

PRESIDENT'S CORNER

Home and Neighborhood Projects – Property and infrastructure repairs and upgrades are to be expected. Please note in the *Landscape* Report that the HOA suffered two separate **irrigation failures** related to homeowner projects that were not communicated to the HOA prior to work being performed. Please remember that all exterior changes need to be communicated, and potentially approved, prior to work commencing.

Also, the HOA recently learned of an infrastructure improvement project along De Anza Blvd. The project is funded by **Verizon to install fiber along De Anza Blvd.** Please note that De Anza Blvd is a public street, and there are utility easements that exist to allow these types of projects to take place - even if they might contact an owner's property near the sidewalk and street. On a related note, the little red and yellow flag installed along De Anza identify the location of other utility systems such as gas and electric so that any work will be able to avoid those systems.

Importantly, since De Anza is a public street and any easements would be on homeowner's private property, the HOA does not have any further information about this project. In fact, because of this, the HOA has not received any information from the city about this project. We expect there may be future similar projects along other streets in our area, but do not have information about that at this time.

What's on the Board's Mind?

Important HOA Business This Month:

Updated Governing Documents – As noted in prior newsletters, our Governing Documents (CCRs, Bylaws, etc.) are being updated to align with CA civil code and other operational needs since originally being written. The Board has completed the process with our real estate attorney. The updated final drafts will be posted on our website soon as a courtesy to interested HOA members in advance of the formal vote by mail in Sept/Oct.

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 – The annual exterior audit was conducted recently. The audit was focused on exterior home and yard condition/appearance, including paint, roofing, fences, debris, damage, and landscaping. Affected homeowners will be contacted directly to address observations.

Landscape:

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

- Litter and leaf removal along sidewalks weekly
- Repaired leak along lower De Anza sidewalk caused by homeowner puncturing pipe
- Trimmed ivy planter at Parkwood/De Anza corner
- Addressed irrigation main issue on upper De Anza – issue also due to homeowner project damage

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 now ON. 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 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, 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 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 & 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

Community Health Improvement Plan Sessions (Jul – Sep '23) – Your chance to propose health improvement priorities for San Mateo County. To participate (compensated for time) – 628-258-3289 or www.surveymonkey.com/r/CHIPInterestForm

Animal Control & Licensing – www.smchealth.org/animalcontrol

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

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.

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 Kiss¹ President

Alan Robinson² Vice President

Zaven Khachadourian¹ Secretary

Mitra Sadeghi² Treasurer

Christine Sommers¹ At Large

¹Term ends at 2024 election, ²Term ends at 2025 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 on Tue, Sep 26, 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 Project Status
2024 Draft Budget Review
8. New Business:
9. Correspondence & Action Items Review
10. Executive Session (as needed)