

**HarborPlace Tower Homeowners Association**  
**Board of Directors**  
**Open Session Minutes**  
**December 6, 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 6:32 pm via zoom.

**PRESENT**

President Ed Robinson, Vice President Sallie Swift, Treasurer Bob Lambros, Secretary Mike Morales (joined at 7:30pm), Lilia Bolgov Director at Large, Debra McGary Horizon Management, and Association Manager Christina Ravelo.

**APPROVAL OF MINUTES**

The Board reviewed the minutes of the October 27, 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 candidacy notices were mailed out for February's Annual Meeting. There are four candidates that submitted a candidacy form. Ed also reported that Critical Structures provided their structural analysis report and it is available in the Managers Office.

**CALENDAR FOR DECEMBER & JANUARY 2022** – The Board reviewed and approved the calendars for December and January 2022.

**COMMITTEE UPDATES**

The Board approved the Events Committee to move forward with a holiday party and yoga on the promenade. 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**

NA

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

Operating Budget: As of October 31, 2021, the adjusted operating position has a net gain of \$545 year-to-date.

Effective Operating Funds: \$358,668

Reserve Fund Balance as of October 31, 2021: \$1,972,320

Cash in Reserves as of October 31, 2021: \$812,320

Total Delinquencies: \$32,798

Ed Robinson made a motion to allow the treasurer to re-invest up to \$200,000 at best rate and term; seconded by Sallie Swift. Motion carried unanimously.

Sallie Swift made a motion to accept the treasurer's financial report as given. Lilia Bolgov seconded; motion carried unanimously.

### **OLD BUSINESS**

#### **Elevator Modernization Update**

The Manager reported that Specialized was working on some minor adjustments to the dings and arrows. HKA is supposed to come out the week of the Dec 13<sup>th</sup> to do a final walkthrough.

#### **Promenade Restroom Remodel**

The Manager reported on the progress of the remodel and noted that the restrooms would be delayed due to the partitions being a custom order which would take longer to receive.

#### **EV Charging Stations**

Ed Robinson reported that based on homeowner comments received the Board will continue to investigate and look into additional companies that can also provide the electricity to individual stalls.

#### **P2/P3 Elevator Lobby Remodel Update**

Restoration Unlimited will be scheduling the work mid-January. The lobbies will be closed for 2-3 days while the work is being completed. Restoration will work from 7am-10pm.

#### **Hallway & Penthouse Remodel**

The matter was tabled to the January meeting.

#### **Move In & Move Out Rule Change**

Bob Lambros made a motion to approve the move in and move out rule change as it appears on pg. 25 in the board packet. Sallie Swift seconded; motion carried unanimously.

#### **Pool & Spa Maintenance**

Bob Lambros made a motion to approve the maintenance agreement with LA Pool Guys effective in January 2022. Mike Morales seconded; motion carried unanimously.

## **NEW BUSINESS**

### **Annual Pressure Regulating Valves**

Bob Lambros made a motion to approve the proposal from Wessel Pump & Mechanical to perform the annual rebuild of the six PRV's located in 101A for \$5920. Lilia Bolgov seconded; motion carried unanimously.

### **Annual Window Cleaning Maintenance**

Bob Lambros made a motion to approve the proposal from FEIS to perform the annual maintenance on the window cleaning equipment for \$4350. Sallie Swift seconded; motion carried unanimously.

### **Press Tool Purchase**

The matter was tabled to the January meeting to allow the manager to inquire with ABM on liability concerns.

### **Waterproof Consultant**

Ed Robinson made a motion to accept the proposal from Van Dijk & Associates, Inc for waterproofing consulting services for \$5000. Bob Lambros seconded; motion carried unanimously.

### **Pool & Spa Remodel**

The matter was tabled until the January meeting to get a better scope of what may or may not be needed.

### **Freight Elevator**

Bob Lambros made a motion to accept the proposal from City Lift to install 2 brushed stainless steel flat panels and a handrail in the freight elevator for \$5400. Sallie Swift seconded; motion carried unanimously.

### **Critical Structure Report & Sump Pump Inspection**

Bob Lambros made a motion to amend the original agreement with Critical Structures of \$3500 in July 2021 to include the sump pump inspection for an additional \$950 for a total of \$4450. Sallie Swift seconded; motion carried unanimously.

### **Architectural Applications**

**#1902**—Sallie Swift made a motion to approve the architectural application from unit 1902 subject to the confirmation of using ½" cork as the underlayment with the laminate flooring. Mike Morales seconded; motion carried unanimously.

**#507**—Ed Robinson made a motion to approve the architectural application from unit 507 to replace kitchen cabinet doors pending contractor license and insurance. Sallie Swift seconded; motion carried unanimously.

**2022 Resolution to Transfer Funds**

Sallie Swift made a motion to approve the 2022 resolution authorizing Horizon to make electronic payments, allow direct debits, electronic transfers, wire transfers and etc. on behalf of HarborPlace Tower. Bob Lambros seconded; motion carried unanimously.

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

**HOMEOWNERS FORUM**


Homeowners commented on the liability of purchasing the wallpaper vs a contractor for the hallway remodeling project and expanding the locker system.

**ADJOURN**

President Robinson adjourned the Open Meeting of HarborPlace Tower Homeowners Association Board of Directors at 8:47 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 December 6, 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.

  
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Michael Morales, Secretary

  
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Date