



Kent Woodlands Property Owners Association

REGULAR BOARD MEETING MINUTES

Monday, July 28, 2025 - 6:00PM

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

Directors Present: Jeff Leh, Bitsa Freeman, Steve Ring, Paul Janzer

Directors Absent: John Millar, Ghigo DiTommaso

Staff Present: Jeanne Williams

Call to Order: Meeting called to order at 6:08 PM.

Public Comment: None

Approval of 06-23-2025 Board Meeting Minutes: Unanimously approved as submitted.

Fire Safety & Hazard Mitigation Report: Zachary Meier has joined as our new Hazard Mitigation Specialist. He has a background in firefighting, hazard mitigation, and site inspections.

Kent Woodlands' fire risk assessment by Cal Fire has improved to "moderate" due in part to our neighborhood's hard work on hazard mitigation.

Electrical Wire Undergrounding Committee Update: Joel Ritch met with undergrounding consultants to discuss the likelihood that PG&E or Marin County would independently undertake the undergrounding project in our neighborhood. The consultants think both of these outcomes are unlikely. We are not currently on PG&E's priority list, and the most they would do if we were is to underground the lines into transformers. Marin County only has enough credits to undertake one small undergrounding project in Strawberry.

We plan to hold a roundtable discussion on this topic with the entire community sometime this Fall.

AC Report and Ratifications: Unanimously approved as submitted.

The board voted unanimously to add Austin Johnson to the Architectural Committee.

College Avenue Safety Improvements: Discussion tabled until August.

Acorn Lot Maintenance and Landscaping: Signs have been posted and a notice sent to the neighborhood regarding the Monterey Pines that will be removed from the Acorn Lot between 7/29 and 8/1.

Ring is getting quotes for planting that will help with screening and beautification.

Resolution Regarding GoFundMe/Donations for Acorn Lot: The board unanimously approved the attached resolution regarding donations for Acorn Lot improvements. [See attached]

Governing Documents Revision Update: Our legal counsel advises that any changes to our governing documents (even those required by law) need community approval. Members of the Governing Documents Committee will meet with legal counsel after they send a redline of their proposed edits.

Policy Revisions Per AB130: Fines, ADU/JADUs: Our legal counsel sent guidance regarding our fine and ADU/JADU policies. Let's follow up with counsel on when we need to implement and communicate to the community, as we would like to fold this into the Governing Documents project.

Enforcement fines collection approach: Our legal counsel has instructed us to add fines to members' HOA statements/records instead of using liens.

KWPOA-Owned Remnant Parcels - Sales Potential: We haven't received any response to our initial outreach. We will send another communication using a different channel.

Social Events Update: Our next food truck event will be on Sept. 14.

Kentfield/Ross Magazine: Freeman will discuss Kent Woodland's improved "moderate" fire assessment and welcome Zachary Meier as our new Hazard Mitigation Specialist.

Officer Reports: Millar reports via email that there haven't been any unusual changes in expenses or activity in the past month.

Operations Report: Williams has been dealing with several neighborhood complaints and enforcement issues this month. We conducted our annual easement cleaning of a fire road for fire mitigation purposes. Work on the Governing Documents project is ongoing.

Next Regular Board Meeting Agenda: Our next meeting will be Monday, Aug. 25.

Meeting adjourned at 7:33 pm.

Paul Janzer, SECRETARY

APPROVED AT THE 8/25/2025 BOARD MEETING

**CORPORATE RESOLUTION OF
THE KENT WOODLANDS PROPERTY OWNERS ASSOCIATION
BOARD OF DIRECTORS**

**Re: Authorizing Solicitation of Voluntary Member Donations for
Acorn Entry Lot Improvement Project**

WHEREAS, the Board of Directors of the Kent Woodlands Property Owners Association ("the Association") is responsible for the maintenance, repair, and replacement of the common areas, including the Acorn entry lot located at the intersection of Woodland and College Avenues; and

WHEREAS, the Board previously proposed a special assessment to fund comprehensive enhancements to the Acorn entry lot, which proposal did not receive the required membership approval; and

WHEREAS, the Board remains committed to enhancing the Acorn entry lot to improve aesthetics, remove hazardous vegetation, and provide a low-impact, environmentally friendly entrance space for member use and enjoyment; and

WHEREAS, the Board now proposes to move forward with a modified version of the improvement project using a combination of available Association funds and voluntary member donations; and

WHEREAS, the solicitation and receipt of donated funds is within the authority of the Association, as the pursuant to the Association's Articles of Incorporation, Article III, Section (A)(3), the Board has the authority ... *[t]o receive money and property by gift, assignment or otherwise and to establish a bank account or accounts and make deposits therein and withdrawals therefrom...*."

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board hereby authorizes the solicitation of voluntary, non-deductible contributions from Association members to help fund the modified improvement project for the Acorn entry lot.
2. Participation in the donation campaign shall be strictly voluntary, and no penalties, liens, or member consequences shall result from non-participation.
3. The Association shall provide a written notice to members describing:
 - the purpose and scope of the revised Acorn entry lot project;
 - the estimated cost and available Association funding;

- the donation goal and suggested contribution amount;
- a disclaimer that the Association is not a tax-exempt charitable organization and that contributions are not tax-deductible; and
- instructions and deadline for submitting contributions.

4. All donations received shall be accounted for separately and used solely for the Acorn entry lot project.

5. The Board shall report on the total funds received and spent at a future open board meeting and in accordance with Civil Code §§ 5200-5210.

6. If insufficient funds are raised to complete the revised project, the Board may revise the project further or defer certain components.

PASSED AND ADOPTED by the Board of Directors of the Kent Woodlands Property Owners Association on 7/28/25.

CERTIFICATE OF SECRETARY

I certify that I am the Secretary of the Kent Woodlands Property Owners Association Board of Directors. The foregoing is a true and correct copy of the Resolution duly adopted by the Board of Directors of the corporation on 7/28/25, and said Resolution has not been modified or repealed and is in full force and effect.

DATED: 7/28/25

Paul D. Jany, Secretary