

**Westwood Park Association  
Minutes of Board of Directors Meeting  
Meeting Held Virtually  
June 8, 2021**

**AGENDA**

**Call to order at 7:05 pm**

**Roll Call**

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

**Absent:** Mike O'Driscoll

**Guests:** None

**1. Approval of Minutes from April 29, 2021 meeting**

Confirmation of electronic approval of 4/29/21 minutes. A motion was made and seconded. Motion was unanimously approved 6-0.

**2. A. Account Balances:** Total bank balance as of 6/8/2021 per online bank information is **\$112,655.10** (Checking: \$91,734.52; Savings: \$20,920.58).

**B. Outgoing Checks:** Per Joe Koman as of 6/8/2021

**#1498** (4/30/21) - \$390.00 To: Jeannine Hawk for Intuit Quickbooks for WWP Taxes

**#1499** (5/6/21) - \$600.00 To: Gutierrez Gardening for boulders installed at corner of Miramar & Westwood

**#1500** (5/6/21) - \$25.00 To: Adams Stirling PLC for Secretary of State-NTE-17611 Request for Articles of Incorporation Invoice #117301

**#1501** (5/11/21) - \$59.73 To: Pauline Jue for reimbursement of OOMA Phone (March, April and May 2021)

**#1502** (5/11/21) - \$254.92 To: Copy Circle for Letter folding envelopes and postage for Ballot Letter. Invoice #B295525

**#1503** (5/13/21) - \$30.00 To: Francine Lofrano for reimbursement of Notary Fees for 91 Hazelwood and 168 Southwood

**#1504** (5/14/21) - \$200.00 To: City and County of San Francisco Assessor and Recorder for release of Liens for 91 Hazelwood and 168 Southwood

**#1505** (5/25/21) - \$242.76 To: Urban Farmer Store for Battery OP2 stat timer for Plymouth Island

**#1506** (5/25/21) - \$270.00 To: West of Twin Peaks Council for WTPCC 2021 Dues

**#1507** (6/9/21) - \$221.20 To: Adams Stirling PLC for Review, Analysis and Response to clients e-mails Invoice #119115

**C. Electronic Payments: Per Bank as of 6/8/2021**

**PG&E** – (5/10/2021) - \$107.89

**PG\$E** – (6/8/2021) - \$107.91

**Gutierrez Gardening** – (5/21/2021) - \$1650.00

**D. Dues & Lien Collection Status:** As of the 6/4/2021 deposit, a total of 606 out of 685 properties (88.46%) that have paid their 2021-2022 dues.

**Lien status:** Two lien releases have been filed and recorded. Property owners were sent copies of the release.

**Bank Fees:** Bank has reversed March bank charges for \$70.40 and April charges for \$2.40 as they were charged in error. Bank should not have charged fees as ATM deposits were done to avoid fees charged for 200+ transactions per month.

**E. Notice of short-term residential applications:** Received on May 22, 2021, application from Igor Feldman for 40 Northwood (lot 3108-19), record #2019-020493STR.

### **3. West of Twin Peaks Report, May 24, 2021 meeting**

There is an extreme fire alert for San Francisco. SB 9 now has an ADU option added to it. SB 10 now permits building multiple units in extreme fire zones.

### **4. Resilient District 7 Report, May 19, 2021 meeting**

SFMTA reports a \$500 million deficit and a dearth of drivers. There has also been a proposal put forward by the Board of Supervisors for free MUNI. It is unclear how those two things could work. The Board is very frustrated at the lack of solutions from SFMTA to address the lack of transit in District 7 and with the increase of population at Balboa Reservoir.

### **5. Residential Traffic Calming in Westwood Park**

A proposal for traffic calming on Miramar has been submitted to SFMTA by the Board. We discussed submitting a proposal for Plymouth Avenue before the June 30 deadline, rather than submitting it for consideration next year.

A motion was made and seconded. The vote was 3-2 in favor, with one abstention. Pauline will prepare the application.

### **6. Ocean Miramar Pillars**

A productive meeting was conducted with the property manager and an HOA representative of 1490 Ocean. We will provide them with an estimate about creating a separate electrical box for the Miramar gates. They asked if we could clean up the area around the pillars, which we have done.

A big thanks to Mike O'Driscoll for his continued hard work to resolve the lighting issues with the Miramar pillars.

### **7. Election Nominee Notice**

A draft election letter has been approved and will be sent to residents in early July. Candidates have been asked to submit a statement for insertion in the newsletter with the ballot.

### **8. Status of Tax Return Preparation**

Jeanine is still entering data into Quicken for the tax returns. This should be completed by mid-July. An extension will be requested for submission of the tax returns.

## **9. Front Yard Maintenance**

Jeanine raised the concern of unkempt and unsightly front yards. Can the Board require residents to properly maintain their front yards and by what authority. Mike will review the CCRs to see if we are authorized to enforce any penalties we may impose. Pauline and Jeanine will contact the West of Twin Peaks Council to see how they have dealt with this issue.

## **10. Common Area**

During the recent windstorm, a tree limb came down on a vehicle parked near 630 Miramar. Mike Ahrens has emailed the owner and we are awaiting a response on whether it he will repair damage to the vehicle. Depending on the cost estimate (maybe Fred Lofrano knows some repairmen?), WPA can either pay for it outright or submit a claim to our insurance. Anita confirmed WPA insurance should cover this. Davey will come out to look at the tree today and may do an overall review of trees earlier this year due to the high winds.

Timer Lower Plymouth Triangle – Baltazar replaced it on May 12 as it was no longer working. A bill for \$243.76 sent from Urban Farmer to WPA mailing address and was paid.

Boulders on Miramar – Baltazar installed boulders at Miramar and Westwood on April 16th. Hopefully large trucks will not be able to trample the grass.

Rick will contact the resident who had raised concerns about the recent resurfacing on upper Faxon. He will forward the Department of Public Works email, explaining how street surface will settle over time.

Other:

Summer Newsletter – Michelle O’Driscoll offered to draft a four page newsletter with the candidate statements and ballot for distribution in August. She is lining up the graphic designer and Copy Circle can print. We will need articles completed by July 16 and it will be formatted by August 2 (but not mailed til 30 days after the July election mailing goes out). She’ll be in touch in early July with board members about draft articles. Articles ideas: Annual Meeting Announcement, 2021 Candidate Statements (with photos), Ballot, Annual Assessment Update (percentage paid), Balboa Reservoir Update (timeline announced), Around the Park (short article about businesses that are part of WPA, including Ocean Ale House, spotlight on new businesses such as Ocean Paws, and other news such as Target closing and Kidney Dialysis not going into CVS). If room permits, short article on WPA stance on SB 9 and 10 and Great Highway/JFK Opening.

## **11. Balboa Park Reservoir**

The CAC is set to sunset after the upcoming June 14 meeting. Mike Ahrens has stated that the CAC should be extended to provide the public the opportunity to raise concerns about the development project.

## **12. 600 Miramar**

Work has stepped up on this site, after many years of inactivity.

## **13. Preparation for Annual Meeting**

Rick will work with Mike to set up the Zoom call for this September 25 meeting.

**14. Next Meeting**

Our next meeting will be Friday, July 1 at 7:00 pm via Zoom.

**Adjourn:** A motion was made and seconded. Motion was unanimously approved 6-0.  
Meeting adjourned at 8:45 pm.

submitted by Pauline Jue, Secretary, June 9, 2021