

**Westwood Park Association
Minutes of Board of Director Meeting
Meeting Virtually
June 8, 2023**

AGENDA

1. Call to order at 7:03 pm

Roll Call

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

Absent: None

Guests: Ann Thuy Mongan and Danny Murphy

2. Open Forum

No speaker came forward.

3. Approval of Minutes of May 4, 2023, Meeting

Confirmation of the electronic approval of minutes. A motion was made and seconded. Motion was unanimously approval 4-0.

4. Reports

a. President's Report

West of Twin Peaks Central Council

During the May 22, 2023, meeting of the West of Twin Peaks Central Council (WTPCC), two important issues were discussed: the SFMTA proposal to extend parking meter hours and the SFPUC proposal to raise rates for the next four years. The WTPCC is very concerned that the extended hours for parking meters will adversely affect small businesses who depend on parking spaces for their customers. A letter was sent to the Board of Supervisors.

The WTPCC is concerned that the 4 vacant seats on the PUC Board (one representing rate payers) and limited public meetings didn't allow for enough public comment on these rate hikes. It's projected that the monthly bill for a home would go from \$136 to \$176 in the span of five years. The WTPCC has sent a letter to the PUC, requesting more public meetings before implementing any changes.

It's been proposed that WTPCC delegates sign the letter from the TogetherSF group. So far, two directors have supported and one director has opposed signing this letter. We need a consensus to sign as the WPA.

b. Treasurer's Report

- **Account Balances:** Total bank balance as of 5/31/2023 per online bank information is **\$152,349.55** (Checking: \$131,422.90 Savings: \$20,926.65).
- **Outgoing Checks:** As of 5/31/2023:

#1621 (5/1/2023) - \$590.00 To: Pauline Jue for reimbursement for QuickBooks annual subscription

#1622 (5/5/2023) - \$155.00 To: Adams Sterling for legal consultation

#1623 (5/15/2023) - \$8.76 To: Pauline Jue for reimbursement for postage

#1624 (5/25/2023) - \$42.00 To: Copy Circle for Proposed Enforcement and Fine Policy letter to residents who opted out of email delivery.

- **Electronic Payments/Transactions:** Per Bank as of 5/31/2023
PG&E – (5/9/2023) - \$136.85
Gutierrez Gardening – (5/18/2023) – \$1700.00
- **Dues Collection Status:** As of the 5/27/2023 deposit, a total of 600 out of 685 properties (87.60%) have paid their 2023-2024 dues.
- **Lien Status:** One lien will be paid off once 2023-2024 interest is paid. Lien release will be processed once payment in full has been made.
- **Income/Expense Report:** May 2023 income/expense report was emailed to Board members.

c. Health and Safety

- **Emergency Plan:** M. Carion sent an email to 15 WPA household volunteers who were either associated with the Fire Department, Police Department, or medical personnel to confirm their willingness to be part of the 1st tier Emergency Plan team. Additionally, an informational email was sent to Supervisor Melgar's aide, a representative of the Ocean Ave Association and the WPA Board. A follow up email will be sent to confirm if they are still willing to be part of the Emergency Plan team.

d. Common Areas

- No new issues to report.

e. Land Use, Zoning and Planning

- **61 Ridgewood Easement:** No new information to report

f. Technology Report

- **Reconciliation of mailing list:** R. Marsh will be working with other Board members to reconcile the mailing list in QuickBooks for accuracy and updates so it can be used for future mailings to WPA households.

5. Unfinished Business

- **Fees for HOA Document Request:** As the WPA is run by volunteers, legal counsel indicated that the association cannot charge fees to title companies requesting HOA documents.
- **19 Hazelwood Fence:** Residents have been granted an extension to address the issue to July 12, 2023.
- **Designation of WPA Historic Pillars update:** On May 16, 2023, the Board of Supervisors approved to move forward with the resolution to designate historic status to the Westwood Park pillars. A report will be prepared for the Historic Preservation Commission for formal review.

6. New Business

- **Draft Fines Policy and in person meeting**: In order to accommodate public response for the draft Fines Policy, an in-person meeting will be scheduled for Tuesday, June 27, 2023, at the Ingleside Presbyterian Church from 6-7:30 pm. A letter to all residents announcing the meeting will be sent. All written comments and an RSVP for the in-person meeting should be received by June 21, 2023.
- **TogetherSF Letter**: As there was no consensus from the Board to sign the drafted letter, the Westwood Park Association will not co-sign this letter with the West of Twin Peaks Central Council.
- **Response to 15 Hazelwood complaint** - The Board went into Executive session to discuss options. After discussion, the Board came out of Executive session.

7. Next Board meeting: July 6, 2023, at 7:00 pm

8. Adjournment

A motion was made and seconded to adjourn. Unanimous approval, 6-0. Meeting adjourned 8:43 pm.

Submitted by C. Karahadian, Secretary