

San Elijo Hills II Property Owners Association
November 17, 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 5:06 PM.

Open Forum

There were no homeowners in attendance.

Minutes

The Board approved the General Session minutes from the meeting held on October 20, 2025. **Pickwell abstained due to being absent from the meeting.*

Financials

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

Architectural

1110 San Ricardo (Pool Installation) – The Board unanimously approved the application as submitted contingent that the pool, concrete and any equipment are not going to be placed on the slope as it needs to be all placed onto the homeowner's pad. A detailed rendering of the pool installation as well as the city permit once received needs to be submitted to Management and the Board of Directors.

1110 San Ricardo (Easement) – The Board unanimously denied the easement agreement submitted.

1110 San Ricardo (Landscaping Installation) – The Board reviewed the application to install fruit trees and maintain the slope behind their property. The submission was tabled for more details on the installation. The Board denied allowing any fruit tree installations on the slope.

Architectural Approvals – Management to send approval notices to 1051 San Patricio and 550 Santa Alicia from the previous meeting.

Management Report

The Board reviewed the community inspection report.

Landscape

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

The Board approved to send notices for yard maintenance.

Business

The Board unanimously approved the 2024 fiscal year end audit and taxes from Beck CPA.

Correspondence

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

Adjournment

The General Session meeting adjourned at 6:43 PM.

Next Meeting

The next meeting is to be determined.

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:

Kyle Merritt, Recording Secretary

Board Signature