

THE TERRACE AT CANYON HILLS HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
JULY 14, 2025
MINUTES

NOTICE With due notice given and received, the Regular Meeting of the Board of Directors of The Terrace at Canyon Hills Homeowners Association was held on Monday, July 14, 2025 at 6:00 P.M. at PMG's Office located at 65 Enterprise, 3rd Floor Conference Room, Aliso Viejo, CA 92656.

PRESENT Wiam Elbettar, Vice President
Frank Aronoff, Treasurer
Paige Strayer, Director

Eric Fordyce, Platinum Management Group

ABSENT Selma Blunk, President

CALL TO ORDER The meeting was called to order at 6:15 P.M. with quorum of the Directors present.

OPEN FORUM There were seven (7) homeowners present for the meeting. The topics discussed include tree trimming/removal, beetle infestation, landscaping, gophers, and financials.

**EXECUTIVE
SESSION
DISCLOSURE** In accordance with the California Civil Code 4935(e), an executive session Board Meeting was held before the regular session Board Meeting on July 14, 2025 and the following topics were reviewed:
A. Approval of the June 9, 2025, Meeting Minutes
B. Legislative Update
C. Collection Update
D. Potential Litigation
E. Resolutions of Lien
F. Delinquency Report

**TREASURER'S
REPORT** February – June 2025 Financials are not completed as PMG is waiting for clarification from Nexus regarding the final January bank statement from Banc of California. As soon as PMG receives the final bank statement, PMG will email the Board the financial statements as soon as they are completed.

Total Accounts Receivables as of June 30, 2025 are \$54,958.25.

**CONSENT
CALENDAR** The Board of Directors reviewed the consent calendar below.
A. Approval of the June 12, 2025 Board of Directors Meeting Minutes. Following review and discussion, a motion was made by Frank Aronoff and seconded by Wiam Elbettar to approve the minutes as amended. The motion passed 2 -1 with Paige Stayer opposing.

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NEW BUSINESS

A. Financial Update

The Board of Directors reviewed a correspondence submitted by Frank Aronoff regarding the update on the inaccurate Nexus financial issues. Nexus has not produced accurate financials for all 4 months since they were the association's property management company. Following review and discussion, it was the general consent of the Board of Directors to request the HOA attorney, Denise Iger, to get involved with Nexus.

B. Community Wide Hydro Jetting Report

The Board of Directors reviewed reports from Severson Plumbing with their findings and a proposal to do further investigation into a significant concern found at 320 & 321 Santa Rosa Court sewer lines in the amount of \$850.00. Following review and discussion, a motion was made by Frank Aronoff and seconded by Wiam Elbettar to approve the proposal as presented. The motion passed unanimously.

C. Common Area Landscape Proposals

The Board of Directors reviewed the proposals submitted by South County Landscape improvements throughout the community as follows:

- a. Install straw waddle behind 514 & 500 San Nicholas - \$1,700.00. Following review and discussion, a motion was made by Frank Aronoff and seconded by Wiam Elbettar to approve only behind unit 500 NTE \$850.00. The motion passed unanimously.
- b. Install plants at monument sign - \$1,295.00. Following review and discussion, a motion was made by Paige Strayer and seconded by Wiam Elbettar to table to Spring 2026. The motion passed unanimously.
- c. Remove infested trees - \$1,500.00. Following review and discussion, a motion was made by Frank Aronoff and seconded by Wiam Elbettar to approve the South County Landscape proposal with a City permit as presented. Also, a motion was made by Frank Aronoff and seconded by Wiam Elbettar to approve Wiam and Paige to conduct a tree inspection with South County Landscaping and approve the removal of the beetle infested trees. The motion passed unanimously.

D. Lower Pool Circulation Pump Replacement Proposal

The Board of Directors reviewed a proposal submitted by CE Commercial Pools to replace the inoperable circulation pump at the lower pool in the amount of \$3,025.00. Following review and discussion, a motion was made by Frank Aronoff and seconded by Wiam Elbettar to approve the proposal as presented. The motion passed unanimously.

E. BBQ Grill Cleaning Proposal

The Board of Directors reviewed the proposals submitted by ProGrill to clean the BBQs at each pool in the amount of \$439.00 once a year and have Pro Grill provide a list of needed repairs, if any. Following review and discussion, a motion was made by Frank Aronoff and seconded by Wiam Elbettar to approve the proposal as presented. The motion passed unanimously.

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F. Resolution of Lien

The Board of Directors reviewed the resolutions to lien per the Association's collection policy in executive session. Following review and discussion, a motion was made by Frank Aronoff and seconded by Wiam Elbettar to approve the pre liens. The motion passed unanimously.

G. Skylight Standard Discussion

The Board of Directors reviewed the request to replace the current skylights with ones that open. Following review and discussion, it was the general consent of the Board of Directors to approve the Jim Murray Roofing skylight as a standard if an owner wants to install a skylight that opens at the owner's expense.

H. Board / Management Request & Comments

1. Green Stick Form Review – Following review and discussion, it was the general consent of the Board of the Directors to table until next meeting.
2. BBQ grills left on all night for the second time – Management recommends installing a timer on the gas lines for the grills. Following review and discussion, a motion was made by Wiam Elbettar and seconded by Frank Aronoff to approve SouthWorth Construction to install a timer NTE \$250.00 per grill. The motion passed unanimously.
3. The Architectural Committee would like clarification for architectural applications that are submitted for planting in common area. Following review and discussion, it was the general consent of the Board of Directors to table until next meeting.
4. Repipe Discussion – Following review and discussion, a motion was made by Frank Aronoff and seconded by Wiam Elbettar to approve Severson Plumbing as the primary repipe contractor. The motion passed 2-0-1 with Paige Strayer abstaining.
5. Restoration/Remediation Discussion. Following review and discussion, it was the general consent of the Board of Directors to take no action at this time.

I. Homeowner Requests & Comments

1. 106 Santa Rosa – Request to have beetle infested trees removed. Following review and discussion, it was the general consent of the Board of Directors to approve the request as presented.
2. 107 Santa Rosa – Retaining wall concerns. Following review and discussion, it was the general consent of the Board of Directors to approve the tree removal request as presented.
3. 111 Santa Rosa – Request to have beetle infested trees removed. Following review and discussion, it was the general consent of the Board of Directors to approve the request as presented.
4. 202 San Nicholas – Landscape Company Concerns. Following review and discussion, it was the general consent of the Board of Directors to take no further action and remind all residents to place decorative lights or personal items in common area landscaping.

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5. 214 San Nicholas – Timeline for repiping list Following review and discussion, it was the general consent of the Board of Directors to take no further action.
6. 314 San Nicholas – Neighbor Issues with trespassing – Following review and discussion, it was the general consent of the Board of Directors to approve sending a courtesy notice but it is not considered trespassing walking behind unit in the common areas.
7. 605 San Nicholas – Architectural Application for Skylight that opens. Following review and discussion, a motion was made by Frank Aronoff and seconded by Paige Strayer to approve the application as presented. The motion passed unanimously.
8. 606 San Nicholas – Request to cut or remove tree for safety. Following review and discussion, it was the general consent of the Board of Directors to approve tree removal.

J. Annual Calendar Review

The Board of Directors reviewed the Annual Calendar. Following review and discussion, it was the general consent of the Board of Directors to request management to obtain a pressure regulator and shut off valve inspection proposal from Severson Plumbing.

**NEXT BOARD
MEETING**

The next board meeting will be held on August 11, 2025.

ADJOURN

There being no further business, the meeting was adjourned at 8:25 P.M.

**THE BOARD OF DIRECTORS APPROVED THESE MINUTES AT THE AUGUST 11, 2025
MEETING**