

**San Elijo Hills II Property Owners Association  
July 21, 2025  
Board of Directors General Meeting  
Meeting held at 1059 San Patricio Drive**

**Attendance**

Board of Directors

Ron Tinkham, President  
Brian Coe, Vice President  
Amy Sims, Member at Large  
Tina Tinkham, Director  
Martha Grim, Director  
Tim Pickwell, Director

Also in Attendance:

Steve Snow, Board Financial Advisor and Irrigation Consultant

**Management**

Kyle Merritt, Community Association Manager, Keystone Pacific; Recording Secretary

**Call to Order**

The meeting was called to order at 5:16 PM.

**Open Forum**

There were no homeowners in attendance.

**Minutes**

The Board unanimously approved the General Session minutes from the meeting held on June 16, 2025.

**Financials**

The Board reviewed and unanimously approved the June 2025 financial statements, bank statements, and bank reconciliations subject to year-end-review.

The Board unanimously approved to pause the reserve account transfers from the operating account due to the county subsidy funding and advice from the reserve analyst at NE Business Enterprises.

**Management Report**

The Board reviewed the Action Item List.

The Board reviewed the community inspection report.

The Board discussed the correspondence with the City of Solana Beach representative regarding the fire brush clearance.

The Board unanimously approved the agreement from Roseman Law APC for David Kline for the retainer option of \$850.00 a year – attorney can attend one meeting of choice at no cost, unlimited free telephone conversations with one board member which doesn't include research or review for specific issues and a reduced hourly rate of \$335.00 for all other services.

- Management to get an update on the CC&R revisions from Epstein Law and if David Kline can continue

**Landscape**

The Board reviewed the Landscape, Work Order Schedule and Drive-Around reports.

- The Board determined the work orders to be paid by the end of the fiscal year ending June 30, 2025.
- The Board discussed the community irrigation areas needing maintenance.
- The small tree trimmings needs to be revisited before paying the invoice for Pope Tree Services.

The Board discussed the fire brush clearance.

**Architectural**

654 Santa Alicia (*Pending Front Yard Modifications*) – The Board reviewed the city permits required to finalize approval.

609 Santa Helena (*Solar Application*) – The Board unanimously approved the application as submitted.

**Correspondence**

The Board reviewed any homeowner submitted correspondence, requests, or concerns.

**Adjournment**

The General Session meeting adjourned at 6:42 PM.

**Next Meeting**

The next meeting is scheduled for August 18, 2025 at 5:00 PM.

**BOARD CERTIFICATION AND APPROVAL OF MINUTES:**

*This is to certify that San Elijo Hills II Property Owners Association is a California Nonprofit Mutual Benefit Corporation; that the Board is duly constituted; has made all decisions based on reasonable investigation in good faith and with regard to the best interests of the community and its members; has exercised discretion within the scope of its authority under relevant statutes, covenants and restrictions in discharging its obligations; and hereby approve the authenticity of actions reported of this meeting.*

Respectfully Submitted:

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Kyle Merritt, Recording Secretary

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Board Signature