

HarborPlace Tower Homeowners Association
Board of Directors
Open Session Minutes
October 26, 2022

CALL TO ORDER

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

President Ed Robinson called the meeting of the Board of Directors of HarborPlace Tower Homeowners Association to order at 6:40 pm in the P1 Conference Room and via zoom.

PRESENT

President Ed Robinson, Treasurer Bob Lambros, Director at Large Caroline Ta, Secretary Mike Morales (zoom), Debra McGary Horizon Management, and Association Manager Christina Ravelo.

APPROVAL OF MINUTES

The Board reviewed the minutes of the August 31, 2022 Board of Directors meeting. Bob Lambros made a motion to approve the minutes as amended. Caroline Ta seconded; motion carried unanimously.

PRESIDENT'S REPORT - by Ed Robinson

Per Civil Code 6.6, Bob Lambros made a motion to appoint Ellen Serbin to the board of directors. Caroline Ta seconded; motion carried unanimously. Ed Robinson also reminded members that the Annual Meeting is scheduled in February.

CALENDAR 2022 – The Board approved the calendars for November and December 2022.

HOLIDAY PARTY

Year End Party—The Manager provided an overview of the party details.

RESOLUTIONS TO RECORD LIENS

NA

TREASURER'S REPORT – Report by Bob Lambros

Operating Budget: As of September 30, 2022, the adjusted operating position has a net loss of \$129,279 year-to-date.

Effective Operating Funds: \$230,995

Reserve Fund Balance as of September 30, 2022: \$2,388,873

Cash in Reserves as of July 31, 2022: \$343,873

Total Delinquencies: \$14,002

Bob Lambros made a motion to re-invest up to \$100,000 at best rate and term; seconded by Caroline Ta. Motion carried unanimously.

Ellen Serbin made a motion to accept the treasurer's financial report as given. Caroline Ta seconded; motion carried unanimously.

2023 Resolution to Transfer Funds

Bob Lambros made a motion to authorize Horizon Management to make electronic payments, allow direct debits, transfer funds between accounts and make wire transfers behalf of HarborPlace Tower. Caroline Ta; motion carried unanimously.

OLD BUSINESS

EV Charging Stations.

No updates.

Hallway & Penthouse Remodel

The Manager was asked to pull hallway finishes that were selected in preparation for the project next year.

Pool, Spa & Deck Remodel

The Manager reported that we have a start date of Nov 1st with mobilization and demo on Nov 7th in P3 for the pool and spa vaults. The Manager also discussed the option of moving some of the lounge tables and chairs to the Promenade Deck for residents to use during the remodel. Ed Robinson also talked about the gas grill and fire pit options.

Gym Updates

The Manager reported that gym will be closed with the remodel of the deck and that some equipment will be moved out the west side of the Promenade Lobby for resident use.

Package Concierge Lockers

Ed Robinson made a motion to approve the proposal from Package Concierge for 5 additional modules with 42 lockers for \$16,913. Caroline Ta seconded; motion carried 4-1; Bob Lambros opposed.

2023 Operating Budget

Ed Robinson made a motion to approve the 2023 budget with an \$80,000 monthly transfer to the reserves which is a 7.9% increase to the dues. Ellen Serbin seconded; motion carried 4-1; Bob Lambros opposed.

2023 Reserve Study

Ellen Serbin made a motion to approve the 2023 Reserve Study from Association Reserves. Caroline Ta seconded; motion carried unanimously.

NEW BUSINESS

Master Insurance Policy

Bob Lambros made a motion to renew all policies (property, liability, umbrella liability and directors and officers at a premium of \$100,200. Mike Morales seconded; motion carried unanimously.

Bob Lambros made a motion to pay the property, liability, umbrella liability and directors and officers out in full out of the operating account. Caroline Ta seconded; motion carried unanimously.

Tax Engagement

Bob Lambros made a motion to accept the proposal from Owens, Moskowitz and Associates, Inc. to prepare the 2022 tax returns and audit for \$2,100. Ellen Serbin seconded; motion carried unanimously.

Annual Seismic Reporting

Ellen Serbin made a motion to approve the proposal from Kinometrics for \$1725 to perform the annual test on the seismic instrumentation. Caroline Ta seconded; motion carried unanimously.

Supply Fan Bearings

Ellen Serbin made a motion to approve the proposal from Infinite Circulation to replace the bearing on the supply fan for \$3156.09. Bob Lambros seconded; motion carried unanimously.

Replacement Fire Doors

Caroline Ta made a motion to accept the proposal from Professional Locks to replace the fire rated metal doors located in the P1 trash hallway for \$7,125.95. Bob Lambros seconded; motion carried unanimously.

Generator Replacement Piping

The matter was tabled until Management receives additional information from Duthie regarding the shut down of the generator during the re-piping.

Storage Fencing

Ellen Serbin made a motion to approve the estimate from Pacific Portable for \$5820 to install permanent fencing for storage spaces. Bob Lambros seconded; motion carried unanimously.

Irrigation Timer

The matter was tabled until the Manager receives information on the warranty of the timers.

Exterior Building Coating

Bob Lambros made a motion to ratify the Life Paint coating applied to the exterior of the building by Angeles Waterproofing for \$2500. Ellen Serbin seconded; motion carried unanimously.

Architectural Application

Unit 205—An architectural application was submitted by Unit 205 to install new hard surface flooring. Ellen Serbin made a motion to approve the application; Ed Robinson seconded; motion failed. The Board then requested that the owner provide documentation for sound testing over 6ft concrete slab.

Unit 1505—An architectural application was submitted by Unit 1505 to install new flooring, paint, LED lighting in the kitchen and replace washer valves. Bob Lambros made a motion to approved the application; Caroline Ta seconded; motion carried unanimously.

Unit 1711—Bob Lambros made a motion to ratify the architectural application for unit 1711 to expand the washer and dryer area. Ellen Serbin seconded; motion carried unanimously.

Correspondence Received

Ed Robinson addressed correspondence sent by owners.

Manager's Report —by General Manager Christina Ravelo.


HOMEOWNERS FORUM

Homeowners commented on the possibility of a license reader for security.

ADJOURN

President Robinson adjourned the Open Meeting of HarborPlace Tower Homeowners Association Board of Directors at 9:45 pm.

I, Michael Morales, 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 on October 26, 2022 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.



Michael Morales, Secretary

12/15/22

Date