



FINAL Meeting Minutes

**PARK ACQUISITION CORPORATION (PAC)**  
Marin Valley Mobile Country Club  
100 Marin Valley Drive, Novato, CA 94949  
Tuesday, January 7, 2025

ATTENDEES

BOARD MEMBERS: John Hansen (President), Jay Shelfer (Vice President and Director of Operations), Mary Currie (Vice President and Director of Communications), Steve Plocher (Treasurer and Chair of the Finance Committee)

ABSENT: Carol-Joy Harris (Secretary)

OTHER: 14 other residents in person in the ballroom and 14 via Zoom teleconferencing

CALL TO ORDER

John called the meeting to order at approximately 5:00 P.M.

APPROVAL OF FINAL AGENDA

The final agenda was approved 4-0. (Currie, Shelfer)

PUBLIC COMMENT (for issues not on the agenda)

Marty Gelman offered a public comment regarding Novato's City Council, and Ellen Jane Schulz added another comment.

CONSENT CALENDAR

The minutes of the December 3 meeting were approved as submitted, 4-0. (Currie, Shelfer)

REPORTS

For the Communications Committee, Mary reported that she is working on answers to frequently asked questions (FAQs), which will be included in the next *Echo*. The committee is looking for more volunteers to help with scanning documents and also with research and writing.

John reported that henceforth the Resident Ownership Discovery (ROD) Committee will be providing reports on their activities during the meetings of the Marin Valley Cooperative Board,

which will be held on the third Tuesday of each month. John presented a slide show that detailed the basic similarities and differences between the Park Acquisition Corporation (PAC) and the Marin Valley Cooperative (MVC), as well as the outline of the process for purchase of the Park by the residents and what decisions will be made by whom during and after that process. Public comments were added by Martina Koeckritz, Michele Rodriguez, and David King.

Steve, as PAC Board Treasurer, reported that there is about \$1700 in PAC's petty cash fund and that of the \$6,000 in PAC's annual budget, none has been spent to date. As Chair of the Finance Committee, Steve reported that the debt service coverage ratio (DSCR) for the current fiscal year (FY) is about 3.7, which reflects only five months, and noted that the required 2.0 will probably be reached by the end of the fiscal year.

Steve then reported that because some IRS tax filings were in arrears, PAC owes \$600 to renew our tax-exempt status as a 501(c)(4). That will be paid out of MVMCC's budget. He also explained a mix-up regarding federal tax identification numbers, which he is correcting with the IRS and with the PAC bank accounts. Frank Simpson, Ellen Jane Schulz, and Michele Rodriguez added public comments.

Jay reported on behalf of Management regarding plans to repair the clubhouse roof and the main electrical transfer switch to the Park, as well as repairing the damage to the clubhouse caused by recent rains. The heating system for the Fireside Room has been repaired, and the ones for the library and the front office are also in line for repair. Public comments were added by David King, Erma Wheatley, Ellen Jane Schulz, Maggie Siegfried, and Marty Gelman.

Bill Davis of the Marin Valley Emergency Safety Team (MVEST) reported about his working with the Novato Fire District (NFD) and the City of Novato regarding the remaining tree work in the Park that was not completed before the Park's annual budget for that was depleted. No action has been taken, due to lack of an increase in the budget.

HOL President John Feld reported that HOL has been extremely busy with the Extra Food program. He thanked the volunteers who took down the Christmas decorations and Lu Damerell for the very successful battery recycling center in the breezeway. There will soon be yoga classes again, and a men's group is starting. He announced Frank Simpson as the new Park historian and asked for a volunteer to scan documents. HOL monthly meetings are now on Thursdays at 4:30 P.M. David King and Frank Simpson made public comments.

There was no report from Mar Val.

## OLD BUSINESS

Regarding the City Council's Ad Hoc Committee that was formed to negotiate with the Park, John reported that the PAC Board and counsel are focusing now on the requirements of the Exclusive Negotiating Agreement (ENA) and other preparations for the actual negotiations.

Steve reported that the PAC Legal Fund has so far been sufficient to pay all of our invoiced legal expenses, and the need for more donations will be ongoing, especially as negotiations begin in earnest.

#### NEW BUSINESS

Mary and John reported that mobile home manufacturers' buying and selling of units in the Park is legal, but the Park must maintain the requirement of 40% of units being affordable for moderate- or low-income residents. Matt and the PAC Board are monitoring the situation, which may change if and when the Marin Valley Cooperative owns the Park. John Feld, Ellen Jane Schulz, Bill Davis, and Martina Koeckritz made public comments.

#### NEXT PAC BOARD MEETING

Tuesday, February 4 at 5:00 P.M. in the clubhouse and on Zoom.  
Special meeting/s may be called in the interim.

#### ADJOURNMENT

The meeting was adjourned at approximately 7:00 P.M.

Respectfully submitted,

John Hansen, President  
for Carol-Joy Harris, Secretary