

San Elijo Hills II Property Owners Association
February 16, 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

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 5:02 PM.

Open Forum

There were no homeowners in attendance.

Minutes

The Board approved the General Session minutes from the meeting held on January 19, 2026.

Financials

The Board reviewed and unanimously approved the January 2026 financial statements, bank statements, and bank reconciliations subject to year-end-review.

2026 Reserve Study: The Board reviewed and unanimously approved the proposal from NE Business Enterprises for the Accounting Only Update (Level 3 Study) at \$500.00.

Management Report

The Board reviewed the Work Order Report.

- Work Order 79, 80, 81 and 83 from Martinez Landscaping are pending payment by management.

2026-2027 Insurance: The Board reviewed and unanimously approved the proposal from Prendiville Insurance Agency for a total annual premium of \$8,110.00.

Landscape

The Board reviewed the Landscape and Drive-Around reports.

The Board discussed the updates for the California Coastal Commission and City representatives regarding removal and clearance of landscaping.

The Board reviewed the proposal submitted by Park West.

- Estimate # SHE.005 (\$12,000.00) for Slope between Santa Helena and Golf Course modifications was denied.
- Estimate # SHE.006 (\$6,800.00) for Eucalyptus removals was denied.

Architectural

1125 San Leon (Landscaping) – The Board unanimously approved the application as submitted contingent that all plants, labor and drip system is paid by the Homeowner. There will be no cost to the HOA. Drip system, water and the drip line maintenance will be provided by the Homeowner at their cost. Maintenance on the plants must be maintained by the Homeowner at the HOA discretion.

Correspondence

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

950 Santa Helena – The Board unanimously approved the reimbursement request for fence repairs due to an association eucalyptus tree damages.

Adjournment

The General Session meeting adjourned at 7:33 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