

**WCA BOARD OF DIRECTORS MEETING MINUTES**  
**December 14, 2009**

- I. Call to Order.** President Robert C. Blain called the meeting to order at 7:01 p.m. Directors present were Mike Cartmell, Jean Goldman, Murray Kane and Neil Straus. Judith Choate was absent. Also present were General Manager Tim Sutherland, Controller Lisa Trabert, Assistant General Manager Jeff Kiel and three residents.
- II. Approval of Minutes.** Straus moved, and Kane seconded, to approve the November 16, 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 November 16, 2009 Regular Session:
- The board participated in a phone/email poll to authorize wall relocation work in unit D210. Five board members participated and the motion to approve was unanimous.
  - The board approved a Resolution to Record Two (2) Notices of Default and Election to Sell for Assessor's Parcel Numbers #049-1528-559 and 049-1528-239.
  - The board conducted a rules violation hearing regarding unit D368. The board fined the owner \$500 for 10 verified noise complaints.
  - The board imposed a Special Individual Assessment against the owner of unit C530 in the amount of \$99.75 for plumbing repairs made in the unit's bathroom.
  - The board also reviewed and approved the Adecco Technical labor agreement @ the current \$74.88 hourly rate and a "not to exceed" budgeted annual allocation of 2,000 hours for construction management services for 2010 and a 140 hour allocation for December 2009.
  - The board authorized a \$500 retirement gift for Jim Ellis.
- IV. Treasurer's Report.** Treasurer Kane reported a favorable operating budget variance of \$123,088 through 11/30/2009. Kane also reported an operating fund balance of \$176,057 and a replacement fund balance of \$3,784,930. The full report is available at the WCA office and website.
- V. Manager's Report.**
- Common utilities use for November 2009: Water use averaged 86 gallons per unit per day; natural gas use was up 6% from November 2008 levels; and electric use was down 1.7% from November 2008 levels. Sutherland also reported that cable television rates are increasing 6% January 1, 2010.
- VI. Old Business.** None.
- VII. New Business.** The following items were presented for board review and consideration:
- Board Member Opening.** The board will interview for the open board seat the evening of January 21, 2010 and January 22, 2010 at 6:30 p.m. in the Clipper Club. Interested owners in good standing may submit a resume and application to the office no later than January 15, 2010.
  - Board Resolution to Record Two (2) 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 (2) Notices of Delinquent Assessments in the full amount of unpaid assessments, late charges, interest and collection fees and costs against the properties bearing Assessors Parcel Numbers #049-1529-383 and #049-1528-108 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 Assessment. The motion to approve was unanimous.
  - 2010 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 2010. The motion to approve with gratitude and thanks from the board was unanimous.

- ❑ **Clipper Club Pool Heater Replacement.** Request is for a new low emission commercial pool boiler to replace the failing pool heater. **Straus moved, and Cartmell seconded, to approve a contract with New Wave Pools in the amount of \$20,713.88, and an overall project budget of \$32,384.66 to be funded from the replacement fund. The motion to approve was unanimous.**
- ❑ **Anchor Club Spa Rebuild.** Request is for the rebuild of the Anchor spa in order to replace the leaking Jacuzzi jet loop that is encased in gunite. Of the three bids submitted, staff recommends the low bidder, Aqua Gunite. **Straus moved, and Kane seconded, to approve a contract with Aqua Gunite in the amount of \$22,279.00, and an overall project budget of \$44,2836.85 to be funded from the replacement fund. The motion to approve was unanimous.**
- ❑ **Boardwalk Code Raining Modifications/Observation Area Repair.** Request is for the installation of an aluminum railing system on the waterside of the boardwalk and the repair of the flagpole observation deck. Of the three bids submitted, staff recommends the low bidder, Draeger Construction. **Straus moved, and Kane seconded, to approve a contract with Draeger Construction in the amount in the amount of \$145,091.00, and an overall project budget of \$200,355 to be funded from the replacement fund. The motion to approve was unanimous.**
- ❑ **Building Fire Suppression Design Services-Garage Area.** Request is to authorize Fire Protection International to continue their common area fire suppression design work into the garage areas. **Straus moved, and Kane seconded, to approve a contract with Fire Protection International for a contract amount of \$24,320 and expenses not to exceed \$1,500, and an overall project budget of \$35,752 to be funded from the replacement fund. The motion to approve was unanimous.**
- ❑ **Workers Compensation and Fidelity Insurance Renewals.** General Manager Sutherland presented competitive bids for the 2010 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 \$43,086, and Chubb for Fidelity and Crime insurance in the amount of \$4,515. The motion to approve was unanimous.**

#### VIII. WCA Committees.

- ❑ **Architectural Control Committee.** There were four unit modifications for November 2009:
  - **F267 -** Work may involve removal of acoustical ceiling material if found to have asbestos. Owner may choose to encapsilate ceiling. Other work includes electrical outlet relocation and recessed lighting. **Straus moved, and Kane seconded, to approve the modifications to unit F267 pending receipt of all necessary building permits. The motion to approve was unanimous.**
  - **B421 -** Work in the kitchen includes a new stove hood and electric outlet for microwave. Bathroom work includes replacing the tub with a walk in shower and the possible replacement of the bathroom fan. **Straus moved, and Kane seconded, to approve the modifications to unit B421 pending receipt of all necessary building permits. The motion to approve was unanimous.**
  - **F213 -** Work involves the installation of a Rebath system and repair of any dry rot behind sheet rock. **Straus moved, and Kane seconded, to approve the modifications to unit F213 pending receipt of all necessary building permits. The motion to approve was unanimous.**
  - **B259 -** Work in the kitchen includes a new stove hood and electric outlet and the removal of acoustical ceiling material. **Straus moved, and Kane seconded, to approve the modifications to unit B259 pending receipt of all necessary building permits. The motion to approve was unanimous.**
- ❑ **Common Area Renovations and Signs.** Co-Chair Jean Goldman reported that CARS “kick off” meeting with Huntsman was productive. The next CARS meeting is February 4, 2010.

**IX. Statements and Requests.** An owner requested that the microphone PA system be turned up and asked for clarification on the boardwalk bids.

#### X. Upcoming Meetings

- ❑ Executive and Regular Session - January 25, 2010

#### XI. Meeting adjourned

- ❑ 8:34 p.m.

Respectfully submitted,

/s/ Neil Straus, Secretary