Kent Woodlands Property Owners Association

REGULAR BOARD MEETING MINUTES
Monday, September 28, 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, John Millar, Joel Ritch, and Paul Janzer

Directors Absent: Ghigo DiTommaso

Staff Present: Zachary Meier

Call to Order: Meeting called to order at 6:03 PM.

Public Comment: None

Fire Safety & Hazard Mitigation Report: Meier attended our food truck event and discussed fire safety with several Woodlands residents. This month, he visited two properties that successfully addressed fire safety issues that he flagged. There were also multiple residents who proactively reached out to him to ask for advice. As of now, the fire tracker is entirely green (no known outstanding issues).

Approval of 08/24/26 Minutes: Unanimously approved as submitted.

Architectural Committee Report and Ratifications: Unanimously approved as submitted.

College Ave. Safety Improvements: No updates this month.

License Plate Reader Camera Policy: New legislation requires HOAs to have a policy regarding what LPR readers collect and who has access. Our outside counsel put together a proposed policy that adheres to local laws and is within the spirit of what the KWPOA originally approved. The board requested that a clause be added to the policy that specifies that the board needs to approve access requests by any entity other than the California Highway Patrol and Marin County Sheriff's Office.

The board approved that the policy (with the aforementioned revision) can be submitted to the membership for the required 28-day comment period, after which the board will vote to formally adopt the policy.

Governing Documents Revision – Next Steps: A special meeting is scheduled with the KWPOA Board and outside counsel on October 7 to review the proposed revisions.

Social Events Update: Our next event is Halloween. The Ryans will host again. There will be a bouncy house, pizza, and a DJ.

Our annual holiday party will be on Sunday, December 6.

Kentfield/Ross Magazine: Freeman to provide a write-up about our annual holiday party.

Officer Reports: Millar reports that we are on pace with our budget (within 5%). He is preparing our

2027 budget for review at the next board meeting.

Board members are asked to flag any notable changes in expenses for next year. There will be an increase in rent for the KWPOA office, which will be agendized and voted on at our next meeting.

Operations Report: Williams is on PTO.

Road Safety: More than ten blind turns have been flagged by residents as needing signs and/or mirrors. Williams is maintaining a list.

The board discussed reserving a $10K budget for 2027 to help address this issue. We hope that we can act without county involvement on land that is owned by residents (with their permission). We will discuss at the next meeting.

Next Regular Board Meeting Agenda: Our next meeting will be on Monday, October 26. We will add our office lease renewal and the 2027 budget to the agenda.

Meeting adjourned at 6:57 pm.

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Paul Janzer, SECRETARY

APPROVED AT 10/26/2026 BOARD MEETING