

**Westwood Park Association  
Meeting Minutes**

June 30, 2015, 7 p.m.

Westwood Park Balboa Reservoir Proposed Development Committee, 6:30 p.m.  
1392 Plymouth Ave.

**MINUTES**

**I. Roll Call – WPA Board Members**

*Present:* Kate Favetti, Tim Emert, Kathy Beitiks (late arrival), Anita Theoharis, Caryl Ito, Linda Judge

*Excused:* Ravi Krishnaswamy

*Guests:* Fred Sturner, Director of Facilities Planning and Construction, CCSF; WPBR Development Sub-Committee Members - Maureen Klier, Laura Frey, Kishan Balgobin; Anne Chen, resident and former WPA board member; Mark Balistreri, resident;

*7- 7:30 p.m. - Westwood Park residents' opportunity for questions and comments. The Westwood Park Association will commence its business meeting promptly at 8 p.m. Residents are welcome to stay to observe.*

Fred Sturner, Director of Facilities Planning and Construction for City College of San Francisco, spoke to the WPA Board about the city's proposed development of the Balboa Reservoir. Currently being used as parking for CCSF, Sturner said college officials have had discussions with the city planning department about the impact of housing built in the area. He mentioned the major traffic problems on Ocean and Phelan Avenues and the apparent dearth of resolutions to the issue. CCSF is still in the discovery stage, with discussions about underground parking, parking garages near the football field, housing for students or faculty, ADA issues, working with the CCSF Master Plan, etc. Sturner said that CCSF is firm in its position that it needs to know how the city plans to move forward before anything is finalized. He offered to come back to the WPA Board in August with an update.

**II. Approval of Minutes of April 30, 2015  
Approval of Minutes of May 24, 2015**

Caryl moved for approval of the April 30 and May 24, 2015 Minutes; seconded by Linda; approved, 6-0.

**III. Co-Treasurer's Reports**

**A. Account Balances – Anne**

1. Anne Chen (transitioning out as treasurer), reported the following account balances:  
Total - \$102,599; Checking - \$61,782; Savings - \$40,816.

2. Tim made a motion to authorize the Centennial Committee to evaluate and determine the best way to accumulate and spend donations, and to approve the expenditure of the committee's funds for a mailing about the Centennial Brick Project; seconded by Anita; approved, 6-0.

**B. Dues and Lien collections – Anne**

Anne reported there is \$40,000 in outstanding liens. Anita made a motion to provide Anne a letter of authorization to collect liens; seconded by Caryl; approved, 6-0.

**C. Outgoing Checks – Caryl**

#1232 - \$404.57; 5/22/15; Reimburse Anita Theoharis for postage & Post Office Box extra key

#1233 - \$558.20; 6/7/15; Dragon Printing for Newsletter, stamps, labels

#1234 - \$49.74; 6/7/15; AT&T monthly phone bill

**IV. Committee Reports**

- A. *Website Update* – Ravi  
No Report
- B. *Newsletter* – Kathy  
July 27 is deadline to submit articles for Fall 2015 Newsletter. Kathy will send out list of article assignments.
- C. *Common Area Maintenance* - Anne  
No Report
- D. *Planning and Zoning* – Anita  
Anita reported that there were four sales of WP homes in three weeks. She continues to provide a copy of the WPA Residential Character District Guidelines to real estate agents. There was a report of one agent erroneously telling a prospective buyer during an open house that it is acceptable to add a second story to the a WP home.
- E. *Westwood Park Balboa Reservoir Development Sub-Committee* – Linda Judge  
(See summary below)
- F. *Ocean Avenue Association (OAA)* – Kate  
Kate reported that a mural will be painted on the cement wall by the pedestrian walkway near City College; a furniture store has opened on Ocean Avenue; a dessert bakery will open near the Fog Lifter Café; construction on the new apartment building on Ocean@Brighton Avenue is progressing; the OAA is having trouble making contact and communicating with the owner of the building on Ocean between Faxon and Capitol Avenues.

**V. Old Business**

- A. *Annual Meeting Planning* – Kate  
Kate will email up-to-date information about plans for the September 12 Annual Meeting.
- B. *Dog Reminder Signs* – Kate  
Kate will email samples of “No Dog Pooping” signs to be ordered for placement on the Miramar Median and other green areas in WP.

**VI. New Business**

- A. *579 Miramar Secondary Unit*  
Resident Mark Balistreri appeared before the board to talk about a neighbor who has applied for a permit to construct a secondary living unit in his home. Anita made a motion to send a letter to the Department of Building Inspection, the home owner and other appropriate parties. The letter will point out that the WPA is obligated to support its Codes, Covenants & Restrictions (CC&Rs), which forbids secondary units; motion seconded by Caryl; approved 6-0.

**VII. Next Meeting - July 15, 2015 at 7 p.m. (Location TBA)**

**IX. Adjournment**

Tim moved for adjournment at 10:25 p.m.; seconded by Linda; approved, 6-0

*Respectfully Submitted,  
Kathleen Beitiks, Secretary  
Westwood Park Association*

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**Westwood Park Balboa Reservoir Development Sub-Committee  
Meeting Summary  
June 30, 2015, 6:30 p.m.**

The first meeting of the Westwood Park Association Balboa Reservoir Development Sub-Committee ("WPA BRD SC") convened on June 30th at 6:30 pm.

1. Introductions: WPA BRD SC ("SC") attendees included Kishan Balgobin, Laura Frey, Maureen Klier and Linda Judge.

2. Role: The initial role of the SC at this time is to (a) listen to and seek out WPA residents' thoughts, comments and concerns regarding the proposed development, (b) compile and present information to the Board. Further clarification of the SC role will be discussed at the next two meetings.

3. Goal: Due to time limitations and guest speakers this item was not addressed. It will be taken up at the next meeting/s.

4. Status of the SF City Appointed Balboa Reservoir CAC (Community Advisory Committee):

The final text of the Balboa Reservoir CAC can be found under the City's Administrative Code, Article XVII, Section 5.17-1 (a PDF of the Ordinance is attached):

<http://www.amlegal.com/nxt/gateway.dll?f=templates&fn=default.htm&vid=amlegal:sanfrancisco>  
[ca](#)

The CAC appointees were completed as of July 8th. Members are:

- Seat 1. Lisa Spinali or her designee (Sunnyside)
- Seat 2. Kate Favetti or her designee (Westwood Park)
- Seat 3. Maria Picar, resident OMI
- Seat 4. Bridgit Davila (CCSF)
- Seat 5. Robert Muehlbauer (Chair, Balboa Station CAC Member)
- Seat 6. Howard Chung (Ocean Ave business owner)
- Seat 7. Rebecca Lee (SFPUC Member)
- Seat 8. Christine Godinez (Lick Wilmerding; Mayor Appointee)
- Seat 9. Jonathan Winston (Member: Sunnyside Neighbor Assn., Friends of Monterey Blvd., SF Bike Coalition, Pedestrian Safety Advisory Committee; Mayor Appointee)

5. Next steps for July / August Meetings: (a) Further clarify the role of SC. (b) Determine goal(s) of SC. (c) Updates on member findings (d) Update on status of City BR CAC, if any.

*Submitted by  
Linda Judge, Chair  
Westwood Park Balboa Reservoir Proposed Development Committee*

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