

**WCA BOARD OF DIRECTORS MEETING MINUTES**  
**July 19, 2010**

- I. **Call to Order.** President Robert C. Blain called the meeting to order at 7:00 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 three residents.
- II. **Approval of Minutes.** Straus moved, and Kane seconded, to approve the June 21, 2010 Regular Session minutes. The motion to approve was unanimous.
- III. **Reports.**
- **Secretary's Report.** Secretary Straus reported action taken by the Board since the June 21, 2010 Regular Session:
    - **The Board met in Executive Session to authorize a board resolution to record a notice of default and election to sell for Assessors Parcel Number 049-1528-005.**
    - **The Board fined the owner of D373 \$500 for keeping a dog in the unit even after receiving four warning letters from the Association.**
  - **Treasurer's Report.** Treasurer Kane reported a favorable operating budget variance of \$187,842 through 6/30/2010. Kane also reported an operating fund balance of \$198,406 and a replacement fund balance of \$4,364,396. 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 Use for Fiscal Year Ending June 30, 2010:** Water usage was down 2 gallons per unit per day, which is 1.1% below prior year; natural gas usage was down 3 therms per day for the complex, which is .4% below prior year; and electric use was up 2.4 kilowatt hours per day for the complex, which is .1% above last year's usage.
    - **CARS and Fire Suppression Update:** The lighting for the CARS prototype is expected to arrive sometime during the week beginning 8/16/2010. Based off current scheduling assumptions it appears that the CARS committee meeting will be held the last week of August 2010. The purpose of that meeting is to evaluate Huntsman's color swatch choices under the new prototype lighting package. The prototype work is scheduled to be completed and ready for community comment no later than October 1, 2010.
    - **Tennis Court Resurfacing:** The tennis pro and resident tennis players are very pleased with the new court colors and the new surface.
    - **Expired ID Cards:** After three months of follow up and over 600 letters, the number of units that have residents with expired ID cards dropped from 250 to 129. The final 129 units owners have not responded to multiple written requests and will be scheduled to appear before the Board to discuss this matter over the next Board of Directors meeting.
    - **4<sup>th</sup> of July Holiday:** The 4<sup>th</sup> of July pool party was a big success. Thanks to Leah Hull and her team for a great pool party, and Dan Marchetti and his team for providing excellent access control and overall security for the 4<sup>th</sup> of July holiday.
- IV. **Old Business.** None.
- V. **New Business.** The following items were presented for Board review and consideration:

- ❑ **Board Resolution to Record Five 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 Five 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 049-1528-162, 049-1528-179, 049-1528-277, 049-1529-049, 049-1529-101 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.
- ❑ **Anchor Pool Heater Funding Reallocation.** Request is to reallocate the cost for a replacement in kind heater for the Anchor Pool to the replacement fund. **Straus moved, and Knight seconded, to authorize the reallocation of \$2,792.62 for the Anchor Pool heater replacement from the operating fund to the replacement fund. The motion to approve was unanimous.**
- ❑ **Sprint/Nextel Repeater Lease Renewal Request.** Request to extend the annual lease for the Nextel cell phone repeater located next to the Clipper Club. Without this repeater, it would be difficult to reach 24-hour security throughout most of the 26-acre complex. **Straus moved, and Cartmell seconded, to approve the lease agreement with Sprint/Nextel through September 22, 2011 at no cost to the Association. The motion to approve was unanimous.**
- ❑ **Annual Fire Alarm Testing Renewal.** Request to extend the annual fire alarm testing contract with Diversified Fire Products (“DFP”) through June 30, 2011. **Straus moved, and Knight seconded, to extend the fire alarm testing agreement with DFP through June 30, 2011 in the amount of \$14,484 to be funded from the operating fund. The motion to approve was unanimous.**
- ❑ **Directors and Officers Liability Insurance Renewal.** Various quotes were received for D & O liability insurance coverage. Staff recommends CNA Insurance with \$1,000,000 in coverage with a \$10,000 deductible for the policy period 8/12/2010 through 8/12/2011. **Straus moved, and Cartmell seconded, to approve CNA Directors and Officers (“D & O”) liability policy with a renewal premium of \$3,733 to be funded from the operating fund. The motion to approve was unanimous.**

## VI. WCA Committees.

- ❑ **Architectural Control.** Judi Oser reported five unit modifications for July 2010:
  - **F255** - Remove bedroom closet. Hallway closet - replace wall with door with flush wall, and cut door in wall in bedroom. Replace doors to bedroom and bathroom with pocket doors. Replace tub with shower. Replace toilet - replacement in kind. **Straus moved, and Kane seconded, to approve the modifications to unit F255 pending receipt of all building permits and structural engineering reports. The motion to approve was unanimous.**
  - **F256** - Addition to previously approved items – minor alterations in bathroom. Relocation of shower head and sink angle stop. **Straus moved, and Kane seconded, to approve the modifications to unit F256 pending receipt of all building permits. The motion to approve was unanimous.**
  - **A421** - Work includes repair of existing deck boards and trellis boards. No board approval needed.
  - **D174** - Remove and replace sheetrock as necessary; install new insulation as needed; retile bathroom walls and install new bathroom fans; remove and replace kitchen counter tops and stove hood fan; install recessed lighting, upgrade plumbing and wiring as necessary. Also wishes to move bedroom wall to its original floor plan. **Straus moved, and Knight seconded, to approve the modifications to unit D174 pending receipt of all building permits, structural engineering reports and proof of ownership. The motion to approve was unanimous.**

- **C431** -Tub tile surround replacement, bathroom ceiling fan replacement. Possible encapsulation of ceiling. Recommend approval with proper permits. **Straus moved, and Knight seconded, to approve the modifications to unit C431 pending receipt of all building permits. The motion to approve was unanimous.**
  
- **Landscape Committee: Chair Sam Foushee reported the following recommendations and requests:** Request is to remove the following trees: Two ornamental pears, (689 & 690) growing through the hedge at Anchor pool; two fig trees, (687 & 688) growing on the north side of the Anchor pool - trees have been heavy trimmed as they are too big for that location; two Pittosporums, (331 & 334) in the 8 Commodore terrace courtyard are in poor health because of the limited amount of soil available in the courtyard planting area - recommend replacing with two redbud shrubs. **Straus moved, and Goldman seconded, to authorize the removal of tree 689, 690, 687, 688, 331 and 334 and authorize \$350 for landscaping costs for the replacement of two redbud shrubs to be funded from the replacement fund. The motion to approve was unanimous.**

**VII. Statements and Requests.** No comments.

**VIII. Upcoming Meetings.** Executive and Regular Session - August 23, 2010

**IX. Meeting adjourned at 7:45 p.m.**

Respectfully submitted,

/s/ Neil Straus, Secretary