

HarborPlace Tower Homeowners Association
Board of Directors
Open Session Minutes
January 25, 2023

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 6:33 pm in the P1 Conference Room and via zoom.

PRESENT

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

APPROVAL OF MINUTES

The Board reviewed the minutes of the December 6, 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

Ed Robinson reported on the Annual Meeting in February and reminded owners to submit ballots; the March meeting date may be changed; asked if owners are interested in having an insurance rep to discuss earthquake insurance. Ed also informed owners that the Cali Vibes Music Festival will be returning in mid-February and management will provide contact information for the representative of the festival if owners have concerns.

CALENDAR 2023 – The Board approved the February and March 2023 calendars.

RESOLUTIONS TO RECORD LIENS

NA

TREASURER'S REPORT – Report by Bob Lambros

Operating Budget: As of December 31, 2022, the adjusted operating position has a net loss of \$200,515 year-to-date.

Effective Operating Funds: \$148,326

Reserve Fund Balance as of December 31, 2022: \$2,510,397

Cash in Reserves as of Dec 31, 2022: \$65,397

Total Delinquencies: \$11,772

Bob Lambros made a motion to re-invest up to \$600,000 at best rate and term; seconded by Caroline Ta. Motion carried unanimously.

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

Ellen Serbin made a motion to close out the financials for 2022. Seconded by Caroline Ta; motion carried unanimously.

OLD BUSINESS

EV Charging Stations.

ABM—The Manager to reach out again to SCE & ABM.

AXIS Energy--The Manager reported that the City of San Jose approved the structural review and issued a permit for Axis to begin construction.

Hallway & Penthouse Remodel

PCW has submitted a bid for the hallway remodel. Manager will compare all bids received for comparison.

Pool, Spa & Deck Remodel

Ed Robinson reported that there was rusted rebar in both the pool and spa and we will need to engage a structural engineer to provide a scope of work to repair the rebar; we will also need an engineer to design the plan to upsize the gas line. Ellen Serbin made a motion to approve the proposal from Palos Verdes Engineering for \$9560 to provide a scope of work for repairs to the rebar. Bob Lambros seconded; motion carried unanimously. Caroline Ta made a motion to approve the contract with Fruchtman for \$6500 to design the plan to upsize the gas line and secure the permit. Bob Lambros seconded; motion carried unanimously.

Gym Updates

The Manager reported that VWC will start the remodel February 7th and was working on the logistics of moving the weight equipment.

Ocean Blvd Glass Doors

Bob Lambros made a motion to approve the proposal from Professional Locks to replace the Ocean Blvd doors, hardware and magnets for \$7677.66. Caroline Ta seconded; motion carried unanimously.

NEW BUSINESS

Annual Meeting/Inspector of Election

After discussing whether or not to engage an Inspector of Election for the upcoming Annual Meeting, Ed Robinson made a motion to not engage an Inspector of Election as there are three seats open and only two people running. Caroline Ta seconded; motion carried unanimously.

Window Cleaning Proposal

Bob Lambros made a motion to approve the proposal from Flash Cleaning Company to clean the exterior building windows for \$12,650. Ellen Serbin seconded; motion carried unanimously.

Annual Inspection on Window Cleaning Equipment

Bob Lambros made a motion to approve the proposal from FEIS to perform the annual P1 inspection on window cleaning equipment for \$4350. Ellen Serbin seconded; motion carried unanimously.

FEIS Service Agreements

Bob Lambros made a motion to ratify both service agreements from FEIS for \$1371 to repair the wire ropes and the additional man hours for retesting the controller for \$1000. Caroline Ta seconded; motion carried unanimously.

Management Extension

Bob Lambros made a motion to extend the management agreement with Horizon Management under same terms and conditions for additional \$150 a month. Ellen Serbin seconded; motion carried unanimously.

Manager Laptop

Bob Lambros made a motion to ratify the Dell purchase of a laptop and docking station for the Manager for \$2,242.64. Ellen Serbin seconded; motion carried unanimously.

Architectural Application

Unit 1710—An architectural application was submitted by Unit 1710 to install laminate flooring using ½” cork underlayment. Bob Lambros made a motion to approve the application. Caroline Ta seconded; motion carried unanimously.

Manager’s Report —by General Manager Christina Ravelo.


HOMEOWNERS FORUM

A homeowner commented on the window cleaning schedule.

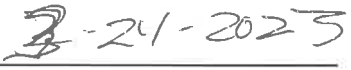
ADJOURN

President Robinson adjourned the Open Meeting of HarborPlace Tower Homeowners Association Board of Directors at 8:36 pm.

I, Ellen Serbin, 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 January 25, 2023 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.



Ellen Serbin, Secretary



Date