

Westwood Park Association
Minutes of Board of Director Meeting
Meeting Virtual
October 5, 2023

AGENDA

1. Call to order at 7:00pm

Roll Call:

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

Absent: Rick Marsh

Guests: None

2. Open Forum

No speaker came forward.

3. Approval of Minutes of September 9, 2023, Annual Meeting

Confirmation of the electronic approval of minutes for September 9, 2023. A motion was made and seconded. Motion was unanimously approval 6-0.

4. Reports

a. President's Report

West of Twin Peaks Central Council: Mayor London Breed was the speaker during the September 18, 2023, meeting. She expressed her frustration about the rampant theft in retail establishments which is an unforeseen consequence of the high threshold for felonies to \$950 (enacted by Prop 47). She feels it's a failed experiment that needs to be changed. Mayor Breed wants accountability but is frustrated that retailers do not cooperate (for fear of their employees being injured). She's trying to work with state legislators on this issue.

With the mid-September shooting of a teenager on Twin Peaks, the City will install entrance gates with a camera to take photographs of license plates. Twin Peaks overlook will be closed from midnight to 5 am every day.

Mayor Breed still supports building on the westside, including the Balboa Reservoir. When asked about the lack of infrastructure (water, transportation) on the west side, she didn't answer but wanted the approved projects in the pipeline to be built.

During our September 27 meeting, a short report was made on the progress of the Stonestown Project. With pressure from the City, they're adding a new tower of units in the southwest corner near the Park Merced buildings. Senior housing will be added near the Petco corner of Stonestown.

New President, Denise LaPointe wants the WTPCC keep pressing City Hall to address the many ills confronting the City. She wants to protect property values, merchant corridors, and promote safety.

WPA Taxes FY2023

"We are currently working on them" was the response on October 4, 2023 from the CPA.

b. Treasurer's Report

- **Account Balances:** Total bank balance as of 9/30/2023 per online bank information is **\$140,108.93** (Checking: \$119,181.59 Savings: \$20,927.34).
- **Outgoing Checks:** As of 9/30/2023:
 - #1645 (9/2/2023) - \$90.00 To: SF Assessor/Recorder for lien release 783 Faxon
 - #1646 (9/4/2023) - \$63.07 To: Pauline Jue for Ooma phone June/July/August
 - #1647 (9/7/2023) - \$15.00 To: Francine Lofrano for reimbursement for lien release 783 Faxon Ave.
 - #1648 (9/11/2023) - \$3,003.00 To: Adams Sterling for legal fees 1221 Plymouth & 19 Hazelwood
 - #1649 (9/11/2023) - \$88.62 To: Mike O'Driscoll for cookies & drinks for annual picnic
 - #1650 (9/11/2023) - \$210.00 To: Pauline Jue for reimbursement for taco truck tip annual meeting
 - #1651 (9/11/2023) - \$123.82 To: Roger Fong for reimbursement for mic & amp for annual meeting
 - #1652 (9/11/2023) - \$20.00 To: Rick Marsh for reimbursement for ice for annual meeting
 - #1653 (9/18/2023) - \$1,087.91 To: El Tonayense for balance due on taco truck for annual meeting
 - #1654 (9/27/2023) - \$5.67 To: Pauline Jue for reimbursement for postage
 - #1655 (9/27/2023) - \$16,180.00 To: Davey Tree for tree pruning
- **Electronic Payments/Transactions:** Per Bank as of 9/30/2023
 - PG&E** – (9/8/2023) - \$157.64
 - Gutierrez Gardening** – (9/18/2023) – \$1700.00
- **Dues Collection Status:** As of the 9/19/2023 deposit, a total of 644 out of 685 properties (94%) have paid their 2023-2024 dues.

- **Second Billing**: Second billing payments were due by 9/30/2023. Of the 58 bills sent out, half have remitted payment. Of the remaining past due, 5 are delinquent for 2 years so these will receive a lien warning letter.
- **Lien Status**: Currently there is one home for sale with a lien on it. If/when this home sells, this lien should be paid off.
- **Income/Expense Report**: September 2023 income/expense report was emailed to Board members.

c. Health and Safety

- **Neighborfest emergency forms (2022 and 2023)**: M. Carion will contact all residents who expressed an interest in being a part of a WPA community emergency contacts either at the 2022 or 2023 Annual WPA Meeting/Picnic. The communication will provide a brief introduction and outline of the program so interested residents can determine if they are still willing to participate.

d. Common Areas

- **Annual tree trimming**: Davey Tree completed the pruning of 12 pines on Miramar and ground up two stumps of fallen trees. Total cost was \$16,180, slightly below budget. The hole near 549 Miramar still needs to be filled with more soil. Our gardener (Baltazar) will then plant sod over the top. Because of the additional expense of grinding and removal of the fallen tree, there are no extra funds in this year's budget to purchase any new trees. Next year's budget will allocate funds to purchase more trees, assuming there no major tree issues.
- **Painting and repairs to gates and pillars**: WPA is currently waiting to receive the bid from the local neighborhood contractor for the rod iron repair on the Miramar & Monterey gates. Repairs need to be made before painting can commence. Baltazar has agreed to paint the pillars for the same price as last time. All this work needs to be completed before the rains start. Depending on the time of year and the weather forecast, the work may need to be done in 2024.

e. Land Use, Zoning and Planning

- 142 Westwood ADU – The property owners have been asked to rescind their additional address for the property (142A Westwood) to comply with the single-family homes that the WPA CC&Rs require. The board is waiting for their response; and R. Fong will monitor the DBA website for the rescission.
- 102 Greenwood – R. Fong reviewed the proposed property improvement plans and found no issues pertaining to compliance with the WPA CC&Rs. Therefore, their plans have been approved by the Board.
- 248 Colon – R. Fong reviewed the renovation plans provided by the owners and found no issues pertaining to compliance with the WPA CC&Rs. Therefore, their plans have been approved by the Board.

f. Technology Report

- **Email upload to QuickBooks**

No new information to report.

5. Unfinished Business

- **1221 Plymouth Ave unpaid HOA Fees**

The Board went into Executive Session to discuss pending issues pertaining to unpaid HOA fees.

- **19 Hazelwood Fence**

As the president and representative of the WPA, P. Jue sent a certified letter to the owners of 19 Hazelwood with the final decision and remedial actions required. The deadline for compliance is October 11, 2023. As of October 5, the fence was still standing, and no response has been received from the homeowners.

6. New Business

- **Tax Assessments (San Ramon, Elmwood, Hazelwood)**

The Board discussed the SF Tax assessment letter that was sent pertaining to the new guidelines for no payment required for properties valued less than \$500. We disagree that these properties are valued at less than \$500.

Given the potential negative impact of not receiving a tax bill and thus not paying the property taxes for those properties, the Board decided to solicit the opinion of legal counsel to determine the best path forward.

- **Proposed Annual HOA Fee Increase**

The Board discussed increasing the Annual HOA fees for the next fiscal year to accommodate increased expenses of WPA. The board unanimously agreed (6-0) to raise the yearly dues to \$165/year. The increase did not need an association vote since it was within the 20% increase allowed from the WPA guidelines. The increase will be communicated to the WPA residents in the Winter Newsletter.

- **Halloween Parade and House Decorating Contest.** This year in addition to the annual house decorating contest WPA will have a Halloween costume parade!

The specifics are as follows:

- October 29, 2023, from 3:00 – 5:30pm
- Meet on the Faxon Green at 3:00pm
- Residents have been encouraged to fill out the survey posted on the WPA website to let us know how many will be joining. As of October 5, 20 individuals have signed up.

- There will be 4 age categories (0-5 yrs; 6-11 yrs; 12-17; Adult) to be judged. The Ocean Ave Association merchants have graciously agreed to contribute gift cards to the winners in each category.
- As in past years, the WPA will sponsor the Halloween House Decorating contest which will award cash prizes (\$75, \$50, \$25) to the top 3 houses in the contest.

7. The next meeting: The next Board Meeting is scheduled for Thursday, November 2, 2023, at 7:00 pm

8. Adjournment

The meeting was adjourned by P. Jue, WPA President, at 8:18 pm.

Submitted by C. Karahadian, Secretary