

### PRESIDENT'S CORNER

**National Night Out** was a big success this year at the Parkwood/Broadview circle! We had 20+ adults and kids attend, and were visited by 7 officers and staff from the San Mateo Police Department and the Highway Patrol. See the picture below of the fun! This event continues to be a great way to strengthen neighborhood spirit and unity. I recommend that other neighborhoods plan to join in next year or even sooner with self-sponsored events.



### What's on the Board's Mind?

#### **Important HOA Business This Month:**

**Budget Planning** – The Board will review a draft 2022 budget at our August meeting, with final approval in Oct/Nov. Now is the time to share your thoughts with the Board, or even come to a Board meeting to learn more and help.

Thanks for supporting our HOA!

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

### COMMITTEE REPORTS

#### Architecture:

**Exterior Changes** Reminder - Per our CC&Rs Section 6, 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.

**Annual Exterior Audit** – Thanks to owners who have already addressed notices from the recent audit about work needed! Please don't ignore a notification. If you feel the identified issue is in error or you simply disagree, contact the Board to discuss. Do NOT ignore. Fines are a possibility.

#### Landscape:

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

- Removal of leaf debris and trash weekly along sidewalks
- Weed whacked grass area along oak trees to complete abatement behind Sugarloaf Drive
- Trimmed hedges at Sugarloaf Drive visitor parking
- Repaired broken water lateral at tree roots near 1649 Toyon
- Repaired 5 faulty sprinklers along Parkwood sidewalk in junipers, replaced 1-1" irrigation valve, repaired 1 broken lateral pipe between Toyon and Parkwood near sidewalk
- Completed 8 backflow prevention devices tests (required)

**Large Tree Maintenance** – Please note that the HOA maintains an ongoing tree maintenance program based on an arborist's survey of our cataloged large trees. A portion of the trees are serviced each year on a rotating basis. This year's work is contracted, and we hope it will be completed in the next couple of months.

**Property Maps** – San Mateo County property line maps can be found on the web site under Residents/Landscape. Password is the same as for our Governing Documents.

**Irrigation System Status** – Contact PML if you observe any issues. Please don't touch the equipment unless it is 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 / approve if appropriate
5. The Homeowner pays for trim-for-view work.

#### Public Safety:

**Traffic Safety** – Please note the location of your car if parked on the street and whether it might be creating a visibility issue for homes in that area or at street intersections. You can notify the Dept of Public Works if you feel there is a visibility issue with parked cars. In addition, long-term parking (over 72 hours) on city streets (De Anza,...) is not allowed, and can be reported to SMPD Code Enforcement for further actions.

**Wildlife Area** – A reminder that our area is populated by lots of wildlife, including rattlesnakes and mountain lions. Please be alert and careful when walking, especially at night. Snakes are wild

animals, so Animal Control will not address concerns, and we've had several reports of rattlers seen over the last couple of months. Check out [www.gotsnakes.org](http://www.gotsnakes.org) - a Bay Area firm that addresses snake issues.

**“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.

**Emergency Info** – Sign up for **San Mateo County's alert system** at [www.smcalert.info](http://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.

**Dog Controls (subject to fines)** – Please pick up after your dogs. Leaving a bag of dog poop for someone else to clean up is not helpful. And please note that San Mateo law and HOA CC&Rs requires dogs be on a leash at all times in our neighborhoods.

**Visitor Parking (subject to fines)** – 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, CC&Rs, and other HOA docs 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](http://www.cityofsanmateo.org/notifyme).

**San Mateo County News** – information about county issues and events can be found at: [www.sanmateocountynews.com](http://www.sanmateocountynews.com)

**COVID-19 Information -**  
[www.smchealth.org/coronavirus](http://www.smchealth.org/coronavirus) - Health Orders found here  
[www.smchealth.org/post/san-mateo-county-covid-19-data-1](http://www.smchealth.org/post/san-mateo-county-covid-19-data-1)  
[www.cdc.gov/coronavirus/2019-ncov/index.html](http://www.cdc.gov/coronavirus/2019-ncov/index.html) - CDC info  
[www.covid19.healthdata.org/united-states-of-america](http://www.covid19.healthdata.org/united-states-of-america) - Institute for Health Metrics and Evaluation

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**Air Quality** - [www.purpleair.com](http://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](mailto:joe@pmlmanagement.com).  
Visit the PML web site at: [www.pmlmanagement.com](http://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](mailto: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 <sup>1</sup>	President
Mitra Sadeghi <sup>2</sup>	Vice President
Zaven Khachadourian <sup>1</sup>	Secretary
Robina Ramm <sup>1</sup>	Treasurer
Ann Powers <sup>2</sup>	At Large

<sup>1</sup>Term ends at 2022 election, <sup>2</sup>Term ends at 2023 election

**COMMITTEES**

**Architecture**  
Bob Kiss (chair) – (650) 212-5477  
[architecturechair@sugarloafhoa.org](mailto:architecturechair@sugarloafhoa.org)  
**Landscape**  
Zaven Khachadourian (chair) - [landscapechair@sugarloafhoa.org](mailto:landscapechair@sugarloafhoa.org)  
Landscape or sprinkler concerns, contact Joe at PML.  
**Public Safety**  
Bob Kiss (chair) – [publicsafety@sugarloafhoa.org](mailto:publicsafety@sugarloafhoa.org)

**NEXT BOARD OF DIRECTORS MEETING**

The next Meeting will be held on Tue, Aug 24, 2021, at 5:30 pm via Zoom. To join, go to [www.zoom.us](http://www.zoom.us), click *Join a Meeting* at the top. Enter Mtg ID 993 4523 0921 and Password 910805.

**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, Public Safety)
6. Property Manager Report
7. Unfinished Business:  
Private Lanes Condition Review  
San Mateo ADU Ordinance – Review draft HOA input
8. New Business:  
Draft 2022 Budget Review
9. Correspondence Review
10. Executive Session (as needed)