

### PRESIDENT'S CORNER

**Home Maintenance Award** – Each year our HOA participates in the annual program sponsored by the San Mateo United Homeowners Association (SMUHA). This year's Sugarloaf award recipient is 3416 Broadview Ct for outstanding exterior home and landscape maintenance. Congrats to this homeowner, who will be recognized by the San Mateo City Council on September 18.

**Fire Safety** - The HOA's annual brush trimming project on the HOA property hillsides was conducted in June and approved after inspection by the San Mateo Fire Department. Once again, please note that we all have responsibilities as homeowners to address fire safety on our private properties and landscaping. For more information on Fire Safety and your responsibilities as a homeowner, please visit [fire.ca.gov/dspace](http://fire.ca.gov/dspace) or view the Fire Department presentations posted on our website under *Public Safety*.

Please have a safe and fun summer in and around our community!

### 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](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.

**Annual Exterior Audit** – The annual exterior audit was conducted recently. The audit is 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
- Completed brush trimming in common area slopes per SMFD
- Repaired main-line water leak behind Broadview Ct, working on irrigation leak near 1408 De Anza
- Shrubbery work in common space at Parkwood/Broadview

**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:

**Traffic Safety** – Reminder to all drivers that there are **STOP** signs at each of our roads that intersect with De Anza Blvd. Please properly **STOP** to ensure safety of pedestrians, bicyclists, and other cars traveling along De Anza Blvd. Thanks for your attention.

**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](http://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](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.

**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](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)

**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](http://www.surveymonkey.com/r/CHIPInterestForm)

**Animal Control & Licensing** – [www.smchealth.org/animalcontrol](http://www.smchealth.org/animalcontrol)

**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

**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](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
Alan Robinson <sup>2</sup>	Vice President
Zaven Khachadourian <sup>1</sup>	Secretary
Mitra Sadeghi <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 2025 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 on Tue, Aug 22, 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
8. New Business:  
Start of 2024 budget planning process
9. Correspondence & Action Items Review
10. Executive Session (as needed)