



At Dockside

A Monthly Publication of The Ballena Bay Townhouse Association #1

Protecting property values and the quality of life in Ballena Bay – October 2010

President's Message by Carolyn Kubota

On behalf of the board of directors, I thank homeowners for your contributions and participation with the Association. The board volunteered many hours to make this past year a huge success in the several maintenance projects from landscaping, keeping the wave maze afloat, to siding and roofing. I applaud the board for their tireless efforts in keeping this neighborhood safe and improving the overall infrastructure of the association.

Three board members (Ann Kenyon, Dick Bacigalupi, and Gary Flanigan) will continue to serve the association for another year. Four additional board seats are being elected. Every ballot is essential to the election process in our association, so please vote!

If you have not mailed your ballot to Massingham as of yet, you have until 7:45 pm on Tuesday, October 26 to submit your vote at the board meeting held at the Ballena Bay Yacht Club. Please be sure to read the instructions of the ballot. If you do not sign the white, return envelope to Massingham, your vote will not be counted. Good luck to the five candidates running for the board.

Architectural Review Board by Gary Flanigan

There were no architectural requests this month.

Landscape Committee by Pat Faustman

Our landscapers will complete the planting this week around the new back flow preventers that were installed in the irrigation project on Cola Ballena. They have also installed a weather blanket to protect the valves and help them blend in with the plantings.

I would like to thank Dick and Wanda Bacigalupi and Rob Larsen for helping trim the pear tree on Ballena Blvd. The tree had fire blight, so we trimmed out the infected areas. Their help saved us money and hopefully the tree.

If you have any questions or concerns, please contact your landscape committee: Pat Faustman, Patty Corrigan, Isabella Foster, Patti Klaus, Kathy Walker and Beverly Partridge.

Neighborhood Communications by Carolyn Kubota

The Emergency Preparedness Committee is hosting the neighborhood association party on Sunday, October 31 at 453 to 463 Cola Ballena cul-de-sac from 12:30 pm to 3:30 pm. The guest speaker is the US Coast Guard. Last year was a great time enjoyed by all, this year will be even



better. The street party is a great opportunity to meet new board members as well as converse with new and long time residents. Friends and family are welcome to attend. Food will be served along with assorted refreshments including La Pinata margaritas. Pot luck dishes such as side dishes, salads, and deserts are most welcome. Please call Elise Hall if you have questions about food or beverages at (510) 523-8408. Suggested donations are \$10 for homeowners and \$5 for non-association individuals to help defray costs.

In addition, the Emergency Preparedness Committee will provide training to safely provision and operate emergency flares and flare guns. This training is open to all association members, and will be conducted by Leroy Pyle a certified firearms instructor. If you are interested in participating in the operation of flares and flare gun training, or wish to test flares, or dispose of flares, please contact Michael Carey at (510) 814-9981 in advance and arrive at 12:00 pm (noon) Sunday Oct. 31 at 453 Cola Ballena.

Additional information regarding the neighborhood street party is provided in the flyer you received in your mail box and email.

Treasurer's Report by Ann Kenyon

The Treasurer's report is published on a quarterly basis. The report for year to date ending September 30, 2010 will appear in the November Dockside. The one month delay is due to the Dockside cutoff date occurring prior to receipt of financial information from Massingham.

Miscellaneous:

Automatic Gas Shutoff

Due to the San Bruno gas fire, homeowner Ruth Masonek paid a contractor to install an automatic gas shutoff at a cost of \$380.00. A permit is required for the work. If you are interested in more information, please call Ruth at (510) 912 – 5055.

BBTA Board & Property Management Contact Information:

Property Manager:

Massingham & Associates Management (Management Company)

4085 Nelson Avenue, Suite A, Concord, CA 94520

David Boone (Property Manager) davidb@massingham.com

Office (925) 405-4900

FAX (925) 405-4747

Emergencies:

Business Hours 8:30 am – 5:30 pm (925) 405-4900

Non Business Hours (925) 405-4900

For letters to the Board or to report needed repairs, use this contact information:
Massingham & Associates Management, 4085 Nelson Avenue, Suite A, Concord, CA 94520
davidb@massingham.com



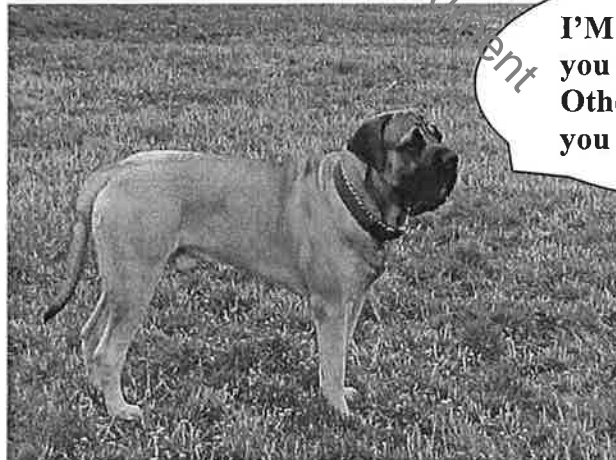
Board Members:

President/Communications	Carrolyn Kubota	kubotacarrolyn@yahoo.com /510.814.9981
VP/Landscape	Pat Faustman	patriciafaustman@comcast.net /510.864.0665
Secretary/CC&R Re-write	Mary Gallup	mpgallup@hanteltech.com /510.701.5737 or 510- 441-4017
Treasurer	Ann Kenyon	kenyon2@pacbell.net /510.521.6376
Architectural	Gary Flanigan	garyflanigan@gmail.com /510.523.4734
Land Side	Jeff Frankel	jfrankel@pacbell.net /510.769.6097
Waterside	Dick Bacigalupi	dickbacigalupi@hotmail.com /510.521.2426

CALENDAR

BBTA Board of Directors Meeting 7:30 PM Ballena Bay Yacht Club	October 26, 2010
Ballots Closing Date	October 26, 2010 at 7:45 pm at the BOD meeting
Neighborhood Block Party	October 31 from 12:30 pm to 3:30 pm 453 to 463 Cola Ballena
Next month's BBTA Board Meeting	November 16, 2010

Not an Official Document



I'M BACK! I hope you voted by now. Otherwise, I will visit you on Tuesday.

Current picture of Titus on Cola Ballena

BALLENA BAY TOWNHOUSE ASSOCIATION #1

Board of Directors Meeting

7:30 P.M. October 26, 2010

Ballena Bay Yacht Club, 1150 Ballena Blvd, Alameda, CA 94501

AGENDA

1. **Call to Order** 7:30 p.m.
2. **Homeowner's Open Forum** 7:30 p.m.
3. **Count Election Ballots** 7:45 p.m.
4. **Secretary's Report** 7:50 p.m.
 - a. Associa[®] Massingham & Associates has attached copies of the August 17, 2010 regular meeting and Executive Session minutes for your approval. Once approved and signed by the secretary they will be available for homeowner's viewing and placed in the corporate record book.
5. **Treasurer's Report** 7:55 p.m.
 - a. The law requires the board to review and accept the reconciled financial statements at least once per quarter. Massingham & Associates have prepared and attached the September 2010 financial statements for your review and acceptance by the President on behalf of the board.
6. **Management Report** 8:00 p.m.
Action Items
 - A. Approval of September 21, 2010 Minutes & September 21, 2010 Executive Session Minutes
 - B. Review of Financial Statements for September 2010
 - C. Write Off Bad Debt
 - D. Approve Collection Actions
 - E. Review and Approve Reserve Study
 - F. Review and Approve 2011 Budget
 - G. Review Comcast Service Agreement
 - H. Review Roadway Maintenance Resurfacing
 - I. Review Roofing and Siding Project
 - J. Approve Roofing and Siding Proposals
 - K. Discuss Dock Modifications
 - L. Review CC&R Revision Committee Report
 - M. Review Architectural Committee Report
 - N. Review Landscaping Committee Report
 - O. Review Landside Committee Report
 - P. Review Waterside Committee Report
 - Q. Review Neighborhood Communications Committee Report
 - R. Review Community Preparedness Committee Report
7. **Next Meeting Date & Location – November 16, 2010, Ballena Bay Yacht Club, 1150 Ballena Blvd, Alameda.**
8. **Adjourn** 8:50 p.m.

BALLENA BAY TOWNHOUSE ASSOCIATION #1

Board of Directors Meeting

7:30 P.M. Ballena Bay Yacht Club, 1150 Ballena Blvd, Alameda, CA

MINUTES July 20, 2010

Carrolyn Kubota	President	Term expires 2010
Pat Faustman	Vice President	Term expires 2010
Ann Kenyon*	Treasurer	Term expires 2011
Mary Gallup	Secretary	Term expires 2010
Dick Bacigalupi*	Director	Term expires 2011
Gary Flanigan	Director	Term expires 2011
Jeff Frankel*	Director	Term expires 2010

MSC = Means a **Motion** was made, **Seconded** and **Carried** *denotes absence

Also present was David Boone of Massingham & Associates Management, Inc. and the owners listed on the sign in sheet.

Call to Order: The Board of Directors Meeting was called to order at 7:47 P.M. by President Carrolyn Kubota.

Homeowner Forum: An open forum was held in which various owners brought their concerns about dry rot, recent roof work, Architectural Guidelines and communication between owners and the Board.

Minutes: After careful review it was **MSC** to approve the Minutes of the Regular Board of Directors meeting of June 15, 2010 with corrections and the Executive Session Minutes of June 15, 2010 and June 23, 2010 as presented.

Financial Statements: After careful review it was **MSC** to accept the Financial Statements for June 2010 as presented.

M.L. Nielsen Change Orders: After careful review it was **MSC** to approve change order #1 to job #8624 for \$9,471.86 from M.L. Nielsen for repairs at 409 Cola Ballena with \$5,191.90 being Association responsibility and \$4,279.96 being homeowner responsibility. It was also **MSC** to formally approve the two other change orders from M.L. Nielsen approved by unanimous consent between Board meetings; change order #2 to job #8624 for \$358.68 and change order #3 to job #8624 for \$956.26.


Election: It was **MSC** to appoint Manager David Boone as the Inspector of Elections for the upcoming Board of Directors election.

Dock Modifications: This was tabled until a future meeting.

Towing Contract: This was tabled until a future meeting.

Architectural Applications: It was **MSC** to approve the Architectural Application of 406 Tideway to install a skylight and the Architectural Application of 409 Cola Ballena to install a new garage door.

Adjournment/Next Meeting: With no further business before it the Board adjourned at 10:06 p.m. The date for the next Board of Directors meeting was set for August 17, 2010 at 7:30 p.m. at the Ballena Bay Yacht Club.



Director Signature

9/21/10

Date

BALLENA BAY TOWNHOUSE ASSOCIATION #1

Board of Directors Meeting

7:30 P.M. Ballena Bay Yacht Club, 1150 Ballena Blvd, Alameda, CA

MINUTES August 17, 2010

Carrolyn Kubota	President	Term expires 2010
Pat Faustman	Vice President	Term expires 2010
Ann Kenyon	Treasurer	Term expires 2011
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Homeowner Forum: An open forum was held in which various owners brought their concerns about dry rot, recent roof work, Architectural Guidelines and communication between owners and the Board.

Minutes: After careful review it was **MSC** to approve the Minutes of the Regular Board of Directors meeting of July 20, 2010 and the Executive Session Minutes of July 20, 2010 with corrections.

Financial Statements: After careful review it was **MSC** to accept the Financial Statements for July 2010 as presented. It was also **MSC** to authorize Treasurer Ann Kenyon to open and close the accounts necessary to bring all Association accounts under full FDIC Insurance Coverage.

Roadway Maintenance: No action taken.

M. L. Nielsen Change Orders: It was decided to have Jeff Frankel and Geoff Hayworth breakout the costs on these change orders and the Board will then approve by unanimous consent through email.

Dock Modifications: This was tabled until a future meeting.

Towing Contract: After careful consideration it was **MSC** to approve a new Towing Contract with All Day Towing.

CC&R Revision Committee: The Board authorized Committee Head, Mary Gallup to consult with Association Legal Counsel, Mike Hardy on the CC&R Revision Project.

Adjournment/Next Meeting: With no further business before it the Board adjourned at 9:05 p.m. The date for the next Board of Directors meeting was set for September 21, 2010 at 7:30 p.m. at the Ballena Bay Yacht Club.



Director Signature

9/21/10

Date