

SUGARLOAF HOMEOWNERS ASSOCIATION
Minutes of the Annual Meeting of Members
January 25, 2022 (Held via Zoom)

GUEST PRESENTATION

Bob Kiss introduced Sandra Firpo and Melinda Martin from San Mateo Consolidated Fire, and Mathew Fried, San Mateo City arborist, for a presentation for the members present regarding fire safety and maintenance of the exterior of their homes. The slides from the presentation were posted to the HOA website (www.sugarloafhoa.org).

WELCOME/CALL TO ORDER

The meeting, which was held via Zoom, was called to order by President Bob Kiss at 6:55pm.

INTRODUCTIONS

The Board of Directors, PML Management and those homeowners present introduced themselves. There were 10 Association members present at the meeting, including Board members.

PURPOSE

The HOA business purpose of the meeting was to discuss and provide information regarding the following: 1) Candidates for the three (3) 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).

ASSOCIATION REPORTS

General Report – The following will be some of the items that the Board will be working on in 2022.

- Revisions and updates to the Governing Documents
- There are over 200 common area trees that will be inspected and an updated 5-year tree trimming plan will be put in place for 2023.
- Common area drainage systems maintenance.

Treasurer – Board Treasurer, Robina Ramm, briefly summarized the association's current financial situation. Ms. Ramm reported that the Association ended the 2021 fiscal year on budget and the association has a strong reserves. It was also noted that there is an increase in dues from \$750 to \$800/yr for 2022. Owner's present were reminded to submit payment of their annual dues no later than February 15, 2022.

Landscape – Landscape Committee Chair, Zaven Khachadourian, reported that the defensible fire space work was completed in 2021 as planned, as well as ongoing tree maintenance based on the inspection and arborist-prepared tree report. It was further noted that if homes want to trim HOA trees for view it would be the homeowner responsibility to pay for the cost of the trimming after receiving HOA approval.

Architectural – Bob Kiss reported that 2021 was a busy year for homeowners renovating their homes. 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. Bob Kiss also discussed the State of California rules regarding Alternate Dwelling Units (ADU's) and what it means for Sugarloaf. Rules have been relaxed to allow more ADU's to be built. The San Mateo City Council will be meeting in February to make a decision on whether the City of San Mateo's ordinances will comply with State law, and may adopt even further relaxed laws regarding ADU's allowances and approval processes.

Public Safety – Bob Kiss reported that the Board of Directors has worked with and San Mateo Public Works (DPW) on the traffic action plan and some measures have been implemented at Sugarloaf, including improved crosswalks and signaling devices at the De Anza / Parkwood intersection and striping on the hilly section of Parkwood to help reduce speed and keep traffic within the desired spaces. The speed humps on De Anza Blvd were not implemented due to objections from neighboring properties not in the Sugarloaf HOA.

BOARD ELECTIONS

Bob Kiss reported that Board member Robina Ramm has chosen not to run for re-election, but homeowner Christine Sommers had agreed to run for the open position. Mr. Kiss then presented the following candidates for the three available positions: Bob Kiss, Zaven Khachadourian and Christine Sommers. 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:

- No items were discussed at open forum

ADJOURNMENT

Therefore, being no further business before the membership, the meeting was adjourned at 7:20pm.

Respectfully Submitted,

Attested by,

Joseph D'Agostino, CCAM
PML Management Corporation

Bob Kiss, President
Sugarloaf HOA