

FINAL Meeting Minutes

**PARK ACQUISITION CORPORATION**

Regular Meeting

6:00 PM

Wednesday, June 5, 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
- 5 other attendees (residents)

CALL TO ORDER: 6:02 PM

A. APPROVAL OF FINAL AGENDA

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

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

No public comments.

C. CONSENT CALENDAR

1. Approve corrected minutes of May 1, 2019 meeting.

Minutes to be reviewed and voted on next month.

2. Approve minutes of June 1, 2019 annual meeting.

Minutes to be reviewed and voted on next month.

## D. REPORTS

### 1. Maintenance and Capital Projects (Matt Greenberg)

Matt summarized current projects:

- Goats – The contracted work is done. Will have goats return in a week for removal of poison oak and other shrubs.
- Perimeter -- Still working on removal of perimeter weeds.
- Clubhouse -- New gas range has been installed in the Clubhouse.
- Clubhouse -- Lobby furniture selected by the committee has been ordered.

A resident wondered about the schedule for removal of the hillside grasses. Matt described the schedule.

### 2. PAC Treasurer's Report (Larry Cohen)

Nothing has changed in the PAC Treasurer's report since Larry's presentation four days previous at the Annual PAC Board meeting (held Saturday, June 1).

### 3. MVMCC Finance Committee (Steve Plocher)

Nothing has changed since the Annual PAC Board meeting on Saturday, June 1.

### 4. City of Novato (Jay Shelfer)

Nothing has changed since the Annual PAC Board meeting on Saturday, June 1.

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

(Note: Later in the meeting, 2x2 participants will be elected from four PAC Board member candidates.)

2x2 meetings have not been held for several months, but a meeting is anticipated soon. City of Novato has been undergoing management changes. Jay is collecting ideas for topics to discuss. Send suggestions to Jay or Larry.

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

6. Project Planning (Jay Shelfer, John Hansen)

John mentioned that tomorrow at 1 pm there will be a meeting to discuss parameters for a demo garden below the Clubhouse. Matt added that included will be discussion about the front of the Clubhouse and types of vegetation to plant.

7. MVEST/Firewise Committee (John Hansen)

The Committee meets every Monday evening.

John mentioned Kevin Mulvany last year prepared a series of emergency system protocols (what to do regarding sewage, water, etc., that could be impacted during emergencies). Kevin has come up with a plan, which MVEST is now focusing on by creating a protocol book and looking at trainings.

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

No report.

9. MAR VAL Report (Kathleen Dargie)

No report.

E. OLD BUSINESS

No report.

F. NEW BUSINESS

1. MOTION: To approve the following PAC Board officers: President, Jay Shelfer; Vice President, John Hansen; Secretary, Carol-Joy Harris; Treasurer, Larry Cohen, Steve Plocher, At-Large/Park Finance. (Jay Shelfer)

(Note: On Saturday, a resident suggested having a rotation in the President seat.)

Jay read the motion. Motion was seconded and opened for discussion. No comments were made. Motion voted on and passed 5-0. This year's PAC Board was seated.

2. MOTION: To discuss and elect the PAC Board participants for the 2x2 Committee. (Jay Shelfer)

Jay read the motion and provided additional explanation. Four Board members indicated interest. Jay and Larry have been the PAC Board members participating on the 2x2 Committee.

Board members discussed variations in how to select two PAC Board members to attend particular 2x2 meetings. Board members also discussed complying with the Brown Act.

Board members further discussed the process of selecting topics to discuss, and notifying residents.

Board members voted, via paper ballot, for the two candidates (out of four running) they preferred to attend the 2x2 meetings. The recording secretary tabulated the ballots. John and Jay won the election.

Carol-Joy made a motion for John and Jay to be the 2x2 representatives. The motion was seconded. The motion was voted on and passed 5-0.

A resident asked about the length of the term. The length of the term is one year.

3. MOTION: To purchase individual microphones to add to the existing system for PAC Board meetings, for a cost not to exceed \$400. (Carol-Joy Harris)

Carol-Joy read the motion. The reason for the motion is that meeting attendees can't hear discussions taking place. More and better microphones are needed. Motion opened for discussion. Additional details were presented. Jay called for a vote. The motion passed 5-0.

- G. Determination of next PAC meeting date

The next meeting – the Annual PAC Board meeting, will be held:  
**Wednesday, July 3, 2019, at 6:00 PM.**

- H. ADJOURNMENT: 6:55 PM