

**Westwood Park Association
Minutes of Board of Directors
Hybrid Meeting
April 3, 2025**

AGENDA

1. Call to order at 7:04 pm

Roll Call

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

Absent: None

Guests: None

2. Open Forum

3. Approval of March 6 , 2025, Meeting Minutes

Confirmation of the electronic approval of minutes for March 6, 2025, Meeting Minutes. A motion was made and seconded. The motion was unanimously 7-0.

4. Reports

a. President's Report:

West of Twin Peaks Central Council

- District Attorney Brooke Jenkins was one of the speakers during the March 24, 2025, meeting of the West of Twin Peaks Central Council. Her office is still working with the US Attorney's office on a Joint Prosecution Plan to decrease drug dealing activity. While this partnership has been successful in decreasing the daytime activities, nighttime activities are still problematic. Her office now has a dedicated prosecutor and investigator to work on prolific thieves and smash-and-grab robberies.
- DA Jenkins went on to express concern about judges who, in her office's opinion, too lenient on repeat offenders. She mentioned a thief who had stolen \$16,000 worth of merchandise from the Noe Valley Walgreens store. The judge did not sentence to jailtime but instead released him because it was only a property crime. She mentioned StopCrime SF is now attending courtroom trials to keep track of judges and their decisions.
- Speakers (retired Judge Quentin Kopp and Fred Netto) made their case to recall or support Supervisor Joel Engardio over the Great Highway closure.

- Ingleside Terrace representative Monica Morse asked the WTPCC to support transparency in the Upzoning Plan being considered by the Planning Department.
- Review of this Upzoning Plan will be the subject of the April meeting. Emergency Preparedness will be the May topic.

b. Treasurer's Report

Account Balances: Total bank balance as of 3/31/2025 is **\$195,415.55**
(Checking: \$174,485.09 Savings: \$20,930.46).

Outgoing Checks: As of 3/31/2025

#1021 (3/2/2025) - \$5,693.00 To: CF&P Insurance Brokers for D&O Insurance

#1022 (3/11/2025) - \$6.31 To: Pauline Jue for postage for 866 Faxon Avenue

#1023 (3/13/2025) - \$886.45 To: Copy Circle for annual HOA dues printing

#1024 (3/17/2025) - \$90.00 To: SF Assessor for 1428 Plymouth lien release

#1025 (3/15/2025) - \$144.21 To: Pauline Jue for Ooma 129.61 (Sep-Dec 2024, Jan-Feb 2025 and 14.60 for stamps)

#1026 (3/24/2025) - \$270.00 To: West of Twin Peaks Council for annual dues

Electronic Payments/Debit Card Transactions: Per Bank as of 3/31/2025

Electronic Payments

PG&E – (3/11/2025) - \$123.86

Cancelled ACH Payment – (3/14/2025) - \$165.00

Cancelled Payment Fee – (3/14/2025) - \$10.00

Gutierrez Gardening – (3/18/2025) – \$1700.00

ACH Fees – (3/2025) - \$259.51

Debit Card Payments:

Mailchimp – (3/5/2025) - \$26.50

Microsoft – (3/24/2025) - \$42.00

Dues Collection Status: As of the 3/31/2025 deposit, a total of 324 out of 685 properties (47.30%) have paid their 2025-2026 dues (3 residents prepaid their 2025-2026 dues via check during the previous fiscal year). Of the 324 total payments, 173 (53.4%) were checks, 151 (46.6 %) were ACH.

Lien Status: One lien was paid in full. Lien release was notarized on 3/17/2025 and mailed along with a check for lien release fees to the City & County of SF Assessor/Recorder's Office for recordation. Copy of recorded lien release will be mailed via certified mail to the owner upon receipt.

Income/Expense Report: March 2025 income/expense report was emailed to Board members. (The bi-annual raise for the gardener was previously approved.)

c. **Health and Safety**

- M. Carion will be drafting an article for the Summer Newsletter, explaining the NERT program.

d. **Common Areas**

- **Gate & Pillar Repairs with D7 Participatory budget money:**

DPW started work on the wrought iron repair to the Monterey gates the week of 3/4 and are expected to complete light repairs on 3/25. They state the light repair has run over budget as the expected type of work was different to what was actually needed. The project manager is going to work with the budget team to see whether they have enough funds to schedule paint work. If not, we budgeted \$4000 for gate expenses and Baltazar can do it.

Landmark Plaques:

P. Jue is working on getting two historic landmark plaques through the Thomas Swan sign company. We have the approximate sizing of a rectangular sign, 15" across x 10" high. The city has approved the language.

- **Bill for pillar lights at Ocean & Miramar:**

P. Jue resent a check for \$410 (\$120 annually, prorated for 2022). The check was not received, and she will issue another check.

Gophers

There are a lot of gopher holes on all the Faxon and Plymouth islands and coyotes have been hunting. We have asked Baltazar if there's anything he can do.

Complaint about broken plants at Ocean & Miramar:

A neighbor complained that plants were destroyed on the northwest corner of Ocean & Miramar, but it was outside WPA boundaries and OAA will repair. Apparently, the resident above the seafood market was responsible for the damage.

- **Hole in San Ramon Chain Link Fence:**

No update from Bridge Housing on repairs.

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

Information pertaining to actions for specific properties is noted in unfinished business below.

f. **Technology Report /QuickBooks**

25 past due statements were sent to WPA residents.

R. Marsh successfully cleared all unmatched QuickBooks bank transactions.

5. Unfinished Business

301 Frida Kahlo Gate: A letter will be sent to the homeowner regarding the decision of the WPA Board in response to their most recent communication. The gate should be removed.

866 Faxon Metal Gates and Railing Hearing: A letter will be sent to the homeowner outlining the decision of the WPA Board in response to their most recent communication. Gate will be removed, and owner must take action on the railings.

591 Flood: R. Fong received the remodel plans from the homeowner for review and approval. After reviewing the plans, the proposed changes were approved.

6. New Business

No new business to report.

7. Next meeting: The next Board Meeting is scheduled for Thursday, May 1, 2025, at 7:00 pm.

8. Adjournment

The meeting was adjourned by P. Jue, WPA President, at 8:29 pm.

Submitted by C. Karahadian, Secretary