Getting Started

- Establish a core group of neighbors (5-10 people) who are interested in forming an association.
- Schedule an organizational meeting. Get a general idea of neighborhood problems, needs and concerns.
- Determine special skills, talents and willingness to participate.
- Determine the boundaries and name of your association. SMUHA can help identify boundaries of neighboring associations and provide advice on bylaws and structure.
- Outreach to the Neighborhood – spread the word by door-to-door canvassing, flyers or email.
- Plan, promote and hold an initial neighborhood general meeting.
- Develop a structure for your association – officers, dues and bylaws (officers typically include a president, vice president, secretary and treasurer).
- Hold your first official meeting – Congratulations!

WEB RESOURCES

Detailed instructions on how to form a neighborhood association, including sample bylaws

City of San Mateo  

City of Sunnyvale  
http://sunnyvale.ca.gov/IntheCommunity/NeighborhoodAssociations.aspx

City of Phoenix  
http://phoenix.gov/nsd/resources/index.html

HOMEOWNERS AND NEIGHBORHOOD ASSOCIATIONS IN SAN MATEO
The Benefits of Having a Neighborhood Association

A FEW OF THE BENEFITS:

- Meet your neighbors and foster a sense of community
- Keep current on what's going on in your neighborhood and the City
- Help make noticeable improvements in your neighborhood
- Make positive changes in your community
- Better communication with your elected officials and city government
- Help influence the direction of your neighborhood
- Improve the quality of life in your neighborhood
- Improve the quality of life for you and your family
- Participate in annual events in your neighborhood and broader community
- Have fun and get involved
- Help maintain San Mateo as a great place to live, work and enjoy

FIND OUT IF THERE IS ALREADY A NEIGHBORHOOD ASSOCIATION WHERE YOU LIVE


IF THERE IS NO ASSOCIATION FOR YOUR NEIGHBORHOOD:

Contact the San Mateo United Homeowners Association (SMUHA). SMUHA acts as a coalition for San Mateo homeowners and neighborhood associations and often helps associations work together on common issues. It can also advise on setting up a new association or joining with an existing association.

HOMEOWNERS AND NEIGHBORHOOD ASSOCIATIONS – HOW ARE THEY DIFFERENT?

**Neighborhood Associations** generally are open to all residents/property owners in a neighborhood. Dues are voluntary and an association generally does not enforce maintenance or design requirements.

**Homeowners Associations** generally are part of the deed in certain condominium projects and communities with private facilities. Dues and rules are mandatory.

SMUHA, PO Box 5023
San Mateo, CA 94401
sanmateounitedhoa@gmail.com

SMUHA meetings are open to the public. Meetings are held the third Thursday of every month, 7:30pm, at Beresford Recreation Center located at: 2720 Alameda de las Pulgas.