

**Westwood Park Association
Meeting Minutes
November 17, 2015 – 7 p.m.
85 Hazelwood Ave.**

MINUTES

I. Roll Call

Present: Kate Favetti, Kathy Beitiks, Linda Judge, Tim Emert, Ravi Krisnaswamy, Anita Theoharis, Caryl Ito

Guests: San Francisco City Assessor Carmen Chu; Residents Anne Chen, Laura Frey and Bob Hermann

7 to 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.

Guest: City Assessor Carmen Chu

City Assessor Chu spoke to the WPA board about the primary job of her office: 1. Responsible for property taxes in the city; 2. Responsible for recording and protecting all legal documents and records (e.g. deeds, liens, marriage licenses, etc.) Almost all tax laws are state laws. Her office is working on legislation to expand electronic filing of documents. 200,000- 300,000 documents are filed with the City Assessor's Office each year. She is working on an outreach program to educate residents about subjects such as Proposition 13, property tax relief programs, senior tax exemptions and transferring property to an owner's children. The assessor's website has a wealth of information about many programs. WPA board members encouraged her to look into having an information table at the 2016 WPA Annual Meeting in September.

II. Approval of Minutes October 21, 2015

Linda made a motion to approve the Minutes of October 21, 2015; seconded by Caryl; approved, 7-0

III. Co-Treasurer's Reports

A. *Account Balances* – Anne

Checking - \$49,925; Savings - \$40,825; Total - \$90,750 (10/31/2015)

B. *Dues and Lien collections* – Anne

Anne said checks continue to come in.

C. *Outgoing Checks* – Caryl

Check # 1251, (10/23/15), \$7170; to Philadelphia Insurance for policy renewal

IV. Committee Reports

A. *Website Update* – Ravi (taken out of order)

Ravi will present a formalized procedure for permission to post to the website at the next meeting; He is looking into using Google Drive to for one type of board document storage; no solution yet to the request for automatic postings from neighbors@westwoodpark.com to the website.

- B. *Newsletter* – Kathy
Articles are due the week of January 11; a list of potential articles will be presented at the December board meeting.
- C. *Centennial Committee* – Kathy
Kathy presented the draft, proposed budget of the Centennial Committee. However she said the budget proposal is no longer relevant due to the fact that Greg Clinton withdrew as lead organizer for the Centennial Brick Project. The brick project was to be the main source of funds for the Centennial celebration. If no one can be found by early 2016 to take over, the project will be dropped and the proposed Centennial celebration budget drastically downscaled. The Centennial Committee may have to do some fundraising. In addition, due to new information about the city's designation of WP's "pocket parks" as "traffic calming areas," the CC contacted Supervisor Yee's office for help in determining if it is even possible to place Centennial Bricks in the Miramar Circle. Sup. Yee assigned a staff member to follow through.
- D. *Common Area Maintenance* – Anne
Anne reported that Balthazar has turned off all sprinklers in the common areas, as he routinely does during the winter season; our arborist will be asked to do an evaluation of all trees in WP.
- E. *Planning and Zoning* – Anita
No report
- F. Balboa Reservoir Proposed Development Committee – Linda Judge
To be convened at 6:30 as a Committee of the Whole
There was a discussion about CAC meeting Minutes being posted on the Balboa Reservoir Development page of the Planning Department's website; Laura will tally public comments regarding housing, open space, etc., from the Community Advisory Committee meetings and emails; city staff need to inform the public when documents are uploaded or removed from website; the WPA Balboa Reservoir Committee needs to put together speaking points; Anita made a motion to allocate \$400 for the printing and mailing of flyers to Westwood Park residents, informing them of the dates of upcoming CAC meetings and encouraging attendance.
- G. *Ocean Avenue* – Kate
Kate reported the gas station at Ocean Avenue and Lee Street will be closing; she expressed concern that the walls going up for the new commercial/residential building on Ocean and Miramar Avenue are closer to the adjacent WP home than was indicated in the plans presented by the owners to the WPA.

V. Old Business

- A. *Co-Treasurer/Bookkeeper/Income Accounting/ Responsibilities* – All
Anne will put together a list of qualifications, duties and salary in the event the WPA employs a bookkeeper/accountant. She will consider continuing to help with the data base and preparing the March 2016 billing to give WPA time to find another volunteer or paying someone. She said a member of the WPA would be best if that's possible. She will submit a proposal to stay on until March 2016.
- B. *Project/Common Area Maintenance Board Oversight responsibility* – All
Anita will act as the liaison between the board and Anne Chen (who has volunteered to continue her oversight of the Common Areas maintenance). A monthly report will be submitted by either Anita or Anne.
- C. *Communications/Website* – All
Discussion took place about the most effective way to communicate with residents. More discussion will occur at subsequent meetings, including follow up on board directed emails and document storage. Ravi is working on the board's request to

have any email correspondence to the "Board" be automatically forwarded to all Board members. Discussions on this will continue at our next meeting.

VII. New Business

A. *Participatory Budget* – Bob Hermann (taken out of order)

WP resident (and past president of the WPA) Bob Hermann spoke to the board about the Participatory Budget process in District 7. Appointed by Sup. Yee to the Participatory Budget Committee, Bob said \$300,000 has been allocated to District 7 for projects related to traffic, beautification, etc. He asked for suggestions to be submitted by January 6. He suggested one project – imbedded crosswalk flashing lights on Monterey Blvd at Plymouth Ave. He called the intersection “treacherous.”

B. *Meeting with SPUR* – All

The board agreed to let Caryl approach SPUR staff on an informal basis to determine its stance (if any) on the proposed development of the Balboa Reservoir. Sending out an updated survey to WP residents about the reservoir project was also discussed.

VIII. Executive Session

The board met for 10 minutes in executive session.

IX. Next Meeting: December 15, 2015 at 7 p.m.

X. Adjournment

Anita made a motion to adjourn the meeting at 10:01 p.m.; seconded by Kate; approved 5-0.

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

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