

# SUGARLOAF NEWS

## PRESIDENT'S CORNER

Greetings to all Sugarloaf Association Members!

This month, the Board will be working to finalize the budget for 2009. Your support and understanding as we work through this planning and decision-making process is appreciated. At this time of economic turmoil and uncertainty, it is even more important that we exercise a careful and thoughtful approach to planning our financial strategy. One thing that I would like to mention to all members is that the Association's funds (reserve and operating) are all very well protected with fully insured banks and that no Association funds are directly held in stock or bond investments. Please come to a Board meeting or otherwise communicate with the Board if you would like to participate in our budgeting process.

### Call for Nominations for Board Positions!

Are you interested in helping direct the future of our Sugarloaf neighborhood and community? Do you or your neighbors have concerns about Sugarloaf's infrastructure? Are you a pro-active person willing to help improve the quality of life in Sugarloaf? If you are, then please put your name forward as a board member! We are looking for 2 forward-looking people who have 4-6 hours a month to serve on the Board. The two-year terms of current directors Larry Connell (treasurer) and Mark Brosche (secretary) will come to an end with our upcoming election process in January. Association members in good standing are eligible to serve on the Board. You may nominate another association member or you may nominate yourself. The deadline to submit a nomination will be December 1. If you are interested, please contact PML to receive the brief nomination form. Thank you for your interest in the running of the Association.

Thanks once again for your support of our Association!

Bob Kiss ([President@sugarloafhoa.org](mailto:President@sugarloafhoa.org))

## NEED SERVICE, HAVE A QUESTION?



Do you want to get in touch with your association manager or need a service request taken care of?

You may contact the following for ***immediate service***: Call PML at 650-349-9113 and dial

the

Receptionist at ext. 100, Sabrina at ext. 122, or Debbie at ext. 121, you may also send an email to:

**[Debbie@pmlmanagement.com](mailto:Debbie@pmlmanagement.com)** or  
**[Sabrina@pmlmanagement.com](mailto:Sabrina@pmlmanagement.com)**.

If there is something which you would like to bring to the Board's attention, submit your concern in writing at least one week before

the next Meeting (see date below) and then come to the monthly Board Meeting to present your issue.

If you want to know more about PML, visit its web site at: [www.pmlmanagement.com](http://www.pmlmanagement.com).

## ARCHITECTURAL COMMITTEE

Thank you to all owners who have responded to the 2008 annual audit findings (mostly painting and landscape issues), with a nearly 60% response rate to date. If you've not yet addressed the issue, please work to do so at your earliest convenience. If you wish to discuss the issue, please contact a committee member with any questions. We thank you for your cooperation.

## LANDSCAPE

With winter approaching, the irrigation system watering times will be cut back. When we start to experience normal rainfall, it will be turned-off completely.

The maintenance crew works Sugarloaf every Tuesday. They split our common space areas into thirds and work one of those thirds each week in addition to any special projects.

Replanting is scheduled between November and January. We will try to fill-in the bare spots and replace vegetation where needed in the common areas.

Again, any questions, suggestions, complaints or praise, contact Debbie at PML.

## PUBLIC SAFETY

Don't forget to periodically check your dryer vents! Improper venting or a clogged vent may result in poor dryer performance, damage to the heating element, motor or bearings, or even potentially cause house fires. Manufacturers usually recommend annual inspection and cleaning. Your inspection should look for holes, air leaks, or rust from water. Flexible dryer vents should feel light; if yours feels heavy, it's cleaning time! A properly cleaned dryer vent will also likely save energy and lower your bill. If you can't remember the last time you had the dryer vents inspected and cleaned, it's probably time to clean again.

Originally seen on *The Highlands Lowdown* website.

## SEWER CLEANING & VIDEO INSPECTION NOTICE

You should have recently received a notice from the city of San Mateo Department of Public Works regarding planned cleaning and video inspection of the sanitary sewer lines in our area. The project hours are Monday through Friday from 8am to 5pm, starting in October 2008 and completing in March 2009 (no further specifics

were provided on dates). There may be traffic and parking impacts while the work is conducted. Please call the Public Works Hotline at 650-522-7300 with questions.

### VISITOR PARKING REMINDER

Please note that the "visitor parking" spaces on the private lanes (all streets other than De Anza, Parkwood, and Toyon Ct.) are for the use of visitors, and not for the use of owners. Please leave these spaces available for their intended purpose. Thanks for your understanding.

### OUR GOVERNING DOCUMENTS

As a reminder, the Association Bylaws and CC&Rs are posted on our website for your convenience, but you will need a password to open them (password provided in hardcopy newsletter mailed to each member).

### COMMITTEES

#### Architectural

(Chair) Bob Kiss – (650) 212-5477

[architecturechair@sugarloafhoa.org](mailto:architecturechair@sugarloafhoa.org)

#### Landscape

(Chair) Miles Doohar – [jmdoohar@comcast.net](mailto:jmdoohar@comcast.net)

If any member has any landscaping or sprinkler concerns, you can reach Debbie of PML either by phone at (650) 349-9113x121 or by email at: [debbie@pmlmanagement.com](mailto:debbie@pmlmanagement.com).

#### Public Safety

(Chair) Larry Connell – [lconnell@cbtnorcal.com](mailto:lconnell@cbtnorcal.com)

### YOUR BOARD of DIRECTORS

|                             |                             |
|-----------------------------|-----------------------------|
| #Bob Kiss                   | President                   |
| #Miles Doohar               | Vice-President              |
| *Larry Connell              | Treasurer                   |
| *Mark Brosche               | Secretary                   |
| #Jack Albrecht              | Director                    |
| *Term ends at 2009 election | #Term ends at 2010 election |

### IMPORTANT NUMBERS

PML Management Corporation  
655 Mariners Island Blvd., Suite 301  
San Mateo, CA 94404-1011

Telephone: ..... (650) 349-9113

Fax: ..... (650) 349-9190

E-mail: [debbie@pmlmanagement.com](mailto:debbie@pmlmanagement.com) or  
[sabrina@pmlmanagement.com](mailto:sabrina@pmlmanagement.com)

Life Threatening Emergencies: ..... 911

Other Emergencies: ..... (650) 349-9113

San Mateo Police (Non-Emergency) ..... (650) 522-7700

### NEXT BOARD MEETING

The next Board of Directors Meeting will be held on **Tuesday, November 25<sup>th</sup>, 2008** at **5:30pm** in the office of PML Management.

#### Directions

#### From 92

1. Take 92 East
2. Exit Mariners Island Blvd.

3. Take a right at the exit light, at Mariners Island Blvd.
4. Keep straight until you reach Trader Lane  
(Approx. three (3) stop lights)
5. PML Management is located at the **FIRST** driveway on the right hand side after you cross Trader Lane.

**PML Management**  
**655 Mariners Island Blvd., #301**  
**San Mateo, CA 94404**

#### Board Meeting Agenda:

Call to Order

Open Forum (5 min limit)

Agenda Approval / Calendar Review

Approval of Previous Minutes

Reports (Treasurer, Landscape, Architecture)

Unfinished Business:

Property Manager Contract Renewal - PML Response to

Board Review of Proposed Contract

Review of Draft 2009 Budget

New Business:

Review of Status of Nominations for Board Positions in 2009  
Election

Correspondence Review

Adjournment