



# Harbor Place Tower June 2011 Newsletter

## FROM THE EDITOR

I wish to thank the many kind people who offered suggestions for the newsletter. Many of you expressed your appreciation at having a newsletter; it is heartwarming to be recognized in such a positive manner.

Our HOA meetings continue to draw an ever increasing number of homeowners with many different concerns. If you have never attended a meeting, I suggest that you set a few minutes a month to learn what is going on in our building. You will meet some terrific people who truly care about our building. The HOA open forum is to bring concerns to the board. Don't wait until you have to complain about something to come to a meeting. Sometimes discussions may get lively, but what family does not have different points of view? The HOA board cannot be everywhere in the building, a fresh pair of eyes can bring needed improvements. Many suggestions, complains and differences of opinion are expressed in these meetings. The board cannot instantly solve all issues or act on every suggestion but unless they are aware of the issues no action will take place. Sometimes it takes time to resolve some situations and we may feel ignored, but contractors, inspectors, etc move at their own speed. Looking through our financial statement it may look like we spend a lot of money on maintenance and repairs, keep in mind that the size of this high-rise building is equivalent to an average of eight square blocks in a residential single family home area.

The HOA fees pay for all improvements, repairs, maintenance, and building insurance. All decisions made by the board affects each and every homeowner both in the quality of our building and in our pocket book because we pay the HOA fees.

Beatriz Sztain

I can be reached at [harborplacetower.newsletter@gmail.com](mailto:harborplacetower.newsletter@gmail.com) I welcome all input from the residents.





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## GUEST SPEAKERS

We had two guest speakers from Wells Fargo Bank. They made a very positive presentation on the advantages of changing our accounts to their investment division. This division was previously known as Wachovia. They offer a variety of investment products such as Certificates of Deposit, stocks, bonds, mutual funds.

Our current HOA investment portfolio is with Charles Schwab. Stewart Sexton, our treasurer, reports great difficulty in dealing with this company making investment decisions very difficult.

The board passed a resolution to move a portion of our funds to Wells Fargo in the sum of \$600,000.00 from our reserves. The Schwab account will remain open until it is established that we get better service from Wells Fargo Brokerage.





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## LEGAL MATTERS

A resident sued claiming he could put anything in his parking space as long as it was neat clean and attractive (he had a locker there and was contesting our demand that it be removed), claiming our rules were invalid for conflicting with the CC &R's, the judge ruled in favor of the HOA.

The HOA has not received a complete written copy of the judgment.

## PROMENADE UPDATE

We are getting close to completion. There are a few remaining things that the contractors need to finish before the management company can call for a final inspection.

The architect has been contacted to see if the light fixtures can be redesigned. Some residents whose units face the promenade complained that they are too bright. Since the promenade is designated as a public space there are minimum illumination requirements of the grounds. The board is working on a resolution to the resident's complains following the building's code requirements.

## GYM NEWS/ELEVATOR UPDATES

A contract has been awarded for the quarterly preventive maintenance of all the gym equipment.

The elevator service contract has not been awarded yet. Contract language is being worked out between us and our current long term vendor

## GENERAL MAINTENANCE

1. Changing of the security system has been postponed.
2. The 06 Stack needs to have new clean outs installed for the plumbing pipes. Pipes need to be cleaned regularly to keep the system working properly and avoid problems with stuck pipes and floods.
3. Fire extinguisher boxes in the rooftop need to be changed before being cited by the fire department. Bids are being taken.
4. Carpets were cleaned on the P-2 and P-3 elevator lobbies.
5. Contract has been awarded to change the Jacuzzi pump. No date is available yet as to when this will happen.





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## **PET COMMITTEE**

Meeting will be June 7<sup>th</sup> at 6:30p.m. Pet owners and non pet owners are encouraged to attend. The committee will be discussing how to enforce the CC&R'S regarding pets. Just as a reminder these are the current rules.

### **8. PETS**

The Association reaffirms the existing pet rules. For the complete pet owner liability statement, see CC&Rs, p. 9, Section 2(p), "Pets."

- A. Owners/Residents may have one dog, cat or bird per unit. No dog or cat may be larger than 30 pounds.
- B. The Association can prohibit the keeping of any pet that in the sole and exclusive opinion of the Board constitutes a nuisance to any other Owner.
- C. Pet owners must take responsibility for their pets. Pets must remain controlled in all permissible common areas by leash, cage or hand carried.
- D. Owners/Residents and their guests are not allowed to bring pets into the pool area, social room, gymnasium, sauna, or roof.
- E. Owners must immediately clean up after their pets whether the mess is on the building premises or on the Association grounds.

The following are suggestions and comments received by the editor. No other item in last month's newsletter generated so many responses as the pet problem.

- 1. Before entering the elevator ask passengers if they mind sharing the elevator with a pet.
- 2. Many people have allergies or fear of animals. These people do not hate pets, they just don't want to pet them or be in contact with them.
- 3. Control excessive barking.
- 4. Curb aggressive behavior.
- 5. Keep pets on a leash at all times in the common areas.





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## HOT WATER

Residents in the lower floors have difficulty taking hot showers in the early morning. The complaint is that the hot water delivery is delayed. We had a contractor try to find a solution to the problem but he was unable to locate the source of the trouble. Our building manager will continue to search for a contractor who is familiar with hi-rise water systems.

## WINDOWS

For those very patient residents with water problems a consultant will investigate the problem starting June 20<sup>th</sup>. The next step will be fixing the source of the problem; then a contractor can begin interior repairs. As with the hot water problems, they may not find the cause of the problem.

## FISH OUT OF WATER

Have you seen me? I miss my family.

One of the Fish sculptures on the 12<sup>th</sup> floor disappeared over the "Pride" weekend. Please contact Lisa if you have any information on its



whereabouts. middle-england

## BICYCLES

The bicycle committee will start meeting again. All interested homeowners should attend the meeting on Tuesday, June 21<sup>st</sup>. at 6:30 p.m. in the P-1 conference room.

All unregistered bikes have been taken out of the bicycle room.





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## GETTING TO KNOW THE BUILDING STAFF

Every month I like to feature the different units that keep this building running. This month Lisa Frasquillo, our building manager, is featured. It was a real pleasure to interview Lisa and getting to know her. The entire time I was in her office there was a constant stream of people requesting her services. So I asked the famous question, what do you do all day? Here is a list of her duties:

- Manage the Staff of security, maintenance and engineer personnel
- Maintain all on-site general files, legal document files, minute books, vendor/maintenance books, Newsletter books and homeowner files/records
- Implement safety- emergency/life safety, fire drills and training programs
- Manage Association maintenance programs
- Oversee maintenance of all amenities i.e.: elevators, pool, spa, gym, landscape, garages, lobbies, interior plants, etc.
- Manage the Petty cash account
- Manage Bike room organization
- Coordinate Grand Prix security and pass distribution
- Prepare welcome packets to review with new homeowners and residents
- Act as a liaison between the Board and residents, vendors and employees.
- Manage relations with outside vendors and service providers
- Set up and maintain all project files
- Negotiate all major contracts
- Participate in developing and implementing building projects, policies and procedures
- Resolve Homeowner disputes and problems
- Maintain the on-site Homeowner information sheet and contact information
- Maintain insurance updates
- Perform administrative duties i.e. copying, filing, order supplies, answer phones and e-mails, and administer the fob and gym keys.
- Prepare the minutes, calendar, agendas and packets for the monthly Board Meetings.
- Assist in the preparation of the annual operating budget and reserve study
- Post all notices in accordance with the law
- Counsel and advice the Board of Directors as needed
- Review and prepare homeowner's Architectural applications for the board
- Receive and code invoices, mail checks, signatures on legal documents
- Coordinate the rentals of storage spaces
- Schedule the promenade for association and private parties.





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## GETTING TO KNOW YOUR BUILDING MANAGER, continued

Many homeowners and residents have asked Lisa to do a variety of things not listed above. Many times she has gone on a limb and done such things as breaking up dog fights in the lobby, give out names of contractors (without recommendation) and answer as many of the resident's questions as possible.

There are some absolutes that Lisa **will not** do.

Lisa will not approve any of her staff to do any repairs inside the homeowners' unit which are not related to the building's system as it is outlined in the CC&R's.

She does not run errands for any of us.

She does not clean the hallways after the homeowners or their pets.

She does not do any cleaning inside the homeowners units.

## DATES TO REMEMBER

June 7	Pet Enforcement Committee 6:30p.m.
June 8	Monthly Garage Sweeping 10:00-2p.m.
June 21	Bike Room Meeting 6:30p.m.
June 27	HOA Finances 6:30p.m.
June 29	Board Meeting 6:30p.m.

