

BALBOA TERRACE HOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
MARCH 6, 2023

The regular monthly meeting of the Board of Directors of the Balboa Terrace Homes Association was held on March 6, 2023 via Zoom because of COVID precautions.

Present at the meeting were:

Richard Hill, President
Robert Mann, Vice President
Jerry Bernstein

J. Keith Gilless
Lee Jackrel
Michael Schlemmer

Absent: Arlene Doyle, Secretary; Bill Thomen, Treasurer; Tim Healy

Guests Present: Bill Der, Cindy Hu, Karin Hu, Amy Loehrer (Board elect), Nathan Ng, Robert Switzer, Eric Yue

Guest Speaker: Alex Murillo, Manager of Public Affairs and Communications for Construction, San Francisco Public Works

Call to Order

The meeting was called to order by Richard Hill, president, at 7:30 p.m.

Junipero Serra Renovation and Sewer Replacement Project

Guest speaker Alex Murillo, Manager of Public Affairs and Communications for Construction, San Francisco Public Works, briefed HOA members on a 13-months-long (estimated) project that will include sewer main replacement; curb ramp construction, traffic signal work, traffic control, street base repairs (concrete) and repaving. The Junipero Serra frontage road between Ocean Avenue and Monterey is among the streets that will be repaved. Although some concerns were expressed about the Monterey Pines bordering the Commodore Sloat elementary school which are already “stressed,” Murillo said that this project will be dealing with infrastructure only; however, there is an arborist on standby through the Bureau of Urban Forestry. Work is expected to begin in March 2023. A full timeline for the project and more details are posted here:

[Junipero Serra Boulevard Pavement Renovation & Sewer Replacement Project | Public Works \(sfpublicworks.org\)](https://www.sfpublicworks.org/junipero-serra-boulevard-pavement-renovation-sewer-replacement-project)

Alex Murillo contact information:

Alex M. Murillo
Manager of Public Affairs and Communications for Construction
Office of Communications & Public Affairs
San Francisco Public Works
City and County of San Francisco

49 South Van Ness Ave., 7th Floor
San Francisco, CA 94102
628-271-2244
alex.m.murillo@sfdpw.org
sfpublicworks.org

Open Neighborhood Forum

During the Open Neighborhood Forum and Member Comments period HOA members asked for confirmation on the best means to get answers to questions related to the new Governing Documents, especially those raised during the recent Town Hall on Feb. 22, 2023, and if comments, etc. would be available in a central location. Members were advised to send questions to bthaboard@balboaterrace.org. In the meantime, responses are being drafted for issues raised at the Town Hall; the full chat and recording of Town Hall meeting will be available at www.balboaterrace.org. Board members have been in contact with HOA attorney Melissa Ward to make edits to Governing Documents. President Hill assured callers that adoption of new Governing Documents is a multi-step process and if there are strenuous objections by HOA members to specific provisions of the Governing Documents, they will be reviewed and possibly removed. A comparison chart of changes and additions to new Governing Documents is available on the website. Deed restrictions as outlined in the original “Red Book” will also be reviewed against the most recent draft.

Approval of Minutes

Minutes for the Feb. 6, 2023 Board meeting were approved.

Financial Reports

Approval of financial reports for January and February was deferred until the next Board meeting on April 3, 2023.

Governing Documents (CC&Rs and Bylaws)

The results of the Feb. 22, 2023 Town Hall meeting and next steps were discussed. See comments above.

HOA Annual Meeting

Plans for the March 14, 2023 Annual Meeting were discussed; suggestions were made to make the “in person” meeting a hybrid meeting; however, the Board felt that it would not be a good experience without appropriate tech support which is not available at the location, St. Francis Episcopal Church.

Zoom Account

Board meetings have been using a Littler Zoom account hosted by Rich Hill for several years. If the HOA switches to its own Zoom account there will be additional expenses and some limitations on number of users. Keith Gillless volunteered to look into options and budget; a decision will be tabled until the April Board meeting when more information is available.

Recording of Board Meetings

The new Governing Documents prohibit recording of Board meetings and it is not considered a “best practice” for HOAs; recordings require consent, can intimidate

discussion and usually have a litigious nature to them per some examples offered by Davis-Stirling. Several Board members agreed that the Boards they currently serve on and/or have served on do not allow recordings of proceedings. Some HOA members would like meetings recorded because they are not always able to listen to the meetings. One option may be to record the meeting only for drafting of minutes and then destroy the recording. A decision was tabled until the April Board meeting or future meetings.

Architectural Design Review Committee (ARC)

Committee member Jerry Bernstein reported that owners of 377 Santa Ana are exploring modifications of the existing second level of home; no drawings have been submitted yet.

Project Curb Appeal Hearings

Thirty-eight letters were sent to HOA members; the majority of those who were contacted by the HOA's management company, Bay Area Property Services, have addressed the issues or indicated their intention to do so and it has had a ripple effect in the neighborhood as well – even HOA members who were not cited have made some improvements to their landscaping. However, approximately 11 members have not responded and hearings with these HOA members are scheduled in late March to see what resources the HOA can provide to resolve the issues. Subsequent to the Board meeting, two hearings were cancelled because one homeowner has started landscaping and one homeowner has agreed to do what the Board is requesting. Sidewalk issues were referred to the City's 311 services line for review.

Citywide Cultural Resource

Cindy Hu shared a courtesy mailing from the San Francisco Planning Department on the ongoing Cultural Resources Survey (SF Survey); the survey will identify places and resources of cultural, historical, and architectural importance. Cultural resources may also qualify for historic preservation incentives. The survey began in 2020 and is expected to continue into the future beyond 2027. More details are posted at www.sfplanning.org/sfsurvey.

American Red Cross Presentation

Discussion of a possible presentation by Eleanor Najjar of the American Red Cross was postponed until a future Board meeting.

Adjournment

The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Cindy Hu