

SUGARLOAF HOMEOWNERS ASSOCIATION
Minutes of the Annual Meeting of Members
January 31, 2017

WELCOME/CALL TO ORDER

The meeting, which was held at the Beresford Recreation Center, located at 2720 Alameda de las Pulgas, in San Mateo, was called to order by President Bob Kiss at 6:08pm.

INTRODUCTIONS

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

PURPOSE

The purpose of the meeting was to discuss and provide information regarding the following items: 1) Candidates for the two (2) Director positions up for election, 2) the association's Tax Reduction Resolution, and 3) the proposed HOA property leasing/rental restriction amendment to the Association's Governing Document (CC&Rs).

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 speaker David Lim, the Mayor of San Mateo, who discussed a variety of current issues for San Mateo, including infrastructure, traffic, and new development within San Mateo. He held a Q&A session after his remarks, and commented on topics such as the High Speed Rail, Sewage hold tanks to protect the waste water treatment plant during storms, and the future cloverleaf replacement at El Camino & 92.

ASSOCIATION REPORTS

Treasurer – Jack Albrecht briefly summarized the association's current financial situation. Mr. Albrecht stated that the association has been very diligent in maintaining the property and keeping the dues at the same level for the past four years, until the recent increase to \$750 per year (\$50 per year increase), which went into effect January 1, 2017. He then stated that the following major projects were completed in 2016:

- Repairs to the private street barriers
- Re-sealing of the private streets

Landscape – Miles Dooher introduced Jack Albrecht and Emile Nurisso as additional Landscape Committee members, with Mr. Dooher as the Chairman of the Committee. He then briefly discussed the following:

2016 completed projects:

- Phase 4 proactive tree pruning and maintenance project

- Weed control/fire break in all HOA common spaces to meet Cal Fire requirements
- Removed unused black pipes behind homes along the Cherrywood canyon
- Cleaned surface drains in common area easements
- three new irrigation controllers installed

2017 projects to be completed:

- Phase 5 tree maintenance and pruning project
- Obtain a new tree survey study for common area trees
- The San Mateo Fire Department requires an extensive defensible fire space pruning every 5 years, which costs approximately \$40,000

Architectural – Bob Kiss thanked Katie Flynn as a valued committee member. During the annual audit inspection, it was noted that the committee generally focuses on paint condition, garage door condition and painting, roofing condition, fence condition, landscaping, and location of satellite dishes. Mr. Kiss also reminded the homeowners present that many of the association’s policies can be found on the association’s website at www.sugarloafhoa.org.

Public Safety – Bob Kiss stated that the board is aware of concerns with traffic in the community, and to help ease some of this the City agreed to the board’s recommendation to extend the red curb along the Parkwood/DeAnza intersection to improve oncoming traffic visibility. Owners are encouraged to convey their concerns directly to the city’s Department of Public Works. Mr. Kiss also encouraged homeowners to be aware of their surroundings and its natural wildlife. Homeowners were asked to contact PML to report visitor parking violators since a process has been established by the board which allows for fines to be assessed when appropriate.

BOARD ELECTIONS

Bob Kiss reported that there are two Director Positions open for the Board, with three members running. Candidates running for election were Emile Nurisso (Incumbent), Mitra Sadhegi, and Tom Werbe. Mr. Nurisso and Ms. Sadhegi, who were present, said a few words about their desire to run for election to the Board. Nominations were then requested from the floor. There being none, the nominations from the floor were closed. Mr. Kiss then stated that PML Management has been appointed as the Election Official to obtain the returned ballots for the association. As per the association 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

There was a brief discussion between the attending owners and the Board regarding the proposed rental restrictions amendment.

ADJOURNMENT

Therefore, being no further business before the membership, the meeting was adjourned to the regular open board meeting at 7:28pm.

Respectfully Submitted,

Attested by,

Deborah McGraw, CCAM
PML Management Corporation

Emile Nurisso, Secretary
Sugarloaf HOA