

Westwood Park Association
Board Meeting Minutes
February 21, 2019 – 6:30 P.M.
920 Faxon Ave.

AGENDA

Call to Order

President Mike Ahrens called the meeting to order at 6:50 P.M.

I. Roll Call

Present: Mike Ahrens, Anita Theoharis, Joe Koman, Francine Lofrano, Jenny Perez

Absent: Ravi Krishnaswamy, Anne Chen

Guests: Westwood Park residents Dan Joraanstad, Jeanine Hawk, Susan Percal, Rie Langdon, Andy & Cynthia Payne, Jaclynne Roberts, and Assistant to Supervisor Norman Yee, Jen Low

II. 600 Miramar: Mike reviewed actions taken by Westwood Park Association to date. Jen Low said next step is either another abatement or case could go to DBI Litigation Committee. Jen will contact City Attorney, Peter Keith to get him up to speed on this case. Mike will also send an email to Peter Keith. Neighbors will continue to call 311 to file complaints against the property. Guest Jeanine Hawk suggested that the Board look into the deed of trust and contact bank and/or insurance company regarding condition of the property.

III. Jen Low: Presented Aaron Peskin's (co-sponsored by Supervisors Yee, Mandelman, Brown & Ronen) Housing Preservation and Expansion Reform Act (introduced December 2018). A copy of the Act is attached hereto and made a part of these minutes. The Act is designed to address illegal demolition and serial permitting. This legislation will address potential issues that passage of SB 50 could cause for the west side of San Francisco. Mike requested that finalized legislation be sent to the Board for the Board's review.

IV. Tree Maintenance and Planting: Resident Dan Joraanstad discussed fallen trees on Miramar. Suggested considering bio-diversity of trees, removing grass, and changing tree maintenance company to mitigate future tree problems. Mike proposed we continue the discussion when Anne is in attendance as she is in charge of Common Area Maintenance.

V. Approval of Minutes January 10, 2019

Confirmation of electronic approval of 1/10/2019 minutes; Anita motioned to approve minutes; Joe seconded; unanimously approved, 5-0

VI. Approval of 2019-2020 Budget, Annual Assessment Bill & Cover Letter (mailed 2/13/2019)

Confirmation of Electronic Approval of 2019-2020 Budget, Annual Assessment Bill & Cover Letter. Francine motioned to approve; Joe seconded; unanimously approved, 5-0.

VII. Balboa Reservoir Proposed Development: Discussion moved to executive session

VIII. Treasurer's Reports:

A. Account Balances: Per Francine, total bank balance as of 1/31/2019 Chase bank statement is \$118,276.78 (Checking: \$77,385.87; Savings: \$40,890.91).

B. Outgoing Checks: Per Joe Koman as of 2/21/2019

#1396 – (1/28/2019) \$925.00 To: Duane Morris LLP

#1397 – (1/30/2019) - \$9250.00 To: Davey Tree Service for annual tree pruning

#1398 – (2/4/2019) - \$798.15 To: Anita Theoharis for Annual Assessment postage, envelopes

#1399 – (2/7/2019) - \$57.27 To: Francine Lofrano for reimbursement for 83 postage paid envelopes for Annual Assessment mailing

#1400 – (2/14/2019) - \$548.20 To: Dragon Printing for Annual Assessment mailing

#1401 – (2/21/2019) - \$4847.00 To: CF&P Insurance Brokers for Director & Officers Insurance

#1402 – (2/21/2019) - \$5861.00 To: Duane Morris LLP for legal fees Balboa Reservoir

C. Electronic Payments: Per Bank Statement

PG&E – (1/25/2019) - \$150.00

Gutierrez Gardening – (1/25/2019) - \$1600.00

D. Dues & Lien Collection Status: Francine reported that as of the 1/16/2019 check deposit, 27 properties have not paid one or more years of dues. This represents 3.94% (of 685 properties) non-payment for fiscal year 2018-2019. Total outstanding dues owed from fiscal year 2018-2019 is \$20,918.55 (this figure includes 2018-2019 interest due on past due accounts and lien fees for newly filed liens). 16 out of the 27 properties that have not paid have liens filed against them. If the remaining 11 properties do not pay in full by 4/30/2019, new liens will need to be filed. As of 2/21/2019 deposit, 83 properties have paid 2019-2020 dues including one lien that was paid in full.

IX. Committee Reports:

A. Planning & Zoning:

1399 Plymouth: Discussion to be deferred to next meeting.

B. Front yard fences/railings: To be continued

C. Common Area Maintenance: Anita moved to approve Baltazar's estimate of \$250.00 to remove 2 fallen trees on Miramar and fill holes; Joe seconded; unanimously approved 5-0.

D. Newsletter: Proposed Spring newsletter to be discussed electronically. Discussion to include articles and timing of newsletter. Potential articles for newsletter include Balboa Reservoir update, 600 Miramar update, Board openings and email collection reminder.

X. Old Business:

A. Conversion of communications to electronic communications – Jenny will create a database for email. Mike will revise letter soliciting collection of resident's email addresses & consent form.

B. Centralized Cloud Storage: Discussion to be continued.

C. Website: Discussion to be continued

D. Tax Returns - Levy Erlanger & Company LLP engagement letter: Anita motioned to approve 1/7/2019 engagement letter from Levy Erlanger for \$595.00 to complete tax returns; Joe seconded, unanimously approved 5-0.

XI. New Business:

A. Duane Morris LLP 2/7/19 Bill: (taken out of order) Mike reviewed and found the 2/7/219 invoice from Duane Morris LLP in the amount of \$5861.00 to be in order. Anita motioned to approve; Joe seconded; unanimously approved 5-0.

B. CF&P Insurance Brokers 2/20/19 Directors & Officers Insurance Renewal Bill: Joe motioned to approve the CF&P invoice in the amount of \$4847.00; Anita seconded; unanimously approved 5-0.

C. CCSF Resolution: Discussed attached resolution proposed by CCSF faculty and supporters. Anita motioned to endorse the resolution; Joe seconded; unanimously approved, 5-0.

XII. Next Board Meeting: March 25, 2019

XIII. Executive Session: Potential litigation discussed

XIII. Adjournment: Mike motioned to adjourn; Anita seconded; unanimously approved 5-0; meeting adjourned 9:49 P.M.

Respectfully Submitted,

Francine Lofrano, Secretary
Westwood Park Association



AARON PESKIN

On Tuesday, December 11, Supervisor Peskin and co-sponsors President Yee and Supervisors Mandelman, Brown and Ronen introduced the Housing Preservation and Expansion Reform Act. The legislation was developed over the past year with direct input from a broad coalition of neighborhood advocates, tenant advocates and member organizations of the Anti-Displacement Coalition, the regulated builder community, DBI and Planning staff.

The legislation was catalyzed by and seeks to address the following:

- A series of illegal demolitions, including high-publicized demolitions that galvanized historic preservation, neighborhood and community advocates, including at 950 Lombard (a Willis Polk-designed house), 49 Hopkins (a Neutra-designed house), 665 Alvarado and list of others;
- The City's Bi-Annual Housing Balance Report, which reflected that the City has lost over 4,600 units of affordable and/or rent controlled housing over the past 10 years;
- Lessons learned from the Planning Department's proposal for a "Residential Expansion Threshold," which, though never adopted, sought to address demolitions and "monster homes" by elimination of "tantamount to demolition" calculations and implementation of a Floor-Area-Ratio ("FAR") cap; and
- Virtually unanimous recognition on behalf of City officials, advocates and stakeholders that the City's inconsistent definitions of "Demolition" and inadequate penalties were allowing for rampant abuse.

The legislation is designed to (1) preserve existing housing, (2) recapture the value of expansions via additional units of housing, and (3) ensure compliance with – and enforceability of – San Francisco's Planning and Building Codes.

(1) Housing Preservation – the proposed legislation would:

- **Conform definitions of "Demolition" across all sections of the Planning and Building Codes** and create a quantifiable definition of "Residential Demolition" comparable to the more restrictive definition set forth in Article 10 of the Planning Code ("Preservation of Historical and Aesthetical Landmarks").
- Expand the definition of "**Demolition**" to mean *any loss of residential housing* irrespective of means of removal (e.g., by Merger or Conversion).
- **Prevent "Sham Unit" Mergers**, wherein one unit expands into another unit and renders the smaller unit uninhabitable, by ensuring that residential units remain comparably sized to each other.
- **Prevent the exploitation of Demolition loopholes through "serial permitting,"** wherein multiple successive permits for smaller alterations evade scrutiny, even though, when added together, they amount to Demolitions.

Member, Board of Supervisors
District 3



City and County of San Francisco

AARON PESKIN

(2) Expansion Reform – the proposed legislation would:

- **Discourage so-called “monster homes”** by requiring the Planning Commission to determine that Major Expansions are “necessary and desirable” to the community.
- **Create a “fast track” for certain Major Expansions that provide additional units of housing**, either by way of equitably-sized “residential flats” (units with both front and rear exposure) and/or Accessory Dwelling Unit(s), provided that no additional garage or parking space is provided, and provided further that the expansion does not result in the loss of rent controlled housing.

(3) Compliance and Enforcement – the proposed legislation would:

- **Require a Compliance Affidavit to be submitted concurrently with a project proposal**, which would, among other things, provide a narrative of anticipated construction methods, and a form submitted under penalty of perjury attesting (1) that submitted plans accurately reflect the existing structure and the proposed structure, and (2) whether there are any existing residential tenants who would potentially be impacted by the project.
- **Ensure “Buildability” of proposed projects** by requiring the Planning Department’s Staff Report for any Demolition and/or Replacement Structure to include structural review by the Department of Building Inspection of the construction methodology of the proposed project.
- **Prevent “Dry Rot Fraud”**, wherein work is performed in excess of a permit because of the alleged presence of dry rot, by mandating that contractors immediately notify DBI of the presence of dry rot and verification by a Building Inspector prior to any further construction.
- **Increase administrative penalties and civil fines** to deter Unlawful Demolitions, Mergers, Conversions or Expansions and establish a new Administrative Fund for the rehabilitation and preservation of historic assets and the preservation of existing housing.

If you have any questions, or to provide input on the Housing Preservation and Expansion Act, please contact Supervisor Peskin’s Legislative Aide Lee Hepner at Lee.Hepner@sfgov.org.