

# Sugarloaf News

## Sugarloaf Homeowners Association Newsletter

www.sugarloafhoa.org

April 2019

Apr 10, 2019

### PRESIDENT'S CORNER

**Please Return Annual Election Ballots** – Our annual election process, which includes election of two Directors to the Board and the required Tax Resolution, is in progress now and cannot be completed until a quorum of HOA members cast their votes. As was communicated previously, we fell short of the 115 valid ballot quorum requirement by the original voting deadline in March, and the voting period has been extended. **Ballots must be received at PML by Tuesday 4/16.** We cannot bring in the new Directors until the election process concludes! Please contact PML or a Board member ASAP if you've misplaced your ballot.

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

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

**Contract Renewal for Property Manager** – The contract with our property manager, PML Management, comes up for renewal in April each year. If you would like to provide feedback regarding PML performance in the past year, positive or negative, please send an email to [Board@sugarloafhoa.org](mailto:Board@sugarloafhoa.org).

**Joining the Board** - Two of our current Board members, Miles Dooher and Jack Albrecht, have stepped down from their positions due to personal reasons with one year remaining on their terms. **Many THANKS to Miles & Jack for many years of service!** The Board will be appointing two HOA members to complete those one-year terms. If you are interested in joining the Board for this shortened term to see what it is like, please contact PML or a Board member.

Thanks again for your support of our association.

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

### COMMITTEE REPORTS

**Architecture:** Please note that, per CC&Rs S6.0 *Architectural Control*, changes to or replacement of fences must be approved by the HOA. In addition, the committee calls your attention to CA Civil Code Section 841, which says adjoining landowners share equally the responsibility for maintaining fences dividing their properties.

**Annual Exterior Audit** – The HOA conducts an exterior audit each year with a focus on exterior home structure appearance (paint, roofing, fencing) and landscaping. This typically occurs in May or June, so just around the corner.

### Landscape:

As mentioned previously, the committee is in the process of contracting for phase 2 of the large tree maintenance program, with 92 trees on the list to be trimmed, and a few to be removed. This work will occur soon, along with our periodic (~ every 5 years) fire protection 6-ft laddering trim on all trees within our 100 ft defensible fire space in the easements and common areas.

In addition to normal landscape maintenance, the following service items have been or will be completed during April/May:

- Testing of the numerous backflow preventers that control the irrigation systems in our common areas and easements
- Clearing of poison oak in the Cherrywood common area
- Preparation of the irrigation systems to be turned on after the rains stop

**Trim for View** – 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 Debbie at PML.
4. The Landscape Committee will review and determine approvability
5. The Homeowner pays for trim for view work.

Please do not trim/cut trees in common areas without approval. Common area trees that overhang a homeowner's yard are trimmed by the HOA only if a fire hazard.

The irrigation is still off for the winter. If you feel there is watering going on in the common or easement areas, or other irrigation problems, please contact PML.

### Public Safety:

**"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.

**Home Fire Safety – Close Before You Doze:** See the dramatic difference a door can make. This short video shows the difference a closed bedroom door can make in a house fire. [www.youtube.com/watch?v=bSP03BE74WA&feature=youtu.be](http://www.youtube.com/watch?v=bSP03BE74WA&feature=youtu.be)

### 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 now 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 anywhere in sight from a street, neighboring lot, or common area. Let's all help keep the neighborhood looking nice.

**Visitor Parking (subject to fines)** -- We are still receiving complaints of homeowners and renters using the visitor parking spaces as their own private parking. 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). These spaces must be kept available for visitors, per CC&Rs Sec 5.04(a), **subject to fine.**

**Other Parking Notes (subject to city fines/towing)** – Oversized vehicles are not permitted to be parked on public residential streets per San Mateo Ordinance 2013-8. It's also not allowed to park a vehicle on a driveway such that it is blocking the sidewalk.

#### OUR GOVERNING DOCUMENTS

As a reminder, the Association Bylaws and the Declaration (CC&Rs) 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

**Farmer's Market:** Every Sat 9 am – 1 pm; College of San Mateo (W. Hillsdale & CSM Drive – Galileo Parking Lot 6).

**The Sky Tonight Planetarium Show:** This popular show takes place on the 2<sup>nd</sup> Friday of the month (next ones April 12 and May 10) in the CSM Planetarium (Bldg 36). There are two shows, 7:30 and 8:30 pm, and admission is free! first come, first serve basis) [www.collegeofsanmateo.edu/astronomy/planetarium.asp](http://www.collegeofsanmateo.edu/astronomy/planetarium.asp).

**CSM Earth Day Job Fair: Promoting Sustainable Careers** – Wed 4/17 10am-1pm. CSM's fifth annual Earth Day Job Fair will focus on helping students get the sustainable jobs of the future. More than 20 exhibitors and student groups will present on biodiversity, water, waste, energy, and social justice issues affecting the CSM community.

**Jazz Under the Stars** – Rooftop Observatory. Sat May 11 CSM Sci Bldg 36, Planetarium, free of charge! Come see craters on the first quarter moon, Mars, star clusters, and more while listening to KCSM Jazz 91 FM! Dress warmly and come by anytime between 8:30 pm & 10:30 pm.

**Science, Art, and Emotion – A Personal Journey** – 32<sup>nd</sup> Presentation of Art & Science. Fri 4/19, 7:30-9:30 pm, CSM Theatre Bldg 3. In this talk, Professor Mohsen Janatpour examines the orthodoxy that scientists search for facts dispassionately, and that artistic creation is an emotional endeavor. The evening ends with stargazing in front of the theatre.

**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: <http://sanmateocountynews.com>

#### HOW TO CONTACT PML/BOARD

To contact your association manager or place a request:

**PML:** (650) 349-9113 (ext. 100 for reception or ext. 121 for Debbie, our property mgr), [debbie@pmlmanagement.com](mailto:debbie@pmlmanagement.com). Have a topic to bring to the Board's attention? Submit your concern in writing (email okay) at least one week before the next Board meeting (4th Tuesday of each month). Attend to present. Visit the PML web site at: [www.pmlmanagement.com](http://www.pmlmanagement.com)

#### IMPORTANT NUMBERS

##### PML Management Corporation

655 Mariners Island Blvd., Suite 301

San Mateo, CA 94404-1011

Telephone/Fax: (650) 349-9113/ (650) 349-9190

E-mail: [debbie@pmlmanagement.com](mailto:debbie@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
Open	Treasurer
Emile Nurisso <sup>2</sup>	Secretary
Open <sup>1</sup>	At Large

<sup>1</sup>Term ends at 2020 election, <sup>2</sup>Term end at 2019 election

#### COMMITTEES

##### Architecture

Bob Kiss (chair) – (650) 212-5477

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

##### Landscape

Miles Dooher (chair) - [landscapechair@sugarloafhoa.org](mailto:landscapechair@sugarloafhoa.org)

Landscape or sprinkler concerns, contact Debbie at PML.

##### Public Safety

Bob Kiss (chair) – [publicsafety@sugarloafhoa.org](mailto:publicsafety@sugarloafhoa.org)

#### NEXT BOARD OF DIRECTORS MEETING

The next Meeting will be held on **Tuesday, Apr 16, 2019** 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, Safety)
6. Unfinished Business:
  - Rental Restriction Amendment Recording Status
  - 2019 Annual Election Status – Ballot Count (pending quorum)
  - Board Member Resignation / Appointment
7. New Business:
  - PML Contract Renewal
8. Correspondence Review
9. Executive Session (as needed)