

HarborPlace Tower Homeowners Association
Board of Directors
Open Session Minutes
October 27, 2021

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 via zoom.

PRESENT

President Ed Robinson, Vice President Sallie Swift, Treasurer Bob Lambros, Debra McGary Horizon Management, and Association Manager Christina Ravelo.

ABSENT

Mike Morales, Secretary
Lilia Bolgov, Member at Large

APPROVAL OF MINUTES

The Board reviewed the minutes of the September 29, 2021 Board of Directors meeting. Bob Lambros made a motion to approve the minutes as amended. Sallie Swift seconded; motion carried unanimously.

PRESIDENT'S REPORT - by Ed Robinson

Ed Robinson reported that the law regarding timelines for Annual Meetings has changed and therefore a candidacy notice will be mailed out by the end of the week. The Annual Meeting will be February 26, 2022. Ed also reported that the Critical Structures has provided their structural analysis report. The report is available in the Manager's office.

CALENDAR FOR NOVEMBER 2021 – The Board reviewed and approved the November calendar with yoga on the promenade events.

COMMITTEE UPDATES

The Board approved the Events Committee to move forward with a holiday party and yoga on the promenade through the end of the year. The events committee will be asked to hold off in scheduling events in 2022 until a board member can be involved in the committee.

RESOLUTIONS TO RECORD LIENS

N.A.

TREASURER'S REPORT – Report by Bob Lambros

Operating Budget: As of September 30, 2021, the adjusted operating position has a net gain of \$14,359 year-to-date.

Effective Operating Funds: \$372,483

Reserve Fund Balance as of September 30, 2021: \$1,906,435
Cash in Reserves as of September 30, 2021: \$506,435
Total Delinquencies: \$42,399

Bob Lambros made a motion to allow the treasurer to re-invest up to \$600,000 at best rate and term; seconded by Sallie Swift. Motion carried. Sallie Swift made a motion to accept the treasurer's financial report as given. Ed Robinson seconded; motion carried unanimously.

OLD BUSINESS

Elevator Modernization Update

The Manager reported that the "ground wire" was completed by Bill Wheeler and that Specialized was finishing up some adjustments with the wiring in the elevator control room.

Promenade Restroom Remodel

The Manager reported on the progress of the remodel and confirmed that the new tiles for the men's restrooms were ordered and will be less expensive than the originals.

2022 Reserve Study

Ed Robinson made a motion to approved the 2022 reserve study draft dated Oct. 8th by SMA Reserves. Sallie Swift seconded; motion carried unanimously.

2022 Operating Budget

The Board reviewed and discussed four operating budget scenarios for 2022. Ed Robinson made a motion to approve budget option 3B.5 with .087 increase to the assessment. Sallie Swift seconded; motion carried 2-1. Bob Lambros opposed.

EV Charging Stations

The Board discussed possible options for installing electrical charging stations in the building. The Manager was asked to set a follow up an open meeting with AXIS Energy in November to discuss in more detail the installation process and financing options.

P2/P3 Elevator Lobby Remodel Update

The Manager reported that the baseboards and flooring are on a delay and expected to arrive in early January.

Hallway & Penthouse Remodel

Management will provide multiple bids at the next meeting in December.

NEW BUSINESS

Master Insurance Renewal

Ed Robinson made a motion to renew all policies (property, liability, umbrella liability, directors and officers and workers compensation) at a premium of \$98,712. Bob Lambros seconded motion carried unanimously.

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

Tax Engagement Letter

Sallie Swift made a motion to approve the proposal from Owens, Moskowitz & Associates Inc. to prepare the 2021 audit and tax returns at the fee of \$2,000. Bob Lambros seconded; motion carried unanimously.

Annual Maintenance Fire Alarm Testing

Sallie Swift made a motion to approve the proposal from HCI to perform the annual inspections on the fire alarms, elevators, water-flow, tamper, and fire pumps for \$6,425. Bob Lambros seconded; motion carried unanimously.

Annual Maintenance on Fire Pumps and Generator

Bob Lambros made a motion to approve the proposal from Duthie Power to perform the annual maintenance service on the power generator for \$751.09 and the fire pump for \$615.91. Sallie Swift seconded; motion carried unanimously.

Annual Fire Extinguisher Service Proposal

Bob Lambros made a motion to approve the proposal from Encore Fire Extinguisher to service the fire extinguishers for a not to exceed price of \$1,500 for 79 fire extinguishers. Sallie Swift seconded; motion carried unanimously.

Annual Test of Stair Pressurization & Trash Chute

Bob Lambros made a motion to accept the proposal from Planning Design Construction, Inc. to perform the annual test of the pressurized stairway shafts for \$1060. Sallie Swift seconded; motion carried unanimously.

Ed Robinson made a motion to accept the proposal from Planning Design Construction, Inc. to perform the annual test on the trash chute doors for \$560. Sallie Swift seconded; motion carried unanimously.

Sewer Line Cleaning

Bob Lambros made a motion to accept the proposal from LA Hydro-Jet to hydro jet sewer lines from P3-to the city lines for \$425 for two hours, and if needed an additional \$125 per hour. Sallie Swift seconded; motion carried unanimously.

Carpet Cleaning

Sallie Swift made a motion to approve the carpet cleaning for the 21 floors including the elevator lobbies and the promenade for \$3,082.75. Bob Lambros seconded; motion carried unanimously.

Pool and Spa Service Maintenance

Ed Robinson made a motion to approve the proposal from Brian's Pool pending review of the contract effective for January 2022. Bob Lambros seconded; motion carried unanimously.

Move In and Move Out Policy

Ed Robinsons made a motion to have Horizon Management send out the proposed changes to the Move In & Move Out Policy for a 30-day comment period to homeowners. Sallie Swift seconded; motion carried unanimously.

Architectural Applications

#1410—Sallie Swift made a motion to approve the revision on the approved architectural application to replace the kitchen cabinets instead of painting them. Bob Lambros seconded; motion carried unanimously.

#307—Sallie Swift made a motion to approve the architectural application from unit 307 to install tile and paint in all the bedrooms and build a false ceiling for small pinpoint lighting in the dining room. Bob Lambros seconded; motion carried unanimously.

#205—Sallie Swift made a motion to approve the architectural application from unit 205 to install French doors in between the living and bedroom. Bob Lambros seconded; motion carried unanimously.

#1408—Ed Robinson made a motion to approve the architectural application from unit 1408 to replace the shower pans in both bathrooms, remodel the kitchen and install new flooring throughout the unit pending permits from the City of Long Beach. Sallie Swift seconded; motion carried unanimously.

Republic Contract

Bob Lambros made a motion to renew the contract with Republic Services for trash services for \$1605.48 a month. Sallie Swift seconded; motion carried unanimously.

Epoxy Injections

Bob Lambros made a motion to approve the proposal from Angelus Waterproofing to do epoxy injections on P2 for \$10,000 for the work to occur in January 2022 or later. Sallie Swift seconded; motion carried unanimously.

Window Cleaning Equipment

Sallie Swift made a motion to ratify the proposal from FEIS to replace new wire ropes on the basket for window cleaning for \$3,100. Bob Lambros seconded; motion carried unanimously.

Manager's Report —by General Manager Christina Ravelo.

HOMEOWNERS FORUM

Homeowners commented on elevators and food drive for homeless shelter.

ADJOURN

President Robinson adjourned the Open Meeting of HarborPlace Tower Homeowners Association Board of Directors at 9:26 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 via zoom on October 27, 2021 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

12/12/21
Date