

Westwood Park Association
Board Meeting Minutes
October 1, 2019 – 3:00 P.M.
45 Pizarro Way

AGENDA

Call to Order

President Mike Ahrens called the meeting to order at 3:04 P.M.

I. Roll Call

Present: Mike Ahrens, Anne Chen, Anita Theoharis, Francine Lofrano, Joe Koman

Absent: Ravi Krishnaswamy

Guests: None

II. Approval of Minutes August 19, 2019; September 20, 2019 and September 21, 2019 Annual Meeting Minutes

Confirmation of electronic approval of 8/19/2019, 9/20/2019 and 9/21/2019 Annual Meeting minutes; Anita motioned to approve minutes; Mike seconded; unanimously approved, 5-0

III. New Business:

A. Election of Officers – Anne motioned to elect the following slate; Joe seconded; unanimously approved, 5-0.

President – Mike Ahrens

Vice President – Anita Theoharis

Treasurer – Joe Koman

Secretary – Francine Lofrano

Members at Large – Anne Chen, Ravi Krishnaswamy

Jenny Perez tendered her resignation via email to President Mike Ahrens on 9/21/2019. After the conclusion the 9/21/19 Annual Meeting, Mike Ahrens accepted her resignation and copied to Board. The Board unanimously approved the acceptance of Jenny's resignation 5-0. Board discussed potential replacements for Jenny's position (Member at Large).

IV. Treasurer's Reports:

A. Account Balances: Per Francine, total bank balance as of 8/30/2019 is \$161,145.57 (Checking: \$120,242.92; Savings: \$40,902.65).

B. Outgoing Checks: Per Joe Koman as of 9/23/2019

#1420 – (9/21/2019) - \$950.00 To: Baltazar Gutierrez – for boulders for Miramar island

#1421 – (9/21/2019) - \$96.00 To: SF Recorder for lien that was not filed correctly by recorder

#1422 – (9/21/2019) - \$576.00 To: Mike Ahrens for annual meeting picnic supplies

#1423 – (9/21/2019) - VOID

#1424 – (10/1/2019) - \$596.45 To: Mike Ahrens for Action Rental & annual meeting picnic supplies

#1425 – (10/1/2019) - \$734.05 To: Anne Chen for reimbursement for stamps, liens & notary

#1426 – (10/1/2019) - \$45.29 To: Francine Lofrano for certified mail & ice for annual meeting picnic

C. Electronic Payments: Per Bank Statement

PG&E – (8/27/2019) - \$150.00

Gutierrez Gardening – (8/23/2019) - \$1600.00

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

E. Dues & Lien Collection Status: Francine reported that as of the 9/25/2019 check deposit, 649 properties (94.7% of 685 properties) have paid 2019-2020 dues. 23 properties (3.4% of 685 properties) still owe just 2019-2020 dues. 13 properties (1.9% of 685 properties) owe past due dues of more than 1 year. 9 of these properties already had liens filed and the remaining 4 properties had liens filed against them on 9/16/2019.

V. Committee Reports:

A. Balboa Reservoir Update: Mike reported on the 9/30/2019 BRCAC meeting.

B. Planning & Zoning: (Discussion taken out of order)

579 Miramar: Zoning Administrator's Hearing regarding Notice of Violations was held September 26, 2019. Mike Ahrens emailed Chaska Berger, Senior Planner, Zoning and Compliance Division on 9/20/2019 reiterating the 4/29/2016 letter by Anita that was sent to the property owner noting that WPA CC&R's must be enforced as only single family residences are allowed per WPA CC&R's which "run with the land."

VI. Old Business:

A. Website:

Joe motioned to make WPA minutes public on our website; Anita motioned to amend the motion to post minutes & governing documents (Articles of Incorporation, CCRs, Residential design guidelines) and newsletter to our website. Mike seconded; unanimously approved 5-0.

VII. Next Board Meeting: To be determined

VIII. Executive Session: Certain questions arose regarding WPA governing documents. Mike Ahrens was authorized to contact legal counsel, Alice Barkley of Duane Morris LLP for advice.

IX. Adjournment: Francine motioned to adjourn; Joe seconded; unanimously approved 5-0; meeting adjourned 5:22 P.M.

Respectfully Submitted,

Francine Lofrano, Secretary
Westwood Park Association