

FINAL Meeting Minutes

PARK ACQUISITION CORPORATION

Regular Meeting

6:00 PM

Wednesday, March 6, 2019

Fireside Room, 100 Marin Valley Drive, Novato, CA

ATTENDEES:

- Board Members: Larry Cohen, John Hansen, Carol-Joy Harris, Stephen Plocher, Jay Shelfer (Board President)
- Park General Manager: Matt Greenberg
- Recording Secretary: Susan Windman
- 10 Meeting attendees

CALL TO ORDER: 6:07 PM

A. APPROVAL OF FINAL AGENDA

Motion for approval of the agenda was seconded and discussed. No agenda changes were requested. Board members voted to approve the agenda. Motion passed 5-0.

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

No public comments were made.

C. CONSENT CALENDAR

1. Approve corrected January 2, 2019 minutes.

Motion made and seconded to approve the corrected January 2, 2019 minutes.

Motion opened for discussion. Carol-Joy had a further correction to agenda item D-1:

- Further correction to D-1 (Maintenance and Capital Projects Report), first bullet -- Change the word “through” to “from.” The sentence now reads: “...pathway leading to Pumphouse 1 from the Clubhouse ...”

Motion made to approve the January 2, 2019 minutes, with the correction noted by Carol-Joy. Motion voted on and passed 5-0.

2. Approve February 6, 2019 minutes.

Motion made and seconded to approve the draft February 6, 2019 minutes. Motion opened for discussion. Carol-Joy requested the following correction:

- Correction to Consent Calendar -- The Consent Calendar for February should correctly describe the change noted above (January minutes).

Motion made to approve the February 6, 2019 minutes, with correction noted by Carol-Joy. Motion voted on and passed 5-0.

D. REPORTS

1. Maintenance and Capital Projects (Matt Greenberg)

Matt mentioned he has no report for activities concerning capital projects. Capital projects won't be starting up until the new budget in June.

Matt talked about work done to address erosion problems from the rainstorms. Three erosion areas seem to have occurred because of large amounts of rainwater washing in to gopher holes and creating mud/silt. Mud inundation occurred at several home sites. The sites have been cleaned up and sandbagged, and gopher holes filled. The area will be hydro-seeded when the rains stop.

Carol-Joy wondered if the City will be reimbursing the Park for money spent for contractors doing cleanup of the mud inundation. Carol-Joy feels the City should reimburse the Park. John talked about speaking with the City Public Works about receiving FEMA and/or other funds. Matt mentioned the cleanup was under \$5000 but the insurance company might need to be contacted about the actual repair needed. The riprap and walls that will be needed are very expensive.

2. PAC Treasurer's Report (Larry Cohen)

Larry Cohen presented the following PAC Treasurer's report:

PAC Final Balance	\$3,814.56
PAC Actual Balance	\$2,909.64
Humanitarian Fund Starting and Final Balance	\$ 517.50
MVEST Balance	\$ 466.00
Total Spent Current Fiscal Year	\$1,687.65

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

3. MVMCC Finance Committee (Steve Plocher)

Steve indicated Park finances appear in good order. Debt-to-service ratio calculated by the City is 2.29 (Steve's calculation is 2.52).

4. City of Novato (Jay Shelfer)

Jay presented the report:

- The Park is now managed through Public Works. Public Works has been at the Park a few times. Tomorrow, Public Works will be at the Park to go over projects and start looking over the budget. Jay feels relations with the City are quite good. Jay indicated he feels the City believes the Park is managing itself well.

5. Proposed 2x2 Agenda Items (Jay Shelfer, Larry Cohen)

Management changes have been occurring at the City of Novato. As a consequence, 2x2 meetings have not been held for several months. Jay is collecting ideas for topics to discuss at upcoming 2x2 meetings.

(Note: 2x2 = 2 PAC Board members + 2 members of the City of Novato)

6. Project Planning (Jay Shelfer, John Hansen)

The following project update was presented:

- Solar at the Park -- City of Novato has sent a letter to the U.S. Park Service requesting review and permission for the Park solar array project. The Park Service oversees the land where the proposed Park solar array would be located (southeast-facing land with no hills blocking the sun; located down from the Clubhouse and encompassing everything towards the left towards the SMART train tracks).

7. MVEST/Firewise Committee (John Hansen)

John presented the following report:

- With all the rains, not much work is occurring.
- There will be a Firewise Marin meeting this week (Friday, 9 am), followed by a workshop for communities involved with Firewise or wanting to be involved. Residents are welcome.

- In two weeks, a Green Contractors meeting will be held, sponsored by Firewise. The meeting will present an overview of how to do the “green” work (how to properly weed wack, etc.). Residents are welcome.
- In April, another “1st Aid for Medical Responders” class will be held.

8. HOL Report, including Fireside Room committee report (Janie Crocker)

Janie presented the following report:

- Susie is chair of the Fireside Room redecoration committee. Susie has received around 80% approval from residents of work done on the room so far. Work still to do and at top of priority list focuses on lighting of the room.

9. MAR VAL Report (Kathleen Dargie)

No report.

E. OLD BUSINESS

No report.

F. NEW BUSINESS

1. MOTION: To form a committee to oversee the 2019 PAC Board election (Larry Cohen)

Motion was read and seconded, and then opened for discussion. Larry mentioned the election would be held in May and results presented at the June 2 PAC Board meeting. One PAC Board member is needed to oversee the election. Larry and Steve’s seat will be open. The election schedule needs updated dates and for the election schedule to be placed in The Echo. John Hansen has volunteered to oversee the election process.

Motion was voted on and passed 5-0.

2. MOTION: To approve new protocol for large outside organization meetings in the Clubhouse: five parking spaces near the Clubhouse shall be reserved for Marin Valley residents during the meeting. (Larry Cohen)

Motion was read by Jay and seconded, and then opened for discussion. Board members discussed the Motion text and agreed with Carol-Joy’s comment that a colon (now implemented in Motion text) is needed after the first “Clubhouse”.

Larry described the reason for the motion -- residents can't find parking during events, especially when the event involves an outside organization. John commented that the City is the one who needs to make the determination. Carol-Joy mentioned the motion should be a 2x2 topic, or a committee should form to communicate with the City. Matt indicated he could put up placards/signs on certain spaces each time there's an event, to reserve for residents. Matt will check with the Parking commission if that would be ok. Carol-Joy mentioned she feels five spaces are too many. Matt responded he was thinking of three spaces. Larry mentioned he will ask at the 2x2 meeting if it's possible to have resident-only spaces.

Discussion tabled until next month. Matt to speak with the Parking commission.

G. Determination of next PAC meeting date

NOTE: Meeting time for next meeting changed to 6:30 pm !

The next meeting will be held:
Wednesday, April 3, 2019, at 6:30 PM.

H. ADJOURNMENT: 7:05 PM