

HarborPlace Tower Homeowners Association
Board of Directors
Open Session Minutes
April 27, 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 6:40 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 March 30, 2011 meeting were approved. Motion made by Rob Damico, Stewart Sexton seconded; motion carried unanimously.

PRESIDENT'S REPORT – Report by Tom Setterlund

Calendar

Calendar for May as follows:

May 3	Tres De Mayo
May 11	Monthly garage sweeping
May 23	HOA Finances Meeting
May 25	Monthly Board Meeting

Resolution to Record Lien

The Board reviewed the Notice of Delinquent Assessment (pre-lien letter) sent to the owners of the property identified as Assessor's Parcel Numbers 7278-006-044, 7278-006-224. The owners, as of the date of this Board meeting, have not requested internal dispute resolution (IDR). A majority of the Board members voted to authorize Horizon Management Company or other designee to record the liens for the amount of any delinquent assessments, late charges, interest and/or costs of collections (including the fees and costs of preparing the liens against the owners of the properties, fees for coordinating enforcement of the liens 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. May 28, 2011 respectively. Thirty (30) days after recordation of the liens, if the delinquency persists, the Board authorizes its designee to enforce the liens. This resolution is attached hereto and incorporated by reference. Stewart Sexton made a motion to record the liens, Rob Damico seconded; motion carried unanimously.

Write-off to bad Debt/Foreclosures

Stewart Sexton made a motion to write off bad debt due to foreclosure from unit #2210 in the amount of \$1,284.10, Rob Damico seconded; motion carried unanimously.

Stewart Sexton made a motion to write off bad debt due to foreclosure from unit #203 in the amount of \$6,989.83, Rob Damico seconded; motion carried unanimously.

TREASURER’S REPORT – Stewart Sexton

- Reserve fund balance is \$1,613,599
- Construction account balance is \$9,979
- Operating balance is \$99,288

The next HOA Finance meeting will be held on May 23rd at 6:30pm in the P1 conference room.

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

OLD BUSINESS

Bike Room Update

Tabled –pending outcome of litigation.

Gym equipment maintenance contract

Tabled until next month’s Board Meeting

FHA Approval Package

Tabled to a future Board Meeting

NEW BUSINESS

Architectural Applications (none)

Pet Enforcement Policy

The Board discussed revising the pet rules and approved formulating a committee to concentrate on a proposal to recommend to the Board. Rob Damico volunteered to be the Board representative on the committee.

Record Action without a Board Meeting

The Board approved to record action without a Board Meeting of the following:

- i. Workers Compensation Insurance Renewal- Renew the policy
- ii. Professional Lock Proposal-Install a new electronic controller on the P2 South door.

Elevator Maintenance Policy

Tabled until next month’s Board Meeting

Projects Recommended by the Project Committee

Kenway proposal for window leak

Stewart Sexton made a motion to approve the Kenway proposal to investigate and perform a water test on the leaks of the exterior of the building and to prepare a report on his findings in the amount not to exceed \$17,000, Rob Damico seconded; motion carried unanimously.

Card Reader System Proposals

Tabled until next month’s Board Meeting

MANAGEMENT REPORT AND PROPOSALS Management reports for April were reviewed.

ADJOURN

President Setterlund adjourned to Executive Session to discuss delinquencies and homeowner matters of HarborPlace Tower Homeowners Association at 8:13 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 April 27, 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