisa Trabert, Assistant General Manager Jeff Kiel and 14 residents.
- II. Approval of Minutes.** Straus moved, and Cartmell seconded, to approve the August 24, 2009 Regular Session minutes. The motion to approve was unanimous.
- III. Secretary's Report.** Secretary Straus provided a quick summary of board business conducted since the August 24, 2009 Regular Session:
- ❑ **The board approved a Resolution to Record Two Notices of Default and Election to Sell for APN #049-1528-236 and APN #049-1528-596.**
 - ❑ **The board met regarding a unit modification approval issue and referred the item to legal council.**
 - ❑ **The board participated with the CARS committee in a working session to review Huntsman Architectural Group's proposed fee schedule for the Watergate interior and exterior renovations.**
- IV. Treasurer's Report.** Treasurer Kane reported a favorable operating budget variance of \$53,114 through 8/31/2009. Kane also reported an operating fund balance of \$153,003 and a replacement fund balance of \$3,466,366. The full report is available at the WCA office and website.
- V. Manager's Report.** General Manager Sutherland reported the following:
- ❑ Common utilities use for August 2009:
 - Water use averaged 92 gallons per unit per day, which is on target with the average for the prior 12 months.
 - Natural gas use was up 2.8% from last August.
 - Electric use was down 1.8% below last August.
 - ❑ Comcast is changing their channel line up on or after September 22, 2009. This will require residents who do not have digital service to obtain a free digital transfer adapter to continue receiving channels 35 - 82. Comcast will hold a series of events Monday, October 5, 2009 thru Saturday, October 10, 2009 from 2 p.m. - 8 p.m. You will need a Digital Transfer Adapter as the signal will be encrypted after that date.
 - ❑ Anchor Spa will be out of service until further notice. It appears that the upper portion of the spa will have to be demolished to repair/replace the air and water supply lines.
 - ❑ Boardwalk permitting remains ongoing and we expect to have approval from the Bay Conservation Development Commission in three to four months.
- VI. Old Business.** None.
- VII. New Business.** The following items were presented for Board review and consideration:
- ❑ **Board Resolution to Record 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 in the full amount of unpaid assessments, late charges, interest and collection fees and costs against the property bearing Assessors Parcel Number 049-1528-028 as authorized by Civil Code Sections 1367.1 and 1367.4 if such accounts have not been reinstated by the Notice of Intent to Lien expiration date.” Straus moved, and Kane seconded, to approve the aforementioned Notice of Delinquent Assessment. The motion to approve was unanimous.
 - ❑ **Fire Suppression System Engineering Services.** Request to approve Fire Suppression International as the winning bidder to design and engineer the Fire Suppression system for common areas and into the hallway areas in all 1,249 units. **Straus moved, and Cartmell seconded, to authorize President Blain to execute an agreement with Fire Suppression International in the base amount of \$80,320, and authorize an overall design budget of \$96,500 to be funded from the replacement fund. The motion to approve was unanimous.**

- ❑ **Huntsman Architectural Services Fee Schedule.** Request is to approve a base contract amount with Huntsman Architectural Group in the amount of \$307,155 and a preliminary overall project budget of \$355,155. **Choate moved, and Straus seconded, to authorize President Blain to execute an agreement with Huntsman Architectural Group in the base amount of \$307,155, and authorize an overall design budget of \$355,155 to be funded from the replacement fund. The motion to approve was unanimous.**
- ❑ **Inspector of Elections and Election Committee Approvals.** Recommend approval of Jim Golden as Inspector of Elections and Sue Kelly, Bob Hull, Per Dahl and Eleanor Dahl as Election Committee members for the 2009 Annual Meeting of Members. **Straus moved, and Cartmell seconded, to approve all names as submitted. The motion to approve was unanimous.**

VIII. WCA Committees.

- ❑ **Architectural Control Committee.** There were two unit modifications for September 2009:
 - **E230 - Remove kitchen post and bathroom wall.** Structural report indicates that both items are not load bearing. **Straus moved, and Cartmell seconded, to approve the modifications to unit E230 pending receipt of proper permits. The motion to approve was unanimous.**
 - **E446 - Remove non-load bearing walls as per the structural engineers report. Install new kitchen hood/fan and bathroom fan.** **Straus moved, and Cartmell seconded, to approve the modifications to unit E446 pending receipt of proper permits. The motion to approve was unanimous.**
- ❑ **Landscape Committee.** Chair Sam Foushee presented the committee's recommendation on the following items:
 - **Tree 39 Removal -** The Mayten tree located in the southwest deck of "C" building has been in decline and has no supporting branches. No replacement tree is requested as there is another Mayten a few feet away. **Straus moved, and Kane seconded, to authorize the removal of tree #39. The motion to approve was unanimous.**
 - **Powell Street Landscaping (Phase IV) -** Request to make some minor adjustments to some of the landscaped entrances on Powell Street. The \$750 will pay for appropriate low-growing plants and mulch. **Cartmell moved, and Kane seconded, to approve \$750 for additional plants and mulch for the Powell Street landscaped entrances. The motion to approve was unanimous.**
 - **Fountain Pump Replacements -** Request funds to replace three fountain pumps in the east and west courtyards in "D" building. **Straus moved, and Kane seconded, to approve \$250 for three fountain pumps. The motion to approve was unanimous.**
- ❑ **Common Area Renovations and Signs.** Co-Chair Jean Goldman reported that next CARS meeting would take place sometime in November or December to participate in a kick-off meeting with Huntsman for the design phase of the project. Jean thanked the committee, board and staff for the work to date. The board and staff thanked co-chairs Jean and Judith and the CARS committee for doing such a fine job over the past 18 months.
- ❑ **Renewable Energy Committee.** Chair Neil Straus announced a September 24, 2009 meeting date. The meeting agenda will include a presentation on the latest solar panel technology and will start at 7 p.m. in the Clipper Club meeting room.
- ❑ **Statements and Requests.** An owner questioned a \$25 returned check charge.

IX. Upcoming Meetings.

- ❑ Executive and Regular Session - October 19, 2009

X. Meeting adjourned

- ❑ 7:38 p.m.

Respectfully submitted,

/s/ Neil Straus, Secretary