

PRESIDENT'S CORNER

Welcome to Summer! As mentioned last month, the HOA conducts our annual fire safety brush clearing on the hillsides at this time. This work is subject to the inspection and approval of the San Mateo Fire Department, and we follow their guidance and requirements in conducting the work to their satisfaction. This includes any observations they make regarding trees, either on HOA land or your private property. This is also the time of year when we all receive notice from Cal Fire about our fire safety responsibilities on our private properties. Please take this seriously and talk with neighbors if there are concerns about private dead trees or your neighbor's trees over your fence.

On a related note, now is the time to check window seals and furnace/AC filters and performance should we suffer from poor air quality like we did last summer. And I also encourage everyone to consider securing some N95 or KN95 masks – while we have been using these for COVID-19 safety, they are recommended for smoke particulate protection as well. See *Events Around Town* for information on how to monitor air quality from your smart phone.

What's on the Board's Mind?

Important HOA Business This Month:

Large Tree Maintenance – The Board will be selecting the vendor for this year's large tree maintenance work at the Board meeting.

Street-side Video Cameras – Video monitoring information can help in addressing crimes or and safety issues. The Board is interested in learning if you have such monitoring in place. Please send a note to board@sugarloafhoa.org if you are willing to share that you have a camera, and please see *Public Safety* for information about San Mateo PD requests for assistance.

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 – This annual activity took place in late May. The focus was on exterior home condition, including landscaping

and fences. Owners of homes with identified issues will be notified in writing about needed actions soon.

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
- Trimming of hedges on lower De Anza and in common areas
- Hand weeded along Parkwood junipers
- Removed broken tree branches fallen along Parkwood after winds
- Weed whacked grasses in ivy at Sugarloaf sign
- Fire break brush clearing throughout month

Fire Break Brush Clearing – The HOA's annual brush clearing project on the HOA property hillsides as part of fire safety measures is underway and expected to be completed by Jun 18. Please note that trimmed grasses are allowed to remain on site, per Cal Fire requirements.

Large Tree Maintenance – Please note that the HOA maintains an ongoing large 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. The work takes place between spring and fall, based on contractor availability.

Irrigation System Status – The system is back on as of early April. Call or email 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. Check out www.gotsnakes.org - a Bay Area firm that addresses snake issues.

Also, please **DO NOT** leave food or water bowls out for the **wildlife**. This can result in nesting near homes and can attract crows near to homes, which becomes a problem for many homes.

Video Cameras: The city requests owners register them to help with crime investigations. If you'd like to consider doing so: <https://www.cityofsanmateo.org/2726/Security-Camera-Registration>

“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.

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.

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

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 Kiss¹ President

Mitra Sadeghi² Vice President

Zaven Khachadourian¹ Secretary

Robina Ramm¹ Treasurer

Ann Powers² At Large

¹Term ends at 2022 election, ²Term ends at 2023 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, June 22, 2021, at 5:30 pm via Zoom. To join, go to www.zoom.us, click *Join a Meeting* at the top. Enter Mtg ID 914 2563 3693 and Password 976494.

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:
PML Performance Feedback
CC&Rs Rentals Amendment / San Mateo ADU Ord.
8. New Business:
9. Correspondence Review
10. Executive Session (as needed)