

FINAL Meeting Minutes

PARK ACQUISITION CORPORATION

Annual Meeting

11:00 AM

Saturday, June 2, 2018

Fireside Room, 100 Marin Valley Drive, Novato, CA

ATTENDEES:

- Board Members: Larry Cohen, John Hansen, Peggy Hill (first half of meeting), Carol-Joy Harris (second half of meeting), Stephen Plocher, Jay Shelfer.
(NOTE: PAC Board member election results were announced during meeting. John Hansen and Jay Shelfer continue on as Board members. Peggy Hill decided not to run. During the meeting, Carol-Joy Harris formally takes over Peggy Hill's seat.)
- 36 resident attendees
- Park General Manager Matt Greenberg (absent)
- Recording Secretary: Susan Windman

CALL TO ORDER: 11:02 AM

A. APPROVAL OF FINAL AGENDA

Motion made and seconded to approve the final agenda. Board members discussed the agenda; no agenda changes made. Motion voted on and passed 5-0.

B. PUBLIC COMMENTS (for issues not on the agenda)

No public comments.

C. CONSENT CALENDAR

1. Approve May 2, 2018 minutes.

John indicated the following corrections:

- At Agenda item D-5 (MVEST and Firewise Report), correction needed at bullet #6. Replace "...rolling over MVEST funds from this year to next" with the following: "...Fire mitigation budget."

- At Agenda item F-1 (under New Business), correction needed at second sentence. Replace "...unspent funds have already been rolled over" with the following: "...roll-over has already been approved by the City."
- At Agenda item F-2 (under New Business), correction needed towards end of second paragraph. "John, Matt and Larry..." should be changed to "John, Matt and Jay..."
- At Agenda item H-1 (under Reports From Other Boards, HOL), several corrections noted. The HOL report was corrected and rewritten.

Board to review corrected minutes next month.

D. REPORTS

1. Maintenance and Capital Projects

Jay presented the following update sent by Matt:

- Ballroom – Drapery has been installed.
- Clubhouse decks – The rear deck floor, outside the kitchen, has been repaired and painted. All deck handrails have been repainted a lighter color to prevent from becoming too hot from the sun.
- Clubhouse kitchen – Kitchen has been repainted.
- Park defensible space – The defensible-space perimeter surrounding the Park is currently being worked on with the aim of increasing the defensible space.
- Juniper – Three additional residents have signed up to clear large stands of juniper.

Joe DeAvila made the following comments:

- Matt is currently using the private contractor, Dereck A1 Construction, to complete many Park repair, paint and maintenance tasks. Joe wondered why Park maintenance staff isn't doing the work. Peggy commented that the Park is understaffed and additional help is currently needed.
- Park residents should know Park maintenance staff job descriptions.

2. PAC Treasurer's Report (Larry Cohen)

Larry Cohen presented the following PAC Treasurer's report:

PAC Final Balance	\$3,631.42
PAC Actual Balance	\$2,713.92
Humanitarian Fund Starting and Final Balance	\$ 417.50
MVEST Balance	\$ 500.00
Total Spent Current Fiscal Year	\$2,446.09

(NOTE: PAC Actual Balance + Humanitarian Fund Balance + MVEST Balance = PAC Final Balance.)

3. MVMCC Administration and Finance; report of Finance Committee including a review of a problem in the financial statements and the progress of discussions with Sheryl Guerrero at Al Frei's office (Stephen Plocher)

To be discussed at next month's PAC Board meeting.

4. Project Planning report (John Hansen, Jay Shelfer)

Jay continues to research the development/operations of a solar field. Solar field costs might be more than balanced by the energy produced by such a field. Regarding the cleared land south of the Clubhouse building, need to know from the City the options and costs.

5. MVEST and Marin Valley Firewise report (John Hansen)

Regarding the Park evacuation exercise held May 5, John indicated approximately 25% of Park residents participated in the exercise.

Joe Avila made the following comment about MVEST and Firewise:

Joe mentioned that PAC Board members can also be members of the MVEST and/or Firewise Committee. When three PAC Board members participate at the same time at an MVEST or Firewise Committee meeting, reporting and recording of meeting minutes are required, especially when a Committee considers a decision about an issue/topic that may later be presented for consideration before the PAC Board. Included in this are topics and decisions that could impact Park residents, budgets, or future projects, or that involve changes to Park infrastructure, vegetation and budget costs due to the Firewise program. Decisions without resident approval due to non-notification to residents can be determined to be non-compliant and unauthorized.

John responded that he has previously spoken with the City of Novato attorney and City Council. MVEST and Firewise meetings are in compliance.

6. City of Novato update (Jay Shelfer)

No update.

7. 2x2 meeting report (Jay Shelfer, Larry Cohen)

No report.

8. Rules and Regulations report (Peggy Hill, John Hansen)

Peggy and John met with the City of Novato attorney and City of Novato city manager. The attorney and city manager agreed the draft Park rules/regulations “suggestions” provided by the Park rules/regulations committee would be helpful. Peggy Flynn appears interested in pushing it forward. John indicated the City is very happy and supportive with the work they’ve done.

Joe DeAvila indicated he feels Peggy/the Committee did a great job with the report. Joe also asks that residents, when leaving the Park and driving up the final part of Marin Valley Drive, obey speed limits and not gun car engines before driving up the hill. Residents who live in this part of the Park hear and smell the auto engine noise and exhaust. He asks Park residents to please be respectful of those living in this section and also drive as slow as possible for our safety.

Board members agreed with Joe’s comments. Peggy suggested an Echo article.

9. PAC Board Election Committee results – Introduction and seating of the 2018-19 PAC Board (Larry Cohen)

Three PAC Board seats were open (John, Jay, Peggy). John and Jay decided to run. Their seats were unopposed. Peggy decided not to run. Carol-Joy Harris takes over Peggy’s seat and was formally seated during this portion of the meeting. Larry offered a big “Thanks” to Peggy for her Board participation. Residents in the audience clapped loudly.

Peggy indicated her desire to continue with the rules/regulations committee.

E. OLD BUSINESS

1. Motion: Approve the 2018-19 MVMCC Budget (Jay Shelfer)

Jay introduced the motion. Motion was seconded and opened for discussion. The budget has already been approved by the Novato City Council. Board members discussed approval of the budget by PAC.

Jay called for a vote. Motion approved 5-0.

F. NEW BUSINESS

1. MOTION: To sponsor FIREsafe Marin (FSM), a 501c3 public service organization, the privilege of conducting up to five per year of their monthly business meetings in the Fireside Room. PAC retains the authority to rescind this privilege at any time. (John Hansen)

Background -- FSM (board) meetings are held on the second Friday of each month, 9-10:30 AM. Membership and guests typically number twenty per meeting. MVEST Firewise Committee members regularly attend FSM meetings, support FSM public outreach and education programs and benefit substantially from participation. Meetings are open to the public and MVMCC residents are welcome. FSM meetings at MVMCC will be advertised to promote resident participation.

Motion was presented, seconded and opened for discussion. Board members discussed the motion and edited it as they and residents discussed the motion further. Residents voiced concerns regarding compliance with Park rules/regulations and restrictions on Clubhouse use by outside groups.

Jay indicated that PAC has the authority to sponsor an outside organization and is willing to sponsor FSM. Jay also mentioned that the motion concerns a board meeting (open to the public), not a public event, and that Clubhouse restrictions focus on un-sponsored organizations.

Carol-Joy entered an amended motion, which is shown above next to "MOTION." The amended motion was voted on and passed 5-0.

Carol-Joy mentioned there is a difference between FIREsafe Marin and Firewise. MVMCC is a Firewise *community.*

2. MOTION: To send the following letter to the Assistant City Manager. (Jay Shelfer)

TO: Peggy Flynn, Assistant City Manager
FROM: Marin Valley PAC Board

We are grateful to have a city government that values and encourages input from its residents. We encourage our Marin Valley residents to communicate with Novato City elected officials as a valuable pillar of our democratic process. At the same time, Marin Valley has a very functional and responsive system in place to conduct day-to-day park business, protect the welfare of our residents, and address residents'

concerns. We take this responsibility very seriously and work hard to meet our civic obligations. We continue to appreciate your discretionary referral of Marin Valley residents' concerns with Marin Valley issues to Marin Valley Park Management for resolution proceedings within the channels upon which we have agreed.

In Gratitude, Marin Valley PAC
CC: City Manager, City Council

Jay read the motion and then described the reason for the motion. When a resident has an issue and directly contacts City management/staff, the Park is billed for this time. Also, City management has indicated they prefer Park management (Matt) to first attend to the issue and/or Park management contact City management.

Motion was seconded and opened for discussion. Carol-Joy mentioned it would be good for the Echo to have an article describing the process residents should follow when they have a problem. Who should they first contact and why (the large expense to the Park, etc). Nancy Bingham commented that maybe residents need to be told to complete a resident input form if they are having problems with something, or to speak with PAC.

Jay called for a vote. Motion voted on and passed 5-0.

G. Determination of next PAC meeting date

The next meeting will be held:
Tuesday, July 3, 2018 at 6 PM.

H. REPORTS FROM OTHER BOARDS

1. HOL

Anila presented the report. HOL is sponsoring an 8-week weekly class that focuses on balance and preventing falls. The class starts Saturday, July, 10 am-Noon.

2. MAR VAL

Kathleen Dargie, Mar Val President, presented the report:

- Saturday, June 16 – Mar Val is holding a jazz brunch. Reservations required.
- Ballroom has new curtains. Mar Val gives a big thank you to Matt (and also Larry).

- Kathleen made a public announcement that she loves John Hansen -- all the work that he does.

I. ADJOURNMENT: 1:00 PM