



FINAL Meeting Minutes

PARK ACQUISITION CORPORATION (PAC) BOARD

Marin Valley Mobile Country Club
100 Marin Valley Drive, Novato, CA 94949
and via Zoom Teleconferencing
Tuesday, September 2, 2025

ATTENDEES:

BOARD MEMBERS: John Hansen (President), Jay Shelfer (Vice President) (via Zoom), Carol-Joy Harris (Secretary), Steve Plocher (Treasurer), and Brad Witherspoon (At Large)
OTHER: 14 other residents in person in the ballroom and 18 on Zoom

CALL TO ORDER, ROLL CALL

John called the meeting to order at 5:00 P.M., and roll call of the Board was taken.

APPROVAL OF FINAL AGENDA

The agenda was approved, 4-0. (Harris, Plocher). Jay joined the meeting immediately thereafter.

PUBLIC COMMENT

Erma Wheatley made a public comment.

CONSENT CALENDAR

The minutes of the August 5 regular monthly PAC Board meeting and the closed session PAC Board meetings of August 4, 6, 8, and 28 were approved as submitted, 5-0. (Harris, Witherspoon)

REPORTS

Jay reported on behalf of Management that the third round of tree pruning has been completed, and there will be two more phases. Two more retaining walls have been completed, and another will soon be started. The bench near Pump House #1 will be reinstalled, and landscape work there is in process. Asphalt repair work throughout the Park will begin September 26, both on streets and in some cul-de-sacs. City staff did a walk-through today regarding the clubhouse roof and HVAC replacement. Fire mitigation work is complete on the Park perimeter defensible space. Work has begun on drainage ditches underneath two homes.

John added that City staff and PG&E workers have recently looked at the electrical transfer switch, which has needed repair or replacement for years. The replacement would probably take a year to receive, and by that time PG&E will have begun work on a whole new line for the Park, obviating the need for the switch.

Mary Currie, Chair of the Communications Committee, reported that she is working with select media about our negotiations with the City, and the committee is also working with elected officials and local foundations. She thanked the 100 or so residents who attended the August 26 City Council meeting, many with signs, a few who made public comments to the Council, and everyone who sang the rewritten “Marin Valley” song, led by Maggie Siegfried and featured on the local TV news. She added that the Council is expected to discuss the PAC Board’s offer to purchase the Park during a closed session on September 9, and residents will be asked to attend that meeting as well, with signs, if possible. Resident Updates will inform residents about what is needed after the Council publishes their agenda on September 5. Public comments were added by John Feld, Gayle Atkinson, Greg Smyth, Ellen Jane Schulz, and Meg Jordan.

Regarding the Exclusive Negotiating Agreement (ENA) between the PAC Board and the City, the Board continues to meet in closed session regarding the negotiation process and strategy. Mary Currie pointed out that the ENA ends on December 31, though we may request an extension. Julie Manson and Juliette MacLam added public comments.

Steve reported as Board Treasurer that PAC’s petty cash account is less than \$200. Steve reported for the Finance Committee that the debt service coverage ratio (DSCR) is currently about 1.5, though this only reflects one month of the fiscal year. The terms of the Park’s bank loan only require 1.74. Our taxes are paid and up to date. Funds raised for our legal counsel and other costs related to possible purchase of the Park have successfully covered our expenses so far, but we will need to continue and increase those efforts. Public comments were added by Juliette MacLam and Gayle Atkinson.

Bill Davis reported for the MVEST/Firewise Committee that the Novato Fire District (NFD) has urged the City to do more tree work within the Park than can be covered by the amount currently in our budget. Since there is a resurgence of COVID cases, MVEST recommends getting the new vaccine. The committee also recommends residents attend the Marin Wildfire Prevention Authority’s Ember Stomp, which will be held at the Marin County Fairgrounds on Saturday, September 6 from 10:00 – 4:00. David Gray and Erma Wheatley added public comments.

John Feld reported for the Home Owners League (HOL) that one of the Food Market refrigerators will be replaced, thanks to a grant obtained by resident Jill Boland. There will be a dump run on October 25. He requested that residents who turn on the air conditioning in the ballroom turn it off when leaving. A new play is planned, which will be in vaudeville format and led by Michale Dancer and Sandy Zeichner. Resident Michele Rodriguez has painted house

numbers on a few curbs, but that effort has ended. The next HOL craft fair will include a “garage sale” component.

John reported that HOL is seeking someone to inventory our donated medical equipment every two or three months and drive the useable items to San Rafael. One more person is needed to deliver the monthly *Echo*, a 10-minute task. John Hansen has donated an amplifier to HOL for use in the Fireside Room. John Feld asked about political meetings in the clubhouse, and this item may be agendized in the future. Juliette MacLam, Ellen Jane Schulz, Bill Davis, Anita Flantz, and David Gray added public comments.

Carol-Joy reported for Mar Val President Carolyn Corry that Mar Val will be presenting an Oktoberfest at Pub on September 26. Black Cat, Mar Val’s annual fundraiser, will be held on October 25.

OLD BUSINESS

None.

NEW BUSINESS

None.

NEXT PAC MEETING

The next PAC Board meeting will be Tuesday, October 7 at 5:00 P.M.
Special meeting/s may be called in the interim.

ADJOURNMENT

The meeting was adjourned at 6:45 P.M.

Respectfully submitted,

Carol-Joy Harris
Secretary