

PARK ACQUISITION CORPORATION (PAC) BOARD
Marin Valley Mobile Country Club
Novato, CA

Regular Meeting
Tuesday, October 4, 2022
6:00 PM

Meeting held virtually through Zoom phone/video conferencing
and Comcast Cable Channel 26 broadcast

ATTENDEES

- BOARD MEMBERS: Jay Shelfer (President), John Hansen (Vice President), Carol-Joy Harris (Secretary), Steve Plocher (Treasurer and Chairman of the Finance Committee), Vicki Waddell (At-Large)
- PARK GENERAL MANAGER: Matt Greenberg
- RECORDING SECRETARY: Terri Beauséjour
- OTHER: 4 residents via Zoom. Additional attendees through Comcast Cable Channel 26 (live broadcast)

CALL TO ORDER

Jay Shelfer called the PAC Board meeting to order at 6:00 P.M. He introduced the monthly PAC Board meeting for MVMCC and welcomed residents and interested bystanders. Jay noted that the Zoom meeting link is available on the PAC agenda and that if anyone would like to receive that agenda, they may reach out to Carol-Joy Harris. Jay then introduced the PAC Board members, and they introduced one another respectively.

A. APPROVAL OF FINAL AGENDA

John Hansen made a motion to approve the final agenda. The motion was seconded by Steve Plocher and Vicki Waddell, and the floor was opened for discussion.

With no discussion, the final agenda was approved 5-0.

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

Jay explained that the Public Comments portion of the meeting is where, if you have anything you would like to address to the Board, there is a 3-minute limit, and it is for those items that are not on the agenda. Ellen Jane raised her hand, and Jay gave her the floor.

Ellen Jane Schulz stated that she was going to speak up again about her “favorite topic, which is carbon footprint and energy use.” She apologized that “it is offensive to a lot of members of the Board and MVEST.” She stated that in her view, somebody’s got to do it and opined that it “just comes from a place of integrity” and that she feels like she is practicing her values by challenging

people to be courageous about it. She stated that people do remark to her that they are happy that she speaks up, but that they do not want to put themselves out there on the line, “and there is, somewhat, retaliation.”

Ellen Jane went on to express gratitude to Carol-Joy and to Bill Davis, who both professed publicly that they appreciate it, or they back up what she is saying about energy use. Ellen Jane feels that everyone needs to look at the energy use issue because there is disaster coming and she does not see the acknowledgment. She only goes into the clubhouse three times per week, but now that the thermostats are covered, they are set to 70 degrees air conditioning 24/7, and she thinks that is unreasonable and irresponsible. She is aware that the major thrust of Park Management is to take care of fire hazards, and that is all worthy, but this is something easy. She stated that it is her understanding that for 20-30 years, PG&E has called for, not only for cost savings, but for energy savings, residents to set thermostats to 68 degrees for heat in the winter and 78 degrees for air conditioning in the summer. But that is not the case here. She is aware that people like their comforts, and she does too, but she stated she is just “not as addicted” to them as other people are. She stated that there is a resident here whose “second home (her ‘home away from home’)” is the sauna room. She doesn’t know what to do about that. In summary, she expressed that she wants to encourage people to be responsible and to acknowledge that we are “heading for a disaster” and “every little thing that someone can do to help is appreciated.”

Jay thanked Ellen Jane and called for anyone else who wanted to address the Board. Seeing none, Jay called for moving on to the Consent Calendar.

C. CONSENT CALENDAR

Jay called for approval of the September 6 minutes. John moved for approval, and Carol-Joy seconded the motion.

Jay called for any amendments, additions, subtractions, etc., from the Board or other residents.

Seeing none, Jay called for a vote. Approved 5-0.

Carol-Joy stated that she wished to put forth on the call that again she has heard from several residents that they really appreciate the detailed, really good work that Terri Beauséjour is doing on the minutes. She stated, “So I am going on the record saying that.” Jay thanked Carol-Joy and added, “I think we all agree with that.”

D. REPORTS

1. General Manager Report (Matt Greenberg)

Regarding the report on maintenance and capital projects, including water use and energy use, by Matt Greenberg, Jay stated that Matt is doing some work at home and had asked Jay to give his report as follows:

The ongoing, regular maintenance of the Park includes work on retaining walls – two are in progress currently, a concrete wall and a wood beam -- and he oversees that construction, and apparently everything is going along fine. As to drainage, even though it is not raining, it is the time to go out and clean the storm sewers and drainage. That is also in progress. As to the tree service, during the last month all of the palms have been pruned, including several complete removals of trees, and that is finished for the season. The quarterly sewer snake service is in progress as preventative maintenance. What we need to do is go through the storm drains and

make sure they are clear of debris and soil, so the water can run out into the V ditch behind Club View and so that none of the streets or homes becomes flooded as a result of it.

The bar in the clubhouse has been renovated, which we have all perhaps noticed. The countertops are being replaced, the back mirror is being replaced, the top of the bar is being refinished, and the cabinets are being repainted and repaired. The lighting that is going in to that portion of the ballroom is all LED, and we have talked about the fact that whenever the lights need to be replaced on the street or in the clubhouse, we are putting in LEDs to cut down on the energy consumption.

Ellen Jane again mentioned the temperature in the clubhouse. Matt has mentioned to Jay that all of the thermostats now have a locked cover on them so that people cannot go in and “willy-nilly” adjust them and forget to turn them back down. They now have to go through Mark or Greg or Matt. The thermostats in the ballroom are now regulated by a controller, which he possesses, and Mar Val is the only other entity that has it. We will continue to talk with people to ensure these are not at too low a temperature in order to keep the energy consumption down.

Water usage has been up a little over the previous month. Matt attributed it to the fact that it has not rained and it has been so hot. But remember, last month’s water consumption was down 10% over last year. So it is to be expected that because of the hot temperatures, maybe the water consumption would go up a bit, and that is what happened.

Energy Consumption: Basically it is very difficult to discover how much energy is being used by individual residents in an overall effort to reduce energy consumption. However, we all “have our fingers crossed” that PG&E and the PUC will continue looking at the renewal of our infrastructure so that we don’t, in fact, “have to enter into that.”

Carol-Joy stated that she understood from Matt and also from Matt’s remarks in the last *Echo* that in the clubhouse the HVAC unit is on all night but it is not cooling. It is set at a certain temperature (70 degrees), so that in the morning it does not have to start all over because that would use more energy.

Regarding the PUC, we have a grant proposal in, and we are waiting to hear back. During the 2x2 meeting, Chris Blunk was asked about the status. He is reluctant to push too hard on that for a number of reasons, but we have our fingers crossed that we will hear back in a positive way; we just have to wait.

Jay stated the PUC has asked or informed PG&E to, on application, renew the infrastructure of the gas and electric on mobile homes. It had been turned over to individual owners many years ago, and they were given a rebate on their power bills in order to maintain that system. Unfortunately, many of the park owners didn’t do that. So now the infrastructure has fallen to the point where it has become a problem for the residents who are living there. So the PUC has asked PG&E to take that over and renew that infrastructure if necessary.

We applied for that some seven or eight years ago, and our application was accepted. But it is in a tier system. The first tier is the most urgent, but we are in the second tier. Currently, we are doing our own lobbying, asking to be moved up into the first tier. The City, if they were approached, could also petition along with us; however, they do not particularly have the ability to influence PG&E, which has its own criteria.

All of us on the PAC Board and in Management are keeping our fingers crossed to have public service and specifically PG&E step in here. We are working on it and are keeping our eye on it, and Matt is involved on a weekly basis, if not more.

Carol-Joy suggested that people need to keep hearing that and be apprised of the progress.

Vicki asked if Jay thinks that Mar Val has keys to the controls in the clubhouse. Jay said Matt told him that Mar Val has a key to the controller and that it is under lock and key someplace. Vicki does not think Mar Val has the keys, because there was a party last week and nobody could find the controller.

John Feld interjected that there was indeed a party two weekends ago and they were looking for the thermostat controller. Sandee Duncan of Mar Val does have one. During the memorial it was in the 90s, and Sandee wasn't home, and neither of the twins were home. John called Matt, who didn't answer. Carolyn Corry had no keys, and other people didn't answer their phones. "It is an issue that is going to come up again."

John Hansen thought there may be a controller just inside the door of the PAC room; there was one there. But John Feld stated he doesn't think there is one there any longer.

Jay stated that if someone is renting the clubhouse, they should be able to arrange with Matt to have access to the controller or should be able to somehow control the temperature. So Matt can add that to the list of things to talk to people about when they apply for the rental of the space.

John stated that it is not a matter of Matt informing people; it is a matter of people having access to that controller. He reiterated that during that prior event, nobody was around or available and it was a serious problem. He added that when Sandee does have it, she does not relinquish it to anybody because she is afraid of it being lost. It is just an unsatisfactory situation.

Steve stated that this is Sandee's role in having responsibility for that controller, but there should be another one that Matt can offer to people who have rented the hall.

Jay stated that there are four or five of them and that each one has a heat pump that is for that controller, but that each controller works for all of them. John Hansen confirmed this.

John Feld stated that he believes that one of them has "gone missing" already.

Carol-Joy stated that it is her belief that this is an issue that can be resolved without taking up more time in this meeting. Matt will be informed or will note when he watches this meeting that it is an issue, and she is sure Matt can handle this.

Ellen Jane wanted to clarify Matt's statement in the *Echo* about the split air conditioning and heating systems, confirming that is referring to the heat pumps in the ballroom, that it is more efficient and less costly to keep them cool than to start with a hot room. How cool does it have to be? By the way, in the last two weeks she thinks they might have been turned off in the clubhouse. But she complained that in the Fireside Room and in the library, the thermostats are set to a constant 70 degrees air conditioning even when it is 55 or 60 degrees outside. "And when it is 60 degrees outside, I have been in the clubhouse, and those units are still churning out cold air. Does anyone think that is reasonable or responsible to have them running like that? Even if you don't

want to go with the PG&E recommendation, one could go with 75 degrees, etc., for constant temperature for air conditioning. And, of course, in the winter it should be lower.”

She then brought up the bathrooms and stated she has been complaining about this for years, specifically that the men “never turn off the light.” In the women’s room there is a placard. Now there is “this new rule that the bathrooms have to be lighted.” The lightbulbs in those bathrooms are ancient. In the ladies’ room there are something like 12 going across. “Well, guess who has unscrewed every second or third one, because there is plenty of light in there.” She opined that having them run all day is “kind of nonsense.” She suggested turning them on when they are needed and turning them off when they are not needed.

2. PAC Treasurer Report (Steve Plocher)

Things are pretty steady. The PAC petty cash bank account balance is still at \$2,725, as it was last month and for several prior months. This money is there just in case we need to spend a little money when Matt is not available. Steve noted that we rarely spend this money.

3. MVMCC Finance Committee Report (Steve Plocher)

The PAC Board annual budget, which is part of the Park general ledger and general fund, is \$4,000 per year, which Matt does manage, and of which we have thus far for the fiscal year spent \$825. So we are a little over budget, but not much at all.

Because of all of the tree trimming and tree removal that was done, our DSCR (Debt Service Coverage Ratio) is currently way off. But if we adjust those items to where they would be spread out over 12 months, that would reflect our DSCR as up around 2.03. As we know, the DSCR does not become a concern until the end of the fiscal year, which is when it really counts. By then it will all be moderated and be right in place, because Matt keeps us right on budget, and the budget provides for us to always keep a proper DSCR.

4. 2x2 Meeting Report (Carol-Joy Harris, Jay Shelfer)

Jay and Carol-Joy attended a 2x2 meeting with the City. With the retirement of Kate Whan, not a lot of progress had been made with respect to the items on our agenda. However, we were able to meet with Chris Blunk, Novato’s Public Works Manager; Matt; and Natalie Moline from the city’s Finance Department, who handles the billing, for instance, for Marin Valley.

One of the things we are all concerned about is the Rules and Regulations for the Park. Chris stated that with Kate gone, he would pick that up and would now attempt to talk to the legal people and the political side of the City to see if we could move that project along. So there is no real progress yet, except that Chris has decided to take more responsibility in moving that project along.

The other important thing is that the infrastructure report that Chris has commissioned will give the City a better idea as to the future needs for MVMCC in terms of renewing infrastructure, changing out the clubhouse -- doing any major work -- so that this work can be budgeted. That report is now in his possession, and he is going over it and is going to pass it along to Matt; then hopefully we will have a chance to see it.

We still don’t have a date for starting on Pump Station #1. That is basically because the City is waiting to have all of the equipment in hand before actually starting the work. That is so we don’t

start digging up the street or the area where they are putting in the pump station without actually having the equipment to go in there. Once that is all in hand, the contractor will go forward. Hopefully there will be enough time before the rainy season to actually get the work done; otherwise, we may need to delay it until next year, which is unacceptable for many reasons. We don't want to run into a situation where the pump station isn't functioning and we need to use expensive emergency services to deal with it. So hopefully they will be able to move that along.

Carol-Joy stated that Chris informed us that the outstanding issue here is the supply chain. Everything has been ordered and should have been here and isn't here. Everything is ready to go, the paperwork done, etc., but they just don't have the parts and equipment.

Steve stated that this makes sense. With the first one they did, by Club View, there were a lot of delays, but that was okay because that one is a bit out of the way. But this one is right in the center of the Park. With delays and having it opened up for a long time and stuff everywhere, it would be a real drag. Carol-Joy added that Chris stated that he didn't want to see this project start and stop and have problems within the rainy season, etc. Chris stated that he just wasn't going to do that. So it will not start until all of the materials and equipment have arrived and can be deployed.

5. Project Planning Report (John Hansen, Jay Shelfer)

Jay reported that not having the funding from the budget somewhat restricts the projects that we would like to put forward. With the infrastructure report coming through Chris Blunk and eventually to Management here, we will have a better idea as to when we can start working on these projects. On the actual maintenance of the Park, we basically bounce ideas off of Management and the City whenever we possibly can. There is nothing we are interjecting that has not already been approved by both Management and the PAC Board in terms of pushing things forward.

John stated that most everything has already been said. It is a complex issue, and there is planning and a report and financing, etc. All these things are "balls in the air" that are being juggled, and they "change color" as the years go by, so it is difficult to nail it down to one project from the City's perspective. They are working on it, but frankly it does not seem to be really a concerted effort.

Steve asked whether the solar panel installation was still on the table as a consideration. Jay answered, "Yes, it is." The roof of the clubhouse needs to be repaired first, and then we would be able to put solar panels on the roof of the clubhouse. Once this is done, there are areas around the clubhouse that may be able to be utilized as well in terms of gaining more solar power by way of installation of a solar array close to the clubhouse. MVMCC actually owns the area around the clubhouse, so that is a consideration. There was a time where the roof repair may have been able to fall under the umbrella of the solar project, but that does not seem to be the case. When we approached the City about actual grants, they don't want to raise the issue until it actually becomes a project. Also, since there is no income that is taxable on either a federal or state level, those rebates are not really allowable for us. So the only possible help would be from grants. Again, the City doesn't want to look at these things until it becomes a project. We want to do it. We want to develop that energy independence and self-sufficiency. We have the generators, but we want to go further and have a separate grid so that we could supply our own power to the clubhouse 24/7 in the event of an emergency.

6. MVEST/Firewise Committee Report (John Hansen)

John reported that what MVEST has been doing and will be doing for at least the next couple of months is to revise the plans to accommodate a full range of considerations and incidents, including prevention and mitigation and what sorts of alerts and alarms are involved. We are working on plans regarding wildfire and domestic fires. So far we have completed plans concerning power failures, wildfire smoke, and high heat incidents. What we have remaining to do are earthquakes, wind, public health emergencies, rain, medical emergencies, and crime. That does not mean that MVEST is going to be responding to these emergencies; by and large, we are not. Basically, what we are doing is addressing the prevention, mitigation and preparedness aspects for residents. For example, for a medical emergency, there is no time nor purpose for MVEST to respond. If, for example, someone falls down unconscious, our job there is rather to have trained residents to make the response. It is not a job for MVEST to do, and MVEST is not trained nor capable to take on such a thing. In that example, there is the time between the initial incident when that person falls down and the time that first responders arrive. There is not time for MVEST to mobilize. The residents themselves have to be able to step up and take care of things like that. So MVEST needs to arrange for training programs in the Park for residents, and they need to be fairly frequent. We should practice it like first responders do. To be really useful, we probably need to have trainings every three months. We will put it out there and see if we can meet this objective.

Our next meeting is Monday, October 10 at 5:00 P.M. There is also a major event coming up on Thursday, October 13 at 5:30 P.M. in the clubhouse. Get Ready Marin will be an all-hazards presentation by Terry Fisher, who is with the Novato Police Department. Pizza will be served.

Anila Manning stated that last Friday she had a call from a friend in the Park who said, "Emergency!" He was bleeding, coughing up blood, and asked to be taken to emergency. "We were there in moments" and called the ambulance. The EMTs asked about his next of kin, whether he had a DNR, what medicines he was on, and how old he was. "If that man had made himself a Vial of Life, I would have been able to tell them." We had a Vial of Life program here in 2014.

John Hansen stated that it is a good program, but he doesn't think the Police are actively promoting it right now, and many people don't keep their information current.

John Feld stated that when he talked to the police six months ago, they told him that the Novato Fire District wasn't actively promoting it, but it is still standard operating procedure. The first person looks at the person having the emergency, and the second person goes to the refrigerator and looks for the Vial of Life. MVEST has about 30 Vial of Life kits that residents can request from MVEST.

Anila stated that she looked it up today, and you buy the stickers and download the forms. Someone had gotten some fancy little pill bottles, but we don't really need that. We can use our own pill bottles; we just need the form to fill out.

John Feld mentioned that there used to be magnets for the refrigerator. Jay added that we can make those ourselves.

Vicki stated she had an incident in her home not too many months ago where the Fire District personnel had to come. The second in command did go straight to the refrigerator and saw the Vial of Life magnet/sticker and asked her for it. When she handed it to him, he said, "This is great."

John Hansen stated that this will be part of the emergency management plan. MVEST will come up with a summary draft, then choose someone to be a unit leader to flesh all of this out and present it to the MVEST Steering Committee, and we will go from there.

Jay stated that every year, five plus percent of the homes get purchased by outside parties and that the new resident package should include this information sheet in it. It should be added to the package such that Matt or the Greeting Committee members would get it into the hands of new residents more quickly. Erma has taken on the project of organizing this part of the greeters program.

7. HOL Report (John Feld)

John Feld reported that the next meeting will be tomorrow night in the Fireside Room. One of the things coming up is a competition for the prettiest and most entertaining holiday decorations in the front (not the back) of your house. It is irrespective of religious orientation, just a friendly opportunity to decorate your home. We encourage people to walk around when we judge it, and we will be giving out prizes for different categories.

Donation requests for HOL just went out and should be in the tube today. We use donations to deal with things such as fire maintenance and yard cleanup (we used to call this the Humanitarian Fund) and have just about depleted those funds for maintaining fire-safe and clean yards. We are always looking for new yard maintenance people. They tend to come and go, and they have been going lately, so we are looking for new ones.

Vicki has written a new play. It is a musical, and we are looking for people to participate, both singers and nonsingers, musicians and nonmusicians. Steve is a given as he turned out to be a star musician. There are about 28 roles to fill, and they are not all taken, so get out your acting chops and come down and participate. The play will be in May, but auditions are in October.

Mar Val has asked HOL to take over decorating for the holidays in the clubhouse. Larry Moore is not able to do it anymore, and they feel new blood is warranted. This will be voted upon tomorrow, but the general consensus is that HOL wants to do it. It will only consist of decorating the indoor Christmas trees inside the ballroom and in the foyer. There will also be the usual candles and menorahs and such. We are just doing this to help Mar Val, as they are caught short of volunteers.

Vicki asked about the criteria for the gardeners. "A lot of us have really good gardeners, but we don't know whether they are going to be paid or how to apply, etc." John Feld stated yes, they are paid \$30 per hour each. Peggy Hill is organizing it, and we are raising more donations for the funds to cover this for people who are unable to afford it or are incapable. John noted that this is only for the people who need the help and as funds are available.

8. Mar Val Report (Carolyn Corry)

Vicki had a report from Carolyn Corry. Mar Val now has seven residents who have completed the training course to be a certified Responsible Beverage Server. Mar Val is looking forward to having a Pub event soon to celebrate the completion of the bar renovation.

Black Cat is October 29, which is important as Mar Val's fundraiser to cover the cost of the annual liquor license.

Bakers are needed to bake for the Fa-BOO-lous Bake Sale. Check the *Echo* and the sign-up sheet on the counter in the clubhouse.

The Thanksgiving Dinner event will be November 19. Reservations will not be accepted until November 1, but residents are encouraged to sign up early as this event is usually a sellout.

E. OLD BUSINESS

There is no old business.

F. NEW BUSINESS

There is no new business.

G. DETERMINATION OF NEXT PAC BOARD MEETING

Tuesday, November 1, 2022 at 6:00 P.M.

NOTE: Carol-Joy will be returning from travel the night before, so she asked John or Jay to collect any agenda items from residents. John Hansen volunteered to put the agenda together. He has the full email list and will send it out.

H. ADJOURNMENT

The meeting was adjourned at approximately 6:55 P.M.

Respectfully submitted,

Terri Beausejour
Recording Secretary