

**HarborPlace Tower Homeowners Association**  
**Board of Directors**  
Open Session Minutes  
March 30, 2011

**HOMEOWNERS FORUM**

**OPENING**

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

Mark Savel and Jayna Cooper from Savel Architects were present to answer Board and Homeowner questions regarding the Promenade Project.

Board President Tom Setterlund called the meeting of the Board of Directors for HarborPlace Tower Homeowners Association to order at 6:32 p.m. in the P-1 Conference Room.

**Present**

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

**Absent**

Vice President Tom Lawson,

**APPROVAL OF MINUTES**

Minutes of the January 26, 2011 meeting were approved. Motion made by Rob Damico, Tom Setterlund seconded; motion carried unanimously.

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

**Calendar**

Calendar for April as follows:

April 8,9,10	Drifting races
April 13	Monthly garage sweeping
April 15, 16, 17	Long Beach Grand Prix
April 25	HOA Finances Meeting
April 27	Monthly Board Meeting

**Approval of Change Orders for the Promenade Project**

Rob Damico made a motion to approve change orders #4 in the amount of \$9,058.88, #6 in the amount of \$44,019.36, #8 in the amount of \$2,464.00, #9 in the amount of \$2,072.00, #11 in the amount of \$4,431.84, #12 in the amount of \$1,317.12, #13 in the amount of \$6,612.48, #14 in the amount of \$5,874.40, #15 in the amount of \$2,072.00, #17 credit in the amount of \$31,182.00 for the Promenade Renovation Project, Neha Shah seconded; Stewart Sexton abstained, motion carried.

**Resolution to Record Lien**

The Board reviewed the Notice of Delinquent Assessment (pre-lien letter) sent to the owner of the property identified as Assessor's Parcel Number 7278-006-117, The owner, as of the date of this Board meeting, has not requested internal dispute resolution (IDR). A majority of the Board members voted to authorize Horizon Management Company or other designee to record the lien for the amount of any delinquent assessments, late charges, interest and/or costs of collections (including the fees and costs of preparing the lien against the owners of the properties, fees for coordinating enforcement of the lien between designee, and attorneys' fees), if IDR is not requested and payment in full is not received by the Association by 5:00 p.m. April 27, 2011 respectively. Thirty (30) days after recordation of the lien, if the delinquency persists, the Board authorizes its designee to enforce the lien. This resolution is attached

hereto and incorporated by reference. Stewart Sexton made a motion to record the lien, Rob Damico seconded; motion carried unanimously.

**TREASURER'S REPORT – Stewart Sexton**

- Reserve fund balance is \$1,727,008
- Construction account balance is \$9,994
- Operating balance is \$92,918

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

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

**Write off delinquency due to bad debt**

Tabled until next month's Board meeting.

**OLD BUSINESS**

**Bike Room Update**

Tabled –pending outcome of litigation.

**14<sup>th</sup> Floor Electrical Room**

Rob Damico made a motion to accept the proposal from Martin Paint in the amount of \$435.00 for the 14<sup>th</sup> floor electrical room wall repairs, Neha Shah seconded; motion carried unanimously.

**NEW BUSINESS**

**Architectural Applications (#1007)**

Rob Damico made a motion to approve the architectural application for unit #1007, Neha Shah seconded; motion carried unanimously.

**GS Brothers Landscape Proposal for the Promenade Project**

Rob Damico made a motion to accept the landscape proposal from GS Brothers for the Promenade project in the amount of \$54,837.00 Neha Shah seconded, Stewart Sexton abstained; motion carried.

**Yearly Maintenance contract for gym equipment**

Tabled until next month's Board meeting

**HCI Proposal**

Stewart Sexton made a motion to accept the HCI Proposal in the amount not to exceed \$2,700.00 to repair deficiencies found during the annual alarm testing, Rob Damico seconded; motion carried unanimously.

**Removal of Bikes in Storage**

The Board will donate the bikes to charity.

**Projects Recommended by the Project Committee**

**Proposal to paint interior doors**

Rob Damico made a motion to accept the proposal from Martin Paint in the amount of \$825.00 to repaint the interior entry doors on P1, P2 & P3, Neha Shah seconded; motion carried unanimously.

**Shade for the gym**

Rob Damico made a motion to accept the proposal from Bloesner Carpet in the amount of \$1,810.00 to install solar shades in the gym, Neha Shah seconded; motion carried unanimously.

**Kenway proposal for window leak**

Tabled until next month's Board meeting

**Spinning bike for gym**

Neha Shah made a motion to accept the proposal from Cymax in the amount of \$1,395.00 to purchase a spinning bike for the gym, Rob Damico seconded, Stewart Sexton abstained; motion carried. The funds will come from the reserve account.

**2010 Audit**

Stewart Sexton made a motion to approve the 2010 audit from Robert Owens CPA, Rob Damico seconded; motion carried unanimously.

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

**ADJOURN**

President Setterlund adjourned to Executive Session to discuss delinquencies and homeowner matters of HarborPlace Tower Homeowners Association at 8:40 p.m.

---

I, Neha Shah, 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 March 30, 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.

\_\_\_\_\_  
Neha Shah, Secretary

\_\_\_\_\_  
Date