

FINAL Meeting Minutes

**PARK ACQUISITION CORPORATION**

ANNUAL Meeting

11:00 AM

Saturday, June 1, 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)
- ABSENT: Park General Manager, Matt Greenberg
- Recording Secretary: Susan Windman
- 13 meeting attendees

CALL TO ORDER: 11:03 AM

A. APPROVAL OF FINAL AGENDA

Motion for approval of the agenda was made and seconded. No agenda changes were requested. Board members voted on the motion. Motion passed 5-0.

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

- A resident mentioned an IJ article concerning PG&E and their fire season plan to cycle power off/on in fire-vulnerable areas during particularly hot/dry days.
- A resident wondered about the spa cover.
- A resident voiced concerns about speeding in the Park, believes 2x2 meetings should be a priority, and wonders what is up with the Rules & Regs (rewritten ones).

PAC Board members responded to comments:

Regarding PG&E and their plan to cycle power on/off -- MVEST and PAC have been working to make the Clubhouse a safe haven during power outages and emergencies. The Clubhouse has a dual-fired gas generator and a separate propane tank. Steve mentioned MVEST is looking at water-source options if water pumps go down. The water tank above the Park entrance is the Park's, for example. Also, the pool water could be a source for non-drinking needs.

John mentioned that emergency plans should address Park needs for a time scope of at least one week. Carol-Joy mentioned that John has written several articles in The Echo about preparing for or responding to Park outages and emergencies. Jay indicated he will add to the next agenda a discussion topic about putting together a plan.

Regarding the spa cover, Matt is looking at options.

Jay mentioned that regulating vehicle speed at the Park is difficult to do. Most likely, vehicle speed can be reduced to 15 mph, with police ticketing violators.

Regarding 2x2 meetings -- New city management is in progress and 2x2 meetings with the City should be starting soon.

Regarding Park Rules/Regulations – There should be a Rules/Regulations plan probably within the next two-three months.

#### C. CONSENT CALENDAR

1. Approve May 1, 2019 minutes.

Motion made and seconded to approve the May 1, 2019 minutes. Motion opened for discussion. Steve asked for a correction to his Finance Committee report (agenda item D-4): the correct word is “calculation,” not “estimate.” John asked for a spelling correction to his motion under “New Business” (agenda item F-1): the correct spelling of the name is “Whan.”

Minutes, with corrections, voted on and passed 5-0.

#### D. REPORTS

1. PAC Treasurer’s Report (Larry Cohen)

Larry Cohen presented the following PAC Treasurer’s report:

PAC Final Balance	\$3,627.52
PAC Actual Balance	\$2,644.02
Humanitarian Fund Starting and Final Balance	\$ 517.50
MVEST Balance	\$ 466.00
Total Spent Current Fiscal Year	\$2,316.75

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

2. MVMCC Finance Committee (Steve Plocher)

Jay mentioned Steve made a presentation before the City Council regarding the Park budget. Steve then summarized there had been a lot of large capital expenses this year, but to date the Park is under budget.

3. City of Novato (Jay Shelfer)

Jay commented that attention is being placed by the City on having PAC and MVMCC communicate about management of the Park. Jay feels pleased with the relationship with the City.

4. MVEST/Firewise Committee (John Hansen)

The Committee meets every Monday evening.

Current activities include:

- “Red Flag” (extreme fire danger) days are coming up. The Committee is working towards enhancing “Red Flag” resident notification systems (notification to residents).
- Continuing to create a good fuel break around the Park.
- Getting rid of Pyrophytes at the Park.
- Working with the City of Novato towards creating an ordinance that requires elimination of pyrophytes when a home is sold.
- Educating residents about how to fire-“harden” their homes. For example, home interiors (aluminum and vinyl included) are very flammable. What can be done to prepare a home against fire.

E. OLD BUSINESS

1. PAC Board election results and seating of the two uncontested seats on the Board. (John Hansen)

Two PAC Board seats were up for election this year – Steve’s and Larry’s seats. Both PAC Board members decided to run for their seats. No other candidates came forward to run against them. Steve and Larry won back their seats and will continue as PAC Board members.

F. NEW BUSINESS

1. MOTION: To approve the 2019-2020 MVMCC budget as approved by the City Council at their meeting at MVMCC in May 2019. (Jay Shelfer)

Jay read the motion. Motion was seconded and opened for discussion. No PAC Board members or residents had comments. The motion was voted on and passed 5-0.

2. MOTION: To consider the Board officers (president, vice president, secretary and treasurer) to be voted on and approved by the Board at the next meeting. (Jay Shelfer)

Jay read the motion. Motion was seconded and opened for discussion. No PAC Board members or residents had comments. The motion was voted on and passed 5-0.

Additional discussion to occur at the regular PAC Board meeting on Wednesday (June 5). A resident would like the Board to rotate who acts as Board President.

3. MOTION: To select the participants for the 2x2 Committee to be approved by the Board at the next meeting. (Jay Shelfer)

Jay read the motion and described what the 2x2 Committee does. Motion was seconded and opened for discussion. Four PAC Board members indicated interest in participating on the 2x2 Committee: Jay, Larry, John and Carol-Joy. Board members and residents discussed rotation options and other participation alternatives. Further discussion to occur on at the regular meeting on Wednesday (June 5).

The motion was voted on and passed 5-0.

G. Determination of next PAC meeting date

The next meeting – the regular PAC Board monthly meeting, will be held:  
**Wednesday, June 5, 2019, at 6:00 PM.**

H. ADJOURNMENT: 11:55 AM