

SUGARLOAF NEWS

PRESIDENT'S CORNER

De Anza / Parkwood Stop Sign Update – At our last Board meeting, this topic was reviewed, and we received some input from HOA members. After the discussion, the Board decided that we would not appeal the DPW's decision to reject the 4-way stop sign proposal and, instead, eliminate additional parking spaces along De Anza that are blocking visibility to cars turning left onto De Anza from Parkwood in our HOA area. It is our understanding that the City will move forward to eliminate the parking spaces between Parkwood and Amy Drive. We will monitor progress and report back to you. Thanks to the homeowners who came to the meeting or sent comments via email. There were some additional points raised by you, and the Board has captured these concerns for future consideration.

Managing our HOA – It's approaching the end of the year, and that means planning for next year. This includes planning for our Annual HOA Meeting and our Elections process. There will be three Board of Directors positions up for election, with each incumbent having served for several years. Now is the time for "new blood" to join in helping to run our HOA. We have one board meeting per month, and occasional work on specific projects. Please consider giving back to your neighborhood! Contact PML to become a candidate for the Board ☺.

Thanks once again for your support of our association.

Bob Kiss, HOA President (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**: Call PML at (650) 349-9113 and dial the Receptionist at ext. 100,

Debbie (our manager) at ext. 121, or send an email to:

debbie@pmlmanagement.com.

If there is something that you would like to bring to the Board's attention, submit your concern in writing at least one week before the next 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 the PML web site at: www.pmlmanagement.com.

ARCHITECTURAL COMMITTEE

All exterior architectural changes require approval by the architectural control committee, as per our CC&Rs. This includes re-painting, re-roofing, new garage doors, fences, windows, driveways, adding skylights or solar panels, etc. Also, if you intend to install a **satellite dish or antenna** that will be visible from the outside of the residence, please contact the committee to discuss

placement (see Article 6.03). Please visit our website for lots of useful information and the project form you'll need to submit.

LANDSCAPE

In addition to standard activities (e.g., litter removal and routine shrub maintenance), the following work was or will be performed in common / easement areas during Nov/Dec:

- Drains are being examined and cleared as necessary as part of preparation for *El Nino* rains. Homeowners are encouraged to check drains and gutters on their property to ensure they can perform when needed!
- Common area irrigation systems have been turned off for the winter.

The Landscape budget for 2016 has been approved. It calls for a slight increase, mostly for tree work (4th phase) and irrigation system maintenance.

Resealing of the private streets has been scheduled for early next year, depending on the weather. More on this later.

We remind homeowners of their responsibility to keep front landscape in good appearance. A brown lawn is acceptable; weeds are not. Trees also need to be trimmed. When doing yard work near common area, be aware of our irrigation pipes. Our crew recently had to repair a broken irrigation pipe in an easement area on Toyon. A homeowner's gardener broke the pipe while digging in that area. If in doubt, ask for help! Otherwise, you are responsible for any damage.

Please note the CalWater requirements for outdoor irrigation. See www.calwater.com or your bill. Even addresses Tue/Fri, Odd addresses Mon/Thur, always before 8am or after 6pm.

Leaf Blower Courtesy: Please note that city code restricts leaf blowing to 8am-5pm on Mon-Fri, 9am-5pm on Sat (no leaf blowing on Sundays!). Please have your crews respect the law.

Finally, please do not trim/cut any trees in common areas. Branches from common area trees that overhang a homeowner's yard are not trimmed by the HOA unless they present a fire hazard. If you want to trim for view (at your cost), or have a concern, call PML or talk to a Board member. We have a process to follow. The first step is for you to identify the work you would like done. The HOA has a list of approved arborists/firms that can perform work on HOA trees. You would submit a quotation from one of these approved firms to the HOA for board approval before any work is performed. Thanks for your cooperation.

TRASH / RECYCLING – PLEASE FOLLOW CC&Rs & CITY LAWS

Please remember, per CC&Rs Section 5.08 (and per **SM City Code!**), your trash and recycling bins need to be kept out of sight, except on pickup day or the day prior. Bins may not be stored

anywhere in sight from a street, neighboring lot, or common area. Let's all help keep the neighborhood looking nice. Also, please recall that city code requires **picking up after dogs**. Please keep your dogs off neighbors' front yards and be considerate of others' (including common space) property.

OUR GOVERNING DOCUMENTS

As a reminder, the Association Bylaws and the Declaration (CC&Rs) are posted on our website for your convenience, but you will need a password to open them (password in your newsletter copy).

PUBLIC SAFETY

"See Something / Say Something" – As always, please keep an eye out for behaviors that don't make sense, and call the police as necessary. Better safe than sorry. Use 650-522-7700 for non-emergencies.

I took some time this past weekend to assess the drains and gutters at my property. Drains can easily become clogged over time, and I was amazed how much debris (dirt, mud, leaves, roof material runoff) was in most of my gutters. Please take the time to ensure your gutters and drains are performing properly in advance of the expected heavy rains. To not do so risks damage to your property as well as the safety of you, your family, and potentially your neighbors.

EVENTS AROUND TOWN / DID YOU KNOW?

- **Farmer's Market Every Sat 9 am – 1 pm.** College of San Mateo (W. Hillsdale & CSM Drive – Beethoven Parking Lot).
- **The Sky Tonight Planetarium Show** - This popular show takes place on the 2nd Friday of the month (next one Dec 11) in the CSM Planetarium (Bldg 36). There are two shows, 7:30 and 8:20 pm, and admission is free! (first come, first serve). For more info, visit collegeofsanmateo.edu/astronomy/planetarium.asp.
- **Jazz Under the Stars** - Free Stargazing on CSM's Rooftop Observatory, Saturday, Nov 21, 6:00 pm - 8:00 pm. <http://collegeofsanmateo.edu/astronomy/observatory.asp>
- **Conversation with Kevin Mullin** - CA State Assembly Member, Tuesday Dec 01, 11:10 am - 12:25 pm, Central Hall Building 16, Room 209, www.collegeofsanmateo.edu/calendar/events.
- **'Letter to Anita' Film Screening** - Thur, Dec 03, 11 am - 12:30 pm, CSM Theatre, <http://collegeofsanmateo.edu/csmcares>.
- **Notify Me!** – The City of San Mateo makes it easy to stay up-to-date on what's happening in city governance and in the community. Visit www.cityofsanmateo.org/notifyme to sign up for email notifications from various city offices!
- **City Newsletter** – Information about city programs and events: www.cityofsanmateo.org/DocumentView.aspx?DID=10758.
- **San Mateo County Newsletter** – tons of information about county programs and events can be found at: <http://sanmateocountynews.wordpress.com>.
- **(New) San Mateo County/Silicon Valley Convention & Visitors Bureau.** Lots of great Info! – check it out at www.smccvb.com.

COMMITTEES

Architecture

(Chair) Bob Kiss – (650) 212-5477

architecturechair@sugarloafhoa.org

Landscape

(Chair) Miles Dooher & Jack Albrecht -

landscapechair@sugarloafhoa.org

If any member has any landscaping or common area sprinkler concerns, contact Debbie at PML.

Public Safety

(Chair) Bob Kiss – publicsafety@sugarloafhoa.org

YOUR BOARD of DIRECTORS

#Bob Kiss	President
*Bob Kozak	Vice President
#Jack Albrecht	Treasurer
*Emile Nurisso	Secretary
#Miles Dooher	At-Large

*Term ends at 2017 election #Term ends at 2016 election

IMPORTANT NUMBERS

PML Management Corporation

655 Mariners Island Blvd., Suite 301, San Mateo, CA 94404-1011

Telephone/Fax:..... (650) 349-9113/ (650) 349-9190

E-mail: debbie@pmlmanagement.com

Life Threatening Emergencies:911

Other Emergencies:.....(650) 349-9113

San Mateo Police (Non-Emergency)(650) 522-7700

NEXT BOARD OF DIRECTORS MEETING

The next Meeting will be held on **Tuesday, November 24**, at 5:00 pm at the office of PML Management.

Directions - From 92 Eastbound

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

Board Meeting Agenda:

1. Call to Order
2. Open Forum (5 min limit per topic)
3. Agenda Approval / Calendar Review
4. Approval of Previous Minutes
5. Reports (Treasurer, Landscape, Architecture, Safety)
6. Unfinished Business:
 - Finalize Fine Policy for Member 30-Day Review
 - Approve Reserve Plan & 2016 Budget
 - Annual meeting planning/mtg packet review
7. New Business:
8. Correspondence Review
9. Executive Session