



FINAL Meeting Minutes

**PARK ACQUISITION CORPORATION (PAC)**

Marin Valley Mobile Country Club  
100 Marin Valley Drive, Novato, CA 94949  
Tuesday, December 3, 2024

ATTENDEES

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

OTHER: 14 other residents in person in the ballroom and 11 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 5-0. (Currie, Plocher)

PUBLIC COMMENT (for issues not on the agenda)

Erma Wheatley offered a public comment regarding clubhouse lights being left on at night.

CONSENT CALENDAR

The minutes of the November 11 and November 13 meetings were approved as submitted, 5-0. (Harris, Currie)

REPORTS

For the Communications Committee, Mary reported that she is working on a list of Frequently Asked Questions (FAQs) to be distributed in the next few weeks. Carol-Joy reminded residents that they will be receiving Constant Contact email communications from both PAC and Marin Valley Cooperative (MVC), which will be easily recognizable both from the sender and from the logo in the document's corner.

Serena Fisher of the Resident Ownership Discovery (ROD) Committee reported that a draft set of Rules and Regulations will be developed by working with the draft of updated ones sent to

the City of Novato years ago and the prototype developed by Resident Owned Communities USA (ROC USA). Greg Smyth and David King added public comments, and Alan Gump acknowledged the huge contribution of Dave Tetta to the ROD Committee.

Steve, as PAC Board Treasurer, reported that there is about \$1800 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 2.8, which reflects only four months, so we are on track with that requirement of our bank loan.

Jay reported on behalf of Management regarding recent work on temporary retaining walls, the V-ditch for the Park, and a minor repair on the spa heater. A survey of the gas in the Park has been completed. Park General Manager Matt Greenberg has purchased space heaters for the Fireside Room and library. Public comments were made by Serena Fisher and Juliette MacLam.

Bill Davis of the Marin Valley Emergency Safety Team (MVEST) reported on the ongoing work 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. John added that our Firewise community designation has been renewed for the year. Public comment was added by David King.

HOL President John Feld reported that HOL will be decorating in the clubhouse on December 6, the Holiday Craft Fair will be December 7, David Gray will repeat his safari presentation on December 8, the caroling singalong will be December 15, Game Night has been moved to December 19, and the Last Monday Lecture on December 30 will feature someone from Homeward Bound.

Carol-Joy reported on behalf of Mar Val President Carolyn Corry about the Holiday Event on December 14, the ugly sweater contest at Pub on December 20, and the New Year's Eve party on December 31.

### OLD BUSINESS

There was no update on the City Council's Ad Hoc Committee that was formed to negotiate with the Park because it has not met recently. There will be a meeting in January.

Steve reported that the PAC Legal Fund has so far been sufficient to pay all of our invoiced legal expenses, both from our former attorney, Hanson Bridgett, and the current attorney, Goldfarb Lipman. The need for more donations is ongoing.

### NEW BUSINESS

None.

NEXT PAC BOARD MEETING

Tuesday, January 7 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 6:10 P.M.

Respectfully submitted,

Carol-Joy Harris  
Secretary