



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, December 2, 2025

ATTENDEES:

BOARD MEMBERS: John Hansen (President), Jay Shelfer (Vice President), Carol-Joy Harris (Secretary), Steve Plocher (Treasurer), and Brad Witherspoon (At Large)
OTHER: 12 other residents in person in the ballroom and 26 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, 5-0. (Harris, Witherspoon)

PUBLIC COMMENT

Public comments regarding PG&E's work on the transformer near the southern end of the Park were given by Serena Fisher, Erma Wheatley, John Feld, and Jay Shelfer. Ellen Jane Schulz gave another public comment.

CONSENT CALENDAR

The minutes of the November 3 regular monthly PAC Board meeting and the closed session PAC Board meetings of November 7 and 12 were approved as submitted, 5-0. (Harris, Witherspoon)

REPORTS

Jay reported on behalf of Management that one driveway has been repaired; that the V ditches and all catch basins have been cleaned in preparation for winter weather; that seven streetlights have been repaired; that the quarterly sewer cleaning is in progress; that work on the landscaping continues near Pump Station #1; and that new electrical outlets have been installed in the Mar Val closets. Management has received a bid for the termite work and bat removal at the clubhouse. The minor repairs made to the clubhouse roof seem to be working fairly well so far as we await the major roof work in the spring. A public comment was added by John Feld.

For the Communications Committee, Carol-Joy reported that Mary Currie has resigned as Chair but will remain active in working with elected officials other than those on Novato City Council. The Board thanked her for her work.

Brad and John reported that they, along with our attorney and CCCD liaison, will soon have a third in-person meeting with Novato City staff and the City Attorney regarding the Exclusive Negotiating Agreement (ENA) between the PAC Board and the City, which is slated to expire on December 31, 2025 unless it is extended. Workshops are being planned to inform residents about an upcoming resident vote, of which the ballot language is under discussion by the City's and our negotiating teams. Public comments were added by Alan Gump, Sue Meyer, Tom Weeden, Judi Purdom, David King, and Steve Brandon.

Steve reported as Board Treasurer that PAC's petty cash account is minimal, showing no change, and that of PAC's annual budget of \$6,000, about \$3,200 remains. Steve reported for the Finance Committee that the current debt service coverage ratio (DSCR) is currently about 3.4, which is well within what the bank loan requires. Erma Wheatley added a public comment.

Regarding funds for legal counsel and other costs related to possible purchase of the Park, Steve reported that we have successfully covered our expenses so far, but we will need to increase those funds as negotiations continue. Residents are encouraged to continue to donate to the PAC Legal Fund.

Bill Davis reported for the MVEST/Firewise Committee that the MVEST Steering Committee has not met recently. Erma Wheatley and Serena Fisher added public comments.

John Feld reported for the Home Owners League (HOL) that HOL welcomes help with holiday decorating in the clubhouse on December 3; that there will be a craft fair on December 14; that the Extra Food program and the Rollin' Root continue; that work on the owl boxes in the Park is being planned; and that the tech team for the monthly meetings of the PAC Board and the MVC Board needs more volunteers.

Carol-Joy reported for Mar Val President Carolyn Corry that the Holiday Celebration will be December 13 and that of New Year's Eve on December 31.

OLD BUSINESS

None.

NEW BUSINESS

The Board elected Serena Fisher as the new Communications Committee Chair, 5-0. (Harris, Shelfer)

NEXT PAC MEETING

The next PAC Board meeting will be Tuesday, January 6 at 5:00 P.M.
Special meeting/s may be called in the interim.

ADJOURNMENT

The meeting was adjourned at 6:00 P.M.

Respectfully submitted,

Carol-Joy Harris
Secretary