

**SAN ELIJO HILLS II PROPERTY OWNERS ASSOCIATION
ASSOCIATION MANAGER'S REPORT**

General Session

September 22, 2025

Location: 1059 San Patricio Drive

Board of Directors Meeting

5:00 PM

Kyle Merritt, Community Association Manager

AGENDA

*** Requires Board - Confirmed**

CALL TO ORDER:

- * No later than 5:00 p.m.

MANAGEMENT:

- Introduction of New Manager

HOMEOWNERS FORUM:

- Open discussion for comments, suggestions or questions from owners. Each speaker not to exceed five (5) minutes.

MINUTES:

- * August 18, 2025 meeting minutes for review/approval.

FINANCIALS:

- * YTD Financial Report from financial advisor.
- Board to review the August 2025 financial statements and Bank Statements pending year-end review.
- Reserve Account with Fidelity

MANAGEMENT REPORT:

- Board to review pending action item list and statuses
- Action Item Status
- Property Drive Around Report

ARCHITECTURAL:

- * Board to review any pending or submitted architectural requests.

LANDSCAPE:

- Board to review the landscaping work order schedule
- City of San Clemente Correspondence / Fire Brush
- Work Order Report
- Landscaping Proposals submitted

BUSINESS:

- CC&R Revision Update

CORRESPONDENCE:

- Board to review any additionally submitted issues
- Board to discuss neighbor reported issues and violations

MISC:

- Community map for Board reference.

NEXT MEETING:

- The next meeting is to be determined.

ADJOURNMENT:

- * Executive Session to immediately follow.