

**KENT WOODLANDS PROPERTY OWNERS ASSOCIATION**  
**MINUTES OF THE BOARD OF DIRECTORS MEETING**  
**THURSDAY, April 26, 2018**

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

**Guest Speaker:** Todd Lando, FireSafe Marin

- Todd Lando briefed the Board on the upcoming mandatory Fire Inspections which the Fire Department will be conducting on all Kent Woodlands properties beginning May 14, five days a week, from 8 am to 5 pm.
- They will follow the process outlined by Fire Code: 1) An initial inspection to identify hazards, which must be corrected within 30 days; 2) A second inspection to verify that hazards have been corrected; 3) If hazards were not corrected, a follow-up inspection 14 days later; 4) If hazards were not corrected, another follow-up inspection 14 days later, at which time the Fire Department may bill for their time, which can mean a \$200 bill for the third inspection, and if the Fire Chief determines that the hazard is significant and that nothing is being done about it, the Fire Department will seek bids to do the work at the property owner's expense, including putting a lien on the property. The Fire Department will focus on the most significant fire hazards and will enforce the Fire Code to the fullest extent.
- A mailer was recently sent to all property owners, detailing the work which needs to be done to create defensible space and to harden a home.
- In answer to a question about the 100 feet of defensible space, he explained that according to California Fire Code Ordinance 4907.2, if you own, lease or control land you are responsible for removing fire hazards which threaten any structures within 30 to 100 feet of your home, 150 feet if on a steep slope. For most properties in Kent Woodlands, this will mean clearing fire hazards all the way to the property line.

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

**KWPOA Parking Lot Enforcement**

- Director Leh reported on a proposed solution to the problem of unauthorized use of the "Acorn Lot" at the entrance.
- M/S/A to adopt a new procedure for handling illegally parked cars, as follows: The Deputy will contact the KWPOA Office when there is a car parked there illegally, and the Administrator will call the towing company. If KWPOA summons the towing company, the Deputy will remain on the scene and communicate with the vehicle owner if they return before their car is towed. If the vehicle owner returns before the vehicle is towed away, the Deputy will cancel the tow. In that case, KWPOA is responsible for paying the towing company charges. The Deputy will place warning flyers on cars parked illegally.

- Director Leh offered to review the current warning flyer and possibly suggest improvements.
- In discussion about who is authorized to have an acorn sticker, a review of CC&Rs indicated that only residents who are members of KWPOA can have acorn stickers on their cars – not their guests, employees or service providers. It was suggested that the language of the sticker request form be changed to clarify this, and possibly as for license plate information for each requested sticker.

### **Neighborhood Gathering With Food Trucks**

- Director Leh stated that the Board should pursue the idea of a summertime family activity paid for by KWPOA. The idea is for a late afternoon or early evening gathering, with food trucks, either in the Acorn Lot or another location, such as a cul de sac or less-traveled road, where traffic will not be adversely affected. Director Leh will look into the details and report at the next Board meeting.

### **Holiday Party 2018**

- Director Leh stated that he will investigate the possibility of holding the 2018 Holiday Party at the Guest House, the new restaurant set to open in the former Ambrosia location. This will depend on the cost. The date for the gathering is usually the first Sunday in December, to be finalized.

### **Architectural Committee Report and Ratifications**

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

### **LPR Report and Related Votes**

- President Freeman reported for Administrator Williams that trenching for power has begun. A meeting with the equipment vendor which was supposed to occur this week was postponed due to the fact that the vendor representative was injured in a car accident and has been hospitalized.

### **Officer Reports**

- **President's Report:**  
President Freeman reported that Administrator Williams is working from home as she recovers from pneumonia.
- **Treasurer's Report**  
Treasurer Gray reported the financials which were consistent with plan. The KWPOA Office lease will be up for renewal in October. M/S/A to approve the Financial Review which Treasurer Gray sent to Board members prior to the meeting.

### **County Update**

- President Freeman reported that the County has been clearing vegetation on Goodhill Road, drastically enough to concern many residents. Administrator Williams contacted Supervisor Rice's Assistant, Nancy Vernon, to request that KWPOA be notified in advance when such work is planned.
- The Sir Francis Drake Blvd. Rehabilitation Project is scheduled to begin in summer 2019.
- Director Willard reported that CO\$T is hosting a free community forum presenting al

candidates for District Attorney, on May 3, at San Rafael City Hall.

**Administrator's Report**

- President Freeman reported for Administrator Williams who was absent.
- 13 members' dues remain unpaid.
- Administrator Williams has been managing the LPR installation project.

**Next Regular Board Meeting:** May 24, 2018

**Meeting adjourned** 7:35 pm

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

Ann Becker, Secretary, KWPOA Board of Directors