

### PRESIDENT'S CORNER

**Not Much Summer Heat Yet** – We do seem to live in a comfortable micro-climate here in Sugarloaf! The Fire Department is predicting a “late” fire season given our late rains and cool-ish weather now. Our annual hillside brush trimming was recently approved by the Fire Marshal. Please note that each of us homeowners have fire safety responsibilities at our private property. This is now the time to evaluate our home exterior situation in terms of dead shrubs and tree limbs, attic vent openings, etc. Cal Fire has recently updated its Fire Hazard Severity definitions – we are in a Moderate Fire Hazard zone. New Cal Fire rules for “Zone 0” – the areas within five feet of your home and structures – will be issued by the end of ‘25. The Board recommends you take a look at Cal Fire’s site on Defensible Space - <https://www.fire.ca.gov/dspace>.

We’ve had a transition with one of our Board of Director positions. Christine Sommers, who has served the HOA extremely well over the last few years, needed to step down due to the challenges of having three little ones at home! The Board thanks Christine for all her time and efforts, particularly in helping us manage the massive documentation associated with the updates to our CCRs and Bylaws!! At our June meeting, the Board appointed HOA member Aidin Sarabi to serve the remainder of Christine’s term. Welcome Aidin, and thanks for your interest!

### What’s on the Board’s Mind?

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

**Electronic Documentation** – We have only about half our members receiving routine communications via email, such as this newsletter. If you’d like to transition to using email rather than paper, please contact PML ([sabrina@pmlmanagement.com](mailto:sabrina@pmlmanagement.com)). Your Board will also be reaching out soon to try and convince you - Electronic distribution saves the HOA (and you) money!

Thanks for supporting our HOA!

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

### COMMITTEE REPORTS

#### Architecture:

**Painting and Driveways** – We recently worked through the closing of Kelly Moore paints by shifting to Benjamin Moore paints for home exteriors. When it is time to paint, you must use Gray’s Paints as your source of our custom exterior colors. Similarly, we have recently become aware that Calstone is no longer selling paver stones. If you are considering replacing your driveway with pavers, please contact the committee for details. We are working on updating our HOA policy on driveway paver stones.

**Exterior Changes** Reminder - Per our CC&Rs Section 7, 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) and modifications exclusively on the home interior do not typically require approval. There is often a neighbor notification requirement that triggers a need for HOA approval. If in doubt, please ask – you can email or call the committee chair.

#### Landscape:

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

- Finalized brush trimming as part of defensible fire space after Fire Marshal inspection recommendations
- Weeding/trimming in easements at Parkwood & Broadview
- Irrigation leak investigation on De Anza near park
- Litter removal from sidewalk areas weekly

**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 near homes. A portion are serviced each year on a rotating basis. The 2025 schedule work will be planned for around mid-year.

**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 was turned ON in March. Contact PML if you observe any issues. Please don’t touch the equipment unless it is an emergency. Start-up inspections will take place in March in preparation for spring.

**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:

**National Night Out** – This year’s event takes place on Tue Aug 5. Neighborhoods are encouraged to hold block parties. City program info: <https://www.cityofsanmateo.org/1781/National-Night-Out>.

**De Anza Traffic Safety** – The Public Works Department (DPW) has informed us that the speed cushions (5) planned for De Anza Blvd between Parkwood and Cherrywood (as part of the Traffic Action Plan) are targeted for installation at the end of July. Homeowners along De Anza will be contacted by DPW as the work nears.

**“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 8.7 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, per law and CC&Rs (S8.6(d)). Leaving a pile or 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 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 8.12(c), **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)

**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!** - The library offers twice-monthly delivery of library materials for those unable to visit the library. 650-522-7863 or [www.cityofsanmateo.org/4458/Home-Delivery](http://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](http://www.cityofsanmateo.org/640/Senior-Services)

**Hillsdale Mall Future Planning** – Learn about future development plans (big changes coming) - [www.hillsdalereimagined.com](http://www.hillsdalereimagined.com).

## HOW TO CONTACT PML/BOARD

To contact your association manager or place a request:

**PML:** (650) 349-9113 (ext 100 – reception, ext 104 - Joe, our PM), [joe@pmlmanagement.com](mailto:joe@pmlmanagement.com), [sabrina@pmlmanagement.com](mailto:sabrina@pmlmanagement.com) (backup to Joe)

Visit the PML web site at: [www.pmlmanagement.com](http://www.pmlmanagement.com)

**HOA:** Submit concern in writing (email [board@sugarloafhoa.org](mailto:board@sugarloafhoa.org)) 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      |
| Aidin Sarabi <sup>1</sup>        | At Large       |

<sup>1</sup>Term ends at 2026 election, <sup>2</sup>Term ends at 2027 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, July 22, 2025, at 5:30pm 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:  
Email Communication Initiative Next Steps
8. New Business:  
Significant Architectural Changes - CCRs Clarifications
9. Correspondence & Action Items Review
10. Executive Session (as needed)