

FINAL Meeting Minutes

PARK ACQUISITION CORPORATION

Regular Meeting

6:00 PM

Wednesday, July 3, 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
- 8 other attendees (residents)

CALL TO ORDER: 6:07 PM

A. APPROVAL OF FINAL AGENDA

Motion for approval of the agenda was made and seconded. Board members discussed the motion. Corrections were made to the Consent Calendar (section C):

- The date for C-1 was corrected to “May 1” (from June 1).
- The date for C-2 was corrected to “June 1” (from June 5).
- A C-3 was added: “Approve minutes of June 5, 2019 minutes.”

No other agenda changes were requested. Carol-Joy moved to approve the corrected agenda. Board members voted on this motion and motion passed 5-0.

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

The following public comments were made:

- John Feld summarized efforts to locate sources of free food for residents of the Park who can't afford food. A “free food” meeting will be held at the Park on Wednesday at 10 am.

C. CONSENT CALENDAR

1. Approve May 1, 2019 minutes (with corrections).

Motion made and seconded to approve the corrected May 1, 2019 minutes. Motion discussed. Motion voted on and passed 5-0.

2. Approve minutes of June 1, 2019.

Motion made and seconded to approve the June 1, 2019 minutes. Motion discussed. Carol-Joy indicated a correction to agenda item F-3 (New Business): In the sentence that starts with "Four PAC Board members..." delete "Steve" and replace with "Carol-Joy."

Motion made to approve the June 1 minutes, with correction noted above. Motion voted on and passed 5-0.

3. Approve minutes of June 5, 2019

Motion made and seconded to approve the June 5, 2019 minutes. Motion discussed. Motion voted on and passed 5-0.

D. REPORTS

1. Maintenance and Capital Projects (Matt Greenberg)

Matt summarized current projects:

- Started first retaining wall project for this year (on Fallen Leaf).
- Grading work to begin next Wednesday (July 10) to Club View turn-around. Work will include gravel/compaction. Jay inquired about reinstating car-washing station at that location. Board members, residents and Matt discussed. Matt to reestablish station.
- Cutback of dry grass has been finished. Work on pruning bushes in the common areas continues.
- MVEST flagpole was set last week. The old flagpole has been refurbished and is positioned in a new location to hoist the MVEST and Firewise flags (including one used to notify residents of Red Flag days).

Carol-Joy asked about the junipers in front of the Clubhouse. Matt responded the plants will be gone soon. Other juniper plants at the Park, including those at homes (those with resident approval), will also be removed soon.

A resident asked about Hello Housing (a group retained by the City of Novato) and the rent deferral program. Hello Housing takes care of the application process for the program. Jay would like residents who might qualify to be alerted about the program.

Jay asked Matt about the cost of robocalls. Matt summarized costs.

2. PAC Treasurer’s Report (Larry Cohen)

Larry Cohen presented the following PAC Treasurer’s report:

PAC Final Balance	\$3,879.16
PAC Actual Balance	\$2,895.66
Humanitarian Fund Starting and Final Balance	\$ 517.50
MVEST Balance	\$ 466.00
Total Spent Current Fiscal Year	\$2,512.47

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

3. MVMCC Finance Committee (Steve Plocher)

Steve indicated Park finances appear ok. Debt-to-service ratio estimated by the City is 2.66 (Steve’s calculation is 2.88).

4. City of Novato (Jay Shelfer)

Jay indicated there is nothing new to report.

5. Proposed 2x2 Agenda Items (Jay Shelfer)

Management changes have recently occurred at the City of Novato. As a consequence, 2x2 meetings have not been held for several months. Jay is in contact with Kate Whan (City of Novato, Public Works), who has indicated she is setting up a 2x2 meeting schedule on an as-needed basis. Jay can bring up unfinished business to the meetings.

Jay is collecting ideas for topics to discuss at upcoming 2x2 meeting. Residents should send suggestions to Jay or John Hansen. Discussion topics under consideration include:

- Park rules and regulations
- MVMCC Tree/Shrub policy violations
- Hello Housing rent deferral program

- Solar at MVMCC – available grants
- Electric recharging station creation/installation at Clubhouse
- City charges (Owners Expenses) for time spent on MVMCC affairs -- quarterly updates by City to PAC
- Solar array proposal -- City’s help in obtaining (Federal) zoning/land use variance for site of proposed array.
- Copy of bank loan for PAC (MVMCC, Bank of Marin)
- Community Development Corporation (CDC) as 501(c)(3) to replace PAC
- Condition-of-sale for disaster risk mitigation – water heater bracing, pyrophyte removal, etc.
- Redundant emergency alarm system(s)
- Programs and trainings for volunteers during emergencies
- Temporary location of safe refuge, as an evacuation option during emergencies

Discussion topic ideas specific to City of Novato’s Public Works department include:

- Maintenance of V-ditch behind Club View, to prevent flooding during rainy season
- Repair and maintenance of mudslide diversions – head of Scenic Drive
- Repair and maintenance of mudslides from last rainy season, at northwest perimeter of land purchased by City of Novato and MVMCC from Trust for Public Lands (TPL)
- Speed limits within Park set to 15 mph

(NOTE: 2x2 = 2 PAC Board members + 2 members of the City of Novato. The “Delegation Agreement” between the PAC and the City of Novato calls for quarterly meetings – 2x2 – between the PAC and City staff.)

6. Project Planning (Jay Shelfer, John Hansen)

Looking at spa cover options.

7. MVEST/Firewise Committee (John Hansen)

Matt has set up the old flagpole on the hill. During Red Flag days, the MVEST flag will be flown there and Red Flag Day banners will be flown at the Clubhouse. Carol-Joy mentioned that MVEST discussed using the robocall system to alert residents of Red Flag days.

PAC Board members discussed the use of personal generators during power outages. Some generators can be loud. Topic to be added to next month’s agenda.

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

Carol-Joy asked Matt for an update about Fireside Room furniture. Matt indicated furniture for the front entry has been ordered.

9. MAR VAL Report (Kathleen Dargie)

No report.

E. OLD BUSINESS

No report.

F. NEW BUSINESS

1. MOTION: To create an ad hoc committee: the Marin Valley Community Garden Exploratory Committee (John Hansen)

John read the motion. Motion was seconded and opened for discussion.

John provided additional details. It would be an exploratory committee with meetings, but would no longer be within or under Project Planning Committee. The Committee would assess if such a garden would be feasible.

John feels the topic should be handled by a discrete committee, which would listen to options, and look at costs, liabilities, benefits.

Board members discussed the motion and were confused if the Committee would be looking at all areas in the Park for a community garden, or if it would just be examining the land below the Clubhouse for such a use.

PAC Board members voted on the motion: Motion failed 0-4, with 1 abstention (Steve).

G. Determination of next PAC Board meeting date

The next meeting will be held:

Wednesday, August 7, 2019, at 6:00 PM.

H. ADJOURNMENT: 7:37 PM