THE TERRACE AT CANYON HILLS HOMEOWNERS' ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
SEPTEMBER 5, 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 Friday, September 5, 2025 at 12:30 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 12.35 P.M. with quorum of the Directors present.

OPEN FORUM

There were twelve (12) homeowners present at the meeting. The topics discussed include eucalyptus trees, ballots, invoices, financials, safe list, landscaping, and irrigation.

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 September 5, 2025 and the following topics were reviewed:

A. Approval of the July 14, 2025, Meeting Minutes
B. Legal Review
C. Delinquency Report

TREASURER'S REPORT

As of the July 31, 2025 Financial Statement, the Operating Account reflects year-to-date revenue of $259,261.37and a year-to-date expenditure of $112,216.50.

The association also contributes $54,500.00 a month to the Reserve Account per the approved annual budget. These funds are for future capital improvements and replacement components per the reserve study. The total Reserve Funds as of July 31, 2025 are $370,943.16.

Total Accounts Receivables as of August 28, 2025 are $48,374.39.

CONSENT CALENDAR

The Board of Directors reviewed the consent calendar below.

A. Approval of the August 11, 2025 Board Meeting Minutes
B. Acceptance of the October 31, 2025 Financials
C. Acceptance of the November 31, 2025 Financials
D. Acceptance of the December 31, 2025 Financials
E. Acceptance of the January 31, 2025 Financials

F. Acceptance of the February 28, 2025 Financials
G. Acceptance of the March 31, 2025 Financials
H. Acceptance of the April 30, 2025 Financials
I. Acceptance of the May 31, 2025 Financials
J. Acceptance of the June 31, 2025 Financials
K. Acceptance of the July 31, 2025 Financials
L. Ratification of CE Pool Fecal Treatment at Lower Pool - $175.00

Following review and discussion, a motion was made by Frank Aronoff and seconded by Wiam Elbettar to approve the consent calendar as presented. The motion passed 4-0-1 with Paige Strayer against.

NEW BUSINESS

A. Tree Removal Update
The Board of Directors reviewed correspondence from the city, South County Landscape, and Paige Stayer regarding the tree removal permit. The city is requiring the official approved plans from the hearing that was conducted in 1986. Following review and discussion, it was the general consent of the Board of Directors to take no further action.

B. Straw Waddle Installation Proposal
The Board of Directors reviewed a proposal submitted by South County Landscapes to install straw waddle behind 514 San Nicholas 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 and to be completed in November 2025. The motion passed unanimously.

C. Plumbing Repair & Inspection Proposals
The Board of Directors reviewed the proposals submitted by Severson Plumbing for inspections and repairs as follows:
1. Landscaping Drain Inspection & Hydro Jetting - $10,200.00
2. Pressure Regulator and Shut off Valve Testing - $3,000.00
3. 320/321 San Nicholas Permanent Repair - $10,840.00

Following review and discussion, a motion was made by Paige Strayer and seconded by Wiam Elbettar to table and obtain proposals from Partners Plumbing and Four Star Plumbing. The motion passed unanimously.

D. Light Repair Proposal
The Board of Directors reviewed a proposal submitted by All Pro Electric to fix the pagoda lights at the 600 Circle in the amount of $1,680.00. Following review and discussion, a motion was made by Paige Strayer and seconded by Wiam Elbettar to table the proposal and obtain solar light proposals. The motion passed unanimously.

E. Skylight / Roof Repair Proposal
The Board of Directors reviewed a proposal submitted by Jim Murray Roofing to repair the skylight at 620 San Nicholas in the amount of $3,695.00. Following review and discussion, a motion was made by Paige Strayer and seconded by Wiam Elbettar to table the proposal and obtain a proposal from Antis Roofing. The motion passed unanimously.

F. Retaining Wall Inspection Proposal
The Board of Directors reviewed the proposals submitted Ideate Design – Build, Inc. to inspect the retaining wall in the amount not to exceed $3,000.00 with a $1,500.00 deposit. Following review and discussion, a motion was made by Wiam Elbettar and seconded by Selma Blunk to table and obtain a proposal from Paige's contractor. The motion passed unanimously.

G. FYE May 31, 2025 Tax and Audit Preparation Proposal
The Board of Directors reviewed a proposal for the May 31, 2025 fiscal year end audit and tax preparation in the amount of $3,250.00. Following review and discussion, a motion was made by Paige Strayer and seconded by Frank Aronoff to table and obtain competitive proposals. The motion passed unanimously.

H. Board / Management & Homeowner Request & Comments
1. 107 Santa Rosa – Tree Concerns for damage to the wall and staining. Following review and discussion, it was the general consent of the Board of Directors to take no action at this time.
2. 111 Santa Rosa – Tree Concerns & Replacement plan request. Following review and discussion, it was the general consent of the Board of Directors to take no action at this time.
3. 219 Santa Rosa – Requesting Permanent Safelist for Vehicle. Following review and discussion, a motion was made by Wiam Elbettar and seconded by Selma Blunk to deny the request as presented. The motion passed unanimously.
4. 408 San Nicholas – Request to send out city requirements for permits. Following review and discussion, a motion was made by Paige Strayer and seconded by Wiam Elbettar to take no action. The motion passed unanimously.
5. 504 San Nicholas – Water damage reimbursement request with a $500.00 deductible. Following review and discussion, a motion was made by Wiam Elbettar and seconded by Paige Strayer to table and request an itemized list of repairs to resubmit request. The motion passed unanimously.
6. 514 San Nicholas – Light change suggestions. Following review and discussion, it was the general consent of the Board of Directors to obtain a proposal for solar lights.

NEXT BOARD MEETING The next board meeting will be held on October 17, 2025.

ADJOURN There being no further business, the meeting was adjourned at 1:52 P.M.

ATTEST

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President Secretary