



# Kent Woodlands Journal

Newsletter #268

February 2018

The monthly newsletter of the Kent Woodlands Property Owners Association

## President's Note

Hello, Neighbors! The hills are alive with the sound of... jackhammering, chain saws, backhoes and curb cutters. It's the middle of winter, yet our neighborhood is a hive of activity. If you're wondering what's going on, here's the lowdown: Ross Valley Sanitary is working throughout Kent Woodlands on Gravity Sewer Improvements, Davey Trees is under contract with PG&E to clear trees and limbs that interfere with power lines, and the County is busy cleaning up and clearing out the road right of way. Please remember that if you own a piece of property with foliage growing into the roadway, it's your responsibility to trim those plants to keep a clear sightline on our curvy, twisty roads. If you don't trim your foliage, the County might take efforts to their own hand...and the result is not always pretty.

Speaking of foliage and roadway interference, the Kentfield Fire Department will be taking very aggressive fire suppression efforts beginning in April. Removing overgrowth is a key aspect of fire safety. Oleanders are highly flammable and will be actively targeted for removal. Don't wait until April to begin cleaning up and clearing out your dead, diseased, damaged or overgrown foliage.

— Bitsa Freeman, President

### A word about garbage...

Specifically, your curbside trash and recycling bins. The night before your scheduled pickup, bins should be placed in a stable spot that does not create a hazard for cars, bicyclists or pedestrians. They should be removed from the street as soon as you can manage after pick-up.

In addition, our special area has wildlife concerns that necessitate securing your cans in a way to prevent critters from knocking over bins and spilling trash into the street. This garbage is not only unsightly, it attracts even more wildlife, including racoons, rodents, and crows. Bungee cords are a great solution for this!



## ***In an Emergency...Stay Informed!***

Make sure you receive notifications during a local disaster, emergency or evacuation in your neighborhood. There are three ways to ensure notifications are sent to you. We encourage you to sign up and enable these sites:

**Alert Marin:** Emergency alerts sent by call, text, email, or smartphone application from the County of Marin. Register at [www.alertmarin.org](http://www.alertmarin.org). (Helpful hint: The caller ID for AlertMarin is 415-473-6376. Many smartphones allow you to create "favorites" and set preferences for those callers. Consider making AlertMarin a favorite on your mobile device to make sure you don't miss any alerts.)

**Nixle:** Text your zip code to 888777 to opt-in. Visit [local.nixle.com/register/](http://local.nixle.com/register/) to select notifications.

**Wireless Emergency Alerts (WEA):** Short emergency messages broadcast to WEA-enabled mobile devices in a locally targeted area. Look in your mobile phone's settings to enable.

## Sheriff's Report

The following is a recap of Sheriff activity in Kent Woodlands during the month of December 2017:

Alarm Activations	13 Activations
Vacation Homes	8 Homes
Vacation Checks Completed	35 Checks
Extra-patrol Request completed	63 Checks
Welfare Checks	1 Incident
Citizen Assist	7 Incidents
Civil Advice	1 Incidents
AOA Fire	3 Incidents
Noise Complaints	1 Complaints
Thefts	1 Incident
Vandalism	1 Incident
Traffic Stops	5+ Stops
Parking Complaints	1 Complaint
Suspicious Vehicles/Persons	0 Incidents

— Deputy Scott Anderson

## Fire Safety Events

**Friday, February 9, 2018 from 11am - 2 pm at Marin Valley Mobile Country Club (100 Marin Valley Drive in Novato)**

**FIRESafe MARIN** will host a community workshop to help Marin neighborhoods organize to achieve Firewise USA recognition. Learn about the benefits and challenges of Firewise recognition for your neighborhood, while preparing a plan to help your community survive a wildfire. Representatives from every Marin fire department, land management agencies like MMWD and Open Space, PG&E, and others will be in attendance to help residents understand Marin's wildfire risk and develop a plan to address the risk. [www.firesafemarin.org](http://www.firesafemarin.org).

**Saturday, February 10, 2018 from 10am -noon at College of Marin Kentfield campus, Fusselman Hall, Room 120.**

**Assemblymember Marc Levine's Marin Town Hall on Fire Preparedness** - Come hear what state, county, and local governments are doing to prepare for a fire emergency and how to improve fire safety in Marin. Learn how to prepare your family, home and property in case of disaster.

## 2018 Officers Elected

At the January 25th regular board meeting, the KWPOA Board of Directors elected the following officers for 2018:

President — Bitsa Freeman  
Vice President — Kathy Goldsmith  
Secretary — Ann Becker  
Treasurer — Steve Gray

In addition, the board reappointed the following association members to the Architectural Committee:

Jim Schafer — Chair  
Anne Barr — Board Representative  
Trina Lavigna  
Tom Nicholson  
Bill Riley

Many thanks to these dedicated volunteers!

## Financial Resolution Passed

As in past years, the KWPOA called for a vote at the annual meeting on January 17, 2018 regarding the application of surplus funds. The following resolution was adopted by unanimous voice vote:

WHEREAS, the Kent Woodlands Property Owners Association is a non-profit mutual benefit corporation, and,

WHEREAS, the corporation seeks to act in accordance with the applicable IRS Revenue Rulings;

RESOLVED that any surplus funds remaining in the Association's budget at the end of the fiscal year shall be applied to the following year's budget as provided for in the IRS Revenue Ruling 70-60A.

## Annual Assessments Due

Members, please remember that your 2018 annual assessment of \$275 is due on February 15th! Late payments will be subject to a 10% late fee and 1% interest monthly. Payment by credit or debit card through PayPal is available at [www.kwpoa.com/membership/assessments/](http://www.kwpoa.com/membership/assessments/).

When paying your assessment, please be sure to check over all contact information and make corrections where necessary.

If you did not receive your assessment invoice, please contact us as soon as possible at 415-721-7429 or [info@kwpoa.com](mailto:info@kwpoa.com).

## **Architectural Applications: February 2018**

**Please note:** This newsletter is your **official notice** from the KWPOA regarding property improvements submitted for approval by the Architectural Committee. Please review this section very carefully as some planned development may affect you. Note that Architectural Committee actions are not final until ratified by the Board of Directors.

### ***THIS MONTH'S ARCHITECTURAL REVIEW MEETING: February 27, 2018***

<b>Applicant</b>	<b>Property Address</b>	<b>Category/Project Description</b>
<b>New Applications for February</b>		
375 Crown	Smock	C5: Preliminary review
<b>Continued Applications to be Considered in February</b>		
15 Spring Road	Fellows	C7: Changes to Approved Plans
70 Rancheria	Rockefeller	C4: Significant Change in Appearance
<b>Applications Approved in January</b>		
615 College	Callan	C2: Minor Addition
21 Rancheria	Tuthill	C4: Significant Changes in Appearance
115 Woodland	RMDG, Ilc	C7: Changes to Approved Plans
<b>Applications Denied in January</b>		
7 Rancheria	Forsland	C2: Minor Addition
<b>Open Enforcements</b>		
651 Goodhill		
67 Ridgecrest		
<b>Exempt and Administratively Approved Applications</b>		
111 Goodhill	Powell	Tree Removal
40 Spring	Sanderson	Tree Removal
237 S Ridgewood	Bloom	Tree Removal
648 Goodhill	Keefe	Fence Replacement

**ARCHITECTURAL COMMITTEE:** Jim Schafer (Chair), Anne Barr, Trina Lavigna, Tom Nicholson, Bill Riley

**AC COORDINATOR:** Michael Barber

**MEETINGS:** Held at the KWPOA office at 1010 Sir Francis Drake Blvd., #200, Kentfield, CA on **the 2<sup>nd</sup> and/or 4<sup>th</sup> Tuesdays of each month from 5:30 to 7:30 p.m.** To be noticed in the newsletter and placed on the agenda, **COMPLETE** applications must be received by the 21<sup>st</sup> of the preceding month (or the Friday prior if the 21<sup>st</sup> falls on a weekend or holiday). All calls concerning Architectural Committee matters should be directed to Michael Barber at the KWPOA office at 415-721-7429 or [mbarber@kwpoa.com](mailto:mbarber@kwpoa.com). Materials and applications may be mailed to P.O. Box 404, Kentfield 94914, or delivered to the office by appointment only.



Kent Woodlands Property Owners Association  
PO Box 404  
Kentfield, CA 94914

## Regular Board Meeting

**Date:** Thursday, February 22, 2018 - 6:00PM  
**Location:** 1010 Sir Francis Drake Blvd. #200

- Call to Order
- Public Comment
- Approval of January 25 Meeting Minutes
- AC Report and Ratifications
- LPR Update and Related Votes
- Officer Reports
- County Update
- KWPOA Parking Lot Enforcement
- Administrator's Report
- Next Regular Board Meeting Agenda (Feb. 22, 2018)
- Adjourn and Reconvene in Executive Session

### Executive Session Agenda:

- Call to Order
- Approval of January 25 Minutes
- Litigation Report
- Personnel
- Adjournment

*(This is a preliminary agenda. Final agenda posted at our office 96 hours prior to meeting.)*

## KWPOA Contact Information

**Mailing address:** PO Box 404, Kentfield 94914  
**Office address:** 1010 Sir Francis Drake Blvd. #200  
Kentfield, CA 94904  
**Phone:** 415-721-7429  
**Fax:** 415-532-1487  
**Web Site:** [www.kwpoa.com](http://www.kwpoa.com)  
**Email:** [info@kwpoa.com](mailto:info@kwpoa.com)

## Board Members and Staff

Bitsa Freeman, President	<a href="mailto:bfreeman@kwpoa.com">bfreeman@kwpoa.com</a>
Kathy Goldsmith, Vice President	<a href="mailto:kgoldsmith@kwpoa.com">kgoldsmith@kwpoa.com</a>
Ann Becker, Secretary	<a href="mailto:abecker@kwpoa.com">abecker@kwpoa.com</a>
Steve Gray, Treasurer	<a href="mailto:sgray@kwpoa.com">sgray@kwpoa.com</a>
Anne Barr, Director/Arch. Comm.	<a href="mailto:abarr@kwpoa.com">abarr@kwpoa.com</a>
Jeff Leh, Director	<a href="mailto:jleh@kwpoa.com">jleh@kwpoa.com</a>
Mimi Willard, Director	<a href="mailto:mwillard@kwpoa.com">mwillard@kwpoa.com</a>
Jeanne Williams, Administrator	<a href="mailto:jwilliams@kwpoa.com">jwilliams@kwpoa.com</a>
Michael Barber, AC Coordinator	<a href="mailto:mbarber@kwpoa.com">mbarber@kwpoa.com</a>



*Assemblymember*  
**Marc Levine**

Invites you to hear what state, county, and local governments are doing to prepare for a fire emergency and how to improve fire safety in Marin. Learn how to prepare your family, home and property in case of disaster.



# MARIN TOWN HALL

on Fire Preparedness

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SATURDAY  
**February 10, 2018**  
10:00 AM - 12:00 PM

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**College of Marin** Fusselman Hall Room  
120 835 College Ave., Kentfield 94904

**KENT WOODLANDS PROPERTY OWNERS ASSOCIATION**  
**MINUTES OF THE BOARD OF DIRECTORS MEETING**  
**THURSDAY, December 7, 2017**

Present: Barr, Becker, Freeman, Goldsmith, Gray, Willard

Excused: Leh

Staff: Jeanne Williams, Administrator

A quorum of directors was present at the meeting.

**Call to Order:** The meeting was called to order at 6:00 pm by President Freeman.

**Public Comment:** None

**October Minutes:** M/S/A to approve

**Architectural Committee Report and Ratifications**

- M/S/A to ratify approval of one project.

**Committee Appointments**

- Director Becker reported that the Fire Safety Committee has formed.
  - M/S/A to appoint the following people to the Power Line Under-grounding Sub-Committee: Keith Shultz (Chair), and Christine Baron, with non-member Bob Gray serving as Advisor.
  - M/S/A to appoint the following people to the Prevention Sub-Committee: Ron Antipa, Krystal Ariel, Robin Bruener, Deborah Cook, Nikki Johnson, Skip Kniesche, Pam Lytz, Pam Riley, Brook Spoerry, Jurg Spoerry, Warren Webber, Eric Wilcox, and Jin Zidell.
  - M/S/A to appoint the following people to the Evacuation Committee: Daly Schreck.

**LPR Report and Related Votes**

- Jeanne Williams reported that the project is on track, equipment has been ordered; AT&T has been contacted and data services are being explored; the engineering firm is working on the study needed for the Encroachment Permit application. She estimates that the permit application will be ready to go to the County in early January.

**Officer Reports**

**President's Report:**

The Holiday Party, which was on Sunday December 3, went very well, was very well attended. Compliments to Jeanne Williams for her help organizing it.

**Treasurer's Report**

Director Gray reported the financials which were consistent with plan.

**Secretary's Report**

Director Becker reported on the Fire Education Tour of Santa Rosa and environs which she, Director Freeman, and former Director Evergettis went on with Kentfield Fire Chief Mark Pomi and Battalion Chief Mike Hadfield. There were many lessons to be learned, including the need to: 1) maintain defensible

space between ones house and any flammable materials including dead or distressed shrubs and trees, plastic garbage bins, wooden or plastic patio furniture and toys, leaves on roofs or in gutters, mulch, firewood, wooden decks, etc.; 2) remove all hazardous trees such as diseased Oaks, distressed Eucalyptus, any Monterrey Pines (“torches”), Cypress, Juniper, Bamboo; 3) get to know our neighbors, especially the elderly or handicapped, and help them make sure their property is free of flammable vegetation and help them evacuate; 4) register for AlertMarin.org to get fire department emergency warnings and evacuation notices tailored to our neighborhood.

**County Update** – none

**Social Activities Update** – none

### **Administrator’s Report**

- Disclosure packages have been sent out.
- The database has been updated in preparation for running the assessments, which will be mailed out 12/29/17.
- The website has been updated to allow PayPal payments for the assessment, as well as to allow members to order parking stickers online.
- This is part of an effort to allow as much as possible to happen online and via email, to reduce printing and mailing costs.
- Member billing for Architectural Committee services was recently transitioned to an Excel-based system. Member Aubrey Leh is developing, pro bono, a further improved, integrated system for tracking and billing Architectural projects; Leh's final product should be implemented in 2018.
- The deadline for the next newsletter is Dec. 27. Director Barr noted that the newsletter should include the addresses subject to Enforcement Actions, as is the custom.
- Planning for the KWPOA Annual Meeting on the evening of January 17. The facility has been secured (The Studio, Marin Art and Garden Center). Speakers have been confirmed (Fire Chief Mark Pomi and Sheriff Deputy for Kent Woodlands Scott Anderson).

**Next Regular Board Meeting:** January 25, 2018

**Meeting adjourned** 7:00 pm

I, the undersigned secretary of the KWPOA, certify the foregoing to be true and correct.

Ann Becker, Secretary, KWPOA Board of Directors