

**SAN ELIJO HILLS HOMEOWNERS ASSOCIATION, INC.  
P.O. BOX 232, SOLANA BEACH, CA 92075**

**BOARD OF DIRECTORS' MEETING MINUTES**

**WEDNESDAY, AUGUST 3, 2022**

**Present:** President Hellinger, Secretary Basore, Treasurer Sagar, Director Costello, Director Wittig (phone); and Members Punch, Bissierier, Klein, Mason, and Judd.

**Absent:** Vice President Carter.

1. **Call to Order:** The meeting was called to order by President Hellinger at 6:32 pm.
2. **Establish Quorum:** A quorum of 5 out of 6 directors was established.
3. **Meeting Minutes:** The July 2022 minutes were approved as previously distributed.
4. **Member Input:** Member Mason requested that the withdrawal of the architectural request for 1229 Santa Luisa be recorded in the HOA's minutes and stated that City approval of that project is now contingent on HOA approval. Member Bissierier suggested that the HOA mail the minutes to members who request them to keep more neighbors informed and involved. She also suggested that the HOA acknowledge outgoing board members. Member Punch added that gift certificates have been offered in the past to outgoing board members who served multiple terms. Member Klein noted that cars have been spinning burn-out doughnuts in the cul-de-sacs in afternoon and early evening and asked the HOA to alert neighbors in the next regular email blast.
5. **Old Business:** Secretary Basore nominated Member Punch to fill the vacancy on the board. The motion died for lack of a second after Member Punch respectfully declined. The board voted 5-0 to fill the position rather than leaving it vacant. Board members will come to the next meeting with names for consideration.
6. **Architectural Committee**
  - 1229 Santa Luisa: A request for a second-story expansion at this address dated September 3, 2021 was posted on the agenda for the board meeting October 6, 2021. No adverse comments were received, and it was approved immediately after that meeting. Neighbors did object to the project at the board's meeting on May 4, 2022. The owner planning the expansion notified the committee via sms text on May 12, 2022 of their intent to voluntarily withdraw their HOA request. This was confirmed via email on May 14, 2022. The request has been labeled in the HOA archives as withdrawn and is now considered null and void.
  - 411 Santa Victoria: A motion was made to waive Article 8.3.4 to allow construction of a pergola within 15 feet of the rear building pad boundary. Following extensive discussion, the motion died for lack of a second. Among the concerns raised were the privacy of neighbors when the pergola is occupied and insufficient evidence that the structure's weight and rain drainage would not impact the integrity of the adjacent slope.

- 624 San Mario: The most-affected neighbor, Member Punch, was present at the meeting and confirmed having seen the plans. No adverse comments were received regarding this 338 sq ft expansion project. The committee intends to approve the request.
- A motion was made to consider adopting a Rule that would allow structures within 15 feet of the rear building pad boundary if they are substantially see-through. Following discussion, the motion died for lack of a second. A particular concern was instances where the structure at the top of a slope would overlook a home at the bottom of the slope.
- The committee presented a modification of the architectural request form that added tick boxes next to the name of each neighbor as a means of providing additional assurance that the neighbors were actually notified, not just listed. There was no support for this change. Instead, the board authorized the committee to consult the HOA's attorney to determine best practice for notification of neighbors, in particular with regard to obtaining signatures.
- The board discussed appointing Director Wittig to the committee in place of Member Ayers. Following discussion, Director Wittig withdrew himself from consideration. The committee membership remains unchanged: Paul Basore (chair), Chris Allen, and Ken Ayers.

#### **7. Slopes Committee**

- 411 Santa Victoria: The relocation of irrigation lines at this address has been completed. It was made necessary because the lines were originally located in the side yard instead of the HOA-controlled slope. Some of the lines moved were ten feet below ground level.
- 1354 Santa Luisa: The upgrading of the irrigation lines at this address has been completed. It was made necessary by removal of the block-wall fence along the top of the slope, with the homeowner paying \$562 (40%) towards the cost of the work. Six boulders were removed in conjunction with this project. They were donated to the HOA and relocated at the owner's expense to HOA-maintained slopes at the corners of Santa Victoria/Santa Petra and Santa Luisa/Santa Petra to fill-in areas where tree roots interfere with normal ground cover.
- Annual backflow testing was completed and no repairs are required this year
- Director Wittig volunteered to serve as committee chair and was appointed by acclamation.

#### **8. Membership Committee**

- Director Costello was nominated to serve as committee chair and was appointed by acclamation. He noted that a newsletter needs to be prepared to be delivered with the September invoices. He will collect content from board and committee members. Secretary Basore agreed to do the layout. Director Costello will manage the copying.

## 9. **Financial Report**

- **Expenses:** Expenses in July were over budget by \$3.8k due to an accumulation of spring planting and irrigation upgrade costs. There was no contribution to the reserve fund in July. Treasurer Sagar presented a chart of accounts to improve expense categorization and he plans to develop a cash flow projection for presentation at future board meetings. Director Costello asked that the monthly financial report include a column showing the total budget for the year, not just the amount apportioned to date.
- **Delinquencies:** One owner is delinquent by \$7k. A lien has already been placed on that property. Another is delinquent by \$2k. Methods of collection were discussed. Seven other owners have yet to pay their March assessment.

10. **New Business:** There are five keys to the P.O Box. Director Costello has one and agreed to check the box every couple of weeks. The other four will be kept by Secretary Basore. Email received at [info@sanelijohills1.org](mailto:info@sanelijohills1.org) will be automatically forwarded to President Hellinger, Secretary Basore, and Director Costello. Secretary Basore will serve as primary respondent, forwarding email as appropriate to other members of the board or the committees.

11. **Adjournment:** The meeting adjourned at 8:55 pm. The next meeting is scheduled for September 7 at 6:30 pm in the upstairs boardroom of the Lomas Santa Fe Country Club.