

**FOREST HILL ASSOCIATION
BOARD OF DIRECTORS MEETING
July 11, 2011**

Board Members present: Diane Wara, Kathe Farrell, Sally Kipper, Dan McHugh, Paul Cooper, Warren Krauss.

Others in Attendance: Steve Halpern, Harold Wright, Walt Farrell, Rigo Cabezas, Mark Sztenderowicz, Amy Quirk, Chris Storm.

Diane Wara called the meeting to order. The meeting began at 7:10 pm.

Special Order of Business:

Choice of Architect for Clubhouse Remodel:

Paul Cooper, Chairman of the Clubhouse Remodeling Committee, gave a summary of the process of reviewing architectural firms for the planned remodeling of the Clubhouse. The FHA had received proposals from 8 architectural firms, had chosen and interviewed 4 of these, and following these interviews and presentations, further narrowed down the selection (through ranking and voting) to 2 finalists, ARG and Carey & Co. For both of these, 3 references each were called in which were all unanimously positive. Both firms were asked to resubmit a revised fee calculation; the total fee charged by ARG was \$ 34,500, by Carey & Co., \$ 29,650.

A lively discussion among Board Members and including the attending FHA members ensued regarding the advantages of one firm over the other. While ARG was overall considered to be the more accomplished firm, it was also noted that their expertise seems to be more in substantially bigger projects than the Clubhouse Remodel, and that their affiliation with their own construction company practically rules out competitive bidding. Together with the higher base price this would translate into overall higher costs for the project. – Carey & Co, on the other hand, a smaller firm, impressed with their expertise in and willingness to take on smaller community-based projects where a wide consensus within the community is a prerequisite for the project, like in the case of the Clubhouse Remodel. This company also allows for competitive bidding for a contractor which may help to reduce costs in addition to their lower initial price point.

Among the Board Members, five voted in favor of Carey & Company, two (Warren Krauss and Kathe Farrell) in favor of ARG. The Board then formally approved of awarding the contract for Phase 1 and Phase 2 of the Clubhouse Remodel project to Carey & Co.

Paul Cooper will contact this company and all other architects that had given presentations, followed by a formal letter thanking all firms for their time and commitment.

In regard to next steps, Diane Wara and Paul Cooper recommended to schedule the “kick-off” of the project for the beginning of September 2011. Until then, community

meetings should have been scheduled and a Clubhouse Finance Committee convened. This committee would then present to the community possible options for financing the project.

The regular Board Meeting began at 7:40 pm.

Minutes: The draft minutes of the previous meeting, June 6, 2011, were approved with one exception: the budget had been adjusted to provide up to \$ 8,000 for Architectural Services. This budget adjustment needs to be included in the Board Meeting Minutes. The next Board Meeting is planned for Monday, September 12, 2011.

Treasurer's Report:

A Treasurer's Report was not presented at this meeting.

Advisory Committees:

Architectural Review Committee

Committee Chair Steve Halpern introduced homeowner Mark Sztenderowicz of 344 Pacheco Street and his architect. Both presented to the Board construction plans involving a small addition to the back of the existing building (with major construction inside the house not requiring Board approval). The new addition does not encroach on the prescribed 25% backyard setback. Steve Halpern recommended approval of the plans by the Board. Diane Wara thanked Mr. Sztenderowicz and his architect for the detailed presentation. The Board then moved to approve of the construction plans as presented.

Steve Halpern also reported on the issue of unsightly garbage cans stored in plain view from the street. In early 2010 a survey of the neighborhood showed that 25% of all households did not store away their garbage cans within 24 hours of trash collection as prescribed by City code. Two newsletter articles since then seemed to have lessened but not resolved this situation. Steve proposed to take another survey, identify those households in non-compliance with the City code, and contact the homeowners personally. The Board discussed which format of contact would be most effective and agreed on personal letters. Diane Wara and others advised to refrain from threatening homeowners with a report to the City Department of Public Works which might result in fines of upward from \$ 100. Instead the letters should explain, admonish, and describe possible remedies like side yard storage or unobtrusive fences, using photos taken in the neighborhood to illustrate such practical solutions. The Board did not take a formal vote but agreed informally on this course of action.

Lastly, Steve Halpern proceeded to summarize current developments on the following properties:

44 Mendosa Avenue: City Enforcement has served a notice.

200 San Marcos: the homeowners have authorized their architect to modify his plans in conjunction with the relevant City Departments so they will comply with the building code.

195 Magellan Avenue: when the property first came up for sale, it was found to have an illegal in-law unit. The house is still being offered for sale, however, the accompanying flyers have been removed. It is still unclear whether the in-law unit has been removed.

Activities Committee:

In the absence of Chair Katie Balestreri there was no report.

Communications Committee:

Kathe Farrell discussed the most advisable timing for the next newsletter. Warren Krauss suggested to launch the next issue such that the upcoming meeting of the Traffic Calming Commission on August 9 can be announced to the community. Diane Wara suggested to wait until the first community meeting for the Clubhouse Remodel project has been scheduled, so that an invitation to this meeting to all FHA members could also be published in that newsletter issue. Diane, Warren, and Kathe will discuss this issue further.

Infrastructure:

Board Liaison and Chairman Dan McHugh reported on the controversial AT&T plan to install 726 boxes of considerable size containing technical equipment throughout the City. Legislation and Regulations pertaining to this plan do, in fact, exist. In a meeting this afternoon, the Land Use Committee of the Board of Supervisors met to determine if and how well the involved city agencies followed their responsibilities under the law when the Planning Department allowed AT&T an exemption from the obligation to present an Environmental Impact Report (EIR).

In the next week, the Board of Supervisors will decide whether an Environmental Impact Report will, after all, be required from AT & T. Dan McHugh explained that the losing party still has the option of an appeal by going to court and suing AT&T. FHA has already sent a letter stating that FHA supports the requirement of an EIR.

Diane Wara thanked Dan McHugh for diligently tracking this issue.

Warren Krauss, Traffic Calming Committee, reported that the Traffic Calming Committee will have a meeting with City Liaison Mr. Carr and police representatives scheduled for August 9, 2011, at the Clubhouse.

Landscape Committee:

Board Liaison and Chairperson Diane Wara presented a request by the Storm family of 2 Mendosa Avenue. The homeowners will appeal to the City for removal of a very large Redwood tree growing in close proximity to their home (not a sidewalk or "Association" tree) and whose growth has compromised the structural integrity of their home including gas and sewer lines. The Storm family will themselves apply for the necessary permits, pay for the tree removal, and replant the area with appropriate trees and bushes at their own expense. The homeowners presented well-researched and complete documentation incl. City permit application for the desired tree removal and asked the Board for their approval. Following previous policy, the Board will provide a letter stating that the FHA

will remain neutral in regard to this issue. The Board moved to approve the decision to remain neutral.

WTPCC:

Walt Farrell reported that WTPCC elected Matt Chamberlain as their new president.

Garden Club Report:

Given the current summer break of the Garden Club, Sally Kipper had nothing to report.

Community Input:

Rigo Cabezas brought up the question of installing synthetic lawn in front yards. The Landscape Committee will discuss an FHA position to this question in consideration of esthetics and possible toxicity.

Adjournment: There being no further business, the meeting was adjourned at 8:45 pm.

Respectfully submitted,
Jutta Lammerts