

FINAL Meeting Minutes

PARK ACQUISITION CORPORATION

Regular Meeting

6:00 PM

Tuesday, July 3, 2018

Fireside Room, 100 Marin Valley Drive, Novato, CA

ATTENDEES:

- Board Members: Larry Cohen, John Hansen, Carol-Joy Harris (second half of meeting), Stephen Plocher, Jay Shelfer.
- 9 resident attendees
- Park General Manager Matt Greenberg
- Recording Secretary: Susan Windman

CALL TO ORDER: 6:08 PM

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)

David King provided the following comments by reading from his handout:

“I have heard that a community garden was going into the open space below the Clubhouse and a well was already planned for that area. I am perplexed as such a plan would have progressed to this point.

I am totally and passionately against this for the following reasons:

- 1) This will attract rats and other unwanted rodents to our section of the Park. And it is not a pleasant experience having to deal with that.
- 2) Spending these funds for a small set of people who have an alternative that has been used in this park for 40 years. Put their garden on their lot as John and Jay have done as well as many others.
- 3) There has been “no” poll of all the people in the Park as to spending this money on such an endeavor or what they want to do with that open space. Maybe they want to keep it open or maybe use the originally planned idea for a Park, putting green, BBQ area and horseshoe pitch, or maybe replace the horseshoe pitch with a Bocce court, or replace with an enclosed dog run where people’s

dogs can run off leash. This certainly opens up the use of that space to a significantly higher number of people in the Park.

4) The people who would be directly affected on Sunrise, on Club View, and on Marin Valley have not been asked how they felt about this and already wells are being dug. Wow!

I will put my total energy and resources to stopping this community garden as I did with rent increases. I will get a petition with enough signatures to give to Matt and speak to every City Council member individually with all of whom I still have credibility.

Thank you.”

Joseph DeAvila provided the following comments/recommendation by reading from his handout:

“In accordance with the Brown Act rules for Public Notice and Agenda Posting. I Strongly recommend that for all PAC, MVEST, standing and advisory committee meetings that contain a quorum of two or more PAC Board members, they must follow Brown Act rules.

1) Regular meetings of the above type must be noticed to resident 72 hours before said meeting date, as has been meeting policy.

2) These public meetings can and are allowed by the Brown Act to be recorded on Audio and Video media by the public.

3) Due to regular meeting that are currently not convenient for most residents of the Park and some board members with jobs, I recommend that these meetings falling under the Brown Act, be recorded by PAC both Audio and Video and provided to be aired on the Marin Valley website.

4) All advisory and standing committees must be available for public participation in decisions and recommendations to the Local Body responsible for their creation.”

C. CONSENT CALENDAR

1. Approve May 2, 2018 minutes.

Motion made and seconded to approve the May 2, 2018 minutes, with corrections.

Motion discussed and then voted on and passed with 4 ayes, 1 abstention (Carol-Joy).

2. Approve June 2, 2018 minutes.

Motion made and seconded to approve the June 2, 2018 minutes. Motion discussed and then voted on and passed 5-0.

D. REPORTS

1. MVMCC Administration report (Matt Greenberg)

Matt presented the following maintenance and capital projects update:

- Two utility pedestals have been replaced.
- Emergency generators -- The two pump house emergency generators (both pump houses) have had their annual maintenance. The Clubhouse emergency generator has been scheduled for its maintenance.
- 100-foot Park perimeter vegetation cutback work around the Park and common areas is proceeding. There is a lot still to do, but making good headway.

Jay wondered when work would start involving the new access to the Clubhouse. Matt indicated a start date of July 9. The breezeway area, and that side of travel, would be tackled first. The access path to the front entrance and ADA parking would be next.

A resident asked Matt about the work down the hill from the Clubhouse. Matt responded that the retaining wall is finished, and the contractor will next be seeding the hillside.

2. PAC Treasurer's report (Larry Cohen)

Larry Cohen presented the following PAC Treasurer's report:

PAC Final Balance	\$3,813.16
PAC Actual Balance	\$2,895.66
Humanitarian Fund Starting and Final Balance	\$ 417.50
MVEST Balance	\$ 500.00
Total Spent Current Fiscal Year	\$2,641.81

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

3. Finance Committee report (Steve Plocher)

Steve presented the report. The May financial reports look healthy. MVMCC is within budget and the surplus is more than projected. Debt-to-service ratio is 2.4 for the year (probably higher than that) and a good figure.

Steve described two problems in the financial statements. They aren't huge problems and they also don't affect MVMCC in any bad ways, but Steve is an accountant and feels he should talk about them.

- The debt-service ratio is being calculated incorrectly (by Park management). If calculated correctly, the current ratio would be 2.64, which is a higher/better figure. Jay mentioned the ratio is looked at when Park financial decisions are being made and an incorrect ratio figure could have an impact.
- There appears to be a problem in how the capital expenditures budget is calculated and shown in the report. Look at current year operating budget (short-term capital projects, etc.) vs. not-current-year/long-term budget (infrastructure reserves, etc.). The issue is that long-term figures are typically put in a separate column, but in the MVMCC financial report the long-term figure is not separated. Steve spoke with Cheryl. He is not proposing a change, since ultimately there is no effect with the (strange) consolidated method used by the City.

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

John had nothing new to report. Jay presented the following update:

- Open space area on the hill below the Clubhouse -- Jay is proposing a public meeting before mid August to provide status information and obtain resident input regarding the open space area on the hill below the Clubhouse. Jay noted there seems to be resident confusion about what is planned for this area.
- Solar field – Jay is continuing to do research and has been speaking with the City engineer. He is looking in to how a Park solar field system could integrate with the City electric system. The City of Novato and County of Marin have indicated they are committed towards non-carbon sources of energy.

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

John presented an update regarding MVEST and Firewise activities:

MVEST:

The last month, MVEST has been reviewing plans concerning disaster resiliency, emergency water supply, emergency food supply, infrastructure disruption, etc. Kevin Mulvaney has been taking the lead. Kevin also continues to monitor the illegal campsite areas.

Firewise:

Already this year there have been two red-flag warning days. Each time, a poster was put up on the board at the top of the hill and a red flag was also displayed. A sandwich board, with information, has been made to be put out front under the flag

pole. During a red flag day, residents are asked not to use outdoor charcoal BBQs, create outdoor flames, or use outdoor power tools.

Matt asked how best to directly alert residents when a red flag day is called. John summarized suggestions offered by meeting attendees and Board members: a flyer in the Echo, a side bar added to The Echo, a flyer placed by MVEST in the Clubhouse tubes, robocalls to residents (via Matt), a sign on Matt's desk, banner at top of the hill, sandwich sign in front of the Clubhouse.

A resident noted that not all residents go to the Clubhouse. The resident supports using the robocall system.

6. City of Novato update (Jay Shelfer)

Jay reviewed his recent discussion with the City of Novato:

- Hello Housing – The “Hello Housing” program helps with rent. The program will be discussed/approved at the upcoming July 24 Novato City Council meeting.
- New Park Management company (replacing Al Frei's) – City is working on the Management Agreement to continue it with the new Park Management company, the Helsing Group. The City is thinking about extending the agreement one year for the new management company, with a six-month review.

7. Rules and Regulations Committee report (John Hansen)

Peggy Hill and John met with the City of Novato attorney and City of Novato city manager. Peggy and John provided them with the report created by the Rules and Regulations Committee. John indicated the City is happy with the report, will review it and put together a City draft, which would then make its way back to MVMCC for review/input.

Henry Frummer attended a few of the Committee meetings. He wanted to offer PAC his feedback. He noticed that people attended because they had a rule they wanted considered. In contrast, Henry attended with the hope rules would actually be cut back. Instead, it seemed anyone who came with a rule, the rule appeared to make it in to the document.

Henry feels the committee participants had an opportunity to discuss every rule and see if it would be good for the Park, or not. He feels many rules actually cause problems, as well as solve problems. An evaluation was not done as a committee. There was no filtering of the rules. He just didn't think it was a great process, especially when the report was then given to the City without further review by residents or having a community meeting. Henry felt the most difficult set of rules

they went over were those involving Clubhouse use, and these rules seemed inconsistent.

John acknowledged there was little filtering that went on regarding the rules, but he noted the City specifically instructed them not to do filtering of the rules. The City was open to receiving information (Community input), but did not want them to rewrite the rules. The City would do the rewriting of the rules/regulations and then they would send the document back for review/approval. It is a document currently in progress.

Matt mentioned he thinks the Committee report is a good start but that there is a lot of information and that the rules/regulations need a lot of work.

Joe DeAvila commented he was part of the committee. The City didn't want the committee to create new rules but to indicate what needs to be changed or modified. Some of the members appeared to want to include their specific Park gripe/issue. Joe insisted on getting the word out to the residents about what the committee was doing and that it could affect them. He doesn't feel two or three or four residents should be making decisions for the rest of the residents.

E. OLD BUSINESS

No old business to report.

F. NEW BUSINESS

1. Election of PAC Board officers

PAC Board members elected the following officers:

- President: Jay Shelfer
- Vice-President: John Hansen
- Treasurer: Larry Cohen
- Secretary: Carol-Joy Harris
- At-Large Director: Steve Plocher

2. MOTION: Extension of Management Agreement for one year, with review after six months, with the Helsing Group, with Al Frei to act as liaison during this period (Jay Shelfer)

Carol-Joy made the above motion to support the Management Agreement extension. Motion seconded and discussed. Larry supported the extension of the Management Agreement, but was against the review after six months.

Motion was voted on and passed: 4 Ayes, 1 Abstention (Larry).

3. MOTION: Extension of pool hours for children, supervised by a resident or other Management-approval adult, to 2:00 PM (Janie Crocker, Jay Shelfer)

Jay made the above motion to extend pool hours for children. Motion was seconded and discussed. The HOL Board previously discussed the pool hour change and approved it. Jay mentioned Park Management is the party that actually makes the decision. PAC just needs to alert Management.

Motion was voted on and passed 5-0.

4. MOTION: Request of MVMCC management to identify a parking and traffic consultant to study and recommend solutions to our perennial parking and traffic issues (John Hansen)

The motion was made, seconded and discussed. The motion would be for Matt to hire a consultant to provide details about options. It would authorize Matt to get the process started, including doing research about the cost of hiring someone. Larry thinks it is a good idea. Matt mentioned there appears to be money available. There are too many cars for the amount of space in the Park and information from a professional is needed.

Motion was voted on and passed 5-0.

5. MOTION: Establish a PAC ad hoc committee to study the MVMCC Management Agreement and the MVMCC Delegation Agreement and to present a final report of findings and recommendations at the October 2018 regular PAC meeting (John Hansen)

Motion was made, second and discussed. The ad hoc committee would consist of up to two PAC Board members plus anyone else who would like to participate. The committee would have scheduled, advertised meetings so residents could attend.

Jay and John volunteered. They will report back to the PAC Board. Board members then summarized the history of PAC and the Delegation Agreement. The Helsing Group is buying Al Frei's management group. The goal of the committee is to look if any agreements should be modified.

Motion was voted on and passed: 4 Ayes, 1 No (Larry)

G. Determination of next PAC meeting date

The next meeting will be held:
Wednesday, August 1, 2018, at 6 PM.

H. REPORTS FROM OTHER BOARDS

1. HOL

Janie Crocker, HOL President, presented the following update:

- HOL is sponsoring an 8-week, two-hour class, held weekly, that focuses on balance and preventing falls. The class starts Saturday, July, 10 am-Noon.
- Two new classes are starting tomorrow – Aging Gracefully (and Strongly) and Art/Drawing.
- The food truck will start coming in August.
- A new step machine is being purchased.

2. MAR VAL

No report.

I. ADJOURNMENT: 7:55 PM