THE TERRACE AT CANYON HILLS HOMEOWNERS' ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
AUGUST 11, 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, August 11, 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 6:13 P.M. with quorum of the Directors present.

OPEN FORUM There were thirteen (13) homeowners present for the meeting. The topics discussed include upper spa temperature – too hot, 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 August 11, 2025 and the following topics were reviewed:

A. Approval of the July 14, 2025, Meeting Minutes
B. Legal Review
C. Collections Review
D. Disciplinary Action Review
E. 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 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 July 31,2025 are $45,987.79.

CD Investment – Following review and discussion, a motion was made by Frank Aronoff and seconded by Wiam Elbettar to invest $150K from the Sunwest Reserve account to Morgan Stanely for a 1-year CD. The motion passed unanimously.

CONSENT CALENDAR

The Board of Directors reviewed the consent calendar below.

A. Approval of the July 14, 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 3-0-1 with Selma Blunk abstaining.
B. Check Register & Bank Statement Review – Following review and discussion,
C. Ratification of Drywall Install at 108 Santa Rosa. Following review and discussion, a motion was made by Frank Aronoff and seconded by Paige Strayer to approve as presented. The motion passed unanimously.

NEW BUSINESS

A. Eucalyptus Tree / Beetle Infestation Review

The Board of Directors reviewed owner's correspondence regarding the beetle infestation and report from the Four Seasons Tree Care to prevent beetles next year. Following review and discussion, it was the general consent of the Board of Directors to approve Paige Strayer, Wiam Elbettar, and South County Landscape to review the Park West tree removal report and obtain a proposal from South County Landscape. Also, to obtain a tree removal recommendations from South County Landscaping for beetle infested trees, trees over parking spaces, and pool areas.

B. Roof Maintenance & Gutter Cleaning Proposals

The Board of Directors reviewed a proposal submitted by Jim Murray Roofing for maintenance and gutter cleaning in the amount of $16,995.00. 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. Roof Repair Proposals – 202 Santa Rosa

The Board of Directors reviewed the proposals submitted by Jim Murray Roofing and Fontaine Roofing to repair the roof at 202 Santa Rosa. Following review and discussion, a motion was made by Wiam Elbettar and seconded by Frank Aronoff to approve Jim Murray Roofing to conduct a water test to verify the cause of the roof leak.

D. New Heater Installation Proposal – Upper Pool

The Board of Directors reviewed a proposal submitted by CE Commercial Pools to install a new heater for the upper pool in the amount of $6,575.00. Following review and discussion, a motion was made by Paige Strayer and seconded by Wiam Elbettar to approve the proposal as presented. The motion passed unanimously.

E. Common Area Repair Proposals

The Board of Directors reviewed the proposals submitted by Southworth Construction to repair items in the community as follows:

1. Repair the broken fence/gates at 223 Santa Rosa and 305 San Nicholas in the amount of $3,725.00. Following review and discussion, a motion was made by Wiam Elbettar to approve the 223 Santa Rosa gate repairs only. The motion passed unanimously.

2. Paint the stairs leading to the 600 pool in the amount of $675.00. Following review and discussion, it was the general consent of the Board of Directors to table.
3. Install tiles from upper pool bathroom repipe in the amount of $850.00. Following review and discussion, a motion was made by Paige Strayer and seconded by Wiam Elbettar to approve the proposal as presented. The motion passed unanimously.

F. <u>Gopher Treatment Proposal</u>
The Board of Directors reviewed a proposal submitted by Animal Pest Management to treat area behind 617 San Nicholas for the gophers in the amount of $175.00 for a 1-time treatment or $350.00 for a monthly treatment. Following review and discussion, a motion was made by Wiam Elbettar and seconded by Frank Aronoff to approve the 1 time treatment. The motion passed unanimously.

G. <u>Rate Increase – Personal Touch</u>
The Board of Directors reviewed correspondence submitted by Personal Touch regarding a rate increase of $374.11 annual which comes to an increase of $31.18 per month starting January 1, 2026. Following review and discussion, it was the general consent of the Board of Directors to take no action.

H. <u>Board / Management Request & Comments</u>
1. Green Stick Form Review – Following review and discussion, it was the general consent of the Board of the Directors to approve and request 2 signatures from other homeowners.
2. 321 San Nicholas – Green Stick Form. Following review and discussion, it was the general consent of the Board of Directors to approve and send form with 2 signatures.
3. HOA Reimbursement Discussion. Following review and discussion, it was the general consent of the Board of Directors to approve the reimbursement and send letters when all invoices are received.
4. 505 San Nicholas – Request to Change Repipe Policy. Following review and discussion, a motion was made by Wiam Elbettar and seconded by Frank Aronoff to approve to repipe the next unit if the plumbing was in the shared wall between the units. The motion passed unanimously.
5. 619 San Nicholas – Broken Umbrellas. Following review and discussion, a motion was made by Frank Aronoff and seconded by Wiam Elbettar to approve the recommendation for 3 tan umbrellas. The motion passed unanimously.

I. <u>Annual Calendar Review</u>
The Board of Directors reviewed the Annual Calendar. Following review and discussion, it was the general consent of the Board of Directors to take no action.

NEXT BOARD MEETING The next board meeting will be held on September 5, 2025.

ADJOURN There being no further business, the meeting was adjourned at 8:28 P.M.

THE BOARD OF DIRECTORS APPROVED THESE MINUTES AT THE SEPTEMBER 5, 2025 MEETING