

WCA BOARD OF DIRECTORS MEETING MINUTES
May 24, 2010

- I. **Call to Order.** President Robert C. Blain called the meeting to order at 7:02 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, Assistant General Manager Jeff Kiel and two residents.
- II. **Approval of Minutes.** Straus moved, and Kane seconded, to approve the April 19, 2010 Regular Session minutes. The motion to approve was unanimous.
- III. **Reports.**
- **Secretary's Report.** Secretary Straus reported on the only board action taken since the April 19, 2010 Regular Session:
 - The board met in Executive Session to conduct a rules violation hearing for the owner of F266. **The board fined the owner \$500 for keeping a dog in the unit.**
 - **Treasurer's Report.** Treasurer Kane reported a favorable operating budget variance of \$201,259 through 4/30/2010. Kane also reported an operating fund balance of \$208,750 and a replacement fund balance of \$4,187,633. The full report is available at the WCA office and website.
 - **Manager's Report.** General Manager Sutherland reported the following items and updates:
 - Common utility usage results for April 2010 compared to April 2009: Water use averaged 88 gallons per unit per day; natural gas increased 3.5%; and electric use increased 5.6%.
 - Construction manager Michael Williams is relocating with his family to Los Angeles. His last day at Watergate will be June 3, 2010. Recruitment for a new construction manager is underway.
- IV. **Old Business.** None.
- 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 properties bearing Assessors Parcel Numbers #049-1528-251, #049-1528-412, #049-1528-417 and #049-1529-394 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 Assessments. The motion to approve was unanimous.
 - **New Landscape Committee Member Applicant.** Lubor Mrazek has completed the necessary paperwork to be a member of the Landscape Committee. **Cartmell moved, and Kane seconded, to appoint Lubor Mrazek to the Landscape Committee for 2010. The motion to approve was unanimous.**
 - **Sales and Leasing Office Contract Extension.** Renewal of existing use agreement with Watergate Sales and Leasing. **Straus moved, and Cartmell seconded, to renew the existing use agreement through May 24, 2011. The motion to approve was unanimous.**

- ❑ **Interior Renovations Mock Up Preliminary Funding.** Request is for \$30,000 to pre-order the carpet and lighting for the design mock up scheduled to be installed on the 3rd floor between 6 and 8 Captain Drive. Since there is a 6 to 7 week lead time on these items, staff requested funds to pre-order the items in time for the installation scheduled for August 2010. **Goldman moved, and Knight seconded to approve and initial \$30,000 to fund the ordering of the carpet and lighting for the interior renovations mock up project. The motion to approve was unanimous.**
- ❑ **Tennis Court Resurfacing.** The tennis courts are in need of repair and resurfacing. Tennis Pro Ron Louie recommends that the color of the courts be changed to the new USTA standard blue and tan/beige. **Straus moved, and Cartmell seconded, to award Sheldrake and Mumford, Inc. a contract in the amount of \$15,492 and an overall project budget of \$20,190 to be funded from the replacement fund. The motion to approve was unanimous.**
- ❑ **Patio Umbrellas.** Four patio umbrellas and stands are needed for the pool areas. **Straus moved, and Cartmell seconded, to approve \$750 from the replacement fund for four patio umbrella and stands. The motion to approve was unanimous.**

VI. WCA Committees.

- ❑ **Architectural Control.** Judi Oser reported one unit modification for May 2010:
 - **E251 - Work includes replacement of the existing tub/shower with a new shower. Straus moved, and Knight seconded, to approve the modifications to unit E251 pending receipt of all building permits. The motion to approve was unanimous.**
- ❑ **Landscape.** General Manager Sutherland requested \$350 for a Hollywood juniper tree to replace the acacia tree recently removed at 9 Commodore. **Straus moved, and Kane seconded, to authorize \$350 from the replacement fund for the purchase of a Hollywood juniper tree to be planted north of the 9 Commodore lobby. The motion to approve was unanimous.**
- ❑ **Common Area Renovations and Signs.** Co-Chair Jean Goldman reported that the CARS Committee would be making specific carpet, signage and graphics decisions at their May 26th meeting.

VII. Statements and Requests. A new owner requested assistance with determining the source of what she believes is a sewer gas smell in and around her unit. Staff suggested that the problem could be a toilet wax ring in need of repair.

VIII. Upcoming Meetings.

- ❑ Executive and Regular Session - June 21, 2010

IX. Meeting adjourned at 7:38 p.m.

Respectfully submitted,

/s/ Neil Straus, Secretary