

SUGARLOAF HOMEOWNERS ASSOCIATION
 Minutes of the Board of Directors Meeting
 March 23, 2021

CALL TO ORDER

The March 23, 2021, open Board meeting, held via Zoom, was called to order at 5:30 PM. Board members present were Bob Kiss, Robina Ramm, Mitra Sadeghi, Zaven Khachadourian and William Riley. Joseph D'Agostino represented PML Management.

OPEN FORUM

- A homeowner attended to relay concerns about a homeowner who has been seen walking their dog without a leash. Upon description of the homeowner in questions, President Bob Kiss stated he knew who this owner is and will speak to him directly about this matter.

AGENDA/CALENDAR REVIEW

The Board reviewed the annual calendar.

APPROVAL OF PREVIOUS MEETING MINUTES

On a motion duly made and seconded, the January 26, 2021, Board of Directors Open Meeting minutes were unanimously approved as submitted.

REPORTS

Financial Statement Review - The Board reviewed the February 28, 2021 financial statement:

	Month	YTD Actual	YTD Budget	Variance	Yearly Budget
Total Revenue	94	169,810	169,867	(57)	171,691
Total Maint. & Repairs	2,400	4,800	13,068	8,268	78,410
Total Utilities	1,017	2,330	13,068	1,176	21,030
Total Admin. Expenses	5,466	8,538	8,006	(532)	48,040
Operating sub total	8,884	15,667	33,946	8,913	
Total Reserve Expenses	0.00	0.00	9,366	9,366	
Total Expenses	8,884	15,667	33,946	18,279	203,670
Total Assets		527,253			(40,300)
Total Liabilities		8,285			
Total Fund Balances		364,825	287,680	Est. year end bal 87%	

It was noted that the Association's February 28, 2021, financial report was adopted as submitted. It was noted that the CD at Boston Private Bank was renewed for 12 months.

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Landscape Committee –

- It was noted that Loral has completed the clean-up of the Cherrywood canyon.
- Cozzolino has completed \$900.00 of approved work on De Anza Blvd in a landscape maintenance easement area, and the homeowner at that location is paying for the work.
- Board Member Zaven Khachadourian stated he would follow up on the fallen tree on Broadview between the homes and 92.
- It was noted that the annual tree report for large tree care noted for 2021 needs to be reviewed. President Bob Kiss will re-send the tree report to all Board Members and ask for review and confirmation of the scope of work or input on additional work recommended. Upon completion of the review, the Board should authorize PML to solicit bids for this work.

Architectural Committee – The following architectural approvals were granted since the last board meeting:

<u>Date Received</u>	<u>Address</u>	<u>Description of Work</u>	<u>Status</u>
03/02/2021	3400 Chris Lane	Installation of paver stones in the backyard	Approved 03/12/2021.
02/05/2021	1621 Toyon Court	Fence Replacement	Approved 02/16/2021
01/31/2021	1830 Parkwood Drive	Exterior Lighting Upgrades	Approved 02/03/2021
01/03/2021	1420 De Anza Blvd.	New siding and window installation	Approved 01/13/2021

It was noted that the annual exterior audit needs to be scheduled at the next Board meeting. It was reported that 1420 De Anza Blvd, who was approved to install a Tesla solar roof found out that, since it is an attached roof, Tesla cannot do the installation. The homeowner will be submitting a new project request to install a conventional roof and separate solar panels.

Public Safety / Traffic Safety Committee –

- President Bob Kiss reported that he will follow up with owners allowing dogs out without a leash, in accordance with HOA CC&Rs and San Mateo city law. As needed, PML will be requested to send notices to indicated dog owners.
- It was also reported that there was a mountain lion spotted on Crestview drive in San Carlos.

Manager's Report –

- No Report

UNFINISHED BUSINESS

None

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NEW BUSINESS

- a. Completion of Annual Election Process – The election officials opened the ballots and reported the results of the balloting. Quorum (at least 115 valid ballots) was achieved.
Ann Powers: 82 Votes
Mitra Sadeghi: 99 Votes
Serguei Obeltchenko: 48 Votes
Tax Reduction Resolution: 121 Yes votes and 8 abstentions.
It was reported that Ann Powers and Mitra Sadeghi were elected to the Board of Directors for two-year terms and the tax reduction resolution passed.
Board President Bob Kiss congratulated Ann and Mitra, and thanked Ann, Mitra, and Serguei Obeltchenko for their interest in serving on the Board.
- b. Reserve Study – It was reported that the walkthrough for the Reserve Study has been completed and the Board is waiting for the report from Golden Consulting.
- c. Updated Rental Amendment – It was reported that, due to changes in Civil Code, effective January 2021, restrictions on rental homes cannot be less than 25% while currently the Association is at 10%. The Civil Code also states that Associations need to allow 31 days or more leases and can no longer require longer terms beyond 31 days. On a motion made and seconded, the Board approved the CC&Rs amendment drafted by attorney Alex Noland. The Board will need to have this amendment recorded in the near future. Since the amendment is strictly in response to a change in CA law, a vote by the HOA membership is not required.
- d. Insurance Declaration Page – A copy of the insurance declaration page, that renewed on 1/19/2021, was given to the Board Members.

CORRESPONDENCE REVIEW

None at this time.

ADJOURNMENT

There being no further business before the Board, the Meeting was adjourned into Executive Session at 6:30pm. The next Open meeting of the membership will be held on April 27, 2021, 5:30pm, and will be held via Zoom.

Respectfully Submitted,

Attested by,

Joseph D'Agostino, CACM
PML Management Corporation

William Riley, Secretary
Sugarloaf HOA