

Westwood Park Association
Board Meeting Minutes
August 19, 2019 – 6:30 P.M.
920 Faxon Ave.

AGENDA

Call to Order

President Mike Ahrens called the meeting to order at 6:41 P.M.

I. Roll Call

Present: Mike Ahrens, Anne Chen (left early), Anita Theoharis, Francine Lofrano, Joe Koman (arrived late). A quorum of at least four Board members was maintained for the entire meeting.

Absent: Ravi Krishnaswamy, Jenny Perez

Guests: None

II. Approval of Minutes July 17, 2019

Confirmation of electronic approval of 7/17/2019 minutes; Anita motioned to approve minutes; Mike seconded; unanimously approved, 4-0

III. Treasurer's Reports:

A. Account Balances: Per Francine, total bank balance as of 7/31/2019 is \$161,968.68 (Checking: \$121,067.70; Savings: \$40,900.98).

B. Outgoing Checks: Per Joe Koman as of 8/19/2019

#1417 – (7/24/2019) - \$284.47 To: The Urban Farmer Store for a timer for sprinkler

#1418 – (8/19/2019) - \$1671.38 To: Anita Theoharis for postage, labels, newsletter, printing

#1419 – (8/19/2019) - \$2630.00 To: Duane Morris LLP for Balboa Reservoir Development consultation.

C. Electronic Payments: Per Bank Statement

PG&E – (7/26/2019) - \$150.00

Gutierrez Gardening – (7/25/2019) - \$1600.00

D. Income & Expense Report: Income statement for July 2019 submitted by Anne Chen.

E. Dues & Lien Collection Status: 2nd bills were mailed 7/28/2019. Francine reported that as of the 8/20/2019 check deposit to be done tomorrow, 633 properties (92.4% of 685 properties) have paid 2019-2020 dues. 38 properties (5.5% of 685 properties) still owe just 2019-2020 dues. 14 properties (2% of 685 properties) owe past due dues of more than 1 year. 10 out of these 14 properties already have liens filed against them. The remaining 4 properties will need liens filed against them if they haven't responded to Anne's lien warning letters that were sent via certified mail on July 1, 2019.

IV. Committee Reports:

A. Balboa Reservoir Update: Anita motioned to approve invoice from Duane Morris LLP dated 8/9/2019; Joe seconded; unanimously approved 4-0. Mike reported that the annual report from BRCAC to the Board of Supervisors has not been done since 2016. Mike volunteered to do the first draft of the annual report and submitted it to Jon Winston (BRCAC Chair) and Robert Muehlbauer (Assistant Chair). Jon opposed Mike's report but Robert agreed with Mike's report. Jon Winston will do another draft annual report that will be reviewed by Mike and Robert and upon approval of this draft, it will go to the full BRCAC. Mike reported on his meeting with legal counsel and the upcoming September 12, 2019 DEIR hearing.

B. Planning & Zoning:

600 Miramar: Owner and sponsor have not submitted plans to WPA as requested. Mike to contact the City attorney to request commencement of code enforcement.

1399 Plymouth: Certified letter that was sent 7/20/2019 to owner's Sacramento address of record came back return to sender. Mike to contact City Board of Health regarding neighborhood complaints. Mike will also announce at the annual meeting that WP residents can contact 311 to report their complaints.

325 Miramar: Mike proposed that the Board write a letter to the owner regarding complaints and the public nuisance created on the property.

