

**HarborPlace Tower Homeowners Association**  
**Board of Directors**  
Open Session Minutes  
January 26, 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 7:37 p.m. in the P-1 Conference Room.

**Present**

President Tom Setterlund, Treasurer George Rendell, Secretary Rob Damico, Debra McGary of Horizon Management and Association Manager Lisa Frasquillo.

**Absent**

Vice President Tom Lawson,

**APPROVAL OF MINUTES**

Minutes of the November 17, 2010 meeting were approved. Motion made by George Rendell, Rob Damico seconded; motion carried unanimously.

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

**Calendar**

Calendar for February as follows:

February 9	Meet the Candidates Night
February 15	Monthly garage sweeping
February 17	Project Committee Meeting
February 23	Annual Meeting

**Ratify Approval of Change Orders**

Rob Damico made a motion to ratify the e-mail vote for change orders #5 in the amount of \$3,539.20 and #7 in the amount of \$3,024.00 for the Promenade Renovation Project, George Rendell seconded; motion carried unanimously.

**Resolution to Record Liens**

The Board reviewed the Notice of Delinquent Assessment (pre-lien letter) sent to the owners of the properties identified as Assessor's Parcel Numbers 7278-006-004, 7278-006-070, 7278-006-111, 7278-006-119, 7278-006-141, 7278-006-186, 7278-006-189, 7278-006-196. 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. February 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. George Rendell made a motion to record the liens, Rob Damico seconded; motion carried unanimously.

**TREASURER'S REPORT – George Rendell**

- Reserve fund balance is \$1,809,799
- Construction account balance is \$9,994
- Operating balance is \$52,443

Overall, we are within budget for the year 2010.

**Write off delinquency due to bad debt**

George Rendell made a motion to write off the outstanding delinquent account from unit #905 due to foreclosure in the amount of \$1,655.06, Rob Damico seconded; motion carried unanimously.

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

**OLD BUSINESS**

**Bike Room Update**

George Rendell stated that the new bike room project is underway and the new storage rooms will be re-designed within the next month.

**Grand Prix**

Tabled until the May Board Meeting

**Finance & Project Committee Meeting**

George Rendell reported on the meeting of the Project Committee. He noted that in the area of Exterior Maintenance (water leaks) that the Committee recommended the current Sunland contract for \$34,200 be put on hold until we meet with consultants (Espenship and Kenway) regarding the causes of the leaks. Sunland has done numerous repairs (in some areas twice) and the repairs did not hold during the winter rains. We need to give Sunland repair protocol developed by consultants who are experts in this area to make better use of this contract.

**NEW BUSINESS**

**Architectural Applications (#608, #1402, #1908 and #2010)**

Rob Damico made a motion to ratify the e-mail votes to approve the architectural applications for units #608, #1402, #1908, & #2010, George Rendell seconded; motion carried unanimously.

The Board reviewed the second architectural application submitted by unit #2010 regarding his bathroom renovations. The Board unanimously declined the application.

**Wessel Mechanical Proposal**

Rob Damico made a motion to approve the Wessel Mechanical proposal for the annual rebuild of the five (5) PRV valves in the Commercial Unit in the amount of \$3,640.00, George Rendell seconded; motion carried unanimously.

**FHA Document Approval**

Tabled until the next Board Meeting

**GS Brothers Landscape Proposal**

Tom Setterlund made a motion to approve the GS Brothers Landscape proposal for the Promenade Project in the amount of \$23,122, George Rendell seconded; motion carried unanimously.

**Proposal from Best Infrared**

George Rendell made a motion to approve the Best Infrared proposal in the amount of \$1,825.00 for the infrared inspection with panel removal and reinstallation, Rob Damico seconded; motion carried unanimously.

**Management Extension**

Rob Damico made a motion to approve the proposal from Horizon Management to increase their monthly management fees by \$400.00, George Rendell seconded; motion carried unanimously.

**Projects Recommended by the Project Committee**

**New Garage Sweeping Company**

George Rendell made a motion to approve the new garage sweeping company proposal from Golden West Power Sweeping Company in the amount of \$275.00 per month and to terminate our current service with So Cal Sweeping, Rob Damico seconded; motion carried unanimously.

**(0458) Drain Cleanout Project**

Rob Damico made a motion to approve the proposal from J&D Plumbing in the amount of \$5,500 to install new drain clean outs in stacks 3 & 9 and \$4,205.00 for Martin Paint to install covers and make the drywall and paint repairs to the units, George Rendell seconded; motion carried unanimously.

**(1009) Fencing for Storage Room**

George Rendell made a motion to approve the proposal from So Cal Fencing in the amount of \$1,500 to remove storage units in P1 and add them to the P2 level to make room for the additional bike room, Rob Damico seconded; motion carried unanimously.

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

**ADJOURN**

President Setterlund adjourned to Executive Session to discuss delinquencies and homeowner matters of HarborPlace Tower Homeowners Association at 8:35 p.m.

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I, Rob Damico, 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 January 26, 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.

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Rob Damico, Secretary

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Date