

**WCA BOARD OF DIRECTORS MEETING MINUTES**  
**December 13, 2010**

- 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, Jean Goldman, Murray Kane, Tom Knight and Neil Straus. Also present were General Manager Tim Sutherland, Assistant General Manager Jeff Kiel and three residents.
- II. Approval of Minutes.** Cartmell moved, and Straus seconded, to approve the November 15, 2010 Regular Session minutes with a minor date correction made. The motion to approve was unanimous.
- III. Reports/Announcements.**
- Secretary's Report.** Secretary Straus reported on action taken by the Board since the November 15, 2010 Regular Session:
    - The Board met in Executive Session earlier this evening to authorize a Board Resolution to Record One Notice of Default and Election to Sell for APN #049-1529-551.
    - The Board reviewed the existing Adecco Technical labor service contract and agreed to continue construction management services for 2011 for a total of 2080 hours at \$75.11 per hour.
  - Treasurer's Report.** Treasurer Kane reported a favorable operating budget variance of \$89,891 through 11/30/2010. Kane also reported an operating fund balance of \$177,453 and a replacement fund balance of \$5,007,446. The full report is available at the WCA office and website.
  - Manager's Report.** General Manager Sutherland reported the following:
    - Common Utility Use November 2010 compared to November 2009: Water use decreased 4.6%; natural gas usage decreased 4.9%; and electric usage increased 1.2%.
    - Comcast Cable Rate Increase: Cable television rates will increase 7.4% effective January 1, 2011.
- IV. Old Business.** None.
- V. New Business.** The following items were presented for Board review and consideration:
- Election of Officers.** Straus moved, and Cartmell seconded, to approve the following officers: Robert C. Blain, President, Mike Cartmell, Vice-President, Murray Kane, Treasurer, and Neil Straus as Secretary. The motion to approve the slate of officers was unanimous.
  - Board Resolution to Record Two 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 Two Notices of Delinquent Assessments in the full amount of unpaid assessments, late charges, interest and collection fees and costs against the property bearing Assessor's Parcel Number 049-1528-260 and 049-1528-313 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 Notices of Delinquent Assessments. The motion to approve was unanimous.
  - Huntsman Prototype Work Change Order.** Additional funds are needed for architectural services for the period September and October 2010. Straus moved, and Kane seconded, to approve \$6,185.00 for Huntsman Architectural Services to be funded from the replacement fund. The motion to approve was unanimous.
- VI. Consent Calendar.** (Routine Items)
- Cyprus Insurance Workers Comp Renewal for \$46,365 with coverage limits of \$1 million per accident, per disease - 12/31/2010 thru 12/31/2011; Federal Insurance (Chubb) Fidelity and Crime Insurance for \$7,700 with coverage of \$7 million with a \$10,000 deductible - 12/31/2010 through 12/31/2011; 2011 Reserve Study Fee of \$750 for Community Reserve Solutions; 2011 WCA Committee approvals.** Director Knight pulled the last item (2011 WCA Committee approvals) for further discussion. Straus moved, and Kane seconded to move the remaining items by general consent. The motion to approve was unanimous.

- **2011 WCA Committee Approvals: Knight moved and Straus seconded to disband the Emergency Preparedness and Renewable Energy Committees for 2011. The motion to approve was unanimous. Straus moved and Kane seconded, to approve the Finance, Architectural, Landscape and CARS committee slates as presented. The motion to approve was unanimous.**

**VII. WCA Committees.**

- **Landscape.** Chair Sam Foushee reported that the committee is continuing their work on tree trimming guidelines as part of an overall master plan for the community.
- **CARS.** Co-Chair Jean Goldman reported that the committee is finalizing carpet choices and making preparations to present their final recommendations to the Board at a working session January 2011.

**VIII. Statements and Requests.** An owner inquired as to the status of the alleged unapproved wood flooring installed in the unit directly about her unit. A follow up letter will be sent to the owner to document the type of underlayment installed and to invite both owners to Internal Dispute Resolution ("IDR") January 2011.

**IX. Upcoming Meetings.**

- Working, Executive and Regular Session - January 24, 2011

**X. Meeting adjourned at 8:07 p.m.**

Respectfully submitted,

/s/ Neil Straus, Secretary