

Westwood Park Association
Board Meeting Minutes
April 4, 2018 – 2:00 P.M.
45 Pizarro Way

AGENDA

Call to Order

President Anita Theoharis called the meeting to order at 2:10 PM.

I. Roll Call

Present: Mike Ahrens, Anita Theoharis, Anne Chen, Francine Lofrano, Jenny Perez

Absent: Ravi Krishnaswamy, Joe Koman

Guests: Jane Meinhardt, chair of the Architects Sub-Committee of the Board of Directors

II. Approval of Minutes March 26, 2018

Ratification of electronic approval of 3/26/2018 minutes; Mike motioned to approve minutes; Anne seconded; unanimously approved, 5-0

III. Presentation by Developers/Architects: The Board had invited the developers on the Proposed Balboa Reservoir development to make a presentation to the Board and discuss various matters with the Board. At 3:10 the following individuals appeared at the board meeting: Joe Kirchofer of Avalon Bay; Brad Wiblin of Bridge Housing; Karen Murray of Van Meter Williams Pollack; and Peter Waller of Pyatok. The Developers team presented revised plans to demonstrate to the board various aspects of the development. The board was told that it could not have copies of the plans for various reasons, but that versions of the plans would be made public at the April 9th BRCAC meeting. At the conclusion of the presentation by the Developers the Board discussed various matters with the Developers including the following: density of the project; parking for City College of San Francisco; height of the project; and access from the development to Westwood Park including access through San Ramon Avenue. Suggestions were made by the Board, and the developers indicated they would consider those matters and continue the discussion on Friday, April 6. The Developers then left the meeting at 5PM.

IV. Treasurer's Reports

A. Account Balances – Nothing to report since last Board meeting on 3/26/2018.

B. Income & Expense Report – Income & Expense Report to be submitted by Anne Chen.

C. Outgoing Checks – Joe absent – nothing to report.

V. Committee Reports

A. Newsletter – Jenny has submitted her article on the Ocean Ave. beat police officer. Mike to submit an update article on the Balboa Reservoir development after the conclusion of the April 9 BRCAC meeting. Anita will recap last year's annual meeting with save the date for this year's meeting. Anne will provide common area update (gate painting).

B. Common Area Maintenance – Nothing to report

C. Planning & Zoning – Report submitted by Anita.

1318 Plymouth: (Discussion taken out of order) The Board reviewed plans submitted by project sponsor. Plans submitted differ in scope from emailed description. Anita will draft a letter notifying the project sponsor that due to the extensive remodel (which includes 6 bathrooms, 4 bedrooms with the ability to convert insulated garage and family rooms to bedrooms), the Board cannot approve plans as submitted and that the sponsor will need to notify neighbors as per Residential Guidelines that were previously emailed.

D. Balboa Reservoir CAC – Mike to draft a letter updating Plymouth residents on the next meeting with developer on April 18, 2018 (evening) to be held at Riordan High School.

VI. Old Business

A. Co-Treasurer/Bookkeeper/Income Accounting Responsibilities - Anne to wait until after April 30, 2018 to see who has an outstanding balance and will need to be liened.

B. Website & Cloud Storage – Jenny reported that she now has the password and will now update the website as needed.

VII. New Business

A. Architects Sub-Committee – (Discussion taken out of order) The Board recognized the need to have a person with expertise review various matters relating to review of plans in connection with its functions. The Board ratified the appointment of an Architects Sub Committee of the Board, with Jane Meinhardt as the sole member of the Committee and also its Chair.

VIII. Executive Session: The Board Discussed the meeting with the developers and matters relating to the proposed Balboa Reservoir Development.

IX. Next Board Meeting: To be determined.

X. Adjournment: Mike motioned to adjourn; Ann seconded; unanimously approved 5-0; meeting adjourned 6:05 PM.

Respectfully Submitted,

Francine Lofrano, Secretary
Westwood Park Association