



# Kent Woodlands Journal

Newsletter #252

October 2016

The monthly newsletter of the Kent Woodlands Property Owners Association

## President's Note

Hello, everybody. November election time is arriving soon, and Kent Woodlands has two measures, M and N, which will appear on your ballot! Here is information about them:

### **Measure M: Continuing Our Sheriff Patrols**

Over the past twenty years, Kent Woodlands residents have been paying for exclusive Sheriff Patrols in our neighborhood via a parcel tax administered by County Service Area (CSA) 17-1. During this time the crime rate has been very low. The Sheriff Patrol duties have included traffic violations, home vacation checks, contractor construction equipment and parking control, plus many other community services, especially for children and senior citizens. It has been ten years since the ballot measure for the Sheriff Contract and thus costs have risen.

The parcel tax to fund the continuation of Sheriff Deputy patrols will cost each household \$360.00 per year, subject to an annual inflation adjustment not to exceed 3% per year, commencing with the 2016-2017 fiscal year.

### **Measure N: Installing License Plate Reader Cameras at Our Entrance**

In late 2015, Kent Woodlands experienced a series of crimes — home break-ins, attempted break-ins, car break-ins and car theft — which was of great concern to the neighborhood. An Ad Hoc Security Committee was formed; it recommended that License Plate Reader cameras (LPRs) be purchased and installed at the entrance to Kent Woodlands and advised homeowners to install home security systems on their properties.

Several Marin communities (including Tiburon, Belvedere, and Bel Marin Keys) report good results with LPRs. They deter some crime and help law enforcement solve certain crimes. Obviously, the cameras alone will not eliminate crime completely, but they will provide a vital tool for our sheriff patrols to use in protecting our neighborhood.

The special tax to fund the LPRs will cost each household \$100 during year one only (fiscal 2016-2017) to fund the purchase and installation of the cameras and related equipment. Thereafter, the annual cost will be only \$11.00 per household to fund ongoing maintenance and replacement costs. As with the Sheriff Patrol, the cameras would be funded via CSA 17-1.

There you have it! Please give your support and vote yes for these critical security measures!

— Barry Evergettis, President

## **KWPOA 2016 Annual Meeting & Board Election**

KWPOA's **GENERAL MEMBERSHIP MEETING AND ELECTION** is scheduled for **Wednesday, January 18, 2017 at 7:00 pm** in the Livermore Room at Marin Art and Garden Center.

**CALL FOR CANDIDATES:** Three of the seven directorships are up for election in 2017: Anne Barr, Ann Becker, and Kathryn Goldsmith. The three incumbents will seek re-election. Nominations of qualified candidates may be submitted by mail, email, or in person at a Special Membership and Board meeting on October 27th at 6:00pm at the KWPOA office at 1010 Sir Francis Drake Blvd., Suite 200, Kentfield. Nominations close October 31st. Candidates will be invited to publish a brief (200 words) summary of their qualifications in the December newsletter.

**ELECTION INSPECTORS NEEDED:** Election Inspectors play a crucial role in the Association's election by ensuring the process of receiving and counting ballots is fair and valid. If you are interested in volunteering your time for this important function, please contact the office at 721-7429 and a board member will contact you.

# Fire Safety News

## **GARAGE FIRE**

Firefighters from Kentfield, Ross Valley, Corte Madera, Larkspur and Marin County Fire quickly extinguished a structure fire at a Kent Woodlands home. The fire, reported around 7:30 p.m. Thursday, September 1<sup>st</sup>, was contained to the detached garage of a home in the 300 block of Evergreen Drive.

Two vehicles parked inside the garage were destroyed and the structure sustained moderate damage. Firefighters were able to control the blaze in about 10 minutes and kept it from spreading to the wildland.

## **FIRE EVACUATION DRILL**

Our fifth annual fire evacuation drill was held on October 1<sup>st</sup>. It involved an area of approximately 120 homes, and was conducted by the Kentfield Fire Department and the Sheriff's Office, with participation by the Larkspur, Ross Valley and Marin Fire Departments. Your Fire Committee provided help with organization and information, and the Boy Scouts went door to door in September to encourage participation.

Along with County personnel and the Boy Scouts, a good number of residents gathered at the COM evacuation site to enjoy refreshments and talk with neighbors. They listened to brief remarks from Chief Mark Pomi, our Supervisor Katie Rice, the Office of Emergency services and a few others.

We still have a few weeks to go, but it looks like we may have escaped another fire season in the Woodlands.

## **ANNUAL PANCAKE BREAKFAST**

The Kentfield Fire District will hold their annual Pancake Breakfast on October 9, from 7:30-11:00AM. Don't miss this beloved neighborhood event and show support to our firefighters!

# Sheriff's Report

The following is a recap of Sheriff's activity in August 2016:

Alarm Activations	6 Activations
911 Hang-up Calls	2 Incidents
Assist Citizen Calls	5 Incidents
Suspicious Circumstance	0 Incidents
Welfare Check Requested	2 Requests
Assist Fire Dept./Medical Calls	13 Incidents
Theft/Burglary	0 Incidents
Lost Property	1 Incident
Noise/Disturbance complaints	1 Incident
Vacation Homes	10 Homes
Traffic Stops	12 Stops
Assist Other Agency (CHP)	3 Incidents
Suspicious Vehicles	3 Vehicles
Parking Citations	2 Citations

— Deputy Steven Fracoli

## **KENT WOODLANDS**

# Halloween Parade

**Monday,  
October 31st  
5:00 p.m.**



Don your costumes and join your neighbors for the annual Kent Woodlands Halloween Parade! Gather just past the intersection of Woodland Road and Rancheria/Goodhill, where the parade will begin at 5:00 p.m. sharp. Follow the fire engines up a candy-laden street to a post-parade gathering generously hosted by the Colladay/Hake family.

*As usual, Woodland Road will be **CLOSED** between Rancheria/Goodhill and North/South Ridgewood from 5:00 to 6:00 pm. Alternative routes will be available.*

## **See you there!**

*If you're interested in hosting a candy stop along Woodland Road, or for other parade information, contact the office at 415-721-7429.*

## Architectural Applications: October 2016

**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. Architectural Committee **Agendas** and **Results** are posted on our web site at [www.kwpoa.com](http://www.kwpoa.com) under "Design Review".

### **THIS MONTH'S ARCHITECTURAL REVIEW MEETING: October 25th**

<b>Applicant</b>	<b>Property Address</b>	<b>Category/Project Description</b>
<b>New Applications for October</b>		
Real Equity Group One LLC	70 Ridgecrest Rd.	C3: Preliminary review
Hee	617 College Ave.	C2: Minor Addition
<b>Applications Approved in September</b>		
Nicholson	206 S. Ridgewood	C4: Significant Changes in Appearance
Long	2 Quail Ridge	C1: Roof replacement
Hall	22 S. Ridgewood	C1: Roof replacement
<b>Exempt Applications</b>		
Fowler	60 Westwood	Tree Removal
Schafer	101 Idlewood	Tree Removal
Ward	46 Rock Road	Tree Removal
Zieger	500 Goodhill	Deck replacement

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**ARCHITECTURAL COMMITTEE:** Jim Schafer (Chair), Anne Barr, Trina Lavigna, 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.

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

## Special Membership Meeting

**Date:** Thursday, Oct. 27, 2016 - 6:00PM  
**Location:** 1010 Sir Francis Drake Blvd. #200

- Call to Order
- Public Comment
- Approval of September 22, 2016 Meeting Minutes
- AC Report and Ratifications
- Nominations for 2017 Board of Directors Election
- Vote to Approve 2017 Assessment Amount
- Vote to Approve 2017 Budget
- Review/Adjustment of Misc. Fees for 2017
- Fire Safety Committee Report
- Security Committee Report and Related Votes
- Officer Reports
- County Update
- Social Activity Updates: Halloween Parade, Holiday Party
- Administrator's Report
- Next Regular Board Meeting Agenda (**Dec. 8, 2016**)
- Adjourn and Reconvene in Executive Session

### Executive Session Agenda:

- Call to Order
- Approval of September 22, 2016 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  
**Physical address:** 1010 Sir Francis Drake Blvd. #200  
**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)  
**Office Hours:** Mon - Thur, 9:00am - 2:00pm

## Board Members and Staff

Barry Evergettis, President	<a href="mailto:bevergettis@kwpoa.com">bevergettis@kwpoa.com</a>
Bitsa Freeman, Vice President	<a href="mailto:bfreeman@kwpoa.com">bfreeman@kwpoa.com</a>
Mimi Willard, Secretary	<a href="mailto:mwillard@kwpoa.com">mwillard@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>
Ann Becker, Director	<a href="mailto:abecker@kwpoa.com">abecker@kwpoa.com</a>
Kathy Goldsmith, Director	<a href="mailto:kgoldsmith@kwpoa.com">kgoldsmith@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>

## KWPOA Election Rule

### Preamble

Effective July 1, 2006, for elections occurring on or after that date, the California Legislature has enacted legislation which will modify our current election procedures as provided for in the Kent woodlands Property Owners Association's current By-Laws. This new legislation (SB 61) (as amended by the California legislature on September 18, 2006) requires a homeowners association to adopt rules that meet specific standards. The purpose of the following rule is to achieve compliance with the new law while maintaining the general scheme of our current By-Laws.

### Article I: Elections

The following rules shall apply to KWPOA elections held for any of the following reasons:

- Election of Directors
- Assessments (other than special individual assessments as defined under Article 4, Section 4 of the CC&Rs)
- Amendments to the CC&Rs or By-Laws

### Article II: Candidacy for Board of Directors

The qualifications for candidates to serve on the KWPOA Board of Directors are:

- (i) Members in good standing with all Assessments current and whose Kent Woodlands property is subject to the CC&Rs
- (ii) Members who are not subject to any suspension of membership rights
- (iii) Only one Owner per Lot shall be eligible to serve on the Board at any time

The KWPOA Board will publish a copy of this rule in its October Newsletter each year preceding a Board Election to take place in January, thereafter. Candidates must submit a written statement of qualifications to the Board of Directors no later than October 31, each year. The Board of Directors will hold a special membership meeting in the month of October to allow nominations from the floor. The Board shall accept into nomination all individuals who meet the qualifications for candidates.

### Article III: Election Procedures

The Board shall do the following:

- Set dates for the opening and closing of the Balloting Period; Ballots will state the date latest time when ballots may be received;
- Set the date and place for a vote count;
- Appoint as the Inspectors of Election three independent third parties who are members in good standing of the KWPOA and meets the definition of independent third party as specified in this article;
- Arrange for a double envelope secret ballot by mail which meets the requirements of the statute (add reference) as specified in Article IV;
- Provide Notice of the place and time of the ballot count, which place must be a public place in the proximity of Kent Woodlands;
- Assure that the counting process meets the requirements of Articles IV and V;
- Establish a procedure to allow for proxy voting; and,
- Store election ballots in a secure place for one year after the date of the vote count; in the event of a recount or other challenge to the election process, make ballots available, upon written request, to association members or their designated representatives; any recount will be conducted using the same counting procedure as for the original election, unless otherwise ordered by a court.

**Independent Third Party.** For the purposes of this section, an independent third party includes, but is not limited to, a volunteer poll worker with the county registrar of voters, a licensee of the California Board of Accountancy, or a notary public. An independent third party may be a member of the association, but may not be a member of the Board of Directors or a candidate for the Board of Directors or related to a member of the Board of Directors or a candidate for the Board of Directors. An independent third party may not be a person, business entity, or subdivision of a business entity who is currently employed or under contract to the Association for any compensable services unless expressly authorized by rules of the Association.

### Article IV: Ballot

**Ballot Format and Delivery.** Ballots and two preaddressed envelopes with instructions on how to return ballots shall be mailed by first-class mail or delivered by the association to every member not less than 30 days prior to the closing of the balloting period. In order to preserve confidentiality, a voter may not be identified by name, address, or lot, parcel, or unit number on the ballot. The association shall use as a model those procedures used by California counties for ensuring confidentiality of voter absentee ballots, including all of the following:

- The ballot itself is not signed by the voter, but is inserted into an envelope that is sealed. This envelope is inserted into a second envelope that is sealed. In the upper left hand corner of the second envelope, the voter prints and signs his or her name, address, and lot, or parcel, or unit number that entitles him or her to vote.
- The second envelope is addressed to the Inspectors of Election, who will be tallying the votes. The envelope may be mailed to a location specified by the inspectors of election. The member may request a receipt for delivery, if ballot delivered by hand to a place designated by inspectors.

#### **The Count and Publication:**

- All votes shall be counted and tabulated by the Inspectors of Election in public at a properly noticed open meeting of the Association members.
- Any candidate or other member of the association may witness the counting and tabulation of the votes. No person, including a member of the association, shall open or otherwise review any ballot prior to the time and place at which the ballots are counted and tabulated.
- The results of the election shall be promptly reported to the board of directors of the association and shall be recorded in the minutes of the next meeting of the board of directors and shall be available for review by members of the association. Within 15 days of the election, the board shall publicize the results of the election in a KWPOA Newsletter directed to all members.
- The sealed ballots at all times shall be in the custody of the inspectors of election or at a location designated by the inspector or inspectors until after the tabulation of the vote, at which time custody shall be transferred to the association.

#### **Article V: Inspectors of Election Duties.**

- Inspectors of election shall do all of the following:
- Determine the number of member households to vote and allow one vote per household;
- Determine the authenticity, validity, and effect of proxies;
- Receive ballots by use of a post office box exclusive to the election process and by hand delivery, if so determined;
- Hear and determine all challenges and questions in any way arising out of or in connection with the right to vote;
- Count and tabulate all votes;
- Determine the result of the election; and,
- Perform any acts as may be proper to conduct the election with fairness to all members in accordance with this section and all applicable rules of the association regarding the conduct of the election that are not to conflict with this section.

#### **Article VI: Miscellaneous**

- **Proxies (Amended on July 25, 2013).** All proxies issued for an election under this rule must contain the procedures for use in casting votes by secret ballot as a proxy holder. Such procedure must be separate from the ballot. Any KWPOA member in good standing may appoint another KWPOA member in good standing as proxy holder to vote by secret ballot in conformance with procedures set forth and issued with the proxy and in conformance with Article IV, Section 5 of the KWPOA By-Laws. As with all voting wherein a proxy is allowed, to ensure that any proxy form complies with the Corporations Code and is counted by the Inspectors of Election, members should use only the proxy form approved by KWPOA, which form will be provided by KWPOA upon request. KWPOA shall not designate or suggest any proxy holder.
- **Equal Access.** The Board, at its discretion may make the KWPOA Newsletter, KWPOA website, or other venue available for campaign purposes, so long as that methodology is available to all candidates, members advocating a point of view in the case of Amendments, assessments, etc., and is not edited or redacted by the KWPOA but subject to such limitations on length as the Board may establish.

This Rule shall apply to all KWPOA membership elections henceforth to the extent it is consistent with the provisions of 1363.03 of the California Civil Code (CCC). In the event that this Rule is inconsistent with the KWPOA By-Laws, this Rule shall apply to the extent it is consistent with the provisions of 1363.03 of the CCC.