

**Westwood Park Association  
Minutes of Board of Director Meeting  
Meeting In Person  
July 6, 2023**

**AGENDA**

**1. Call to order at 7:13 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 June 8, 2023, and June 27, 2023, Meeting**

Confirmation of the electronic approval of minutes for both June 8 and 27, 2023. A motion was made and seconded. Motion was unanimously approval 5-0 (M. O'Driscoll arrived after the vote)

**4. Reports**

**a. President's Report**

Kanishka Chang of TogetherSF made a presentation at the June 276 West of Twin Peaks Central Council meeting. Their goal is to push government officials to do something about crime, the fentanyl situation, and looking at how judges hand out sentences.

The Land Use Committee reported that Joel Engardio and Mayor Breed have co-sponsored a bill to eliminate all single-family home designations in SF. Supervisor Melgar does not support this bill. Denise LaPointe is the new President of the West of Twin Peaks Central Council and one of her main goals is to keep the single-family homes designation in SF.

The developers for the El Rey Theatre should be submitting plans soon to the City.

**b. Treasurer's Report**

- **Account Balances:** Total bank balance as of 6/30/2023 per online bank information is **\$148,403.48** (Checking: \$127,476.66 Savings: \$20,926.82).
- **Outgoing Checks:** As of 6/30/2023:
  - #1625** (6/7/2023) - \$62.60 To: Pauline Jue for reimbursement for Ooma phone Mar, Apr, May
  - #1626** (6/7/2023) - \$8.57 To: Pauline Jue for reimbursement for envelopes
  - #1627** (6/7/2023) - \$2,861.50 To: Adams Sterling for legal consultation

**#1628** (6/14/2023) - \$187.50 To: Ingleside Presbyterian Church for room rental for 6/27/2023 meeting.

**#1629** (6/21/2023) - \$386.22 To: Copy Circle for proposed fees letter mailing

- **Electronic Payments/Transactions:** Per Bank as of 6/30/2023

**PG&E** – (6/9/2023) - \$138.02

**Gutierrez Gardening** – (6/15/2023) – \$1700.00

**Bank Fees** – (6/5/2023) - \$0.66 (for ACH fees)

- **Dues Collection Status:** As of the 6/28/2023 deposit, a total of 607 out of 685 properties (88.61%) have paid their 2023-2024 dues.
- **Lien Status:** One lien was paid off. The paperwork is currently being processed.
- **Income/Expense Report:** June 2023 income/expense report was emailed to Board members.

**c. Health and Safety**

- **Emergency Plan**

Phil Rivera offered to assist in organizing safety training for resident volunteers through NERT.

**d. Common Areas**

- No new issues to report.

**e. Land Use, Zoning and Planning**

- No new information to report.

**f. Technology Report**

- The billing database and email/no email lists have been reconciled to ensure accuracy for all future mailings.

## **5. Unfinished Business**

- **Email upload to QuickBooks:** No new updates to report.
- **Enforcement and Fees Policies**

The Board took into consideration the comments of residents participating in the June 27th open meeting and all written comments submitted prior to voting on the approval of proposed the Enforcement and Fees Policies. It was noted that the verbiage around the timing of enforcement of any infractions stated in Section 1.2.h.iii.would allow an appropriate grace period for a particular infraction. Additionally, an introduction to the policies was added to provide clarity as to the reasoning for adopting the policies. The Board unanimously approved the new Enforcement and Fees Policies with a vote of 6-0.

## **6. New Business**

- **1399 Plymouth Ave**

The Board discussed issues pertaining to the vacant property. The owners have taken some steps to address issues including but not limited to squatters by reinforcing windows and gates and mowing the dry weeds in the front yard. However, the Board is concerned that these measures are temporary and will not address long-term safety concerns. Residents are encouraged to report incidents to the SF Police Department so they are aware of and will address issues as they arise.

The Board has no authority to act on this property. The only organization that has the authority to take any further action would be the city of San Francisco.

- **Neighborfest and Annual Picnic**

The Annual Meeting and Picnic will take place on the Faxon Green on September 9, 2023, from 11:30am – 2:30pm. The annual meeting will be held from 11:30am – 12:30 pm followed by lunch provided by a local taco truck. Board members will be organizing the event. The purchase of a new mic and amplifier was authorized. The WPA will apply for funding from the Neighborfest program to provide support for the event.

- **Summer Newsletter**

Articles for the summer newsletter should be submitted to the Board by July 15, 2023, for inclusion in the newsletter.

## **7. Next Board meeting: August 3, 2023, at 7:00 pm**

## **8. Adjournment**

The meeting was adjourned by P. Jue, WPA President, at 8:30pm.

Submitted by C. Karahadian, Secretary