

SUGARLOAF HOMEOWNERS ASSOCIATION
Minutes of the Annual Meeting of Members
January 26, 2021

WELCOME/CALL TO ORDER

The meeting, which was held via Zoom, was called to order by President Bob Kiss at 6:35pm.

INTRODUCTIONS

The Board of Directors, PML Management and those homeowners present introduced themselves. There were 14 Association members present at the meeting, including Board members, San Mateo Mayor Eric Rodriguez, and Bethany Lopez, Senior Engineer with the San Mateo Department of Public Works.

PURPOSE

The HOA business purpose of the meeting was to discuss and provide information regarding the following: 1) Candidates for the two (2) Board of Directors positions up for election, and 2) the association's Tax Reduction Resolution.

QUORUM

Since the number of homeowners present at the meeting did not constitute a quorum, there were no Association decisions made at this meeting (none were planned).

GUEST PRESENTATION

Bob Kiss introduced guest speakers San Mateo Mayor Eric Rodriguez and Bethany Lopez, Senior Engineer with the San Mateo Department of Public Works (DPW). Mayor Eric Rodriguez reported on the state of the City of San Mateo and plans for 2021. Mayor Rodriguez also answered numerous questions posed by HOA members. Ms. Lopez reported that the Department of Public Works has completed a number of the Traffic Action Plan (TAP) recommendations within Sugarloaf, including new cross walks at De Anza/Parkwood and striping of Parkwood drive between the tennis courts and Toyon Court to reduce speed and guide traffic flow on the hilly section. Future work from the TAP recommendations includes installing a flashing beacons and curb extensions at the De Anza/Parkwood intersection. Ms. Lopez reported that the TAP recommendation for installation of speed cushions on De Anza Blvd. received opposition from non-Sugarloaf neighbors and is on hold pending further review and discussion with potentially impacted neighborhoods.

ASSOCIATION REPORTS

Treasurer – Board Treasurer, Zaven Khachadourian, briefly summarized the association's current financial situation. Ms. Khachadourian reported that the Association ended the 2020 fiscal year on budget. It was also noted that there would be no increase in dues for 2021. Owner's present were reminded to submit payment of their annual dues no later than February 15, 2021.

Landscape – Landscape Committee Chair, Mitra Sadeghi, reported that the defensible fire space work was completed in 2020 as planned, as well as ongoing tree maintenance based on the inspection and arborist-prepared tree report. A thank you to the membership for maintaining their homes' landscaping.

Architectural – Bob Kiss reported that during the annual audit inspection the committee generally focuses on paint condition, garage door condition and painting, roofing condition, fence condition, landscaping and locations of satellite dishes. Out of the 25 noted issues last year, 21 owners have taken care of the noted issues.

Based on the information gathered during the annual inspection, the Board will consider options for requiring compliance, which may include imposing fines on owners. Mr. Kiss also reminded the homeowners present that the association's CC&Rs, Bylaws, and additional policies can be found on the association's website at www.sugarloafhoa.org.

Public Safety – Bob Kiss reported that the Board of Directors has worked with some homeowners and San Mateo Public Works (DPW) to develop and implement the Traffic Action Plan. People speeding on De Anza Blvd. is a continuing priority in the ongoing dialog with DPW. Owners present were reminded that there have been rattlesnakes and coyotes spotted around the property. Mr. Kiss further reminded owners present that pets must be on a leash when outside of the owner's home/backyard (per San Mateo city code and HOA CC&Rs).

BOARD ELECTIONS

Bob Kiss reported that Board member William Riley has chosen not to run for re-election but agreed to remain on the Board until the elections are completed. Mr. Kiss then presented the following candidates for the two available positions: Ann Powers, Mitra Sadeghi (Incumbent) and Serguei Obeltchenko. Nominations were then requested from the floor. There being none, the nominations were closed. As per the association's Election Rules, nominations were closed at the end of the meeting and ballots were scheduled to be sent out within the following few days. Members were notified that they will have no less than 35 days to return their ballots for inclusion in the election.

TAX REDUCTION RESOLUTION

Bob Kiss gave a brief description of the tax reduction resolution, which states as follows:

WHEREAS the Sugarloaf Homeowners Association is a nonprofit mutual benefit corporation; and

WHEREAS the corporation seeks to act in accordance with applicable IRS Revenue Rulings;

RESOLVED, that any surplus funds remaining in the Association's budget at the end of the fiscal year shall be applied to the following year's budget as provided for in IRS Revenue Ruling 70-604.

OPEN FORUM

The following items were discussed at Open Forum:

- Opening of the Denali tennis courts for use (ongoing COVID-19 restrictions)
- Cost of the tennis court key (\$50 per key, payable to PML, picked up at PML office)
- Chris Lane fire lane sign is missing. Board will review signage on private lanes to provide updated signage where needed.

ADJOURNMENT

Therefore, being no further business before the membership, the meeting was adjourned at 7:55pm.

Respectfully Submitted,

Attested by,

Joseph D'Agostino, CCAM
PML Management Corporation

Bob Kiss, President
Sugarloaf HOA