

SAUSALITO SHORES HOMEOWNERS ASSOCIATION

MONTHLY MEETING MINUTES

Tuesday, February 16, 2021 at 7 p.m.
First ZOOM board meeting since start of Covid-19 Pandemic

I. Call to Order

The regular monthly SSHA board meeting was held Tuesday, February 16, 2021 via Zoom. It began at 7:06 P.M. and was presided over by president, Isaac Babcock.

II. Attendance

Board Members in Attendance: Isaac Babcock, Ricky Dorman, James Pooler, Carl Krauss, Debbie Gillard, Dave Manor, Ron Shady, Emily Fitzgerald, Sue White, Laurie Lawrence;

Sean Michaux entered the meeting at 7:23 pm.

Others in Attendance: Michelle Pooler

III. Approval of Minutes

Since the minutes from the last meeting (the annual meeting) are not yet available (Melinda is caring for her mother), formal approval of the minutes will be delayed until next month.

IV. Treasurer's Report

A discussion began about the new Discounted Dues promotion and how successful it has been so far. Dave stated there have been a total of 50 people who paid their dues to-date; 48 of whom paid the discounted rate. He said that most of the people who paid are the same people who would usually pay in January, and of those, only 10 or so paid earlier than normal. It seems the promotion so far has not motivated more people to pay or to join. Ron discussed an arrangement he made with a few members to pay their (discounted) dues and fees together later this month. Dave stated that he believes people are motivated to pay dues based on when the locks will be changed, so the earlier that happens, the better. Dave and Isaac briefly discussed the dues letter and motivating residents to pay their dues and to tell them the gate code will be provided once dues are paid. Dave and Ron discussed the list of members who have paid dues, as Ron needs that for the Key Exchange meeting. Ron announced the new gate code this year will be 2024. A brief discussion began about old gate codes that still open the locks; Dave suggested to Ron he should erase all the other numbers that still work (except the ones for Lisa use (Clubhouse manager)). Ron and Isaac briefly touched on issues with the locks to common areas, which will be discussed later in the meeting.

The board then discussed some confusion around the Kayak storage rate. Someone said the rate used to be \$75, but Dave said it was voted on at the January annual meeting to be \$50. Ron then confirmed all rates: \$50 for Kayak, \$125 for dues, \$125 for Boat Club and \$325 for RV Storage.

Continuing the Treasurer's report, Dave stated he has paid the normal utility expenses and lawn care. Dave then discussed with the board the insurance quotes he has been getting on the wall and the Clubhouse, one of which was \$5k. Dave stated there is \$7k budgeted, and the liability insurance policy on the board gets renewed next month at \$1607, so that quote would put the total just under what we have budgeted. Dave

explained we have to carry comprehensive insurance on the wall in case it is hit or damaged by a vehicle, and that the deductible is not more than the cost to repair the wall ourselves. Although the City requires the SSHA to have insurance on the wall, he said he's not looking to insure the wall's total worth of 2.2 million, as it would likely only cost between \$10k or \$20k to repair it if the wall gets damaged.

V. Old Business

Dock Replacement

The board spent a good amount of time discussing this project and several bids James had gathered (including Dave Manor's bid) from good dock builders. It was stated that there was currently \$44k in reserves budgeted for the dock replacement. Dave said with this year's match and the Condo's match, we would have about \$47k to \$48k total to spend. The most expensive bid was \$54k and it included a very fast 10-day timeframe. There was one bid for \$47k. The lowest bid was from Dave Manor at \$41,900 with a projected start date of early April (after Spring Break) and an estimated completion in June (2021). Dave said he would also try to keep the boat ramp open for use and keep the old dock in place until it was necessary to demolish it. It was stated none of the other dock builders considered keeping the boat ramp open and dock usable. The board continued discussing Dave's bid and the materials he would use. Dave described the 3 ways the dock could be rebuilt: 1) using 2x6 pressure-treated lumber, 2) using plastic composite decking like Trex or 3) using a special composite material Dave has learned about that incorporates small holes in the deck planks. The holes allow waves and high water to drain through the planks easily, making damage during hurricanes and storms less likely. Dave said this composite deck surface would not be slippery, that it would dry quickly because of the holes, and that this material is extremely durable, does not rot, break or fall apart, and could possibly last 50-60 years. Dave told the board about a quantity of the special composite that Greg Bond had in the RV Storage lot with the intention of using it on his own dock, but that he would allow Dave to purchase if Dave was awarded the bid. Dave said he could purchase more of the materials at cost from David Shear, a resident/member who is a sales rep for the company that makes it.

Dave confirmed that his bid includes plans to raise the height of the dock surface by 6 inches higher than the current height at the end of the dock, and it would be ADA wheelchair-accessible. The dock would have two seating areas and there would be a ladder or steps down into the water. Dave's bid also included some lighting along the handrails on a timer (if the electrical is still good). An alternative would be solar lights to illuminate the walkway. It was confirmed that none of the other bids included lighting. Dave's bid included purchasing a quantity of that special composite that Greg Bond owns and bought from David and Nancy Shear. Dave would purchase more of that composite to finish the job.

The board then discussed the timeframe for completing the dock and Dave's warranties and his commitment to the neighborhood. Dave said he would be able to start the dock project "after Spring Break" -- around April 1st, and be done by end of May or beginning of June. It was noted that Dave's bid was the only one that included lighting. Isaac asked about warranties on materials and labor; Dave said we can find out what the warranty on the composite decking with the holes is, and that Trex has about a 20-year warranty. As far as the labor goes, if something breaks that he's built, he would [be the one to] fix it anyway. If someone else builds the dock, he would expect them to come fix it. Sean made a motion to hire Dave Manor to build the new dock whenever he can get to it. Isaac added the stipulation 'as soon as the contract is signed.' Motion was seconded by Debbie. Motion passed unanimously. Isaac hoped to have the contract signed in a few days.

Clubhouse Floor Replacement

The board then discussed replacing the existing flooring in the Clubhouse. Isaac brought up a previously discussed flooring material -- a snap-together vinyl plank flooring with a cork backing -- but that Dave had an issue with that type of flooring based on his experience. Dave stated that moisture can seep between the seams and get beneath the material, which could cause mold and continuous smell issues. He recounted a conversation he had with a mfg. rep in which the rep. suggested for a venue like our Clubhouse, that the planks be glued down to the floor to prevent any type of moisture seepage. With wet mopping or spillage there could still be moisture in the seams, but at least it wouldn't go under the planks. There was also concern by the rep. regarding the frequency of rentals at our Clubhouse, suggesting the vinyl planks could likely get scratched and show wear more quickly, and that product only has a 5-year commercial warranty.

As an alternative, Dave suggested the board consider a stained concrete coating he had been talking about previously with Isaac and some other board members. Dave cited the advantages of this type of floor treatment as long-lasting, scratch resistant, waterproof (impervious to moisture and won't seep into or under the concrete slab), and low-maintenance. He described it as a seal coat over a color coat (into which swirls can be added to make it look like marble) on top of a concrete slab or base. Dave said the majority of commercial businesses use either this kind of coating or they use VCT flooring (in the Clubhouse currently) which requires stripping and waxing frequently to maintain its shine.

Debbie asked about a quote Isaac had received a while ago for a different coated finish, but Dave said that particular quote was meant for a garage floor (with vinyl flecks in it). He said he didn't think that finish was decorative [or high-quality] enough for the Clubhouse. Dave described a photo he had (and would share with the board) of a coated concrete floor with some gray color swirled in to make it look like marble. He described the concrete coated finish as classy, low-maintenance, and long-lasting (and 100% stain resistant). It was emphasized that neutral colors/patterns would be the most desirable -- something that would complement Clubhouse décor AND decorations used by renters.

The board continued to discuss the differences between vinyl plank flooring vs. the concrete coating Dave is recommending. Sean mentioned that any cracks or imperfections in the concrete slab get patched and smoothed before the coating is applied. Dave confirmed that it's a skim coat and a perfectly flat surface, and responding to a question about the coating's thickness, he thought it would be at least a 1/4-inch thick or more. Isaac stated that previous bids on this type of floor coating treatment have been between \$8k and \$9k, and that new bids would likely be needed. The board decided to table further discussion until new bids can be obtained and presented.

RV Storage Lot Cleanup Day - March 6 - 9am-1pm

Ron discussed with the board the need for a clean-up day inside the Storage Lot because of weeds, trash, tires, etc. He said he would also ask the Storage Lot members for assistance. The board discussed tools that might be needed; possible repair to damaged fence poles. Discussion turned to 2-3 abandoned boats and their trailers, and possible solutions such as towing them away, fixing/selling without a title; steps to be declared abandoned. The board discussed removing motors and controls before towing, but a trailer is needed. More discussion on the pros and cons of selling the boats or just having them towed away. Someone

suggested having bids on the motors or boats - on the clean-up day. Other tasks that might be included on that day: move telephone poles; spray ant killer on bags of mulch stacked there so they can be used. Lunch plans were discussed; the majority of board members agreed to participate along with other volunteers. Motion was made by James for \$200 budget for lunch. Seconded by Emily. The motion passed unanimously.

VI. New Business

Board Member Assignments

The board discussed voting on allowing 2 current board officers to continue in their positions past the 2-year term limit. It was asked if any other board members would like to take on the positions of president and vice-president; if not, the current president and vice president can be elected for another 2-year term. No other board members expressed interest. Motion was made by Laurie that Isaac and James remain in their positions for another 2-year term as president and vice-president, respectively. Motion seconded by Debbie. Motion passed unanimously.

Committee Member Assignments

The board discussed keeping the current committee assignments in place. Debbie discussed her new position as Clubhouse Manager and some issues she faces during the transition; she will contact Lisa. Isaac mentioned the latest new member is Emily Fitzgerald, and asked her which committee(s) she might be interested to join. Emily said she would help with Event Planning and Welcome Committee. The board then thanked Sean for the landscaping he did at the Sausalito Blvd/Bocana entrance, and the possibility of him planting at the entrance at 436. Sean indicated he really didn't have time to do major work at that entrance. Michelle discussed possibly planting a small area there and cleaning the tile roof on the "Sausalito" sign structure. Michelle and James said they had one bottle of Spray-n-Forget cleaning spray, but might need another for \$20 or so. The discussion moved to possibly using solar lighting of the trees for dramatic effect; Sean said he had \$118 remaining from the Bocana entrance that might be used for that purpose. Michelle informed the board she and James had removed a rotted bench from the dock, ordered a new fire extinguisher to replace an expired one in the Clubhouse, and replaced bulbs in flood lights at the entrance, and requested reimbursement of \$82 spent.

Dues Letter Mail-Out

The board discussed the 'pay dues' reminder letter that is customarily mailed out after the annual meeting. Volunteers to stuff envelopes were identified; Isaac will handle stamps, addressing and delivery. Isaac said last year when letters were mailed, some residents said they didn't receive them. The board then discussed the pros and cons of placing 'pay dues' flyers ON residents' mailboxes. Emily suggested we develop an incentive for residents to provide their email addresses so we have the option to EMAIL the 'pay dues' notifications in the future vs. printing and delivering. No decision was made.

2021 Easter Event

The board discussed some preliminary ideas for this event and the dates, and some possible modifications to minimize group activity due to Covid. Emily suggested a 'fundraiser' type event where residents request their front yard be 'egged' with 10, 20 or 30 eggs at a tiered price; volunteers deliver plastic Easter eggs and hide them in the resident's front yard for their kids to find. Emily said she has a source for the pre-filled eggs.

Debbie suggested something similar could be done for Christmas with a hired Santa to visit homes for a fundraiser fee (parents could supply gifts that Santa gives to the kids) -- or Santa just gives out candy canes. The board discussed logistical questions for an Easter 'Egg My House' fundraiser. Isaac requested that the Event Planning Committee firm up the details and bring it to the next meeting.

Combination Locks on Gates

Ron brought up some issues with the combination locks that need repair and recommended replacing four locks. One new replacement lock is about \$120 (Schlage). The board discussed the expense of replacing the locks every 5-6 years, and possibly using key cards and a magnetic strip system on the doors, or a RFID system. James and Michelle agreed to do some research on pricing for other lock systems and present to the board at the next meeting; Ron will swap the lock from the tennis court with the Playground lock, and Isaac will fix the one that doesn't work.

Public Comments

None.

Verify Attendance

Next meeting is scheduled for March 16 at 7pm. There will be a quorum at the next meeting.

Adjournment

Laurie made a motion to end the meeting. Sean seconded, and all agreed.