



Kent Woodlands Property Owners Association

Regular Board Meeting Minutes May 22, 2023 - 6:00PM PST hybrid with Meeting Owl

Present: **Directors:** Becker (Zoom), Freeman, Johnson, Leh, Wardell-Smith (Zoom)
 Staff: Hill (Zoom), Tiernan, Williams
 Guest: DiTommaso
Absent: **Directors:** Hagey

Call to Order: President Leh called the meeting to order at 6:02pm PST.

Public Comment:
None.

Fire Safety Hazard Mitigation and NRG Report:

Hill reported 509 Woodland was given an extended deadline of 6/15/23 to fix fire safety issues. No new properties have been identified with fire hazard issues. Hill is planning to do a “drive-around” on Friday.

Approval of Prior Board Meeting Minutes: M/S/A to approve Minutes from 4/24/23 as distributed.

AC Report: Johnson reported that there are no new applications this month, therefore no approvals to ratify. She has been onboarding Kristin Tiernan, new Architectural Committee Coordinator. Johnson asked Tiernan to introduce herself to those present. Williams will send an email to all members announcing Tiernan and providing her email address of AC@KWPOA.com. Johnson reported that she and President Leh have been exploring the concept of the Board continuing to ratify AC approvals and the topic will be on the Agenda for the June meeting.

Revised Architectural Rules: Johnson reported that the Revised Architectural Rules were recently sent to Board members for discussion/vote at this Board meeting. Johnson explained that the vote tonight would be to send the document out to members for a mandatory 28-day review and comment period. After that period, the Board would then review comments and vote to officially approve and adopt the revised document.

Johnson explained that the Architectural Rules were originally intended to be a paraphrased version of the CC&Rs, but over time they began to reflect personal opinion. The AC voluntarily took on the task of preparing a revised version of the Architectural Rules for the Board to consider. The goal was to come up with a purified and simplified document which aligned with the CC&Rs. Johnson agreed to prepare a memo identifying the major changes, which could go out to members as a cover letter along with the revised Architectural Rules.

M/S/A to submit the revised draft of the Architectural Rules to the membership for a 28-day review and comment period.

White Houses and “Grandfathered-in” Houses: President Leh reported that Johnson drafted a letter to go out to members with houses painted in unapproved colors since 1995 asking them to paint their houses in an approved color the next time they paint their house. This approach will show that the Board has made a good faith effort to address the issue of some member properties having houses that

are white or another unapproved color. Leh stated that the topic of grandfathered-in white houses and the proposed letter will be on the Agenda for the June meeting. Leh also stated that he will ask seek legal counsel from Dave Feingold. Williams requested that Leh get clarification on who would be responsible for painting the house at the time the ownership changes hands. Would the seller be responsible for painting it before it is sold or would the responsibility default to the new buyers?

Roundabout/Traffic Circle at intersection of College/Kent/Woodland: No report given. Leh explained that he is waiting for a board member to take up this issue.

Walkability Task Force: No report given due to Hagey's absence.

Entrance Beautification and Acorn Lot: Leh reported for Hagey that Hagey met with Bartlett Tree Service who confirmed that our two large pines are mostly health even though they are leaning with some evidence of animal intrusion. Modest remedial action would enable these trees to survive for the next 7 – 10 years minimum. Bartlett also advised steps to preserve the health of other trees especially oaks. KWPOA has engaged Erin Werner, Landscape Architect, to deliver a 3-phase recommendation by the June Board meeting. The concept is to better utilize the lot and create functional neighborhood grounds and safe place for kids to play during KWPOA events. Erin will provide a budget for each phase together with subcontractor recommendations: Phase I: Clean lot, remediate tree issues, remove poison oak and dead, noxious plants. Phase II: Planting native, low-water foliage along border; Install drip irrigation; further remove unnecessary weed trees within the interior of the lot; place mulch/rocks. Phase III: Installation of stadium steps into lot; grading some areas to create congregating space; neighborhood entrance sign (wooden/rusted steel motif); outdoor furniture (large wooden benches), and boulder-scape for children. In the discussion which followed, Williams raised the issue of setbacks.

Carbon Neutrality Task Force Report: Johnson reported that the Task Force is developing a survey to members and will share it with the Board before it goes out. Its purpose is a "collective weigh in" regarding vehicles, electricity and natural gas. The Task Force is planning an EV Car Show on Sunday September 24. Members will also be encouraged to attend the Resilient Neighborhoods program in the Fall. There will be a Home Tour led by Bitsa Freeman in Spring 2024. Johnson requested \$900 for a pizza truck for the EV Car Show, to encourage people to attend, and \$5,000 in seed funding to develop a website. In the discussion which followed, Leh questioned Carbon Neutral Initiative having its own website saying it should be part of the KWPOA website. Wardell-Smith suggested that Board members personally fund the initiative as it's arguable whether carbon neutrality is covered within the CC&Rs as a community priority and expense. No motion, no vote.

Johnson said she is exploring getting non-profit status under the umbrella of Sustainable Marin, who would charge an 8% fee for the service. Johnson, Freeman and Becker agreed to explore the best way to get non-profit status and report back to the Board.

Open Board Seat: President Leh proposed that Ghigo DiTommaso be appointed to the Board seat vacated by Altman, which is a term expiring in January 2024. **M/S/A** to appoint DiTommaso to the Board.

Short Term Rentals Policy: Tabled to June Board meeting.

Kentwoodlands.org G-Suite Migration: The domain name of "Kentwoodlands.org" has been secured. KWPOA Board members and staff will have Google email addresses, will use Google to share documents, etc. The goal is to complete the migration by the end of summer. Williams will create a site map of the current website highlighting the "must have's" for the new website.

Officer Reports:

Treasurer's Report Treasurer Wardell-Smith reported that our financial position remains in good standing. Our year to date (YTD) revenue for January through April was \$151,000 versus \$126,000 for the same period last year, a 20% increase associated with a 20% increase in residential assessments. Wardell-Smith called the Board's attention to a significant 70% drop in Design Review revenue. Design Review income net of any refunds was \$5,000 YTD versus \$17,000 last year. YTD overall association expenses were higher, \$77,000 versus \$64,000, a 20% increase. From a YTD perspective, our net income for the first quarter is \$81,000 versus \$80,000 for the same period last year. Our Association's total assets and liabilities were \$417,000 at the April month end.

Vice President Report: Becker reported that she will meet with Jeremy Tejerian, County Planning Director, to get clarification on the County's proposed changes to community plans, specifically whether these changes would open up neighborhoods like Kent Woodlands to multiple family units.

President Report: President Leh said that Supervisor Katie Rice won't be running for re-election. Leh has met with two people considering running for the open seat.

Social Report: President Leh reported that the Food Truck event on May 21 was really well attended with our total out-of-pocket expenses totaling approx. \$600.

Operations Manager Report: Williams reported as follows: Six members still remain unpaid, will send "pre-lien" notices via certified mail this week; Projects coming up: Google Suite transition, new web site, file and storage cleanup; G-Suite Migration; Onboarding the new AC Coordinator and Williams' son will help with a big clean out and shredding project.

Next regular board meeting: Monday, June 26, 2022 at 6:00pm. Agenda to be published.

Regular Meeting Adjourn: 7:40 pm PST.

Respectfully submitted,
Ann Peckenpaugh Becker, Secretary

Approved June 26, 2023