

THE TERRACE AT CANYON HILLS HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
JUNE 9, 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, June 9, 2025 at 6:00 P.M. at PMG's Office located at 65 Enterprise, 3rd Floor Conference Room, Aliso Viejo, CA 92656.

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

Eric Fordyce, Platinum Management Group

ABSENT None

CALL TO ORDER The meeting was called to order at 6:06 P.M. with quorum of the Directors present.

OPEN FORUM There were five (5) homeowners present for the meeting. The topics discussed include Board documents, Architectural guide collection, and CC&Rs leash laws.

**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 June 9, 2025 and the following topics were reviewed:
A. Approval of the May 12, 2025, Meeting Minutes
B. Delinquency Report

**TREASURER'S
REPORT** February and March Financials are not completed as PMG is waiting for clarification from Nexus regarding the final January bank statement from Bank 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 May 31, 2025 are \$45,992.25.

CD Reinvestments – Following review and discussion, it was the general consent of the Board of Directors to approve to reinvest \$100K to 6-month CD with Morgan Stanley.

**CONSENT
CALENDAR** The Board of Directors reviewed the consent calendar below.
A. Approval of the May 12, 2025 Board of Directors Meeting Minutes. Following review and discussion, a motion was made by Frank Aronoff and seconded by Selma Blunk to approve the minutes as amended. The motion passed 3-1-0 with Paige Strayer opposing.
B. Acceptance of the February 28, 2025 Financials. Bank of California is still trying to verify from Nexus regarding the final January bank statement.
C. Acceptance of the March 31, 2025 Financials. Bank of California is still trying to verify from Nexus regarding the final January bank statement.

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- D. Acceptance of the April 30, 2025 Financials. Bank of California is still trying to verify from Nexus regarding the final January bank statement

NEW BUSINESS

A. Resolution to Authorize Transfer of Funds

The Board of Directors reviewed a Resolution to Authorize Transfer of Funds for the year 2025/2026 from the association's operating account to the association's reserve account. Following review and discussion, a motion was made by Frank Aronoff and seconded by Paige Strayer to approve the resolution as presented. The motion passed unanimously.

B. Tree Removal Proposals

The Board of Directors reviewed proposals submitted by South Country Landscape to remove trees per the report received by Concrete Hazard Solutions to minimize the repairs that would be needed for the V-ditches throughout the community. Following review and discussion, a motion was made by Frank Aronoff and seconded by Wiam Elbettar to approve South County's proposal in the amount of \$7,600.00. The motion passed unanimously.

C. Tree Replacement Costs

The Board of Directors reviewed a proposal submitted by South County Landscape to replace trees removed with 24" box arbutus marina tree in the amount of \$550.00 and 24" box toyon plant in the amount of \$450.00. Following review and discussion, it was the general consent of the Board of Directors to table.

D. Reserve Study Proposals

The Board of Directors reviewed the proposals submitted by Strategic Reserve Corporation, Advance Reserve Solutions, and Association Reserved to perform the reserve study for 2026. Following review and discussion, a motion was made by Frank Aronoff and seconded by Wiam Elbettar to approve Associations Reserve's proposal in the amount of \$1,720.00 for 1 year. The motion passed unanimously.

E. Annual Hydro Jetting Proposals

The Board of Directors reviewed the proposals submitted by Severson Plumbing, 4 Star Plumbing, and Partners Plumbing to perform the annual Hydro Jetting of the 26-sewer cleanout drains. Following review and discussion, a motion was made by Frank Aronoff and seconded by Selma Blunk to approve Severson Plumbing in the amount of \$6,800.00 minimum / 10,200.00 maximum. The motion passed 3-1-0 with Paige Strayer opposing.

F. 2025/2026 Audit and Tax Preparation Proposals

Management requested proposals from Inouye, Shively, Klatt & McCorvey, VanDerPol and Company and Newman for the 5/31/2025 fiscal year end audit and tax preparation. Inouye, Shively, Klatt & McCorvey performed the fiscal year end 5/31/2024 audit review and tax preparation. All Three auditors were unable to give a proposal without the

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most current financials. Following review and discussion, it was the general consent to table this until the financials can be prepared.

G. Property Line Location Survey Proposal

The Board of Directors reviewed a proposal submitted by Prodigy Land Surveying to determine the boundary lines along Artisan Drive near El Toro Road in the amount of \$2,250.00. Following review and discussion, a motion was made by Frank Aronoff and seconded by Selma Blunk to deny the proposal as presented. The motion passed unanimously.

H. Board / Management Request & Comments

1. Invoice Review

- a. Artisan Wall – Pacific West Construction - \$7,200.00. Following review and discussion, a motion was made by Frank Aronoff and seconded by Selma Blunk to deny the request as presented. The motion passed unanimously.
- b. Benchmark Environmental Engineering – 216 SN - \$675.00. Following review and discussion, a motion was made by Paige Strayer and seconded by Frank Aronoff to approve the request as presented. The motion passed unanimously.

I. Homeowner Request & Comments

1. 108 Santa Rosa – Firewise Program Review. Following review and discussion, a motion was made by Frank Aronoff and seconded by Selma Blunk to table and request Management to contact HOA's insurance agent to see if this will affect HOA's insurance. The motion passed unanimously.
2. 109 Santa Rosa – Request to Replace Mailbox Lock. Following review and discussion, a motion was made by Selma Blunk and seconded by Frank Aronoff to deny request as presented. The motion passed 3-1 with Paige Strayer opposing.
3. 111 Santa Rosa – Opinions Regarding the Tree Trimming. Following review and discussion, it was the general consent of the Board of Directors to take no further action.
4. 402 San Nicholas – Dog Waste Issues. Following review and discussion, it was the general consent of the Board of Directors to take no further action.
5. 508 San Nicholas – Neighbor to Neighbor Issues and Concerns. Following review and discussion, it was the general consent of the Board of Directors to take no further action.
6. 600 Green Stick Form. Following review and discussion, it was the general consent of the Board of Directors to table.

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 approve the calendar as presented.

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ADJOURN

There being no further business, the meeting was adjourned at 8:30 P.M.

**THE BOARD OF DIRECTORS APPROVED THESE MINUTES AT THE JULY 14, 2025,
MEETING**