

HarborPlace Tower Homeowners Association
Board of Directors
Open Session Minutes
July 19, 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 6:29 pm in the P1 Conference Room and via zoom.

PRESENT

President Ed Robinson, Vice President Caroline Ta, Treasurer Bob Lambros and Secretary Ellen Serbin, Debra McGary Horizon Management, and Association Manager Christina Ravelo.

APPROVAL OF MINUTES

The Board reviewed the minutes of the May 31, 2023 Board of Directors meeting. Ellen Serbin made a motion to approve the minutes as written. Caroline Ta seconded; motion carried unanimously.

PRESIDENT'S REPORT - by Ed Robinson

CALENDAR 2023 – The Board approved the August calendar.

RESOLUTIONS TO RECORD LIENS

NA

TREASURER'S REPORT – Report by Bob Lambros

Operating Budget: As of June 30, 2023, the adjusted operating position has a loss of \$36,117 year-to-date.

Effective Operating Funds: \$145,921

Reserve Fund Balance as of June 30, 2023: \$2,707,177

Cash in Reserves as of June 30, 2023: \$27,177

Total Delinquencies: \$10,898

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

OLD BUSINESS

EV Charging Stations.

The manager reported that a meeting is scheduled with an Edison rep for Friday, July 21st.

Hallway & Penthouse Remodel

No update.

Pool, Spa & Deck Remodel

The manager provided an update on the work that has been completed and provided a tentative opening date of Labor Day for the pool and spa.

Bob Lambros made a motion to ratify COR #113158-13 for \$5681 to remove the remaining plants in the pool and spa area. Caroline Ta seconded; motion carried unanimously.

Ellen Serbin made a motion to ratify COR #113158-14 for \$5751 for coring 21 holes through concrete. Caroline Ta seconded; motion carried unanimously.

Pool Deck Lighting—The Board would like to walk through the lighting placement for the new light fixtures provided by FTS before approval.

Gas Grills—The Board discussed additional options for gas grill built-ins.

Landscape Architect—The manager will ask American Heritage Landscape to provide an architect design for pool area and building as well as a monthly service proposal.

Pool Service Proposal

Bob Lambros made a motion to approve the proposal from Tony's Pool Service to do the pool and spa start-up, but modified to reflect that the installation of the new saltwater system will be done when the system is selected by the Board and that the price of \$2980 is not exceed. Caroline Ta seconded; motion carried unanimously.

Ellen Serbin made a motion to approve Tony's Pool Service for the monthly service at \$1400 for 3x's a week from May thru Sept and \$950 for 2x's a week from Oct thru April. Caroline Ta seconded; motion carried unanimously. The Board is also considering the option of the engineers performing the monthly service. The manager will reach out to ABM to inquire more thoroughly.

Hoist Motor Repairs

The manager provided an update on the status of the hoist motor. Management will go back to SkyRider to provide maintenance on the equipment. Caroline Ta made a motion to ratify the proposal for new wire ropes for \$1778.75. Ellen Serbin seconded; motion carried unanimously. Bob Lambros made a motion to approve the proposal from SkyRider for the Annual inspection for \$3800. Caroline Ta seconded; motion carried unanimously. Bob Lambros made a motion to approve the SkyRider proposal to install the hoist motor for \$1500. Ellen Serbin seconded; motion carried unanimously.

Acoustical Consultant Services

Veneklasen Associates provided a quote for an Acoustical Review Report at a cost to the homeowner in the amount of \$195. Ed Robinson made a motion to modify the HarborPlace Tower Architectural Application to require an Acoustical Review Report from Veneklasen Associates when a change to the flooring is submitted. Ellen Serbin seconded; motion carried unanimously.

NEW BUSINESS

Treadmill Proposals

The Manager was asked to get a proposal for Precor treadmill options and then send out a survey asking residents which model they would prefer.

Generator Battery Proposal

Ellen Serbin made a motion to accept the proposal from Duthie Power Services for new batteries on the generator for \$2,597.89. Bob Lambros seconded; motion carried unanimously.

Boiler Sequencer Replacement Proposal

Ellen Serbin made a motion to approve the proposal from Infinite Circulation to replace the sequencer on the controller for the domestic water boilers for \$2,426.26. Bob Lambros seconded; motion carried unanimously.

Garage Bin Weld Proposal

Bob Lambros made a motion to approve the proposal from Barragan Solid Waste to weld a new plate on the side of the trash bin for \$786.43. Ellen Serbin seconded; motion carried unanimously.

Trash Bin Fencing

Bob Lambros made the motion to approve the proposal from Pacific Portable Services to add new fencing around the trash bins in the alley for \$4820. Ellen Serbin seconded; motion carried unanimously.

Fidelity Insurance Renewal

Caroline Ta made a motion to ratify renewal of the Fidelity Insurance coverage at an annual premium of \$3,833. Bob Lambros seconded; motion carried unanimously.

Architectural Applications

Unit 2004—Caroline Ta made a motion to ratify the amended architectural application for Unit 2004 to install hard surface flooring with QEP ½” cork. Ellen Serbin seconded; motion carried unanimously.

Unit 1008—Caroline Ta made a motion to ratify Unit 1008’s architectural application to install hard surface flooring using QEP ½” cork. Ellen Serbin seconded; motion carried unanimously.

2024 1st Draft Reserve Study

The Board will schedule a meeting to discuss the 2024 reserves.

Manager's Report —by General Manager Christina Ravelo.

HOMEOWNERS FORUM

Homeowners commented on various issues.

ADJOURN

President Robinson adjourned the Open Meeting of HarborPlace Tower Homeowners Association Board of Directors at 9:02pm.

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 July 19, 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