

**Westwood Park Association
Minutes of Board of Directors Meeting
Meeting Held Virtually
December 16, 2020**

AGENDA

Call to order at 7:03 pm

Roll Call

Present (via Zoom): Mike Ahrens, Francine Lofrano, Joe Koman, Mike O'Driscoll, Jeanine Hawk, Rick Marsh, Pauline Jue

Absent: None

Guests: None

1. Approval of Minutes from November 19, 2020 Meeting

Confirmation of electronic approval of the November 19, 2020 minutes. A motion was made and seconded. Motion was unanimously approved 7-0.

2. Co-Treasurer's Report:

A. Account Balances: Total bank balance as of 11/30/2020 per online bank information is \$59321.74 (Checking: \$38403.19; Savings: \$20918.55).

B. Outgoing Checks: Per Joe Koman as of 12/16/2020

#1472 – (11/21/2020) - \$200.00 To: San Francisco Assessor-Recorder for liens on 8 Southwood & 520 Judson

#1473 – (11/20/2020) - \$30.00 To: Francine Lofrano for reimbursement of notary fees for liens on 8 Southwood & 520 Judson

#1474 – (11/21/2020) - \$14,809.00 To: Davey's Tree Expert Company for Tree pruning invoice
#915199356

#1475 – (11/21/2020) - \$1,750.00 To: Adams Sterling LLC for Revision of By-Laws
Invoice # 111054

#1476 – (12/4/2020) - \$895.00 To: Adams Sterling LLC for Invoice #112326

#1477 – (12/4/2020) - \$636.00 To: USPS Store #370 for Westwood Park
Association P.O. Box #770

#1478 – (12/15/2020) - \$750.00 To: Adams Sterling LLC for New Election Rule
Package Invoice #112558

C. Dues & Lien Collection Status: Since my last report on 11/6/2020, only one dues collection has been received. So the collection rate is essentially the same (652 properties out of 685 have paid their 2020-2021 dues). The 2 liens I filed were recorded on 11/30/2020

so there are now a total of 11 liens filed. Twenty-two residents are delinquent in just the 2020-2021 dues.

3. Common Area Report

A. Frida Pillar has been repaired.

B. Lighting at Ocean-Miramar Pillars:

Mike A. sent a letter via email and express mail on 12/4/2020 to the 1490 Ocean developer Amit Haller of Veev (formerly dba Dragonfly Group) and builder Michael Rabbitt of Rabbitt & Sons to inform them of the electricity being cut to the pillar during building construction.

Mike O. spoke to SF Streetlights Asset Manager Danny Phung on 12/8/2020 and the PUC does not feel that power to the pillars is their responsibility. They also claim the voltage from their box to our pillar is different. We are awaiting contact info for his boss "Jerry" to discuss further.

Mike O. was approved to hire an electrical line locating company to determine where the wire ends between the PG&E box and the pillar (authorized up to \$500). After this analysis, he will obtain a cost estimate to repair the problem, seeking payment from those responsible for the damage.

Mike O. received a report from PG&E showing which streetlights WPA is paying for in their monthly bill. 20 Westwood appeared on this report, which is a private residence. Analisa Corona, PG&E Senior Business Analyst, is investigating why this appears on our bill.

4. 1340 Plymouth

It was moved and seconded to approve the external renovations for this property, based on the revised plans submitted. Motion was unanimously approved 7-0. Mike will write to the owners to remind them that they are delinquent in paying their 2020-2021 dues.

5. 345 Miramar

The owners have not responded to our letter. Jeanine will write to them again and offering that Rick could meet with them.

6. Adams Sterling

We have received three invoices (deposit, ADU review, revision of the bylaws) from them. A motion to authorize payments was made and seconded. Motion was unanimously approved 7-0.

7. Adams Sterling

We have received a letter regarding ADUs and the CCRs. We discussed this matter briefly and decided to defer further discussion until the next meeting on January 27, 2021.

8. West of Twin Peaks Membership

It was agreed that membership in this organization will provide us access to information and more visibility on issues affecting the west side of San Francisco. Membership costs \$275

per year. Jeanine volunteered to be our lead delegate (with voting rights). Pauline and Mike Ahrens also volunteered to be delegates.

9. Balboa Reservoir

Nothing to report.

10. Chase Account

When the ownership of the account was transferred, the automatic payments (to GoDaddy, Baltazar Gutierrez (gardener), and PG&E) were discontinued. Mike will follow up to re-establish these automatic payments. The board authorized payment by check of any vendors, including PG&E and Gutierrez Gardening, for the period commencing in November when the automatic payments were discontinued, until we can get the automatic payments re-established

11. 600 Miramar

Mike Ahrens will make contact with Jen Low of Supervisor Yee's office to determine if any action has been taken.

12. Congestion Pricing

Paige Miller of the SF County Transportation Authority has offered to provide a presentation regarding the congestion pricing program. Mike A will contact them about making a presentation to the Board.

13. Newsletter

It was decided that a newsletter will be produced and distributed with the annual dues request. Rick will explore the possibility of producing a newsletter.

A draft FY21 budget will be prepared by Francine and Jeanine and will be included in the newsletter. An article about crime and safety will also be included.

14. Next Meeting: Wednesday, January 27, 2021 at 7:00 pm.

15. Adjourn: A motion was made and seconded. Motion was unanimously approved 7-0. Meeting adjourned 9:00 pm.

submitted by Pauline Jue, Secretary on December 17, 2020