

**HarborPlace Tower Homeowners Association**  
**Board of Directors**  
**Open Session Minutes**  
**September 20, 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 6:33pm 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 August 30, 2023 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

**CALENDAR 2023** – The Board approved the October and November calendars.

**RESOLUTIONS TO RECORD LIENS**

NA

**TREASURER'S REPORT** – Report by Bob Lambros

Operating Budget: As of August 31, 2023, the adjusted operating position has a loss of \$54,060 year-to-date.

Effective Operating Funds: \$127,978

Reserve Fund Balance as of August 31, 2023: \$2,802,752

Cash in Reserves as of July 31, 2023: \$312,752

Total Delinquencies: \$17,683

Bob Lambros made a motion to authorize the Treasurer to re-invest up to \$250,000 at best rate and term; seconded by Ellen Serbin. Motion carried unanimously.

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 Edison's Rule 29 program was not going to work with the buildings ev goals.

### **Hallway & Penthouse Remodel**

The Board discussed moving forward with the option of a construction management company. Ed Robinson will reach out to the two management companies provided by Horizon Management.

### **Pool, Spa & Deck Remodel**

**Fire Pit Bowl**—The Manager noted that the fire pit was ordered on 9/15 with the natural gas converter. Delivery is approx. 4-weeks.

**Gas Grills with Kitchen Bulit In**—Ed Robinson made a motion to approve the quote from BBQ Galore for 1 - 30" Aspire Heston gas grill and 1 - 30" Coyote Flat Cook top for a "not to exceed" \$6850. Bob Lambros seconded; motion carried unanimously.

**Waterproofing Planters**—Bob Lambros made a motion to approve COR #112954-17 for \$25,263 to excavate one planter box and waterproof all three planters.

**Landscape**—Bob Lambros made a motion to approve American Heritage to install new drip irrigation, soil and plants in the three planters in the pool area in the amount of \$20,500. Caroline Ta seconded; motion carried unanimously.

**Electrical**—Manager explained that electrician is scheduled for next week.

### **Reserve Study**

The Board will vote to approve the Reserve Study at the October Board Meeting.

### **2024 Budget**

The Board will make some additional revisions to the 2024 draft budget and vote to approve at the October meeting.

### **NEW BUSINESS**

#### **Annual Seismic Reporting**

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

#### **Annual Tree Trimming**

Bob Lambros made a motion to approve the proposal from So Cal Landscape for tree trimming (adjusted to delete the amount for trimming the Mexican Palms) for \$3350 (\$4,400-\$1050). Ellen Serbin seconded; motion carried unanimously.

#### **Architectural Applications**

**Unit 1210**—Ellen Serbin made a motion to approve the architectural application for Unit 1210 to remodel the kitchen, bathroom and install new flooring. Caroline Ta seconded; motion carried unanimously.

**Unit 911**— Ellen Serbin made a motion to approve the architectural application for Unit 911 to install new flooring. Caroline Ta seconded; motion carried unanimously.

**Unit 1707**—Carloine Ta made a motion to approve the architectural application for Unit 1707 to install new kitchen cabinets, lights and remove part of a wall. Ellen Serbin seconded; motion carried unanimously.

**Fire Pump Battery Replacement**

Bob Lambros made a motion to approve the proposal from Duthie to replace 2 batteries for \$1686.50 for the fire pump. Caroline Ta seconded; motion carried unanimously.

**Cover for Window Cleaning Equipment**

Ellen Serbin made a motion to approve the proposal from Tropical Enterprises for \$1052 for a cover for the small man basket. Bob Lambros seconded; motion carried unanimously.

**Manager’s Report** —by General Manager Christina Ravelo.


**HOMEOWNERS FORUM**

Homeowners commented on several matters.

**ADJOURN**

President Robinson adjourned the Open Meeting of HarborPlace Tower Homeowners Association Board of Directors at approx. 8:04pm and invited homeowners to walk the pool deck to assess pool deck lighting options.

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 September 20, 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