

PRESIDENT'S CORNER

Traffic Safety – You may recall that in 2020 some traffic safety improvements were completed (new crosswalks and flashing lights at Parkwood/De Anza and new striping and lane markers on Parkwood and De Anza. However, our highest priority concern regarding **traffic calming (speed reduction) on De Anza** was not addressed by the city and has been in limbo ever since. Our community will have an opportunity to voice our concerns with De Anza speed at an upcoming workshop on **Thur 3/7 at 6pm** at City Hall (www.cityofsanmateo.org/4701/Complete-Streets-Plan). See *Public Safety* section for more info. If you care about traffic safety on De Anza, please attend this meeting to share your concerns. **We need as many voices as possible emphasizing our needs!**

What's on the Board's Mind?

Important HOA Business This Month:

Board Election – We've started the process for the annual election of a portion of our Board of Directors and the ratification of our tax resolution. Three positions are up for election. The tax resolution must be approved to avoid paying taxes and needing to raise your dues!! Your ballots were mailed to you in early February and are due back to PML no later than March 18. If you've lost your ballot, please contact PML immediately for a replacement.

Amended CC&Rs & Bylaws – We're almost complete with the process. County recording is complete. The last step is for us to update our Election Rules to be compliant with the new Bylaws. You'll be receiving the draft new rules soon for review (no voting).

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:

- Inspected storm drains for debris
- Litter removal

- Raked pine needles in Toyon common areas
- Removed leaf debris on Parkwood sidewalks
- Cut all volunteer growth from non-native shrubbery on the 92/Parkwood slope
- Spot sprayed weeds emerging 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, including a number of recommended tree removals which were completed in early November.

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 system is now OFF for the rainy season. 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 – As mentioned in the President's Corner, please join on Thur 3/7 at City Hall to share your concerns about speed on De Anza Blvd. Please see link below for the Sugarloaf Traffic Action Plan developed by DPW. See Table 1 and page 8 in particular.

www.cityofsanmateo.org/DocumentCenter/View/79433/Sugarloaf-Traffic-Action-Plan-DraftRevised?bidId=

"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

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>

Senior Living in San Mateo – The city's website contains useful information and references, see here: www.cityofsanmateo.org/640/Senior-Services

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
Alan Robinson ²	Vice President
Zaven Khachadourian ¹	Secretary
Mitra Sadeghi ²	Treasurer
Christine Sommers ¹	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, Feb 27, 2024, 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 / Election Rules
 8. New Business:
BOD Election Process Update / Appoint Election Officials
Begin planning for large tree fire break project
 9. Correspondence & Action Items Review
 10. Executive Session (as needed)