



Kent Woodlands Property Owners Association

REGULAR BOARD MEETING MINUTES

Monday, August 25, 2025 - 6:00PM

Meeting held at 1010 Sir Francis Drake, Suite 200, Kentfield and via Zoom

Directors Present: Jeff Leh, Bitsa Freeman, Steve Ring, John Millar, Ghigo DiTommaso, Paul Janzer

Staff Present: Jeanne Williams, Zachary Meier

Call to Order: Meeting called to order at 6:01 PM.

Public Comment: None

Appointment of Joel Ritch to Open Board Seat: Joel Ritch, a member of the Electrical Wire Undergrounding Committee, was unanimously approved as a new member of the KWPOA board. He fills an empty seat.

Fire Safety & Hazard Mitigation Report: Meier is ramping up as our new Fire Safety and Hazard Mitigation specialist. He has driven the neighborhood several times and talked to a few residents about their concerns. He has also sent emails to a few residents offering his services/advice. Meier and the board briefly discussed the risk of oleander along roadsides in the neighborhood.

Electrical Wire Undergrounding Committee Update: We have set November 3rd as the tentative date for a town hall meeting to discuss the undergrounding process. People will be able to attend in the office or via Zoom. To create awareness around the event, we will send multiple emails to the community, mention it in our monthly newsletter, and post a sign in the neighborhood.

Policy Revisions Per AB130: Fines, ADU/JADUs: We were joined by our legal counsel, Dave Feingold, who answered our questions about how recent legislation impacts our ability to enforce our CC&Rs. Feingold advised us that we have a duty to enforce the CC&Rs, even in cases where our punitive options are limited. He believes that we still have tools for enforcing the CC&Rs, even in situations where our fines are capped by AB130, and he will outline these options for us via email. He will also send us a recommendation for how we can add an addendum to our policies that accounts for AB130 without requiring notice to be sent to all members.

Williams and the Architectural Committee will send Feingold their proposal for how to handle application fees in cases where residents are both adding an ADU/JADU and doing other work on their properties. Feingold recommends that we charge fees proportional to how much of the work is ADU/JADU vs. work on the main house.

Governing Documents Revision Update: Feingold advises that the changes that we plan to make to our governing documents to bring them up to legal compliance will still require a resident vote that achieves a 51% majority. Freeman and Williams will meet with our legal counsel, Glenn Youngling, to discuss next steps.

Approval of 07-28-2025 Board Meeting Minutes: Unanimously approved as submitted.

AC Report and Ratifications: The board requested feedback from an impacted neighbor on the only application that was brought forth this month, so no ratification vote occurred in the meeting.

College Avenue Safety Improvements: No updates this month.

Acorn Lot Updates – Fundraising, Proposed Plans: We have completed Phase 1 of the project: deferred maintenance that was deemed necessary by independent arborists to address safety and fire risks. Phase 2 of the project is new planting that will improve the screening and aesthetics of the Acorn Lot. Ring has received one bid for this work that has an estimated cost of \$40K.

We have already received more than \$15K in donations via a GoFundMe that can be applied to this project. We also have a budget surplus of >\$50K so far this year.

The board unanimously approved Phase 2 of this project (beautification and screening) with a budget of up to \$45K. Ring will receive a second bid before we begin work. Leh will send out another request for more donations.

Social Events Update: Our next food truck event will be on Sept. 14. The Halloween parade/party is being planned, but may need a new venue this year. Our Holiday Party will be scheduled for Dec. 7.

Kentfield/Ross Magazine: Freeman to follow up. She will promote the entrance GoFundMe.

Officer Reports: Millar reports that we are currently >\$50K ahead of budget this year, excluding revenue being set aside for tax reserves and GoFundMe contributions.

Operations Report: Williams will be working on drafting our annual disclosure package and next year's budget. She also sent out a required call for Board candidates.

Next Regular Board Meeting Agenda: Our next meeting will be Monday, September 29.

Meeting adjourned at 7:43 pm.

Paul Janzer, SECRETARY

APPROVED AT THE 9/29/25 BOARD MEETING