

**Watergate Community Association
Board of Directors
December 15, 2008
Regular Session
"Approved"**

- I. **Call to Order.** President Robert C. Blain called the meeting to order at 7:01 p.m. Directors present were Mike Cartmell, Judith Choate, Murray Kane, Neil Straus, Max Weintraub and Ariane Zand. Also present were General Manager Tim Sutherland, Controller Lisa Trabert, Assistant General Manager Jeff Kiel and seven residents.
- II. **Approval of Minutes. Straus moved, and Kane seconded, to approve the October 20, 2008 Regular Session minutes. The motion to approve was unanimous. Straus moved, and Kane seconded, to approve the November 11, 2008 Special Session minutes. The motion to approve was unanimous.**
- III. **Secretary's Report.** Secretary Straus reported that the Board participated in the 2008 Annual Meeting of Members on November 10, 2008 and also met the next evening in a Special Session to review and approve two unit modifications and elect officers for 2009. Straus also reported that the Board met in Executive Session prior to the regular meeting to conduct a rules violation hearing for two unit owners. The Board fined the owner of D368 \$1,000 for various rules violations and fined the owner of D285 \$50 for creating a nuisance and potential health hazard.
- IV. **Treasurer's Report.** Treasurer Kane reported a favorable operating budget variance of \$85,805 through 11/30/2008. Kane also reported an operating fund balance of \$67,053 and replacement fund balance of \$2,298,231. The full report is available at the WCA office and website.
- V. **Manager's Report.** General Manager Sutherland reports that Comcast cable television rates are going up January 1, 2009 another 7%. Sutherland also explained that Comcast is working on a proposal to "home run" wire the complex for the next generation of entertainment and communications services. It is not clear how much this work would cost or how the wiring would be installed without disturbing the building waterproofing and interior finish of the units. Sutherland also reports that through the first five months of the current fiscal year, water, natural gas, and electric usage is slightly lower then the same five-month period last year.
- VI. **Old Business.**
 - None
- VII. **New Business.**
 - 7 Commodore Drive Intercom.** Assistant General Manager Jeff Kiel presented a request for a new lobby intercom system for 7 Commodore. Kiel explained that the current intercom is operating on a loaner circuit board that is no longer manufactured for our 26-year-old intercoms. **Straus moved, and Cartmell seconded, to approve \$3,800 from the replacement fund for the installation of one lobby intercom panel to be installed by Sound Communications, Inc. The motion to approve was unanimous.**

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- ❑ **Workers Compensation and Fidelity Insurance Renewals.** General Manager Sutherland presented competitive bids for the 2009 Workers Compensation and Fidelity & Crime insurance policies. **Straus moved, and Kane seconded, to approve Cyprus Insurance for Workers Compensation insurance for an estimated premium amount of \$44,802. Cartmell moved, and Kane seconded, to approve Zurich North America for Fidelity and Crime insurance in the amount of \$1,132. The motion to approve was unanimous.**
- ❑ **2009 Annual Calendar Approval.** General Manager Sutherland presented the proposed 2009 WCA Board of Directors meeting calendar. **Straus moved, and Kane seconded, to approve the 2009 Board meeting calendar. The motion to approve was unanimous.**
- ❑ **2009 Committee Member Approvals.** General Manager Sutherland presented the Architectural Control, Landscape, Finance, Energy and CARS committee volunteers for 2009. **Straus moved, and Kane seconded, to approve all volunteers as submitted for 2009. The motion to approve with gratitude and thanks from the Board was unanimous.**
- ❑ **Board Resolution to Record 14 Notices of Delinquent Assessments.**
 - 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 following 14 properties bearing Assessors Parcel Numbers 049-1528-225, 049-1528-239, 049-1528-251, 049-1528-295, 049-1528-596, 049-1529-002, 049-1529-198, 049-1529-235, 049-1529-270, 049-1529-311, 049-1529-350, 049-1529-428, 049-1529-443, 049-1529-445 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 14 Notices of Delinquent Assessments. The motion to approve was unanimous.

VIII. WCA Committees.

- ❑ **Architectural Control Committee.** Chair Judi Oser presented one unit modification for December 2008.
 - **F456 - Work involves new countertops, cabinets, stove range hood and relocation of refrigerator. Owner also plans to create a pass-through between the kitchen and living room. Straus moved, and Kane seconded, to approve the modifications to unit F456 pending receipt of all permits and a revised structural report that shows actual framing conditions in the wall between the kitchen and living room. The motion to approve was unanimous.**

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- ❑ **Landscape Committee.** No report.
- ❑ **Common Area Renovations and Signs.** Co-Chair Jean Goldman reports that the Request for Proposal ("RFP") was mailed to the six design firms on December 9, 2008. The committee will review the proposals on January 20, 2009 and conduct interviews with the firms on January 23rd and 24th, 2009.
- ❑ **Renewable Energy Committee.** No Report.

IX. Statements and Requests. None.

X. Upcoming Meetings

- ❑ Executive and Regular Session – January 12, 2009

XI. The meeting adjourned at 8:00 p.m.

Respectfully submitted,

/s/ Neil Straus, Secretary