

WCA BOARD OF DIRECTORS MEETING MINUTES
March 21, 2011

- I. **Call to Order.** President Robert C. Blain called the meeting to order at 7:15 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, Controller Lisa Trabert, Construction Manager Gus Ferriols, Assistant General Manager Jeff Kiel and 16 residents.
- II. **Reports/Announcements.**
- **Secretary's Report.** Secretary Straus reported on action taken by the Board since the February 28, 2011 Regular Session:
 - The Board and staff participated in an open session budget meeting with the Finance Committee and an open session CARS design update meeting with the CARS Committee.
 - **Treasurer's Report.** Treasurer Kane reported a favorable operating budget variance of \$127,197 through 2/28/2011. Kane also reported an operating fund balance of \$180,093 and a replacement fund balance of \$5,442,464. The full report is available at the WCA office and website.
 - **Manager's Report.** General Manager Sutherland reported the following: Comparable costs for items covered in Watergate's \$422 average monthly assessments range in single family homes from a low of \$550 to \$950 per month.
- III. **Statements and Requests.**
- Various comments and statements were made for and against the two color schemes before the Board. Two residents spoke for the blue scheme with three voicing a preference for brown. Other items commented on were the need for lobby entrance brickwork repair at 4 Commodore, replacement carpet at 4 Commodore 4th floor elevator landing, and a request to recover or replace the lobby sofa at 8 Admiral.
- IV. **Old Business.**
- **Fire Suppression Design/Build Contractor.** Staff reviewed five bids received for the fire suppression design/build work and recommended the low bidder Neptune Fire Protection, Inc. **Straus moved and Kane seconded to award the work to Neptune Fire Suppression, Inc. in the base contract amount of \$1,264,550 and to accept the fee schedule on the proposal plus authorize \$3,269 in contract administration and legal fees. The motion to approve was unanimous.**
- V. **New Business.** The following items were presented for Board review and consideration:
- **Board Resolution to Record Four 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 Four 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 Numbers 049-1529-178, 049-1528-028, 049-1529-592 and 049-1529-512 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.
- VI. **Consent Calendar - Routine Items Adopted by General Consent**
- February 28, 2011 Regular Session Minutes
 - General and Auto Liability - Allied - \$65,984.80 for Period 3/31/2011 – 3/31/2012
 - Umbrella Liability Renewals - Allied - \$23,690 for Period 3/31/2011 – 3/31/2012
 - Commercial Property – CIBA - \$251,276 for Period 3/31/2011 – 3/31/2012
- VII. **WCA Committees.**
- **Architectural Control.** Chair Judi Oser presented two unit modifications for March 2011:
 - **A278** – Bathroom remodel work includes a new toilet, a heated towel bar additional electrical outlets and possibly a new electrical circuit breaker panel. **Cartmell moved, and Kane seconded, to approve the modifications to unit A278 pending receipt of all necessary building permits. The motion to approve was unanimous.**

- **A101** – Work includes replacing the tub with a walk in shower - with the controls of the shower on the opposite wall, and the installation of a new fan/light/heater. **Straus recused himself on this motion as he is an owner of this unit. Cartmell moved, and Knight seconded, to approve the modifications to unit A101 pending receipt of all necessary building permits. The motion to approve was unanimous.**
- ❑ **Landscape.** Chair Sam Foushee reported the following requests:
 - **Tree Removals - D East Courtyard.** Committee requests removal of three dead Ficus trees and one Christmas tree to be replaced by shrubs more appropriately suited for the space limitations of the concrete planters. **Straus moved and Kane seconded, to authorize removal of the following trees: #151, #152, #153a and #141a. The motion to approve was unanimous.**
 - **Tree Removal - East of "E" Building.** Committee requests removal of a structurally compromised Acacia tree. The committee will recommend two replacement trees for that area next month. **Straus moved, and Kane seconded to authorize removal of tree #197. The motion to approve was unanimous.**
- ❑ **CARS.** Co-chair Judith Choate made the following motion:
"I move that the Board accept the recommendation of the CARS Committee and adopt the slate gray / blue color scheme and all of the related finishes including carpet, unit door color and entry lighting, hallway painting, hallway lighting, soffit enclosure for the sprinkler system, elevator remodel, all components of the lobby renovation, and interior and exterior signage. Choate moved, and Cartmell seconded to accept the aforementioned motion as presented. Choate, Cartmell, Goldman, Kane and Knight voted for the motion with Straus abstaining. There were no votes against. The motion was approved.

VIII. Upcoming Meetings.

- ❑ Budget Session – April 11, 2011
- ❑ Executive and Regular Session – April 25, 2011

IX. Meeting adjourned at 8:19 p.m.

Respectfully submitted,

/s/ Neil Straus, Secretary