

Westwood Park Association
Virtual Board Meeting Minutes
June 18, 2020 – 6:30 P.M.

AGENDA

Call to Order

President Mike Ahrens called the meeting to order at 6:37 P.M.

I. Roll Call

Present (Via Zoom): Mike Ahrens, Anita Theoharis, Francine Lofrano, Joe Koman, Anne Chen
Mike O'Driscoll

Absent: Ravi Krishnaswamy

Guests: None

II. Approval of Minutes May 13, 2020

Confirmation of electronic approval of 5/13/2020 minutes; Anita motioned to approve minutes; Anne seconded; unanimously approved, 6-0

III. Treasurer's Reports:

A. Account Balances: Total bank balance as of 5/29/2020 bank statement is \$143,725.15
(Checking: \$102,809.81; Savings: \$40,915.34).

B. Outgoing Checks: Per Joe Koman as of 6/18/2020

#1450 – (5/15/2020) - \$500.00 To: Dragon Printing for deposit for future printing jobs

#1451 – (5/25/2020) - \$180.00 To: San Francisco Assessor-Recorder for lien removals on 85
Valdez and 35 Southwood

#1452 - (6/10/2020) - \$1180.00 To: Davey Tree Expert Company for removal of tree and
grinding of stump in front of 885 Miramar

#1453 - (6/10/2020) - \$16,219.00 To: Duane Morris LLP for Balboa Reservoir Inv. #2665866

C. Electronic Payments: Per Bank Statement

PG&E – (5/26/2020) - \$150.00

Gutierrez Gardening – (5/22/2020) - \$1600.00

D. Income & Expense Report: Income statement for May 2020 submitted by Anne Chen and
reviewed by the Board.

E. Dues & Lien Collection Status: Francine reported that as of the 6/1/2020 deposit, 574
properties (83.80% of 685 properties) have paid their 2020-2021 annual dues.

IV. Committee Reports:

A. Balboa Reservoir Update – Mike A. presented review of Duane Morris LLP 6/3/2020 invoice
#2665866 in the amount of 16,219.00. Confirmation of electronic approval of payment of
invoice #2665866; Anne motioned to approve payment; Mike O. seconded; unanimously
approved, 6-0. Mike A. mentioned that he expects further invoices for legal fees as June/July
will be busy months. Mike A. then reported on the following Balboa Reservoir issues: the
ruling of the Planning Commission on CEQA matters, possible appeal by CCSF educators,
SF MTA meeting, upcoming SFPUC meeting, Budget Committee and Land Use Committee
of the Board of Supervisors meetings, and the Balboa Reservoir appraisal. Mike A.
recommended that the Board not do our own independent appeal to the Planning
Commission decision on CEQA matters but that the Board authorize him to join the Defend
CCSF appeal and possibly file an Amicus Brief. Joe motioned to approve Mike's
recommendation; Anne seconded; unanimously approved, 6-0. The next BRCAC meeting
has not been scheduled but Mike A. will request the BRCAC meeting be held before the next
Budget Committee and Land Use Committee meetings. The next SFPUC meeting will be on
6/23/2020 and the next Board of Supervisors meeting will be in late July or early August
2020.

B. Planning & Zoning:

600 Miramar: Board discussed issues at the property. Discussion to be continued.

1399 Plymouth: Discussion to be continued.

127 Valdez: Received notice that owner has applied to do a horizontal edition and to add an
Accessory Dwelling Unit. The Board has until July 10, 2020 to request a discretionary review.

Board is inclined not to do a discretionary review as WPA CCRs impose independent obligations on homeowners. Discussion to be continued with Board and counsel.

- C. **Common Area & Tree Maintenance:** Anne has requested that Davey Tree do an evaluation for common area trees trimming in the fall however the evaluation has not yet been completed.
 - D. **Frida Kahlo Way/Judson Pillar Repair & General Pillar Maintenance:** Mike O. reported that he attempted to get structural grout to repair the Frida Kahlo Way/Judson pillar but the store was closed so he will try again. Mike O. will have contractor Andy Fay to submit a bid for waterproofing the Miramar/Monterey pillars.
 - E. **Lighting on Ocean/Miramar Pillars to Neighborhood:** Mike O. reported that contractor Andy Fay opened up the box and verified that there is no electric power to the pillar. Andy will submit a bill for his work and to re-secure the box. Mike O. will contact PG&E to get electric power restored.
- V. **Old Business:**
- A. **Managing Digital Properties (Centralized Cloud Storage/Website):** Discussion to be continued.
- VI. **New Business:**
- A. **Transition of Ravi's Responsibilities–** (Discussion taken out of order) Ravi previous said that he will keep the WP website running and help with transition of new Board member as soon as one is found.
 - B. **Transition of Anne's Responsibilities:** (Discussion taken out of order) Anne notified the Board that she will be ending her projects. If someone on board can do any of her work, she will stay on until Sept 1, 2020 to work with that person. If not, she intends to leave by mid July 2020. Anne's responsibilities include income statement, common area maintenance (Mike O'Driscoll will take over Anne's common area maintenance), lien recording, real estate demands, maintain email list. Discussed transitioning Anne's responsibilities and possibly hiring a bookkeeper.
 - C. **Discussion of possible replacements for Anne and Ravi:** (discussion taken out of order). Mike A. will call Pauline Jue, Charles & Cynthia Payne and Jeanine Hawk to see if they are interested in volunteering for the Board and assuming Anne's & Ravi's responsibilities. Anita will reach out to Mr. Lally's son to see if he would consider a committee member position.
- VII. **Next Board Meeting:** July 22, 2020, 6:30 PM
- VIII. **Executive Session:** Board went into executive session.
- IX. **Adjournment:** Mike O. motioned to adjourn; Joe seconded; unanimously approved 6-0; meeting adjourned 8:17 P.M.

Respectfully Submitted,

Francine Lofrano, Secretary
Westwood Park Association