

**HarborPlace Tower Homeowners Association**  
**Board of Directors**  
**Open Session Minutes**  
**December 13, 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 6:30 pm in the P1 Conference Room and via zoom.

**PRESENT**

President Ed Robinson, Vice President Caroline Ta, Treasurer Bob Lambros, Secretary Ellen Serbin, May Cadet, temporary manager and Debra McGary, Horizon Management.

**BOARD APPOINTMENT**

The Board discussed the vacancy that remains on the Board. There was a Motion by Ed Robinson and a second by Bob Lambros to appoint Bob Stanton to fill the unexpired term. Motion carried unanimously.

**APPROVAL OF MINUTES**

The Board reviewed the minutes of the October 25, 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 2024** – The Board approved the January calendar as presented.

**RESOLUTIONS TO RECORD LIENS**

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

Operating Budget: As of October 31, 2023, the adjusted operating position has a loss of \$38,639 year-to-date.

Effective Operating Funds: \$142,407

Reserve Fund Balance as of November 30, 2023: \$2,797,770

Cash in Reserves as of October 31, 2023: \$617,770

Total Delinquencies: \$24,303

Bob Lambros made a motion to authorize the Treasurer to re-invest up to \$240,000 at best rate and term; seconded by Ellen Serbin. Motion carried unanimously.

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

## **OLD BUSINESS**

### **EV Charging Stations.**

No update available for this meeting.

### **Hallway & Penthouse Remodel**

The Board discussed the proposals received from the Bergeman Group and Design Build Associates. The Board decided to invite each bidder to make a short presentation of their proposal to the Board. Ed will contact each bidder to schedule the meeting.

### **Ratify Email Approvals.**

**#1 Pool Deck** - Motion by Bob Lambros and seconded by Ellen Serbin to ratify the email approval to convert three (3) planter drains to deck drains at the cost of \$8,175. Motion carried unanimously.

**#2 – Water Seepage** – Motion by Bob Lambros and seconded by Caroline Ta to ratify the email approval to engage the Angelus Waterproofing proposal to address the water seepage problems at P1-P3 shaft, at a NTE of \$9,000. Motion carried unanimously.

**#3 – Sky Rider** – Motion by Ellen Serbin and seconded by Bob Lambros to approve the Sky Rider proposal in the amount of \$1,047.35 to install a new hydraulic cylinder on the stage. Motion carried unanimously.

## **NEW BUSINESS**

**GFI** – The Board reviewed proposals from VEP and ABM to perform visual and mechanical inspection tests on the GFI. Motion by Bob Lambros and seconded by Bob Stanton to approve the proposal from ABM in the amount of \$4,795. Motion carried unanimously.

### **So. Cal Landscape**

The Board reviewed a proposal from So. Cal Landscape to address the erosion of the landscape around the astronaut artwork. Bob Lambros made a motion and seconded by Bob Stanton to approve specific items in the proposal in the amount of \$1,215. Motion carried unanimously.

**Package Concierge Warranty Renewal.** The Board reviewed the renewal of the warranty on the lockers and tabled the approval and asked Horizon to check the current plan.

**Generator Annual Maintenance.** Bob Lambros made a motion to approve the proposal from Duthie Power Services to perform the annual maintenance service on the power generator for \$906.92 and the fire pump for \$743.72. Ellen Serbin seconded; motion carried unanimously.

**2024 Resolution to Transfer Funds.**

Bob Lambros made a motion to approve the 2024 resolution authorizing Horizon to make electronic payments, allow direct debits, electronic transfers, wire transfers and etc. on behalf of HarborPlace Tower. Bob Stanton seconded; motion carried unanimously.

**Manager's Report** —No report

**HOMEOWNERS FORUM**


Homeowners commented on various matters.

**ADJOURN**

President Robinson adjourned the Open Meeting of HarborPlace Tower Homeowners Association Board of Directors at approx. 8:20 p.m. to executive session.

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 December 13, 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.

  
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Ellen Serbin, Secretary

  
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Date