

HarborPlace Tower Homeowners Association

Board of Directors

Open Session Minutes

November 29th, 2006

Opening

Proof of Notice of the meeting was posted in accordance with state law and governing documents.

Board President Ed Robinson called the meeting of the Board of Directors for HarborPlace Tower Homeowners Association to order at 6:35 p.m. in the P-1 Conference Room.

Present

President Ed Robinson, Treasurer George Rendell, Secretary Vivien Waters, Director Michael Fantore, Director Guy Zebert, and Association Manager Lisa Frasquillo.

Absent

Debra McGary, Horizon Management.

Approval of Minutes

Minutes of the October 25th, 2006 meeting were approved as written. Motion made by Vivien Waters, seconded by George Rendell; all in favor, motion carried.

President's Report – Report by Ed Robinson

- The Insurance Seminar held by Rob Damico went very well. The Board will invite Rob to hold another seminar in the future.
- In the upcoming February election, there will be three seats available, all for a two year term.
- The December and January calendars were reviewed as follows:
- December 13 - Holiday Party- Potluck
- January 8 - Events and Communications Meeting
- January 12 - Intent to Run forms are due
- January 29 - Finance and Facilities Meeting
- January 31 - Board of Directors Meeting

Treasurer's Report - Report by George Rendell

- Reserve fund balance is \$1,313,700.
- Construction accounts balance is \$746,331.
- \$80,692 from the reserves has been spent on the refurbishing of the building to date.
- All of the 2006 reserve transfers have been made through October 31st.

Vivien Waters made a motion to accept the report, Guy Zebert seconded; all in favor, motion carried.

Due to the cash flow, George Rendell made a motion to forgive the unmade transfers to reserves for the calendar year 2005 in the amount of \$67,152, Guy Zebert seconded; Zebert, Robinson and Rendell voted yes; Waters abstained and Fantore voted no. Motion carried.

George Rendell made a motion to pay Charles Frisbey Accounting in the amount of \$1,100 for preparing the Association's tax return and annual audit, Guy Zebert seconded; all in favor, motion carried.

COMMITTEE REPORTS

Facilities Committee - Report by Guy Zebert

- ACCO has submitted a final proposal for the domestic hot water system and replacement of the boilers. Guy Zebert made a motion to accept ACCO's revised proposal for the amount of \$192,461, George Rendell seconded; all in favor, motion carried. Funds to come from the reserve account.
- Fire Alarm System: Dan Varney from Shirmer picked up the drawings and will confirm the validity of the drawings. By the first of the year, they will provide the shop drawings, and then go to the Fire Department for approval.
- Elevator Cab Remodeling: The commercial unit elevator cab should be completed by the end of the week.

Events and Communications Committee – Report by Vivien Waters

- We are still in the process in finding volunteers for the election committee.
- The November food drive turned out very well and the Holiday Toy Drive is starting in the month of December. Stewart Sexton will deliver the toys to the Fire Department before Christmas.

OLD BUSINESS

Dryer Duct Cleaning. Coastline will submit a revised proposal for the Board's review and approval.

Grand Prix Committee. The president accepted, filed, and acknowledged the ad hoc committee's report. The Board members will have a Grand Prix Work Group meeting on December 6th to go over all the recommendations: All homeowners are welcome to attend.

New Architectural Application Procedure. Ed Robinson reported that the Association's legal firm is working on it. They will give us their recommendations soon.

MANAGEMENT REPORT – Report by Lisa Frasquillo, HOA Manager

The Board reviewed correspondence for the month.

Wessel Mechanical has submitted two proposals:

1. for the yearly inspection of the branch zone pressure regulating valves in the amount of \$3,660;
2. for the annual inspection of the domestic water pump system in the amount of \$1,720.

Guy Zebert made a motion to approved the proposals, George Rendell seconded; all in favor, motion approved.

The Board approved to change our Fire Testing, Monitoring and Service provider from Greater Alarm to Detection Logic. A letter will be sent to Greater Alarm to inform them of this change to take effect in 30 days. Detection Logic will present a new contract for the Board's review and approval.

The owner of Unit 1105 is requesting that the Association pay for damage to the wallpaper from a water leak. George Rendell suggested that we have Greg Martin evaluate the damage and give us a recommendation on what can be done to repair the unit.

NEW BUSINESS

February Election. The Annual Meeting will be held on Wednesday, February 28th. All candidate declarations must be in by January 12, 2007. This is 45 days before the Annual Meeting.

Architectural Requests: Guy Zebert made a motion to accept the architectural requests for units 2105, 1809 and 2110, Vivien Waters seconded; all in favor, motion accepted.

Adjourn: President Robinson adjourned to Executive Session to discuss delinquencies and homeowners matters of HarborPlace Tower Homeowners Association Board of Directors at 8:25 p.m.

Homeowner's Forum

I, Vivien Waters, Secretary of the HarborPlace Tower Homeowners Association, certify that the above is a true and correct transcript from the minutes of an open session of the board of directors of HarborPlace Tower Homeowners Association held at Association's place of business on November 29, 2006, and that the meeting was duly called and held in all respects in accordance with the laws of the State of California and bylaws of the corporation and that a quorum of the board was present.

Vivien Waters, Secretary Date