



Kent Woodlands Property Owners Association

REGULAR BOARD MEETING MINUTES

Monday, June 22, 2026 - 6:00 PM

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

Directors Present: Jeff Leh, Bitsa Freeman, Steve Ring, and Joel Ritch

Directors Absent: Ghigo DiTommaso, John Millar, and Paul Janzer

Staff Present: Jeanne Williams, Zachary Meier

Call to Order: Meeting called to order at 6:02 PM.

Public Comment: None

Fire Safety & Hazard Mitigation Report: Fire season is here. Meier is going street-by-street, doing outreach. He has contacted more than 50 people via email and has been doing some in-person conversations. Meier plans to attend the next food truck event on 9/13 to do a “fire safety open house.” Meier will send an email with the tracker link and updates in advance of all board meetings going forward.

Approval of 5-18-26 Minutes: Unanimously approved as submitted.

Architectural Committee Report and Ratifications: Unanimously approved as submitted.

Construction Traffic: A resident flagged the large number of construction trucks in the Woodlands every day and requested that we consider a rule limiting the number of trucks per project. We will discuss more when the full board is present.

College Avenue Safety Improvements: No updates.

Governing Documents Revision Update: Williams and Freeman submitted edits and comments to our legal team and are awaiting their response. We will discuss this with the full board at an upcoming meeting. Our goal is to hold a vote in December.

Insurance Renewal: Leh made a motion to renew our insurance without any changes to our coverage amounts and with a total premium of \$12,415 for the next year (starting 7/1/26), which represents a minimum decline in the total premium of ~\$200 [see attached policy]. This motion was unanimously approved.

Social Events Update: We held a successful food truck event in May with positive feedback on the pizza truck.

Kentfield/Ross Magazine: Freeman will make a submission about fire safety for the July issue. Williams will include an article in the KWPOA newsletter about King Mountain. Leh requests that we include information about our next food truck event and young family meet-up in the August issue.

Officer Reports: Milar reports that our design review and fine income is ahead of projections, but there might be a corresponding increase in design review expenses. Overall, we are on budget.

Operations Report: Williams has turned over the one homeowner who is delinquent on HOA dues to a collections service. She is dealing with a lot of real estate activity and road issues. We haven't been required to submit documents for the subpoena we received. Williams will contact the Kentfield Fire Department about grass that needs to be cut along county roads in the neighborhood.

Next Regular Board Meeting Agenda: Our next meeting will be on Monday, July 27.

Meeting adjourned at 7:00 pm.

Paul Janzer, SECRETARY

PENDING APPROVAL