

**SAN ELIJO HILLS HOMEOWNERS ASSOCIATION, INC.**  
**BOARD OF DIRECTORS'**  
**REGULAR MEETING MINUTES**  
**September 25, 2019**  
(No Executive Session was conducted.)

The scheduled Board of Directors' meeting of the San Elijo Hills Homeowners Association, Inc. was held on September 25, 2019 at the Lomas Santa Fe County Club pursuant to the posted notice.

Present: President Ayers, Vice President Basore, Treasurer Costello, and Secretary Bisserier

Absent: Directors Fleming, Klein and Allen

Also Present: Recording Secretary Quay and Members.

- I. Call to Order: The meeting was called to order at 6:40 p.m.
- II. Establish Quorum: A quorum was established.
- III. Approval of the August 28, 2019 Minutes: The minutes were approved.
- IV. Member Input: Member Pawlowski complained about his neighbors and the condition of the slopes along Highland Drive. He said the slope behind his home is just dirt and the culvert is full of debris. President Ayers said that he and the volunteers on the Slope Committee will look at the slope.
- V. Committee Reports:
  - a. Architecture and Planning Board:
    - (1) Improvement requests submitted, decided and closed: The following was approved: Roofing at 1447 Sana Marta.
    - (2) Proposal for Two-Slope Roof Expansion at 736 San Mario Drive: The application that extends the current roof has not yet been approved. Director Allen is going to look at it.
  - b. Slopes Committee:
    - (1) Landscaping Update: The Committee recommends planting native plants in the fall.
    - (2) Slope Issues List: Director Klein submitted a "Slopes Issues List." If there is a complaint or concern, it will be put on the list and noted when it is resolved.
  - c. Program and Social Committee: Secretary Bisserier reported that she is pleased to see the neighbors displaying American Flags.
  - d. Membership Committee Report: The newsletter was mailed out and the HOA has received some feedback. The Board suggested that a newsletter be included in every billing.
- VI. Review Sections of the Policy Manual to Include in New PC&R's: Motions will be handled individually for all sections.
  - a. Section 1: No motion. All items are covered elsewhere.
  - b. Section 2: No Motion. All items are covered elsewhere.
  - c. Vice President Basore made a motion to include sections 3.1 (Primary), 3.2 (Trim) and 3.3 (Fences). The motion was seconded by President Ayers. Discussion ensued on exterior colors and if there should be a list of approved colors in the PC&R's. The Board asked the Committee to post a list of recommended colors on the website. Vice President Basore amended the motion to include a less specific version of Section 3.1 (Primary), 3.2 (Trim)

and 3.3 (Fences) that conveys that color is an important consideration for approval, but without including a specific list of colors. The amended motion was seconded by Treasurer Costello and it passed.

- d. Section 3: Motion by Vice President Basore to include the first sentence of Section 3.4 (doors): Motion seconded by Secretary Bisserier. (2 Ayes, 2 Nays) Motion failed.
- e. Section 3: Motion by Vice President Basore to include the last sentence of Section 3.4 (Prohibited Colors): Motion failed for a lack of a second.
- f. Section 4: No Motion. All items are covered elsewhere.
- g. Section 4: Motion by Vice President Basore to include less-specific version of Section 4.2 (Windows), requiring only that window size and placement on the Servient Tenement must respect the privacy of the Dominant Tenement. The motion was seconded by President Ayers and it passed.
- h. Section 4: Motion by Vice President Basore to include section 4.3 (Doors). The motion was seconded by Treasurer Costello. Discussion ensued. Vice President Basore amended the motion to apply only to the doors on the Servient Tenement side. The motion was seconded by Treasurer Costello and it passed.
- i. Section 4: Motion by Vice President Basore to include Section 4.4 (Decks). Motion was seconded by President Ayers. Discussion ensued about privacy features. Treasurer Costello amended the motion to consider privacy of the neighbors and applies to all lot boundaries. The amended motion was seconded by President Ayers and it passed.
- j. Section 5: No motion. Cedar Shakes are to be removed.
- k. Section 6: No motion related to Section 6.1 and 6.2 that are covered elsewhere.
- l. Section 6: Vice President Basore made a motion to include section 6.3 (landscaping), replacing all references to "easements" with a definition of the slopes that are maintained by the HOA. The motion was seconded by President Ayers. The motion passed.
- m. Section 6: Vice President Basore made a motion to include section 6.4 (trees), but without a list of recommended trees, which is adequately covered elsewhere. The motion was seconded by President Ayers. Discussion ensued. Vice President Basore amended the motion to include a less specific version of section 6.4 (trees) that focuses on preserving tree count, health, and character but without a list of recommended trees which is covered elsewhere. Treasurer Costello seconded the motion and it passed.
- n. Section 6: Vice President Basore made a motion to include section 6.5 (irrigation). Motion was seconded by President Ayers. Treasurer Costello amended the motion to remove "at owner's expense." The amended motion was seconded by Secretary Bisserier and it passed.
- o. Section 6: No motion was recommended as related to sections 6.6 – 6.8 which are covered elsewhere. Discussion ensued regarding a disclaimer. Treasurer Costello made a motion to include a statement of rights and responsibilities similar to Section 6.8. The motion was seconded by Secretary Bisserier and the motion passed.
- p. Section 7: Vice President Basore made a motion to include the Use, Occupancy and Leasing Policy in its entirety. The motion was seconded by President Ayers. President Ayers recommended the attorney add language that covers Air B&B's. The motion passed.

- q. Section 8: Vice President Basore made a motion to include the Enforcement Policy and Fine Schedule in its entirety, updated to comply with current laws and practices. The motion was seconded by President Ayers and it passed.

VII. Financial Report:

- a. Treasurer Costello reported that expense are on target and eighty households have paid to-date. Checking account balance as of 9.24.19 is \$80,534.34 and savings account balance is \$42,205.36.
- b. Discussion on process to establish "pay by credit card." Treasurer Costello said that the Credit Union the HOA is currently using, charges a 3% fee plus \$35.00 per credit card. He offered to talk to other banks to see if they are more flexible. The Board recommended talking to Jim Llovera who works for Bank of America and agreed that they don't have to stay with Mission Federal.

VIII. New Business: Vice President Basore said that there are three homes with commercial signs displayed in their front yards. The Board agreed that it is OK as long as there is a project being done at the home, but the signs should be removed after the work is done. Discussion ensued on how to enforce it.

IX. Adjournment: The Board adjourned at 9:00 p.m. The next board meeting is October 23<sup>rd</sup>.