

San Elijo Hills II Property Owners Association
January 19, 2026
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

Management

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

Call to Order

The meeting was called to order at 5:08 PM.

Open Forum

There were two homeowners in attendance.

Minutes

The Board approved the General Session minutes from the meeting held on November 17, 2025.

Financials

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

Management Report

The Board reviewed the Work Order Report and discussed work orders for Board acknowledgment for votes and bids.

Landscape

The Board reviewed the Landscape and Drive-Around reports.

The Board reviewed the correspondence from the California Coastal Commission and City representatives regarding removal and clearance of landscaping.

The Board reviewed the proposal submitted by Park West.

- Estimate # SHE.003 (\$1,800.00) for Santa Alicia eucalyptus removals was reviewed.
- Estimate #SHE.004 (\$570) for Santa Rufina eucalyptus removal was reviewed and the homeowner requesting the removal can pay for the costs.

Architectural

654 Santa Alicia (Fence Installation) – The Board unanimously denied the application as submitted to request more information.

712 Santa Victoria (Solar Panels) – The Board unanimously approved the application as submitted.

Business

The Board reviewed the upcoming annual election date.

Correspondence

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

Adjournment

The General Session meeting adjourned at 6:13 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