

**Westwood Park Association**  
Board Meeting Minutes  
May 11, 2017 – 6:30 P.M.  
920 Faxon Ave

**AGENDA**

**Call to Order**

Vice President Anne Chen called the meeting to order at 6:42 PM

**I. Roll Call**

**Present:** Mike Ahrens, Francine Lofrano, Anne Chen, Linda Judge (via phone), Anita Theoharis, Joe Koman (arrived 8:25)

**Absent:** Ravi Krishnaswamy

**Guests:** Norm Batteate, Fred Lofrano

**II. Approval of Minutes April 11, 2017**

Ratification of electronic approval of 4/11/2017 minutes; Mike motioned to approve minutes; Linda seconded; unanimously approved, 5-0

**III. Treasurer's Reports**

**A. Account Balances** – Per Anne, bank balance as 4/30/2017 is \$128,965.00

**B. Income & Expense Report** – April 2017 Income and Expense Report submitted by Anne Chen. Board discussed format of statements, actual and proposed budgets, expenses and whether dues is sufficient to cover expenses. Linda motioned to perform an in depth analysis of the last three fiscal years, actual versus budgeted expenses, line by line. Either at or in advance of the next Board meeting, a summary of financial information for the last three years will be distributed to the board members. The board will discuss at the next board meeting whether an increase in the dues is appropriate or not. Mike seconded; unanimously approved, 5-0.

**C. Outgoing Checks** – Per Joe Koman as of 5/11/17:

**#1336** – (5/11/17): \$258.92 to: Anne Chen for reimbursement of lien and notary fees, office supplies.

**IV. Committee Reports**

**A. Centennial Committee** – (Discussion taken out of order) – Norm reviewed Centennial Committee's April 2017 report previously submitted by Kathy Beitiks. Discussed new idea of having banner artwork uploaded to a site where it could be turned into a poster that people could purchase. Currently Greg Clinton is looking into the feasibility of this idea. Sale of any posters would be independent of Westwood Park Association. Also discussed possibly announcing Centennial Celebration on strategic corners in WP. At the annual meeting, WPA will provide Centennial Committee with three tables, cake plates, utensils but the Committee will need to provide volunteers to man the tables.

**B. Common Area Maintenance** – Baltazar still needs to wait to see if re-planted tree will survive. He is also waiting to further assess sink holes. 1490 Ocean Ave: workers dug up lawn on median strip and damaged irrigation system. Anne is working on resolution with the project developer.

**C. Planning & Zoning** – Anita reported on the following Planning & Zoning issues:

**600 Miramar:** There will be an abatement hearing on 6/6/2017 at 9:30 AM at 1660 Mission Street, SF. This information will be in the newsletter encouraging concerned residents to attend. Also, Anne Chen will attend the abatement hearing.

**707 Faxon:** Anne, Anita & Joe attend the neighbor notification meeting. Project approval is contingent upon receipt and recording of the Notice of Special Restrictions. Anita will send a letter to the sponsors, prepare the Notice of Special Restrictions, and will record the notice once received.

**130 Northwood:** Modifications are consistent with WP Residential Guidelines. Anita recommended sending a letter of approval based on Kurt Meindhardt's comments noting however that project sponsor still will need to obtain appropriate City permits for window replacement; Anne motioned to accept Anita's recommendations; Joe seconded; unanimously approved, 5-0.

- 45 Montecito:** Department of Building Inspection complaint has been filed. Inspector posted a notice of violation however mailed notice went in error to the former owner. Notice now needs to be mailed to the new owner. Request is in process.
- D. Balboa Reservoir CAC** – Mike discussed his recent meeting with Ken Rich and upcoming June meetings with developers.

**V. Old Business**

- A. Co-treasurer/Bookkeeper/Income Accounting/Responsibilities** – to be continued to next meeting
- B. Cloud Storage** – Ravi absent - to be continued to next meeting.
- C. Notice from SF Tax Collector** – WPA Business Registration – Anita received another notice (that was sent to Greg Clinton in error). Anita to respond (again) online to notice with past correspondence requesting explanation as to why we are receiving this notice.
- D. Short Term Rentals** – (Discussion taken out of order) - Discussed settlement reached between SF & Airbnb. Official means of reporting violations now exists. Board shall refer resident inquiries regarding Airbnb complaints to City for enforcement.
- E. Website Update** – Ravi absent - to be continued next meeting.
- F. Newsletter** – Susan completed newsletter draft. Anita will email draft to board tonight for electronic approval. Newsletter is expected to be mailed next week. John Eggert with Zephyr Reality sent a solicitation postcard that had the wrong date for the Centennial Celebration. This was done without board approval. John Eggert said he would send out another postcard in May with correct date. Anita will follow-up with him and has provided the correct date in the Newsletter.
- G. Annual Meeting Planning** – Confirmed we will do a barbeque lunch. Discussed renting a barbeque rather than resurrecting and storing the old barbeque previously used at the annual meetings. It was decided that we will rent the barbeque (along with chairs, tables) from Action Rental and they will also supply the charcoal. Resident Mike Walsh has volunteered to supply four police barricades for Faxon island for use during the Annual Meeting.

**VI. New Business: None**

**VII. Executive Session (30 minutes):** Potential litigation

**VIII Next Board Meeting: July 12, 2017**

**IX. Adjournment:** Mike motioned to adjourn; Anne seconded; unanimously approved 5-0; meeting adjourned 9:33 PM.

Respectfully Submitted,

Francine Lofrano, Secretary  
Westwood Park Association