

**San Elijo Hills II Property Owners Association**  
**August 18, 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 5:05 PM.

**Open Forum**

There were no homeowners in attendance.

**Minutes**

The Board unanimously approved the General Session minutes from the meeting held on July 21, 2025.

**Financials**

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

**Management Report**

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 discussed properties that are in need of maintenance. Management to send notices.

**Landscape**

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

- The Board unanimously approved work order #65 from Martinez Landscape.
- The Board unanimously approved work order #67 at \$700.00
- The Board reviewed the proposal from Pope Tree Service for trimming carrotwood (ID#269). This was tabled for Tinkham to discuss with the vendor.
- The Board reviewed the proposal from Martinez Landscape for the Santa Helena Park Plan at \$17,100.00. This was tabled and to be added to the work order report as "pending". Coe suggested to put on hold until the end of the fiscal year and research the plan with the City of Solana Beach.

**Business**

The Board unanimously approved the proposal from Beck and Company, CPAs for the year end review (\$1,380.00).

**Architectural**

614 Santa Alicia (Tree Removals) – The Board unambiguously the application as submitted. *\*The two sago palm trees are in the homeowner’s front yard planters.*

**Correspondence**

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

**Adjournment**

The General Session meeting adjourned at 6:41 PM.

**Next Meeting**

The next meeting is scheduled for September 15, 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