



Kent Woodlands Property Owners Association

*Regular Board Meeting Minutes
September 25, 2023 - 6:00PM PST Hybrid In-Person/Zoom*

Present: **Directors:** Becker, DiTommaso (Zoom), Freeman, Johnson, Leh, Wardell-Smith
 Staff: Hill (Zoom), Tiernan (Zoom), Williams
 Guest: Austin Sharp, PG&E

Absent: **Director:** Hagey

Call to Order: President Leh called the meeting to order at 6:00 pm PST.

Public Comment: An open forum was held where members were given an opportunity to address the Board. Numerous comments were about PG&E outages.

PG&E Guest Speaker re Outages in Kent Woodlands: Austin Sharp, Senior Manager for Marin, Sonoma, and Napa, PG&E.

Approval of August 28, 2023 Minutes: *M/S/A to approve the Minutes of the August 28 Board meeting as submitted.*

Fire Safety & Hazard Mitigation Report: Hill reported on her recent activity. President Leh directed her to contact Larry Pasero about the non-member properties with fire hazards.

AC Report and Ratifications: Tiernan presented the AC's recommended ratifications. *M/S/A to approve ratifications as recommended with the exception of 27 Rancheria, which was ratified with the condition that they paint/stain the driveway gates an approved color, not white stain.*

Revised Architectural Rules/Views and Trees: President Leh tabled the discussion due to Director Hagey's absence. He said the Board is taking the leadership role in editing the "Views and Trees" document to be consistent with the CC&Rs. The Architecture Committee will review it again and resubmit it to the Board for the Board's review. It will then go out to the membership for another 30 day review and comment period.

Noise Rule, including Portable Generators: President Leh stated that rather than officially pass a "rule" which would require a 28-day review and comment period by the membership, the Board would make a "recommendation" that portable generators be shut off between the hours of 11 pm and 6 am, unless the owner has a health or safety need for electricity. No motion no vote.

Unapproved Exterior Paint Color – Tracker Update: President Leh reported that they have resolved a number of cases of houses with unapproved exterior colors. Director Hagey is drafting a follow-up letter.

2024 Assessments and Budget Discussion: Treasurer Wardell-Smith stated that expenses continue to exceed revenue. Wardell-Smith proposed that the Board vote to raise residential assessments 20% (\$65), from \$325 to \$390. Background: with the exception of 2023, dues were otherwise not raised for the prior eleven years. At the same time, association expenses have continued to significantly grow with inflation. This has created a net income shortfall that needs remediation. *M/S/A to accept the increase in assessments as recommended. M/S/A to adopt the Draft Budget as presented.*

Annual Meeting and Election: M/S/A to hold the next Annual Meeting on Wednesday January 17, 2024. Four Directors' terms are up for re-election. Nominations must be received by 5 pm on October 31, 2023. An easel containing information about Board, Architecture Committee, and other volunteer opportunities will be displayed on Woodland Rd. near the Acorn Lot.

Roundabout/Safety Improvements Report: Director DiTommaso reported that the initial funding expected by the County was not received but County representatives say they are committed to the College Avenue Improvement Plan. DiTommaso has been planning next steps, and met with the Kentfield School Superintendent and candidates for Board of Supervisors.

Neighborhood Security – Sheriff Patrol Hours, etc.: Discussion of recent construction site theft and vandalism of unlocked cars.

Short Term Rentals Policy: Operations Manager Williams reported that Legal Counsel advised that the only short term rental policy we can put in place would basically reiterate the County's policy. This item will be tabled until a future date. No motion no vote.

Entrance Beautification and Acorn Lot: President Leh tabled the discussion until October due to Director Hagey's absence.

Carbon Neutrality Task Force Report: Director Johnson, Chair of this task force, reported on numerous items including an EV Car Show, a new website, and a "green home" tour in the Fall.

Kentfield&Ross Living Magazine: Discussion of possible subjects for the KWPOA page.

Social Events Update: Discussion about Food Truck event held in September, the upcoming Halloween Parade, and the December Holiday Party.

Officer Reports:

Treasurer's Report – Director Wardell-Smith, Treasurer, reported that we have a one year CD that matures in three days which will not be rolled over as short-term rates remain attractive.

Vice President – Director Becker reported on Project Homekey, specifically the Public Safety Working Group, which has been meeting with County entities to ensure all will keep a watchful eye on the neighborhood and to develop a "dashboard" for monitoring incidents.

Operations Report: Williams reported on the following:

- 1) Assessments: One member's assessment remains unpaid and collection has been handed off to Associated Lien Services;
- 2) Annual Meeting and upcoming Board Election: the Annual Meeting will be held via Zoom and the election hinges on whether there are any candidates in addition to incumbents;
- 3) Mailings: There are a couple of legally-required mailings. The first is the annual notice of address. The second, in mid-November, is the annual budget report and annual disclosure package;
- 4) Board meeting schedule: The next Board meeting is October 23 and Jeff has recommended these future board meeting schedule adjustments due to religious holidays: the April meeting will be on April 15 and May will be on May 20.
- 5) Newsletter deadline: The November newsletter deadline will be October 24.

Next Regular Board Meeting Agenda: President Leh provided instructions for the Agenda.

Next Regular Board meeting: Monday October 23, 2023 at 6:00pm. Agenda to be published.

Regular Meeting Adjourn and Reconvene in Executive Session: President Leh adjourned the regular session at 8:33 pm PST.

Respectfully submitted, Ann Peckenpugh Becker, Secretary

APPROVED 10/23/2023