

# SAUSALITO SHORES HOMEOWNERS ASSOCIATION MONTHLY MEETING MINUTES

Tuesday, March 15, 2022 at 7 p.m.  
In-person meeting at the Clubhouse

## I. Call to Order

The regular monthly SSHA board meeting was held Tuesday, March 15, 2022 at the Clubhouse. It began at 7:04 p.m. and was presided over by president, Emily Fitzgerald.

## II. Attendance

Board Members in Attendance: Emily Fitzgerald, James Pooler, Debbie Gillard, Ricky Dorman, Karen Yannon, Laurie Lawrence, Deonda Scott; Sean Michaux arrived at 7:20 pm.

Board Members Absent: Barry Bobes

Others in Attendance: Joe & Laurel Rodriguez

## III. Approval of Minutes

The minutes from the February 2022 annual meeting were emailed to board members earlier. Deonda made a motion to approve the February 2022 meeting minutes as written. Motion was seconded by Karen. Motion passed unanimously.

## IV. Treasurer's Report

Emily said Matt now has access to the bank account, and gave the board an update on how many members have joined to-date in 2022. Currently, there are 99 people who have paid dues; 2 kayak storage fees, 25 Boat Club members, 24 RV/Storage lot spaces are paid (but letters should go out to those who have storage spaces, but have not yet paid). The board speculated that there is a total of 52 spaces. Emily also said she now has a number of keys in case Ron is out-of-town and can't give renewing or paid members a key for 2022. After the Dues Reminder/Newsletter went out, 15 people paid dues. Laurie made a motion to approve the Treasurer's report for March 2022 as provided. Deonda and James seconded the motion. Motion passed unanimously.

### **Board Member Resignation - Barry Bobes**

Emily said that she's been trying to reach Barry since he hasn't attended several of the last meetings. James contacted him and said Barry wants to remain active in the community, but doesn't have time to attend meetings, so would like to be removed from the board. **James made a motion to remove Barry Bobes from the SSHA board. Deonda seconded the motion. Motion passed unanimously.**

## V. Old Business

### **Clubhouse Floor Committee Update**

Laurie mentioned she had emailed to all board members a PDF document with pros and cons of the 4 flooring options that the floor committee had researched. Two of the three floor committee members had selected the Shaw Vecchio floor tiles as the #1 recommendation. Laurie reviewed the features of that tile and discussed the

fact that the Creative Floors estimate for the Shaw Vecchio tiles includes the new tiles being laid on top of the existing floor tiles. She mentioned that Bob, the salesperson and Mark, the installer both said that laying the new floor tiles on top of an existing VCT floor is a common practice, but only if the floor being laid over is solid and flat -- and Mark the tile installer inspected it and said it is. Creative Floors also offers a 2-year labor warranty on the installation, which no other flooring company offered. The board discussed the tile features and that choosing the Shaw Vecchio tiles will leave more funds in the Clubhouse Reserves for things like blinds and kitchen updates. Laurie said she would choose a complimentary color for the new vinyl molding (cost of molding included in the total flooring estimate), and asked the board to choose one of two similar colors for the floor tile itself (a cool gray or a warm gray). Samples were passed around. The board chose the warm gray tile sample called **Grigio**. Karen made a motion that we move ahead and purchase the Shaw Vecchio (Grigio) commercial floor tiles as the new Clubhouse flooring. James seconded the motion. Motion passed with no objections.

#### Clubhouse Vertical Blinds

Debbie led a discussion about the new patio door vertical blind estimate - white faux wood slats with a smooth, non-grained finish for easier cleaning. Sean suggested the 4 smaller window blinds get included in the total project, but Debbie said we don't have pricing for those 4 windows. Deonda made a motion that we approve \$2500 for the replacement of both patio door vertical blinds AND the 4 smaller window blinds, and if the total exceeds that amount, Debbie will email the board for an e-approval. Sean seconded the motion. Motion passed unanimously.

#### Kitchen Cabinets

The board then discussed whether the kitchen cabinets should be replaced or not. Debbie said it's not worth investing the money on new cabinets when the renters don't really use them. Ricky said he would work up an estimate for what it would cost him to build and replace the cabinet doors with Shaker-style door fronts. Sean will estimate the cost of a butcher block countertop (polyurethane finish) to fit the size of the existing cabinets.

#### **Neighborhood Work Day - March 26**

James discussed the tasks on the list that went out to board members. In the front planting beds, we'll need some type of edging to hold in the mulch during heavy rains, and need to choose some better plants than the 'leggy' looking plants currently along the front wall; we need find out where the irrigation system is and test it. Chain link fence repair, apply Wet & Forget to the tile roof on the Sausalito sign, shrubs to pull out of the RV Lot, etc. Emily mentioned that Kelly Brock told her there is a future 'force main' project that will tear up the roadway at that entrance. The board discussed approving a lump sum for the whole day's expenses including lunch. Board members who pay for any expenses should submit receipts. Laurie made a motion to allot \$1000 for Work Day expenses including lunch and members will submit receipts for reimbursement. Sean seconded the motion. Motion passed unanimously.

#### **Dog Park**

Ricky discussed his estimate for \$1995.73 for the items to enhance the Dog Park and make it more secure (solid resin benches, chain link fence material to close the easement openings, a shelter if it rains, and dog toys & objects). Emily said the Playground line item in the budget could include the Dog Park so it can read

Playground/Dog Park from now on, and there is \$10k in those reserves. Sean made a motion to approve the approx. cost of \$2k for the Dog Park improvements. Karen seconded the motion. Motion passed unanimously.

#### Easter Egg Hunt - April 10th

Emily asked that all Easter decorations and plastic eggs etc. that are located in the attic on the Work Day be left easily accessible for the upcoming April 10th Easter Egg Hunt. She said she would ask the fire department if they could stop by with the fire truck again. Karen made a motion that \$300 be allotted for purchasing treats and any other needs for the Easter Egg Hunt. Sean seconded the motion. Motion passed unanimously.

#### **Garage Sale - April 22-23**

Debbie said that Judy Sachs is willing to coordinate the SSHA garage sale again. Judy adds member addresses who want to hold a garage sale to our City permit; she collects the \$5 from non-members who hold a garage sale that weekend (unless they have their own permit). James said the Garage Sale signs are in good condition and he will put them out a few days before Friday April 22nd, the first day of the sale.

#### Neighborhood Watch

Emily said that "Neighborhood Watch" would be added to the monthly agenda as a regular discussion item. Carl will give us an update if he hears about any code enforcement or compliance issues in the neighborhood. This will help us stay on top of any problems.

#### Insurance Approval

Emily said that she just found out that the SSHA liability insurance had lapsed as of March 9th, so we need to approve it immediately, both the director/officer liability insurance and the regular property liability insurance (including the wall, etc.) quote for \$4,099.00, and the director/officer policy quote was \$1728.00. Sean made a motion that Emily pay both insurance policies for whatever it costs asap. All the board members seconded the motion. Motion passed unanimously.

#### City & Condo Update / 436 Entrance

Emily said she has spoken to the president and treasurer of the Condo Association and they are willing to work with us on beautification of the medians at the 436 entrance later in the spring or early summer. She suggested to them we hold a joint summer event such as Summer Cookout, and they are very willing to do that. Kelly Brock with the City has no plans to help us with the beautification of the 436 entrance, but instead, he suggested we apply for one of the City's Neighborhood Beautification Grants (even though we don't own that property). James mentioned the 2 palm trees could be trimmed away from the power lines to save them from being cut down, and it would cost us something. James will see if the tree crew working during the Work Day might be able to also trim these 2 palm trees. He had an estimate of \$3050 to take out the 2-3 trees next to the lake. Sean said he could take them down, notch them and hopefully fell them in the trailer parking area, but he cannot climb up to place a pull rope. Sean also gave James the name of a company owned by someone he used to work for. Emily said Kelly Brock also told her about a force-main project up near the medians in which the street will be torn up soon, and he said don't plant any plantings yet as they would be damaged.

### Recognition Plaque

Emily said there have been a couple nominations for the annual recognition plaque that hangs on the back wall of the Clubhouse, but we don't have any procedures for how nominations are made, how the voting happens, how a decision is made, when it gets awarded etc. We need someone to write up how we nominate, vote, and choose who is awarded the recognition plaque. Deonda volunteered to draft a procedural document that we can then tweak and refine.

### Mowing/Blowing Landscape Contract with Alex

Emily said that we currently pay Alex \$800 per month, and he has received a free storage spot in the past, and his SSHA dues were waived. Apparently this is a verbal contract and we need to decide if we want a written contract and what we are willing to give him as incentives to offset his costs -- which have increased recently. Emily will look into writing up a written contract for Alex with some combination of incentives to keep our monthly payment to him at a reasonable amount. On a side issue, Sean asked Emily to ask Alex how much it would cost to apply some kind of fire ant killer around the Clubhouse area as there are multiple ant hills and they are biting dogs and people.

### Dock Rebuild

James mentioned he had received a quote for a new dock of \$37,000, which would not include the company using the materials we already purchased. Dave Manor's quote for the dock rebuild was \$47,000. Emily will look into what can be done to prompt Dave to begin the project.

## Public Comments

None

## Verify Attendance

Emily said she had a conflict in April when we would usually meet for our next board meeting. After discussion about how many board members would be able to attend on the 12th or the 26th, Laurie made a motion the next board meeting be scheduled for Tuesday, April 12. Deonda seconded the motion. Motion passed unanimously.

## Adjournment

Sean made a motion to end the meeting. Ricky seconded. Motion passed. Meeting ended at 8:38 p.m.