

FINAL Meeting Minutes

**PARK ACQUISITION CORPORATION (PAC) BOARD**

Marin Valley Mobile Country Club  
100 Marin Valley Drive, Novato, CA 94949  
Monday, September 11, 2023

**CLOSED SESSION MEETING**

ATTENDEES:

- BOARD MEMBERS: Jay Shelfer (President), John Hansen (Vice President), Carol-Joy Harris (Secretary)(via Zoom), Steve Plocher (Treasurer and Chairman of the Finance Committee), Joan Cervisi (At Large)
- PAC BOARD ATTORNEY: Dana Dean
- OTHER: Approximately 8 other residents in person at the clubhouse and 2 via Zoom teleconferencing

A. CALL TO ORDER

Jay called the meeting to order at 3:05 P.M.

B. APPROVAL OF FINAL AGENDA

The final agenda was approved by motion, second, and 5-0 vote. (Hansen, Plocher)

C. PUBLIC COMMENT

None.

D. ADJOURNMENT

The Board and counsel adjourned for the closed session at 3:06 P.M.

**SPECIAL MEETING**

ATTENDEES:

- BOARD MEMBERS: Jay Shelfer (President), John Hansen (Vice President), Carol-Joy Harris (Secretary)(via Zoom), Steve Plocher (Treasurer and Chairman of the Finance Committee), Joan Cervisi (At Large)
- PAC BOARD ATTORNEY: Dana Dean
- OTHER: Approximately 40 other residents in person at the clubhouse and 30 via Zoom teleconferencing

A. CALL TO ORDER

Jay called the meeting to order at approximately 4:10 P.M.

B. APPROVAL OF FINAL AGENDA

The final agenda was approved by motion, second, and 5-0 vote. (Hansen, Plocher)

C. REPORT FROM CLOSED SESSION

The Board gave direction to counsel. Closed session will resume after the special meeting.

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

Michale Dancer commented about seeing people, possibly repairmen, on the roof of the clubhouse several days previous. Dave Tetta questioned the necessity of the PAC Board following the Brown Act, which is specified in the Delegation Agreement with the City.

E. CONSENT CALENDAR

The minutes of the September 5 meetings were approved as submitted, 5-0. (Hansen, Plocher)

F. OLD BUSINESS

None.

G. NEW BUSINESS

1. Consider action to authorize payment of a certain invoice related to the Pump Station #1 project totaling \$37,104.63.

Steve explained that the payment of this invoice must be approved by the PAC Board since it was not in our budget and is therefore deemed extraordinary.

Public comment included comments and questions by Pat Thompson, Todd Rogers, Juliette MacLam, Tom Weeden, Michale Dancer, and Gail Roberts. The Board voted 5-0 to approve payment of the invoice after the City properly transfers the ARPA funds, clearly stated as such, to cover the invoice, to the MVMCC account. (Harris, Hansen)

H. REPORTS

## 1. Resident Ownership Discovery (ROD) Committee

Michele Rodriguez presented a detailed report on the findings of the committee regarding several types of resident ownership, including a limited equity housing cooperative and a nonprofit mutual benefit corporation. She described several land ownership pathways, some involving grants and/or loans. The committee recommends a resident income survey to pursue any of several of the options and has identified a third-party entity that would complete the survey at no cost. Dave Tetta provided further information about upfront fees per resident under different options, some being very low.

Janine Bradley and Dave Tetta suggested a resident workshop on the options, of which Steve spoke in favor. Judy Rejebian and Ed Collins requested access to a written copy of the report, and Joan and John concurred with that idea. Tom Weeden advocated using the residents of this committee for future actions of the Park, as did Steve. Residents who spoke in favor of the resident income survey were Martina Koeckritz, Maggie Siegfried, Jan Thomas, and Laura Kradjan, and Steve concurred. Joe DeAvila, John Ewing, Ellen Jane Schulz, Michale Dancer, Judi Purdom, Martina, and Maggie added other comments and questions.

Steve and John spoke about the need for a revised long-term capital improvement plan, which the committee advocated, as has the PAC Board for some time. The Board voted 4-0 (Carol-Joy was now absent) to ask the Helsing Group about the cost and feasibility of their providing an updated report, specifically a five-year plan, using information from the 2021 report by BKF Engineers and any additional information provided by Matt Greenberg. (Shelfer, Cervisi)

The Board voted 4-0 to authorize John to pursue obtaining a current resident income survey with the entity that has volunteered its services. (Plocher, Cervisi) It will be brought back to the Board for Board and other resident input before the survey is done.

Dana described the process of holding a resident workshop, possibly including presentations by representatives of third parties, to further inform residents about different ownership models. The Board will agendaize the planning of such a workshop, which would be a special PAC Board meeting that would allow for more discussion than a regular PAC Board meeting.

## I. DETERMINATION OF NEXT PAC BOARD MEETING

The next regular PAC Board meeting will be Tuesday, October 3 at 5:00 P.M. in person and via Zoom. A special meeting or meetings may be called in the interim.

## J. ADJOURNMENT

The meeting was adjourned at approximately 6:15 P.M. so that the PAC Board could resume their closed session meeting with counsel.

Respectfully submitted,

Carol-Joy Harris

Secretary