

PRESIDENT'S CORNER

Shelter-in-Place at Sugarloaf – It continues to be a new normal for us all. The Board hopes that you and your families have remained safe and well during these trying times of the COVID-19 pandemic. Thanks to everyone for practicing physical distancing when out and about walking in the neighborhood!

As a result of the conditions, please note that HOA Board meetings are now being held remotely via Zoom.

See more COVID-19 links and info under *Events Around Town*.

Please Vote – In addition to the presidential election, there are many CA state propositions and several local measures of importance to San Mateo's future (particularly around development in transit corridor / El Camino areas). Please remember to exercise your right to vote! See www.smcvote.org. We have a nearby polling / ballot drop-off location at Tower Rd.

What's on the Board's Mind?

Important HOA Business This Month:

2021 Budget – The Board will review the final draft 2021 budget at our mtg this month, and move to approve it. Please contact the Board with any input on the budget topic, or attend the meeting.

Thanks for supporting our HOA!

Bob Kiss, HOA President (president@sugarloafhoa.org)

COMMITTEE REPORTS

Architecture:

Exterior Changes Reminder - Per our CC&Rs, exterior changes require HOA approval (includes, but not limited to, painting, roofing, fences, windows, balconies, solar panels, driveways & walkways, decks, other structural changes). Landscaping (plants) does not typically require approval, and modifications exclusively on the inside of your home do not typically require approval. There is often a neighbor notification requirement that triggers a need for HOA documentation. If in doubt on approval requirements, please ask – you can email or call the committee chair.

Exterior Audit – The Board conducted its annual audit of exterior conditions around the HOA in early summer, focused on identifying needed repairs to landscaping, paint, roofs, fencing, etc. Owners of identified concerns have received notifications. We appreciate your prompt attention to the remediation needed. Please contact PML if you have questions about the issue raised, but please do note the requested deadlines for completing actions.

Landscaping: The following service items were completed recently by the HOA landscaping contractor, in addition to the weekly routine work maintaining common spaces:

- Removed downed tree limbs in the Cherrywood common space adjacent to several of our private lanes

- Identified and shut off a water main leak between Broadview and 92. Repair TBD.
- Trimmed Escallonia hedges on Toyon (4 spots) and at the Sugarloaf sign
- Trimmed Oleanders at end of Parkwood
- Trimmed/edged ivy under Birches near 1573 De Anza
- Tested backflow device found closed near 3400 Allison

Irrigation System Status – Call or email PML if you observe any issues. Please don't touch the equipment unless an emergency.

Trim for View – Please do not trim/cut trees in common areas without prior approval. If you want to trim in the common areas for views at your expense, here is the procedure:

1. Take a picture of the trees to be trimmed.
2. Get an estimate from a qualified tree company (must have a certified arborist on staff)
3. Submit all the above to Joe at PML.
4. The Landscape Committee will review and determine approvability
5. The Homeowner pays for trim for view work.

Public Safety:

Traffic Safety – You may have noticed some traffic safety improvements in the neighborhood. Two new crosswalks were provided at the De Anza / Parkwood intersection. A "Stop Ahead" sign was placed on Parkwood approaching De Anza from the north (by the apt complex). And the section of Parkwood between the tennis courts and Toyon was striped to better direct traffic flow and to help reduce speed. These were all elements of the Traffic Action Plan (TAP) which the Department of Public Works created based on Sugarloaf input. There are still elements of the plan that are under review and could result in further traffic safety actions. Please see our website under *Public Safety* for more information.

COVID-19 Controls / Tennis Courts – We're glad to inform you that the tennis courts were re-opened in September after having been closed due to the pandemic. The courts are owned and managed by Denali HOA, and Sugarloaf members are granted use access. Please note the posted signage indicating safety protocols to be followed during the pandemic. If you need a key to the court, please contact PML (\$50 non-refundable key fee).

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

Wildlife Safety – We share our area with various wildlife commonly observed – rabbits, deer, coyote, and also rattlesnakes. In fact, rattlesnakes were encountered (and removed) on Broadview Ct and Toyon Ct in the last two months. If you encounter a snake in or around your home that is a danger, police, fire, or animal control services may not help you (considered wildlife). But, here are a couple of options we are aware of:

Animal Detectives (650-293-0370)
www.gotsnakes.org (925-997-3730)

Emergency Info – Sign up for **San Mateo County’s alert system** at www.smcalert.info for email, text, or phone alerts.

PLEASE FOLLOW CC&Rs AND CITY CODES

Trash/Recycling (subject to fines) -- Per CC&Rs Section 5.08 and SM City Code, bins need to be kept out of sight, except on pickup day or the day prior. SMMC 7.16.040 states that bins may not be placed out before 12pm the day prior to collection and must be removed by midnight on collection day. Bins may not be stored in sight from a street, neighboring lot, or common area. Let’s all help keep the neighborhood looking nice.

Dog Controls (subject to fines) – We like dogs, too! But, we don’t like seeing the remnants of dogs that are not controlled or picked up after by their owners. Please be reminded that CC&Rs Sec 5.07 and San Mateo law requires dogs outside of your home/property be on leashes at all times and that owners pick up after their dogs. In addition, please be mindful of the safety of others around you if you are out walking your dog, especially if social distancing needs are in effect.

Visitor Parking (subject to fines) – Thanks to everyone who has been doing much better in complying with the visitor parking rules. Since there is no room for street parking on the private streets, there are specific areas for visitor parking, whether it is a visitor from out of town or visitors providing service (landscape, handy work, cleaning, etc.). These spaces must be kept available for visitors, per CC&Rs Sec 5.04(a), **subject to fine**.

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).

Electronic Documentation – If you’d prefer to receive your HOA documentation in electronic form, please contact PML to provide your approval to do so. It saves the HOA \$ and gives you better archiving capability for HOA docs. Win-win. Please consider.

EVENTS AROUND TOWN / COVID-19 & OTHER INFO

Farmer’s Market: Every Sat 9 am – 1 pm; College of San Mateo (W. Hillsdale & CSM Drive – Galileo Parking Lot 6).

Notify Me! The City of San Mateo makes it easy to stay up-to-date on city governance and the community. To sign up, visit www.cityofsanmateo.org/notifyme.

San Mateo County News – information about county issues and events can be found at: www.sanmateocountynews.com

COVID-19 Information -

www.smchealth.org/coronavirus - Health Orders found here
www.smchealth.org/post/san-mateo-county-covid-19-data-1
www.cdc.gov/coronavirus/2019-ncov/index.html - CDC info
www.covid19.healthdata.org/united-states-of-america - Institute for Health Metrics and Evaluation – also by state, worldwide metrics

Air Quality - www.purpleair.com or the IQAir Visual phone App.

HOW TO CONTACT PML/BOARD

To contact your association manager or place a request:
PML: (650) 349-9113 (ext. 100 for reception or ext. 104 for Joe, our property mgr), joe@pmlmanagement.com.
Visit the PML web site at: www.pmlmanagement.com
HOA: Submit your concern in writing (email okay) at least one week before the next Board meeting (4th Tue of each month).
Attend the meeting to present your topic at the Open Forum.

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: joe@pmlmanagement.com
Life Threatening Emergencies: 911
Other Emergencies:.....(650) 349-9113
San Mateo Police (Non-Emergency)(650) 522-7700

YOUR BOARD of DIRECTORS

Bob Kiss ¹	President
Mitra Sadeghi ²	Vice President
Zaven Khachadourian ¹	Treasurer
William Riley ²	Secretary
Robina Ramm ¹	At Large

¹Term ends at 2022 election, ²Term ends at 2021 election

COMMITTEES

Architecture

Bob Kiss (chair) – (650) 212-5477
architecturechair@sugarloafhoa.org

Landscape

Zaven Khachadourian (chair) - landscapechair@sugarloafhoa.org
Landscape or sprinkler concerns, contact Joe at PML.

Public Safety

Bob Kiss (chair) – publicsafety@sugarloafhoa.org

NEXT BOARD OF DIRECTORS MEETING

The next Meeting will be held on **Tue, Oct 27, 2020, 5:30 pm**, via Zoom. To join, go to www.zoom.us, click *Join a Meeting* at the top. Enter Mtg ID 99277456757 and Password SLOCT.

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/Traffic)
6. Property Manager Report
7. Unfinished Business:
2nd Round Review of 2021 Budget for Approval
8. New Business:
Appoint Election Official(s) and Nominating Committee
9. Correspondence Review
10. Executive Session (as needed)