

SAN ELIJO HILLS HOMEOWNERS' ASSOCIATION, INC.
PO BOX 232, SOLANA BEACH, CA. 92075
BOARD OF DIRECTORS' MEETING MINUTES
AUGUST 5, 2020

Present: President Klein, Vice President Palacio, Secretary Basore, Treasurer Costello and Directors Bisserier, Allen and Gleason.

Also Present: Members, Slopes Committee Member Sandy Punch and Recording Secretary Quay

1. Call to order: The meeting was called to order via teleconference at 6:30 p.m.
2. President Remarks: President Klein thanked the Board members and homeowners and promised to act in the best interest of the community. In order to conduct the meetings as efficiently as possible, he suggested: a) Member Input be limited to five minutes; b) reports to be distributed to Board members five days prior to Board meetings; c) Board members are encouraged to present reports in a concise manner; d) smaller committees will be established if additional research and planning is required to better understand an issue; and e) Board members to identify themselves when making a motion and allow the Recording Secretary time to record motions accurately.
3. Establish Quorum: A quorum was established.
4. Approve Meeting Minutes from June and July 2020: The minutes of July 1, 2020 were approved. The minutes of June 24, 2020 were approved as amended.
5. Member Input: Discussion ensued about the residents at 655 San Mario who are operating a summer youth theater camp for 15 children on a daily basis from 9:30 a.m. to 4:00 p.m. in the backyard of their home. The neighbors wrote the Board an email and are complaining about the noise, increase in traffic and believe it is a violation of the PC&R's home business restrictions. The fall session is scheduled to begin August 26th. The Board determined that the business is violating many rules and regulations. After further discussion, Director Bisserier said that she may be able to help and will call a contact she has with the City of Solana Beach to try to resolve the issue. President Klein thanked her and asked her to report back to the Board.
6. Old Business:
 - a. Camper trailer parked at 624 San Mario: Secretary Basore said that the Board voted not to allow the trailer to be parked at the house as it did not meet the requirements in Article III G10 of the PC&R's. The homeowners wrote a letter asking the Board to not enforce the decision until the revised PC&R's are approved. Discussion ensued. Secretary Basore made a motion to accept the proposal and not seek enforcement of the decision until the PC&R's pass or until the end of March 2021 whichever comes first. The motion failed for a lack of a second. President Klein made a motion to deny the request for a waiver and let

the Board's decision stand. Director Bisserier seconded the motion and it passed (6 ayes Secretary Basore abstained). Secretary Basore will write a letter to the homeowner.

7. Committee Reports:

a. Architectural and Planning Board

1. Request to locate an opaque rear fence on the slope behind 1309 Santa Luisa: Secretary Basore said that the Committee received a request from Jim Llovera who would like to replace his fence and move it back and slightly up the hill on the slope to match their neighbors' fence line. Secretary Basore said that technically it does not meet the requirements but aligning the fence with their neighbors is reasonable if the Board's allows it. Sandy Punch said that it is not a problem for the slope area and will not interfere with any vegetation. If there is any need to relocate any pipes, the homeowners are responsible. President Klein made a motion to approve the request that was seconded by Director Bisserier. Discussion ensued. Director Allen said that the intent of the PC&R's is more important when there is a view, and since we are not dealing with a view, requests like this one should be handled on a case-by-case basis. The Board agreed and the motion passed.

2. Other requests received, decided and closed. None.

b. Slopes Committee

1. Confirm New Committee Chair: President Klein made a motion appointing Director Gleason as Slopes Committee Chair with the understanding that he has support from Sandy Punch and President Klein. Director Gleason agreed. Director Bisserier seconded the motion and it passed.

2. Mr. & Mrs. Meigs who rent their home at 1339 Santa Luisa explained that there are three 75' eucalyptus trees on a slope only 40' away from their house and they are concerned that the trees will fall on their house. In December 2019, the arborist looked at the trees and concluded that there was a little beetle damage but overall, the trees appeared healthy. The Meigs said that after a storm in March, they had to haul away debris and branches from the trees, some that landed on their roof, and they are again, requesting the trees be removed. Sandy Punch said that the Board approved trimming the trees and in July, the arborist worked with the homeowners and both agreed to re-evaluate the trees on a regular basis. The Meigs agreed to pay to remove the trees but the property owner at 647 Santa Camelia objects to their removal. Director Allen said that the Board did not ask the owners why they didn't want the trees removed but requested that the Board facilitate bringing the parties together to reach a consensus and perhaps the owners are not aware that the Board can remove the trees and replant. President Klein made a motion that the Slope Committee be assigned the task of facilitating a meeting with all parties (owners of 647 Santa Camelia, owners of 1339 Santa Luisa and the renters) to communicate the concerns of the respective parties, clarify any misconceptions and work towards achieving a solution for the homeowners and renters occupying the residence at 1339

Santa Luisa Drive. Secretary Basore seconded the motion. Treasurer Costello asked about the HOA's liability if a tree falls. President Klein said that the Board will check with the insurance company. He asked that a copy of the arborist's report be distributed to all the Board and Slopes Committee members. Motion to facilitate a meeting with all parties passed.

3. Next Irrigation System Section Upgrade. Item was deferred.
- c. Program and Social Committee: Director Bisserier said that she was approached by a SDG&E representative that want to remove eucalyptus trees by power lines rather than trim them. She requested they be trimmed. However, SDG&E will not tell her how many they are going to trim and how many they are going to remove. Sandy Punch said there are guidelines on how much to cut, etc. She will try and contact SDG&E and the contractor.
- d. Membership Committee
 1. Weekly Updating of Website: Treasurer Costello announced that Secretary Basore is now a member of the Committee and he can communicate directly with Sharon Costello for posting items on the website. Treasurer Costello said that the Board has to decide on who is going to write the newsletter and if the bills go out the first of September, the process should start this month. President Klein said that the Board can communicate the need for email addresses and explain the reason why they are needed. President Klein said that the Membership Committee will take the lead on getting the process started. Treasurer Costello made a motion to create a newsletter for September. President Klein seconded the motion and it passed.
8. Updating of Governance Documents
 - a. Ad Hoc Committee Report: The Committee met on July 14th and developed a 190 day time-line. President Klein summarized the PC&R Update Process Steps: 1) Distribution Restarted of the PC&R's and Bylaws (draft documents will be posted on the website); 2) Solicit Input; 3) Dialogue/PC&R's workshop; 4) Board Review and Homeowner Input; 5) 2nd Distribution; and 6) Homeowner Vote. President Klein said that the Board needs to collect at least 125 email addresses in order to proceed with a vote. Secretary Basore made a motion asking the Ad Hoc Committee to collect emails and to proceed with the proposed plan to get approval after 125 homeowners are willing to receive emails from the HOA. President Klein seconded the motion and it passed.
9. Financial Report: Treasurer Costello gave the report. He said the revised budget numbers have been entered. To-date there is \$54,758 in checking and \$42,258 in savings. He also distributed an A/R Aging Summary. Treasurer Costello made a motion to have the Slopes Committee responsible for the back flow inspection. The motion was seconded by Director Allen and it passed.
 - a. Credit Card payment options: Treasurer Costello said he researched Square and Quick Books invoicing. The HOA's bookkeeping service, Motherlode, uses Quick Books and Diane at Motherlode is in contact with them on setting this up as a trial. The charge is

2.9% plus 0.30 per invoice. He said that the HOA can add a convenience fee to the credit card charges. However, if a homeowner wants to avoid fees, they can send a check. He explained that he has already set up PayPal. Discussion ensued. President Klein suggested the Board get feedback from the homeowners and to put a notice in the newsletter. Treasurer Costello made a motion to include a box on the invoice to be checked if the homeowner would be interested in paying their dues online for an additional charge of \$15.00. The motion was seconded by Director Allen and it passed.

10. New Business

- a. Establish responsibilities for checking the PO Box weekly: Director Bissierier will be responsible for checking the PO Box on a weekly basis and Recording Secretary Quay will be her back-up.

11. Adjournment: The meeting was adjourned 8:30 p.m. The next Board meeting will be Wednesday, September 2, 2020 at 6:30 p.m.