

**FOREST HILL ASSOCIATION**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**June 6, 2011**

1. Call to order – 7:05 PM – by Kathe Farrell, Vice President, in Diane Wara’s absence
  - Present: Sally Kipper, Dan McHugh, Kathe Farrell, Paul Cooper, Katie Balestreri
  - Absent: Diane Wara, Warren Krauss
2. Minutes from May 2, 2011 were approved.
3. Treasurer’s Report – Sally Kipper
  - Note that April bank interest was not reflected in the May report, so that \$116 of interest in the current report reflects interest from April & May.
  - Currently 10 households have not paid their annual dues; 4 are making payments; there are currently 10 liens on properties (down from 15).
  - Treasurer’s Report was approved.
4. Special Annual Report from Boy Scout Troop 88 by Michael Dotson, Troop 88 Scoutmaster
  - He gave an overview of the troop’s activities this past year, which corresponds with the school calendar year. He focused on those service projects in Forest Hill, including helping at FHA parties, such as Halloween, Holiday and Lunar New Year events. He also expressed a willingness to help with such projects as sweeping the stairways in Forest Hill.
  - He invited boys 11 years and older who live in the Forest Hill neighborhood to join the troop for next year’s activities that begin in August.
  - The troop’s website is at [www.T88SF.org](http://www.T88SF.org) & Scoutmaster Michael Dotson can be reached at [MichaelDotson@Yahoo.com](mailto:MichaelDotson@Yahoo.com).
5. Advisory Committee Reports
  - a. Architectural Review Committee – Steve Halpern

44 Mendosa – (tall wall in front of setback) – Planning Dept. is preparing a Notice of Violation & Penalties. At the same time a Trustee Sale was scheduled for May 19. Status is unknown, but the Planning Dept has been requested to flag the property to ensure that the new buyer will be responsible for correcting the violation.

200 San Marcos – (bedroom in garage; no off-street parking) – Current stand-off between the Building Dept & DPW/Bureau of Street Use regarding who signs off first on their respective permits. A senior building inspector has been assigned the task of resolving this issue. Owners have requested that FHA go through Andy Forrest & Steve H. will contact him.

15 Castenada – The developer sent a letter confirming his understanding from the Pre-Application meeting. He has modified the plans to satisfy neighbor at 11 Castenada and requests from the FHA board. These include modifying the roofline and front window design, upgrading the garage door, modifying the driveway, and providing more greenery at the street. Plans also include a rear bay window that infringes on the 25% rear setback – an issue the Planning Department will handle. The Architectural Review committee recommended approval. The Board approved the plans, with one change – that the driveway NOT be painted for improved aesthetics and the permeability of the concrete.

Upcoming survey of recycling/garbage can stowage – 25% of FH residents still do not properly store their garbage cans. The Board resolved that another FHA newsletter article be written to express our concern regarding aesthetics and the possibility of fines from the City. Steve will again be conducting a survey of said properties. Please contact Steve if you would like to volunteer for this effort.

- b. Activities (final calendar for 2011-12) – Katie Balestreri
- FHA Activities Committee met May 17. Donna Earhart heads the committee and Katie Balestreri is the Board Liaison.
  - Budget is \$6000 – Board approved a new policy for expenditures: Event leader to be issued a check prior to the event for the estimated total cost. Said leader will carefully keep track of expenditures and receipts and within two weeks after the event submit a summary of the expenditures and receipts to the FHA Treasurer accompanied by a check for any sums not spent or a request for an additional check. FHA Activities Committee leadership will provide oversight to ensure that expenses are within budget.
  - Calendar of Events:
    - June 2, 3, 4, & 5: Musical Days in Forest Hill – a resounding success
    - June 17: Pocket Opera
    - July 15: Pocket Opera
    - August 14: FHA Picnic: John Balestreri will take the lead. Tessa O’Leary has hired the Bubble Lady to provide an activity for the children. Clorinda Aldrich, Donna Earhart, Cindy Johnson, Katie Balestreri and Dan Kelly will help with this event. Tessa O’Leary and Mira Foster will help with activities for the children.
    - October 30 – Halloween Party for the children
    - November 14: Musical revue of “The Wild Women of San Francisco”
    - December 8: Children’s Holiday Party
    - February 12: Lunar New Year Celebration
    - March 31: Forest Hill Egg Hunt
  - Will Connolly presented a request from James Erhart, President of the Pocket Opera, to be able to use the FH Club House at no charge for a fund-raising event in support of Pocket Opera. After Board discussion, it was suggested that Will check with Mr. Erhart to see if the organization could do a mid-week rental sponsored by a FHA member to keep the costs down. This is similar to what occurred for the Earplay organization last year.
- c. Communication – Kathe Farrell – Volume 5, No. 3 – May/June edition of the FHA Newsletter has been published online and in print version. Kudos to Yen Bachmeier for doing such an excellent job on the newsletter. Deadline for articles is now to be the Last Week of Even Months of the year: for example, articles for the July/August edition are due the week of June 27; articles for the September/October edition are due the week of August 29, etc.
- d. Infrastructure – Dan McHugh updated us on AT&T’s plan to install 726 boxes for improved cable and cellular phone service in San Francisco. The SF Planning Department originally granted AT&T an exemption from the normal Environmental Impact Report {EIR} requirement for the project. San Francisco Beautiful has appealed that exemption to the SF Board of Supervisors and is requesting that AT&T go through the normal EIR process. The Board of Supervisors will discuss the matter again at their June 28 meeting. The local news reports are covering this subject, too.
- Traffic Calming: It was noted that there was a serious bicycle accident near the Butterfly on Pacheco Street between Magellan Avenue and Dewey Blvd. It is anticipated that there will be a meeting with the City of SF Liaison, Mr. Carr, and the FHA Traffic Calming Committee this summer.
- e. Legal and Governance – no report in Warren Krauss’ absence
- f. Landscape and Trees – no report in Diane Wara’s absence
- g. Clubhouse – Paul Cooper

- We received 8 proposals from architects. A subsection of Clubhouse committee and FHA Board members read and scored the proposals, resulting in narrowing the selection to 4 firms. Paul expressed great appreciation to those members of the community who took the time and effort to read and review these submissions.
  - These 4 finalists/architectural firms will have one hour each for a presentation with Q & A on Monday, June 13 from 5 to 9 PM. These presentations will focus particularly on the Master Plan/scope of work and community meetings. They will also submit a new schedule of fees, excluding expenses for architectural drawings and also excluding landscaping costs. Questions for the teams may be submitted to Paul Cooper and/or members of the community are welcome to come to this meeting with their questions. A subsequent meeting will be held to make the final selection.
  - Katie Balestreri will spend up to \$200 to provide light refreshments for this lengthy meeting.
  - After a lengthy discussion, the Board approved spending \$7,805 for “As-Built” Services to do architectural drawings of the FHA Club House building.
6. WTCPP Report –
- Walt Farrell reported on a couple of issues at Laguna Honda (resolution of the misappropriated patients’ fund & neighbors’ complaints of noise from the HVAC at the facility).
  - The West of Twin Peaks Council continues to represent all of us in opposing increased density in the zoning regulations for single family/RH1 areas.
  - The Park Merced project was approved by the SF Board of Supervisors 6:5.
  - Traffic issues for Nineteenth Avenue remain a problem.
7. Garden Club Report – Yen Bachmeier is the new President & Mel B. is the new “Old Goat.”
8. General Community Input
- A mountain lion was sighted on Hawk Hill by Bob Wong recently.
  - John Balestreri pointed out that the “Mush Pot” on the traffic island at the butterfly intersection at Magellan Ave. & Pacheco St. is cracked and needs repair. He asked the Board to consider having it fixed and repainted, perhaps by the company that recently did some work on the clubhouse, MRM Professional Cleaning Service.
9. Adjournment at about 9:00 PM