

PRESIDENT'S CORNER

That Time of Year Again – As we look toward the end of the year, it is time to start the planning process for the next election cycle. The Board is always looking for HOA members willing to step up and contribute either as a member of the Board or through one of our committees. If you are willing and interested, now is the time to contact any Board member to discuss. We welcome your interest and help!

The Board is working through the budget process for 2023, with intentions to approve the budget by November. Now is the time to provide your suggestions regarding budgeting.

What's on the Board's Mind?

Important HOA Business This Month:

Updating Governing Docs – The Board will complete its first-round review this month of draft updates to the HOA's governing documents, such as the CC&Rs and Bylaws. The objective is to get the updated documents to a HOA vote in our annual election process in early 2023. If you want to help review drafts and shape the final product, please contact the Board.

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.

The Annual Exterior Audit identified issues have been communicated in writing to homeowners for remediation. Thank you in advance for your cooperation in helping to keep up the appearance of the neighborhood and our property values. Please contact PML or the committee if you have questions about a notification you received. Please don't ignore the issue.

Landscape:

The following service items were completed recently by the HOA landscaping contractor:

- Common space near 1826 Parkwood - Raked debris on fence along 92 and pulled out Scotch Broom volunteers
- Repaired broken sprinkler on Parkwood near 1901

- Toyon- Raked all common areas from pine needles where heavy debris was from wind
- Cleaned De Anza common area drains of debris
- 1629 Toyon Ct- Removal fallen tree branch in ivy
- Litter removal along sidewalks

Large Tree Maintenance – Please note that the HOA maintains an ongoing tree maintenance program based on an arborist's survey of our catalogued large trees. A portion of the trees are serviced each year on a rotating basis.

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 – Irrigation is on only 2 days/week as per City requirements. 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:

Wildlife Alert – General reminder that we live in areas bordering on natural habitat for lots of wild animals. With deer come coyotes and mountain lions. And be advised that rattlesnakes do live in the canyons and hillsides. If you encounter a rattlesnake in or around your home area that is concerning, you may find useful information at www.gotsnakes.org, a Bay Area snake removal company.

Zonehaven (community.zonehaven.com) - This is where evacuation information would be provided online in the event of an emergency requiring evacuation. **Our Zone is SM-E005.**

"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. **Also, Recology reminded us that composting of organic waste is**

required by law. Your bins can be inspected by Recology contractors to ensure compliance.

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 require dogs be on a leash at all times in our neighborhoods, in addition to keeping barking under control and not a nuisance.

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.**

Tennis Courts Access – The tennis courts are under the control of Denali HOA. Please contact PML if you need a key (\$50) to enter. **Access is for Sugarloaf or Denali residents only. Guests must be accompanied by residents at all times. No exceptions.**

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).

San Mateo Parks & Rec Department – Web site has info about many available activities, including for those over 60. See info at www.sanmateorec.org.

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 – <https://carbonhealth.com/get-care/covid-treatment> - COVID-19 Test and Treat Center at Hillsdale Mall

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

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
1710 S. Amphlett Blvd, Ste 207, San Mateo CA 94402
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	Secretary
Ann Powers ²	Treasurer
Christine Sommers ¹	At Large

¹Term ends at 2024 election, ²Term ends at 2023 election

COMMITTEES

Architecture
Bob Kiss (chair) – 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 25, 2022, 5:30 pm, at **the San Mateo Senior Center**, 2645 Alameda de las Pulgas.

- 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:
Budget Final Review
Governing Docs Update – CC&Rs Review
 8. New Business:
Appoint Election Official & Nominating Committee
 9. Correspondence & Action Items Review
 10. Executive Session (as needed)