

Westwood Park Association
Meeting Minutes
February 23, 2016 - 7 p.m.
676 Miramar Ave.

AGENDA

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.

I. Roll Call

Present: Kate Favetti, Anita Theoharis, Kathy Beitiks, Caryl Ito, Linda Judge, Tim Emert
Excused: Ravi Krishnaswamy
Guests: Fred Lofrano, Francine Lofrano, Anne Chen

II. Approval of Minutes January 16, 2016

Tim made a motion to approve the corrected Minutes of January 16, 2016; seconded by Caryl; approved, 4-1 (Kathy, Caryl, Tim, Kate – Yes; Anita – No)

III. Co-Treasurer's Reports

A. *Account Balances* – Anne

Checking: \$41,728; Savings: \$40,828; Total: \$82,557 (As of 2/23/2016)

B. *Dues and Lien collections* – Anne

Anne reported that checks are still coming in. About \$15,000 in liens are outstanding.

C. *Outgoing Checks* – Caryl

#1257 (1/19/16) - \$143.75, Anne Chen, Lien letters and postage

#1258 (1/21/16) - \$50, Valera Family, Halloween Contest, 1st prize

#1260 (1/21/16) - \$25, Nicholson Family, Halloween Contest, 2nd prize

#1261 (1/21/16) - \$10, Christopher Campbell, Halloween Contest, 3rd prize

#1262 (1/21/16) - \$1717.50, Hughes, Gill, Cochrane Legal Consultant

#1263 (1/29/16) – \$924.80, Anita Theoharis, Reimbursement for USPS envelopes/survey mailing

#1264 (2/1/16) – \$200, Anne Chen, Payment for Jan Financial Services

#1265 (2/1/16) - \$573.65, Anne Chen, Reimbursement for Dragon Printing Service for WPA/Balboa Reservoir Survey

#1266 (2/8/16) - \$500, Balthazar Garden Services, power wash Miramar gates

Caryl reported that the annual WPA Directors and Officers Insurance payment is due March 23. She made a motion to include \$50 for cyber insurance coverage; seconded by Tim; approved, 5-0.

The board voted electronically (January 21) to authorize an additional \$120 to order envelopes and postage stamps for the Balboa Reservoir Survey (sent to WP residents); approved, 5-0.

The board voted electronically (January 29) to approve the Levy, Erlanger & Co., contract in the amount of \$595.00; approved, 5-0.

The board voted electronically (January 31) to approve payment of \$200 to Anne Chen for 17 hours of various financial reporting responsibilities. Anne waived seven hours of compensation; approved, 5-0.

IV. Committee Reports

- A. *Website Update* – Ravi - to be taken out of order
In Ravi's absence, Kate reported that he continues to work on upgrades to the website.
- B. *Newsletter* – Kathy
Kathy reported that all newsletter copy is with Laura Rodil (temporary graphics volunteer). As soon as the WPA closes out the 2015-16 Final Income Statement, she will forward it to Laura so the newsletter can be mailed the week of March 1.
- C. *Centennial Committee* – Kathy
Kathy reported that after several months of inquiry to city officials, it was suggested by Mindy Linetzky of the DPW that the Centennial Committee submit a preliminary, non-binding application to the Street Parks Program for its 100th anniversary engraved brick project in the Miramar Circle. The Centennial Committee recommended submitting the application. Discussion and a decision on the application submission by the WPA board was postponed due to the current board meeting's heavy agenda.
- D. *Common Area Maintenance* - Anne
Tim made a motion to accept the suggestion of a \$50 a month increase to Balthazar's salary, in place of his \$100 a month biannual increase; seconded by Anita; approved, 5-0.
- E. *Planning and Zoning* – Anita
Owners of 65 Greenwood submitted plans for a proposed renovation. Anita e-mailed board members plans and Kurt Meinhardt's design review recommending approval.
Anita reported that, despite the fact that WPA sends a realtor disclosure letter packet to realtors, the letter sometimes gets buried in the entire packet that is submitted to new owners at time of closing. Anita continues to remind realtors that it is important that they insure potential buyers receive WPAs letter as soon as possible prior to closing.
The board had reviewed the matter prior to the meeting and voted on January 27 via electronic mail. The board approved the project, 5-0.

There have been some questions about proposed remodeling at 626 Faxon. Anita responded to inquiries sent to the board.

F. Balboa Reservoir Proposed Development Committee – Linda Judge
To be convened at 6:30 p.m. as a Committee of the Whole

Linda reported that 276 surveys (sent to WP residents) have been counted, with 90 percent of respondents agreeing with the WPA board's position on the seven questions presented. A meeting of the WPA Balboa Reservoir Committee will be held on Sunday, 1:30 p.m. at Anita's house. There was a discussion about the emergence of new housing activists at the Balboa Reservoir Community Advisory Committee (CAC) meetings. Linda commented that the WPA has a reasonable and valid position (willing to accept housing with a focus on the middle class), which should be consistently expressed publicly. The consensus of the WPA BR Committee was to work on a strategy to stay ahead of arguments presented by activists and to put together speaking points. It was suggested that a letter from the WPA be sent to Supervisor Yee. The letter should include a request for a meeting with WPA representatives, a copy of the recent WPA survey results, and a request for his support of the WPA's positions on the proposed development of the Balboa Reservoir.

- G. *Ocean Avenue Association (OAA)* – Kate
Cricket Wireless is opening a store; McDonald's might be looking at reconstructing a smaller store and including other retail, but plans have not yet been presented; 280 Brighton owners are still negotiating with the Ave Bar for relocation to their building; 280 Brighton may also have a tea shop opening; Unity Plaza will have a September 16 opening celebration; Komura Galleries is for sale.

V. Old Business

- A. *Budget FY 2015-2016 Closeout and Budget FY 2016-2017* – Anne
Anita made a motion to approve the preliminary Budget Closeout 2016-2017, as well as the 2016-2017 Income Statement, subject to minor update changes; seconded by Tim; approved, 5-0
- B. *Co-Treasurer/Bookkeeper/Income Accounting/ Responsibilities* – All
Two neighborhood residents have indicated interest in helping with data entry. Kate and Anne will work on the job description for other accounting and bookkeeping responsibilities. Board members were encouraged to talk to residents who may be interested in helping; Anne reiterated that she would be available to provide some training.
- C. *Project/Common Area Maintenance Board Oversight Responsibility* – All
Discussion will continue at next board meeting.
- D. *Communications/Website* – All
Discussion will continue at the next board meeting.

VII. New Business

- A. *Annual Meeting*– Kate
The 2016 Annual Meeting will be held on Saturday, September 10, 11 a.m. – 1 p.m., Faxon Green.
- B. *Association Phone Message Retrieval* – Kate/Ravi
In Ravi's absence, Kate reported that he is looking into securing a new phone service for the WPA – possibly via the internet – which would be more versatile, economical and convenient for the WPA.

VIII. Executive Session

A discussion took place on potential litigation.

IX Next Meeting: March 15, 2016 at 7 p.m.

X. Adjournment 9:50 p.m.

Tim made a motion to adjourn at 9:50 p.m.; seconded by Kate; approved, 5-0

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

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