



Kent Woodlands Property Owners Association

REGULAR BOARD MEETING MINUTES

Monday, June 23, 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

Directors Absent: Paul Janzer

Staff Present: Jeanne Williams

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

Public Comment: None

Approval of 05-19-2025 Board Meeting Minutes: Unanimously approved as submitted.

Fire Safety & Hazard Mitigation Report: Currently looking for a consultant to replace Heather Hill. Leh and Freeman have been speaking with candidates and have put a job posting online.

Electrical Wire Undergrounding Committee Update: Joel Ritch met with Adam Marston (Harris and Associates) and Supervisor Brian Colbert. They discussed different paths to getting approval from a neighborhood or a subset of a neighborhood.

He also gathered more information that will inform our cost estimates. The preliminary work to take the project to the bond stage (when more money becomes available) has an estimated cost of ~\$350k. Undergrounding costs ~\$1500/foot, and we have ~6 miles of streets. This means the project would cost roughly \$50M, which would be ~\$100k-\$120k per home (payable via a bond over several decades). Additionally, each resident would have to pay \$15k-30k to underground the utility connection to their home. Harris and Associates estimates that the entire project would take 3-5 years.

Leh to pick a date for a community roundtable discussion.

AC Report and Ratifications: Unanimously approved as submitted.

College Avenue Safety Improvements: Leh and DiTommaso met with Supervisor Colbert and the head of traffic for DPW to discuss traffic/safety issues on College Ave. The roundabout project is on the county's radar, and they are working on a design, but it requires state funding that has not yet been approved. Larkspur is doing their own project on Magnolia that we may be able to coordinate with.

Separately, we were able to change the route of a private school bus that has been unnecessarily stopping traffic on College Ave.

County Paving Program: We will include a notice in the next newsletter with the county paving plan for neighborhood streets.

Acorn Lot Maintenance and Landscaping: The two Monterey pines in the Acorn Lot need to be removed

as soon as possible per an independent arborist report. The board unanimously authorizes Ring to confirm the insurance and licenses of vendors, renegotiate for the lowest possible price, and schedule work with a budget of up to \$19,500.

Ring is working with a vendor on a quote for landscaping in the Acorn Lot.

Governing Documents Revision Update: Exploring with legal counsel whether we can simply rework the CC&Rs to be legally compliant and decouple any potential changes to policies that require a neighborhood vote.

The survey received 160 responses. Fire safety, trees/views/privacy, and noise & disturbances (mostly from construction) were the issues that the community flagged as the highest priorities.

We will discuss trees, views, and privacy issues at our next meeting.

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

Insurance Renewal/Changes: The board unanimously approved changes to our insurance coverage that maintain our general liability coverage, self-insure renters' and property, and increase our umbrella coverage. The policy will cost ~\$13700 per year, which is similar to what we currently pay.

KWPOA Remnant Parcels: Leh sent letters to adjacent landowners to gauge interest in buying these parcels.

Social Events Update: No updates

Kentfield/Ross Magazine: Freeman to talk about our partnership with the county.

Officer Reports: Millar, our Treasurer, reports that our expenses are on budget and that our income is ahead of budget.

Operations Report: Williams is working with the county to get access to our CSA17 funds to cover LPR expenses.

Next Regular Board Meeting Agenda: Our next meeting will be Monday, July 28.

Meeting adjourned at 7:35 pm.

Paul Janzer, SECRETARY

APPROVED AT THE 7/28/2025 BOARD MEETING