



# SUGARLOAF NEWS

The Newsletter of  
Sugarloaf  
Homeowners  
Association  
January 2008

## PRESIDENT'S CORNER

Happy New Year to all Sugarloaf Association Members!

By the time you have received this January newsletter, we will have held our Annual Meeting on January 22. Thanks to all those who were able to attend and participate in the discussion. This gathering marked the close of the nomination process for the three Board of Director positions that had come up for re-election. You should now have received your ballot for our election. This process includes the election of three directors, voting on a routine (annual) tax resolution, and, very importantly, voting to adopt the revisions to our governing documents ("CC&Rs" and Bylaws). I can't stress enough the importance of a homeowners association completing an election process efficiently. All three of the topics before you are critical to ensuring that our association can run smoothly. In particular, the changes to the governing documents are based on a lot of work by our attorney and the Board to ensure that we are in compliance with current law. As based on our election rules (based on the law governing organizations such as homeowners associations), the balloting process remains open for a minimum of 35 days following the dissemination of the ballots to you. If you haven't already done so, please take a moment now to complete your secret ballot and mail it back to PML. Thanks for your time in helping to keep our association running in the best way possible!

To follow up on the information from November's newsletter about the Board's evaluation of the common area (nearly 4 acres) landscape irrigation system, some components of which are more than 25 years old, the Board has obtained a complete report documenting the current condition of the system. Based on the findings, the Board has decided to proceed with the indicated repairs. Our current funding is sufficient to cover this work. We hope that the work will be completed in the February timeframe, but definitely before the spring comes and the sprinklers need to come back on!

By this time, our first web site at [www.sugarloafhoa.org](http://www.sugarloafhoa.org) should have gone active! Please take a moment to visit and see what information is now readily accessible to each of us. Please note that our proposed governing document revisions are ready for viewing on our website. These two documents require a password to view (password provided in the non-website version of this newsletter). The reason for the password protection is to ensure that only Association members are

allowed to access these important documents. Additionally, the areas indicated as "Board" and "Committees" are also password protected and only accessible by Board or Committee members. This is to provide a secure location for those bodies to communicate and conduct their work. If you find any web site errors or have suggestions, please send those to [webmaster@sugarloafhoa.org](mailto:webmaster@sugarloafhoa.org).

Finally, this is a reminder that our annual assessment is due and payable (send to PML) by the end of January. You may be assessed late fees if your payment is not received by February 15. If you haven't already done so, please take a moment to address this important part of keeping our Association running. If you have any question or are missing your assessment paperwork, please contact PML.

Thanks once again for your support of our Association!

Bob Kiss ([RLMJKISS@sbcglobal.net](mailto:RLMJKISS@sbcglobal.net) or  
[President@sugarloafhoa.org](mailto:President@sugarloafhoa.org))

## NEED SERVICE, HAVE A QUESTION?



Do you want to get in touch with your association manager or need a service request taken care of?

You may contact the following for ***immediate service***: 650-349-9113

Receptionist at ext. 100, Sabrina at ext. 122, or Debbie at ext. 121, you may also send an email to: [Debbie@pmlmanagement.com](mailto:Debbie@pmlmanagement.com) or [Sabrina@pmlmanagement.com](mailto:Sabrina@pmlmanagement.com).

If there is something which you would like to bring to the Board's attention, submit your concern in writing at least one week before the next Board meeting (see date below) and then come to the monthly Board Meeting to present your issue.

If you want to know more about PML, visit its web site at: [www.pmlmanagement.com](http://www.pmlmanagement.com).

## ARCHITECTURE

Article 4.02B of the Association's governing documents states that "Each Owner is responsible for the landscaping... and for the maintenance of the exterior of the structure, and shall keep them in good appearance." Before changes are made to the exterior of your home, please check our web site or contact a member of the Architectural Control Committee as to whether you are required to fill out a project application form, provide

(OVER)

details and specifications before commencing the project, etc. It is better to check and confirm rather than to assume what is needed or not needed. Thanks for your cooperation!

**REMINDER:** If you are painting your home exterior, you must seek ACC approval by submitting a change request form (available from the website, PML, or ACC members). This applies even if you are painting in the same colors as currently existing. The reason for this is two fold: 1) so that it can be confirmed that you indeed have the correct colors as the original, as mistakes have occurred in the past, and 2) to document that adjoining neighbors have been notified that work will be occurring (you may need to access your wall from your neighbor's roof).

**LANDSCAPE**

We had a terrible Storm on Friday, January 4th...! Trees were knocked down....Many branches were broken off and scattered...Lee's Gardening had crews on site Friday, Saturday, Monday, and Tuesday. All the damage was cleaned up and removed by Tuesday (1-8). This includes trimming the damaged trees, cut-up and removal, dump fees, and cleanup. Thus far, the total costs to Sugarloaf are: \$2,015.00 We are researching replacing 3 trees and a damaged fence. These costs will be reported in February.

THANK YOU TO ALL THE GOOD PEOPLE OF SUGARLOAF FOR THEIR HELPFUL COOPERATION. Frank

**PUBLIC SAFETY TIPS**

The SMPD urges all members who park their cars on the street to: Remove VALUABLES...Cameras, Computers, Phones, GPS, Shopping Bags, etc....ANYTHING WHICH MIGHT TEMPT THE BAD GUYS...!  
Thanks, Frank O'Neill

**VEHICLE RESTRICTIONS**

Please be reminded that no trailer, camper, mobile home, commercial vehicle, aircraft, truck (other than a standard size pickup truck not more than three-quarter (3/4) ton with not more than a standard bed or a standard size van), boat, inoperable automobile, or similar equipment shall be permitted to remain upon any area, including driveways, within the Property, other than temporarily and/or unless placed or maintained within an enclosed garage. No noisy or smokey vehicles shall be operated on the Property. No unlicensed motor vehicles shall be operated upon the property.

**COMMITTEES**

Architectural  
Bob Kiss – (650) 212-5477 – [RLMJKISS@sbcglobal.net](mailto:RLMJKISS@sbcglobal.net)

Brent Matheny – (650) 345-1152

Landscape

Frank O'Neill – [fconeill@sbcglobal.net](mailto:fconeill@sbcglobal.net)

If any member has any landscaping or sprinkler concerns, you can reach Debbie of PML either by phone at (650) 349-9113x121 or by email at: [debbie@pmlmanagement.com](mailto:debbie@pmlmanagement.com).

Public Safety

Frank O'Neill – [fconeill@sbcglobal.net](mailto:fconeill@sbcglobal.net)

**YOUR BOARD of DIRECTORS**

Bob Kiss	President
*Larry Connell	Treasurer
Miles Dooher	Secretary
Frank O'Neill	Director
*Mark Brosche	Director

**\*Elected for two year term through 2008\***

**IMPORTANT NUMBERS**

PML Management Corporation  
655 Mariners Island Blvd., Suite 301  
San Mateo, CA 94404-1011  
Telephone:.....(650) 349-9113  
Fax:.....(650) 349-9190  
E-mail: [debbie@pmlmanagement.com](mailto:debbie@pmlmanagement.com) or  
[sabrina@pmlmanagement.com](mailto:sabrina@pmlmanagement.com)  
Life Threatening Emergencies:.....911  
Other Emergencies:.....(650) 349-9113  
San Mateo Police (Non-Emergency) .....(650) 522-7700

**NEXT BOARD MEETING**

The next Board of Directors Meeting will be held on **Tuesday, February 26<sup>th</sup>, 2007** at **5:30pm** in the office of PML Management.

Directions

From 92

1. Take 92 East
2. Exit Mariners Island Blvd.
3. Take a right at the exit light, at Mariners Island Blvd.
4. Keep straight until you reach Trader Lane  
(Approx. three (3) stop lights)
5. PML Management is located at the **FIRST** driveway on the right hand side after you cross Trader Lane.

**PML Management**  
**655 Mariners Island Blvd., #301**  
**San Mateo, CA 94404**