

Westwood Park Association
Minutes of Board of Director Meeting
Meeting In Person
May 4, 2023

AGENDA

1. Call to order at 7:08 pm

Roll Call

Present: Pauline Jue, Francine Lofrano, Carol Karahadian, Roger Fong, Mike O'Driscoll, Rick Marsh

Absent: Miguel Carion

Guests: None

2. Open Forum

No speaker came forward.

3. Approval of Minutes of April 13, 2023, Meeting

Confirmation of the electronic approval of minutes. A motion was made and seconded. Motion was unanimously approval 5-0.

4. Reports

a. President's Report

WPA Facebook: A WPA Facebook page was established and as of May 4, there are 40 members!

b. Treasurer's Report

- **Account Balances:** Total bank balance as of 4/30/2023 per online bank information is **\$116,855.22** (Checking: \$95,928.92 Savings: \$20,926.30)
- **Outgoing Checks:** As of 4/30/2023:
 - #1618 - VOID
 - #1619 (4/10/2023) - \$875.00 To: Davey Tree for Removal of logs and branch at 522 Miramar
 - #1620 (4/19/2023) - \$ 476.51 To: Copy Circle for April letter to residents
- **Electronic Payments/Transactions:** Per Bank as of 4/30/2023
 - PG&E – ((4/11/2023) - \$133.14
 - Gutierrez Gardening – (4/18/2023) – \$1700.00
- **Dues Collection Status:** As of the 5/1/2023 deposit, a total of 526 out of 685 properties (76.79%) have paid their 2023-2024 dues.
- **Lien Status:** One person with a lien on their property has filed bankruptcy so foreclosure auction is on hold for now.
- **Income/Expense Report:** April 2023 income/expense report was emailed to Board members.

c. Health and Safety

- **Emergency Plan** – M. Carion will provide updates as they are available.

d. Common Areas

- **Stone pine near 620 Miramar** - Davey will grind stump from the fallen tree (\$580 estimate). A replacement tree will be decided upon for planting in the Fall.
- **Painting and repairs to gates and pillars**: M. O'Driscoll contacted a reputable painter and iron contractor and is waiting to receive bids.
- **Graffiti on Ocean & Miramar pillar** – Autism awareness red was spray painted on the west WPA pillar. It was painted over by Baltazar on 4/17.
- **Homeless woman near WPA pillar** – A homeless woman was seen camping out near the Miramar/Ocean WPA pillar using fallen tree branches as a shelter. She was gone from that location the next day.

e. Land Use, Zoning and Planning

- **61 Ridgewood Easement** – The Board discussed the mail sent by A. Brunori in reference to the easement separating their property from the neighbor. R. Fong will review the title report before any response can be made to A. Brunori.

f. Technology Report

- **The MailChimp email list** - Consent forms received in the absence of R. Marsh have been updated.
- **WPA communications** – WPA communications through USPS to 147 Westwood have been sent to the wrong address. A change to the mailing list has been made to rectify the situation. In the future, the consolidated mailing list file in QuickBooks will be sent to CopyCircle for each mailing.
- **Electronics payment trial** – There is 1 outstanding electronic payment. QuickBooks indicated that the homeowner viewed the original invoice on 3/1. An email reminder has been sent.

Unfinished Business

- **19 Hazelwood Landscaping**: The Board discussed the possible next steps on this matter.
- **Designation of Pillars for SF historic status**: J. Low, Chief of Staff to Supervisor Melgar, has informed the board application for the landmark designation of the Westwood Park Gates and Pillars will be forwarded to the Land Use Committee of the Board of Supervisors. Kathy Beitiks will make a short presentation at this May 15 (1:30 pm) meeting. This is the next step to getting the WP gates historic designation. After which the application will be forwarded to the Historic Preservation Commission for review and study. Past Presidents have been asked to write a letter of support. A letter from the current Board will be submitted. Letters from residents will be solicited later in the process.

New Business

- **19 Hazelwood Fence** – The new fence appears to be in violation. The Board went into Executive session to discuss options. After discussion, the Board came out of Executive session.
- **D7 Crime Meeting** - M. O'Driscoll and F. Lofrano attended D7 meeting at St. Brendan's on 4/26. The District Attorney and Police Department are working better together. The Ingleside Light published an article about the D7 Crime Meeting. Public Safety Meeting Draws Westside Neighbors was the No. 1 Issue. For those interested there is the link to the article <https://www.inglesidelight.com/no-1-issue-public-safety-meeting-draws-westside-neighbors/>
- **Fees for HOA Document Request**: The Board discussed implementing fees for HOA document requests upon the sale of a property. A decision will be made after comparing fees for comparable document requests from other HOAs.

Next Board meeting: June 8, 2023, at 7:00 pm

Adjournment

A motion was made and seconded to adjourn. Unanimous approval, 6-0. Meeting adjourned 8:29 pm.

Submitted by C. Karahadian, Secretary