

### PRESIDENT'S CORNER

**HOA Election Process Completion!!** Thanks to all our members who voted in our annual election. We were able to meet quorum requirements and complete the process on the first attempt. Two new HOA Directors were elected: Mitra Sadhegi (incumbent) and James Baxmeyer. Congratulations to them both! And a big Thank You to Ann Powers for having served on the Board for the last term. In addition, the Annual Tax Resolution passed, ensuring that the HOA avoids any unnecessary taxation on our dues-related revenues that flow into our Reserve accounts.

As a reminder, **your 2023 annual assessment was due by Feb 15.** If you haven't paid yet, please do so immediately. If you have a hardship, please contact PML or the Board in writing to request a payment plan. Please do NOT ignore your obligation. Talk to the Board/PML to work through it.

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

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

**Updated Governing Documents** – As noted in prior newsletters, the Board is working on updating all our Governing Documents (CCRs, Bylaws, etc.) which are very much outdated and out of alignment with CA civil code. We are nearing the end of the drafting process. The updated final drafts will be posted on our website in the next month or so as a courtesy to interested HOA members before being put to a formal vote later this year. The Board welcomes your feedback on these drafts.

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.

#### Landscape:

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

- Litter removal along sidewalks weekly
- Cleared all storm drains of debris
- Removed large fallen branch from upper Parkwood Cork Oak tree. Cleaned other limbs/branches downed during storms.
- Trimmed HOA Oleander hedges on Allison Court
- Hand-weeded HOA landscaping along De Anza 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 Off. 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** – Reminder to all drivers that there are **STOP** signs at each of our roads that intersect with De Anza Blvd. Please properly **STOP** to ensure safety of pedestrians, bicyclists, and other cars traveling along De Anza Blvd. Thanks for your attention.

**Wildlife Area** – As a reminder, we live in an area frequented by various forms of wildlife, including deer, foxes, skunks, coyotes, mountain lions (yes, occasionally), and snakes. You may find useful information at [www.gotsnakes.org](http://www.gotsnakes.org), a Bay Area snake removal company.

**"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 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](http://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](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 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

**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.

**Air Quality** - [www.purpleair.com](http://www.purpleair.com) or the IQAir Visual phone App

**Delivery of Library Materials!** - Do you enjoy books, audiobooks, music and movies but need assistance in getting materials? The library offers twice-monthly home delivery of library materials for residents of all ages with a temporary or long-term illness, injury, impairment, medical condition, or disability who are unable to visit

the library. Click the link below or call 650-522-7863. <https://www.cityofsanmateo.org/4458/Home-Delivery>

## 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

1710 S. Amphlett Blvd, Ste 207, San Mateo CA 94402

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
Ann Powers <sup>2</sup>	Treasurer
Christine Sommers <sup>1</sup>	At Large

<sup>1</sup>Term ends at 2024 election, <sup>2</sup>Term ends at 2023 election

## COMMITTEES

### Architecture

Bob Kiss (chair) – [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 on Tue, May 2, 2023, at 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:  
Governing Docs Update – CC&Rs Review
8. New Business:  
Appointment of Replacement Board Director  
Board of Director Role Assignments  
PML Mgmt Performance Review Process
9. Correspondence & Action Items Review
10. Executive Session (as needed)