Kent Woodlands Property Owners Association

REGULAR BOARD MEETING MINUTES
Monday, August 24, 2026 - 6:00 PM

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

Directors Present: Bitsa Freeman, Steve Ring, Ghigo DiTommaso, John Millar, and Paul Janzer

Directors Absent: Jeff Leh and Joel Ritch

Staff Present: Jeanne Williams, Zachary Meier

Call to Order: Meeting called to order at 6:01 PM.

Public Comment: None

Fire Safety & Hazard Mitigation Report: Meier sent two new fire hazard letters this month; one received a quick response. He is researching the process for our FireWise renewal and will join our food truck event to answer community questions.

One residence was flagged for inspection. Meier will check in this month.

Approval of 07/27/2026 and 06/22/26 Minutes: Unanimously approved as submitted

Architectural Committee Report and Ratifications: Unanimously approved as submitted.

College Ave. Safety Improvements: The conversation with the county will resume after road re-striping is complete.

License Plate Reader Camera Policy and/or Summary: New legislation requires HOAs to have a policy regarding what LPR readers collect and who has access. Williams is working with our outside counsel on a policy and will send it to the board for review. There will be a 28-day comment period before the final vote.

Governing Documents Revision – Next Steps: A special meeting will be scheduled with outside counsel in mid-October (Williams to schedule). The board needs to review the proposed changes and prepare feedback before that meeting.

Purchase of Art Print from Kentfield/Greenbrae Historical Society: Freeman made a motion to purchase a $1000 print of an 1870 painting of Kentfield for the HOA office. All proceeds go to fund the Kentfield Greenbrae Historical Society. The motion passed unanimously.

Social Events Update: Our food truck event will be on September 13. There will be a pizza truck, shave ice truck, and complimentary drinks. Freeman to prep Meier for his fire safety booth. Williams to get a table for Meier.

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

Officer Reports: Freeman expressed a concern that a single owner is buying up many homes in the neighborhood, but acknowledged that the board has no ability to prevent this.

Millar will begin talking to Williams about the 2027 budget in September. Ring flagged that we will need landscaping twice per month during summer months going forward, which will have some impact on our landscaping budget.

Operations Report: Williams is trying to get traction with the county regarding questions about roadways (paving, blind turns, etc.), but they are very slow to reply. Williams to share a list of roadway issues that she is tracking. We will agendize this for the next meeting.

Williams will be on vacation from 9/14-9/29.

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

Meeting adjourned at 6:40 pm.

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Paul Janzer, SECRETARY

APPROVED AT SEPTEMBER 28, 2026 BOARD MEETING