

**Westwood Park Association**  
Board Meeting Minutes  
March 2, 2020 – 6:30 P.M.  
920 Faxon

**AGENDA**

**Call to Order**

President Mike Ahrens called the meeting to order at 6:40 P.M.

**I. Roll Call**

**Present:** Mike Ahrens, Anita Theoharis, Francine Lofrano, Joe Koman, Mike O'Driscoll (left early), Anne Chen

**Absent:** Ravi Krishnaswamy

**Guests:** Steve Theoharis, Sandy Ahrens

**II. Approval of Minutes January 15, 2020**

Confirmation of electronic approval of 1/15/2020 minutes; Anita motioned to approve minutes; Joe seconded; unanimously approved, 6-0

**III. Treasurer's Reports:**

**A. Account Balances:** Total bank balance as of 1/31/2020 bank statement is \$108,361.13 (Checking: \$67449.93; Savings: \$40,911.20).

**B. Outgoing Checks:** Per Joe Koman as of 3/2/2020

#1438 – (2/14/2020) - \$1781.50 To: Duane Morris LLP for legal fees Balboa Reservoir

#1439 – (2/18/2020) - \$598.30 To: Dragon Printing for WPA Annual Assessment Mailing

#1440 – (3/2/2020) - \$36.00 To: Michael Ahrens for parking for meeting with WPA attorney

#1441 – (3/2/2020) - \$424.99 To: Anne Chen for lien releases and new WPA phone

**C. Electronic Payments: Per Bank Statement**

**PG&E** – (1/27/2020) - \$150.00

**Gutierrez Gardening** – (1/24/2020) - \$1600.00

**D. Income & Expense Report:** Income statement for January & February 2020 submitted by Anne Chen. Board agreed that "Professional Fees" on income statement should be changed to "Legal Fees".

**E. Dues & Lien Collection Status:** Francine reported that as of the 3/2/2020 deposit, 204 properties (29.78% of 685 properties) have paid their 2020-2021 annual dues.

**IV. Committee Reports:**

**A. Balboa Reservoir Update** – Next BRCAC meeting date is 3/9/2020. Meeting is to view and discuss the release of the Draft Balboa Reservoir Design Standards & Guidelines.

**B. Planning & Zoning:**

**Accessory Dwelling Units:** Board has authorized Mike Ahrens to contact a Home Owners Association attorney for advice on enforcing WPA CCRs.

**579 Miramar:** To be continued

**167 Valdez:** To be continued

**600 Miramar:** Mike saw and confronted project sponsor Bin Lei at the property on 2/27/2020 regarding building plans that have still not submitted to WPA as promised numerous times. Mike will continue to attempt to get the building plans so WPA can review. Anita will also request plans from project sponsor Bin Lei via email.

**1399 Plymouth:** Anne made an online 311 complaint. Anne received telephone messages regarding her complaint but hasn't gotten any resolution yet. Once she gets 311 complaint process complete, she will contact the Mayor's representative, Ashley. Mike will also email a letter to City attorney Megan Ryan to request help as the property is abandoned and also copy Supervisor Norman Yee, Jen Low, Health Department and Housing Department.

**C. Common Area & Tree Maintenance:** Anne motioned to approve replacement of damaged tree at top Miramar island for 1200.00 by Davey Tree Service; Mike O'Driscoll seconded; unanimously approved 6-0. Anne contacted Everest Waterproofing & Restoration for an estimate for repairs of Frida Kahlo Way/Judson pillar and for general pillar maintenance but still has not heard back from them. Anne will call them again.

- D. Miramar & Westwood Lawn Damage:** Joe motioned to approve estimate Baltazar will submit for placing 2 new boulders on the Miramar & Westwood lawn that has been damaged on multiple occasions. Anne seconded; unanimously approved 6-0.
- E. Lighting on Ocean/Miramar Pillars to Neighborhood:** Anne contacted Sierra Electric to diagnose & repair lighting on Ocean/Miramar pillars but never heard back from them. Mike O'Driscoll will call licensed electrician, neighbor Andy Faye for an estimate.
- V. Old Business:**
- A. Centralized Cloud Storage:** To be continued
- B. Website:** Anne will work with Ravi on updates.
- VI. New Business:**
- A. 2020-2021 Annual Billing Issues:** Anita moved that anyone who doesn't pay full amount owed gets their check returned with request a to resubmit a check for payment in full. Mike seconded; unanimously approved 6-0.
- B. Angela Juanito Letter (5 Montecito Ave.):** Received a letter from the property owner requesting "certification" of the condition of her hedges from 1979-2019 that she states were somehow damaged in 2018. WPA does not get involved owner's private property issues. Letter to that effect will be sent to the property owner.
- C. Secretary Position:** To be continued
- D. Ooma (Westwood Park Telephone):** To be continued
- E. Board Selection Process:** Discussed required notices regarding time periods, slates and election process.
- F. Annual Meeting:** Tentatively scheduled for 9/12/2020. Discussed possibility of doing a taco truck this year rather than the barbeque.
- VII. Next Board Meeting:** April 14, 2020
- VIII. Executive Session:** Board went into executive session.
- IX. Adjournment:** Mike motioned to adjourn; Joe seconded; unanimously approved 5-0; meeting adjourned 9:20 P.M.

Respectfully Submitted,

Francine Lofrano, Secretary  
Westwood Park Association