

PRESIDENT'S CORNER

Happy New Year! There's a lot going on in Sugarloaf, as detailed below. I want to take this time to remind everyone that **your 2021 annual assessment is due now, and will be delinquent if not received by Feb 15.** The Board was able to justify no increase in dues this year. You should have received your invoice via US Mail. Those with email notifications enabled also received a copy via email, but obviously only need to pay once ☺. If you have a financial hardship, please contact PML or the Board in writing to request a payment plan. Please do NOT ignore your dues obligation. Talk to the Board/PML to work through it.

What's on the Board's Mind?

Important HOA Business This Month:

Annual Meeting/Election – The HOA Annual Meeting will be on Tue Jan 26 at 6:30 pm via Zoom (access info in the meeting packet sent to you). In addition to standard business of committee reports, kicking off the board directors' election process, and Q&A, we'll hear from guest speakers San Mateo Mayor Eric Rodriguez and Bethany Lopez, Senior Engineer with the Public Works department. Eric will speak briefly and then take questions. Feel free to send suggestions for topics you want him to address or questions in advance to board@sugarloafhoa.org. Bethany will give us an update on the progress and next steps for the Sugarloaf Traffic Action Plan based on our traffic safety concerns.

There's still time to volunteer to run for the Board! In our annual election that will take place in Feb/Mar, there will be two Board positions up for election. These are two-year positions, and offers the opportunity to participate in the Board's discussions and decision-making on behalf of our HOA. We meet once per month. There are also opportunities to join committees for architecture, landscape, and public safety. Please contact PML or any Board member if you are interested. A short nomination statement is needed to be placed on the annual ballot. Thanks!

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.

Holiday Lighting – Thanks to everyone for the lovely holiday lights throughout the neighborhoods. Please plan to remove the decorations by no later than Feb 14.

Christmas Tree Disposal: Until Jan 31 by Recology - If 8 feet or less, put in your compost bin trunk up or at curb next to bin. If beyond 8 feet, cut first. Flocked trees okay. Remove other stuff.

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

- Irrigation main-line repaired (due to tree roots) on slope behind Broadview
- Removal of leaf debris weekly along sidewalks
- Trimmed/edged ivy at Birch trees on lower De Anza
- Checked/cleared storm drains behind each De Anza corridor along fences

Irrigation System Status – The system has been turned off given the entry into the rainy season. 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 – Please join our Annual Meeting on Jan 26 to hear from Bethany Lopez at DPW regarding next steps on the Sugarloaf Traffic Action Plan. Please see our website under *Public Safety* for more information.

COVID-19 Controls / Tennis Courts – Denali HOA (owner of tennis courts we use by agreement) has closed the courts again due to the pandemic current state. We are working to understand the requirements for re-opening. Stay tuned.

Adopt-a-Drain Program - In trying to keep debris from flowing down into the Bay or our water-treatment facilities, homeowners could do this "Adoption", or simply rake up stuff in front of their homes and put it in the appropriate bins. For more info, see www.cityofsanmateo.org/3715/Adopt-A-Drain.

"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 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) – Please see important reminders about dog owner responsibilities and applicable laws and CC&Rs in your Annual Meeting packet.

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

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

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, Jan 26, 2021, immediately after the Annual Meeting, via Zoom. To join, go to www.zoom.us, click *Join a Meeting* at the top. Enter Mtg ID 927 0214 1565 and Password SLHOA21.

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:
 - Formalize HOA insurance renewals
 - Finalize Annual Election ballot documents
8. New Business:
9. Correspondence Review
10. Executive Session (as needed)