

### PRESIDENT'S CORNER

**Enjoy the rest of summer!!** Aug. 2 marked National Night Out, and we had another nice turnout at the Parkwood/Broadview Circle, with visitors from the San Mateo Police Department (including Officer McRuff) and the San Mateo City Manager's office!

People often make suggestions for things the Board can do, but rarely volunteer to help accomplish those suggestions. We're always interested in new ideas, but also need involvement from members to move ideas to actions. Please consider volunteering to take on a project or to join the Board in the future!

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

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

**Updating Governing Docs** – As mentioned previously, the Board has embarked on an effort to update the HOA's governing documents, such as the CC&Rs and Bylaws, to at least minimally reflect changes in CA state law that have occurred since originally written. If you want to help review drafts and shape the final product, please contact the Board ([board@sugarloafhoa.org](mailto:board@sugarloafhoa.org)).

Thanks for supporting our HOA!

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

**The Annual Exterior Audit** took place recently. Board members reviewed the condition of home exteriors, focusing on landscaping, painting, roofing, fences, and visible trash/debris. Identified issues are being communicated in writing for remediation. Thank you in advance for your cooperation in helping to keep up the appearance of the neighborhood and our property values.

#### Landscape:

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

- Replaced HOA irrigation valve below 3400 Leafwood Ct
- Trimmed shrubbery on Toyon common areas and raked under canopies
- De Anza Blvd- Leaf blew sidewalks and street curbing

- Common area behind 1858 Parkwood - Raked and 'weed-eated' above retaining walls behind all units
- Trimmed tall Escallonia at Sugarloaf sign
- Raked slope at 1913/1917 Parkwood easement

**Annual Brush Cutting** – The annual brush trimming work on the hillside common spaces as part of fire safety was inspected and approved by the Fire Department. Please note that homeowners are responsible for fire prevention measures on their properties (defensible space) per Cal Fire regulations. See the Cal Fire website for details - <https://www.fire.ca.gov/dspace/>

**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** – System turned on for spring/summer. If Cal Water requires Stage 2 irrigation scheduling, controllers will be programmed accordingly. 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 Alert** – General reminder that we live in areas bordering on natural habitat for lots of wild animals. With deer come coyotes and mountain lions. And be advised that rattlesnakes do live in the canyons and hillsides. If you encounter a rattlesnake in or around your home area that is concerning, you may find useful information at [www.gotsnakes.org](http://www.gotsnakes.org), a Bay Area snake removal company.

**Zonehaven** ([community.zonehaven.com](http://community.zonehaven.com)) - This is where evacuation information would be provided online in the event of an emergency requiring evacuation. **Our Zone is SM-E005.**

**"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. **Also, Recology reminded us that composting of organic waste is required by law. Your bins can be inspected by Recology contractors to ensure compliance.**

**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 requires 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 –

<https://carbonhealth.com/get-care/covid-treatment> - COVID-19 Test and Treat Center at Hillsdale Mall – **New Link!**

[www.smchealth.org/coronavirus](http://www.smchealth.org/coronavirus) - Health Orders 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

## 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 held on Tue, Aug 23, 2022, 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 Documents Update Round 2 Review
  - PML Performance Feedback, continued
8. New Business:
  - Draft budget for '23 presented by PML
9. Correspondence & Action Items Review
10. Executive Session (as needed)