

**WCA BOARD OF DIRECTORS MEETING MINUTES**  
**September 20, 2010**

- I. **Call to Order.** President Robert C. Blain called the meeting to order at 7:01 p.m. Directors present were Judith Choate, Jean Goldman, Murray Kane, Tom Knight and Neil Straus. Mike Cartmell was absent. Also present were General Manager Tim Sutherland, Controller Lisa Trabert, Assistant General Manager Jeff Kiel and eleven residents.
- II. **Approval of Minutes.** Straus moved, and Kane seconded, to approve the August 23, 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 August 23, 2010 Regular Session:
    - **The Board met in Executive Session to authorize Board Resolutions to Record Four Notices of Default and Election to Sell for Assessors Parcel Numbers 049-1528-347, 049-1528-395, 049-1528-559 and 049-1528-108.**
    - **The Board fined the owners of units C528 and D154 \$100 each for repeatedly refusing to keep their ID registrations current.**
    - **The Board fined the owner of C450 \$250 for installing laminate wood flooring without WCA approval. The Board also gave the owner 60 days to document to the Board's satisfaction that the underlayment installed meets established WCA sound underlayment guidelines.**
    - **The Board discussed legal issues.**
  - **Treasurer's Report.** Treasurer Kane reported a favorable operating budget variance of \$21,766 through 8/31/2010. Kane also reported an operating fund balance of \$189,401 and a replacement fund balance of \$4,626,289. The full report is available at the WCA office and website.
  - **Manager's Report.** General Manager Sutherland reported the following items and updates:
    - Water use in August dropped to 86 gallons per unit per day; natural gas usage increased .2%; and electric usage increased 1.2%. Water/sewer charges increased 7.48% from July 2010.
    - Effective October 1, 2010, all tenant registration fees must be paid by cash or check at the time of registration.
    - Fire Alarm testing begins September 21, 2010.
- IV. **Old Business.** None.
- V. **Consent Calendar.** (Routine Items)
- 2010 Inspector of Elections and Election Committee. Jim Golden Inspector of Elections and Eleanor Dahl, Per Dahl, Bob Hull and Sue Kelly as WCA Election committee members. **Straus moved, and Knight seconded, to move the item presented on the consent calendar. The motion to approve was unanimous.**

**VI. New Business.** The following items were presented for Board review and consideration:

- ❑ **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 properties bearing Assessors Parcel Numbers 049-1528-295, 049-1529-443 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.
- ❑ **Environmental Consulting Services.** Staff interviewed several environmental consulting companies and found Benchmark Environmental to have the best references for the most reasonable cost. The consulting work is needed to develop a CARS and Fire Suppression scope of work detail for all activities in and around the hallway walls and ceilings that contain asbestos material. **Straus moved, and Knight seconded, to approve a contract with Benchmark Environmental in the amount of \$2,645 and a project budget of \$3,000 to be funded from the replacement fund. The motion to approve was unanimous.**
- ❑ **7 Captain Lobby Sewer Repair.** Multiple bids were submitted for the underground sewer repair and staff recommends the low bidder Roto-Rooter. **Straus moved, and Knight seconded, to approve a contract with Roto-Rooter in the amount of \$5,765 and a project budget of \$7,280 to be funded from the replacement fund.**
- ❑ **A421 Deck Replacement.** Nexwood deck has failed and needs replacing. **Straus moved, and Choate seconded, to approve a project budget of \$9,027 to be funded from the replacement fund. The motion to approve was unanimous.**

**VII. WCA Committees.**

- ❑ **Architectural Control.** Judi Oser reported one unit modification for September 2010:
  - **B305** - Install electrical and cable outlet in living room; install recessed lighting in kitchen, dining, living and bedroom. Bathroom – remodel shower, remove bathtub; replace bathroom fan and light. **Straus moved, and Kane seconded, to approve the modifications to unit B305 pending receipt of all building permits. The motion to approve was unanimous.**
- ❑ **CARS.** Co-Chair Jean Goldman reported that the committee plans to conduct walking tours of the CARS prototype Wednesday, October 13, at 6 p.m., and Sunday, October 24, at 11 a.m.
- ❑ **Landscape.** Chair Sam Foushee made the following requests:
  - **Removal of Diseased Cyprus Tree #632.** Staff arborist recommends removal of diseased Cyprus tree located north of the 5 Admiral lobby. **Straus moved, and Choate seconded, to remove Cyprus tree #632. The motion to approve was unanimous.**
  - **Renovate Landscaping North of Anchor Pool.** Committee recommends approval of the planting plan for the north side of the Anchor pool. **Straus moved, and Choate seconded, to authorize \$5,704.11 from the replacement fund to implement the planting plan for north side of Anchor pool as presented. The motion to approve was unanimous.**
  - **Renovate Landscaping at 6 Admiral Lobby Area.** Committee recommends approval of the planting plan the 6 Admiral lobby area. **Straus moved, and Choate seconded, to authorize \$1,583.48 from the replacement fund to implement the planting plan for 6 Admiral lobby entrance as presented. The motion to approve was unanimous.**

- VIII. Statements and Requests.** Emeryville Mayor Ruth Atkin inquired how to make arrangements for a Measure J informational meeting at the Clipper Club. Another resident spoke about the long-term costs of the Measure J school bond. An owner asked about discarded mattresses and requested more information on the CC&R violations listed in the Hatchcover. Another owner suggested higher fines for residents not registering when moving in and out of the complex.
- IX. Upcoming Meetings.** Executive and Regular Session - October 18, 2010
- X. Meeting adjourned at 8:01 p.m.**

Respectfully submitted,

/s/ Neil Straus, Secretary