

**HarborPlace Tower Homeowners Association**  
**Board of Directors**  
Open Session Minutes  
June 29, 2011

**HOMEOWNERS FORUM**

**OPENING**

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

Board President Tom Setterlund called the meeting of the Board of Directors for HarborPlace Tower Homeowners Association to order at 6:34 p.m. in the P-1 Conference Room.

**Present**

President Tom Setterlund, Vice President Tom Lawson, Treasurer Stewart Sexton, Member at Large Rob Damico, Debra McGary of Horizon Management and Association Manager Lisa Frasquillo.

**Absent**

Secretary Neha Shah

**APPROVAL OF MINUTES**

Minutes of the May 25, 2011 meeting were approved. Motion made by Rob Damico, Stewart Sexton seconded; motion carried unanimously.

Minutes of the February 23, 2011 Organizational Meeting were approved. Motion made by Rob Damico, Stewart Sexton seconded; motion carried unanimously.

**PRESIDENT'S REPORT – Report by Tom Setterlund**

**Calendar**

Calendar for July as follows:

July 13	Monthly garage sweeping
July 19	Reserve Study Meeting
July 21	Bike Room Committee Meeting
July 25	HOA Finances Meeting
July 26	Pet Committee Meeting
July 27	Monthly Board Meeting

Tom Setterlund requested that a survey be sent to the homeowners in the newsletter regarding bbq's on the balconies.

**TREASURER'S REPORT – Stewart Sexton**

- Reserve fund balance is \$1,566,707
- Construction account balance is \$9,969
- Operating balance is \$101,644

The next HOA Finance meeting will be held on July 25<sup>th</sup> at 6:30pm in the P1 conference room.

Rob Damico made a motion to authorize George Rendell to close the Schwab Construction account, Stewart Sexton seconded; motion carried unanimously.

Rob Damico made a motion to accept the Treasurer's report, Tom Lawson seconded; motion carried unanimously.

## **OLD BUSINESS**

### **Bike Room Update**

The next bike room committee meeting is to be held on July 21<sup>st</sup> at 6:30 pm in the P1 conference room.

### **Pet Enforcement Committee**

Rob Damico gave a commentary report on the Pet Enforcement Committee. The next meeting will be held on July 26<sup>th</sup> at 6:30pm in the P1 conference room.

## **NEW BUSINESS**

### **Architectural Applications (1701)**

Rob Damico made a motion to accept the architectural application for unit #1701 (Zhang) Stewart Sexton seconded; motion carried unanimously.

### **Elevator Maintenance Agreement**

Stewart Sexton made a motion to accept the one year Amtech Elevator Agreement, Rob Damico seconded; motion carried unanimously.

### **HCI Water tanks**

Stewart Sexton made a motion to accept the HCI Proposal in the amount of \$1,495 to install a secondary tank in the fire pump room, Rob Damico seconded; motion carried unanimously.

### **Lights in the Alley**

Stewart Sexton made a motion to accept the proposal from Boysen Electrical in the amount of \$1,975 to install four light fixtures in the alley with LED lighting, Rob Damico seconded; motion carried unanimously.

### **Lights on the Promenade**

The Board discussed the recommendation made by Mark Savel regarding the lighting on the Promenade. Victor will contact Boysen and ask them to make a mock shield.

### **Hot water problem**

More data needs to be collected before a consultant can be involved in the current hot water problems. A survey/questionnaire will be sent by e-mail and in the newsletter.

### **Best Infrared Proposal**

Rob Damico made a motion to approve the Best Infrared proposal in the amount of \$2,500 to perform the annual service on the building electrical disconnect, Tom Lawson seconded; motion carried unanimously.

### **Gym Equipment**

Rob Damico volunteered to donate a punching bag with stand for the gym.

### **Dryer Duct Cleaning Proposals**

Tabled

### **Roof Fire Extinguisher Cabinet**

Stewart Sexton made a motion to accept the proposal from Regency Fire Protection in the amount of \$1,575 to replace the fire hose cabinet on the roof and two fire extinguishers, Rob Damico seconded; motion carried unanimously.

### **Social Activities**

Stewart Sexton volunteered to coordinate social activities which will not involve HOA funds, they will be publicized in the newsletter and the P1 lobby.

**MANAGEMENT REPORT AND PROPOSALS** Management reports for May were reviewed.

**ADJOURN**

President Setterlund adjourned to Executive Session to discuss delinquencies and homeowner matters of HarborPlace Tower Homeowners Association at 8:20 p.m.

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I, Tom Setterlund, President 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 June 29, 2011, 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.

\_\_\_\_\_  
Tom Setterlund, President

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Date