



At Docksides

A Monthly Publication of The Ballena Bay Townhouse Association #1

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

President's Message by Jay Cherrie

Winter greetings! As we enter the holiday season and prepare for the new year, it is also time for the annual budget cycle. Please make sure to review the Treasurer's report and in particular note that the monthly dues will be \$700 for 2011. It is unfortunate that the dues must go up roughly 4%. We are facing twin pressures of finishing the last phases of fixing homes that need significant maintenance while dealing with a revenue shortfall from unpaid dues. We're confident we can get past this financial issue and feel certain all homeowners join us in wishing for economic improvement and a return to full funding for the Association.

At the first meeting of the new Board last month, officers and committee members were elected. At the end of the Docksides you should see the new Board members, contact information and Board sponsors for the various committees. As always, if you have any maintenance issues or other items to report these should be directed to David Boone of Massingham for the most expeditious handling.

On behalf of the Board, best wishes to you and your families during the holiday season.

Architectural Review Board by Gary Flanigan

We received no applications during the month. Scott Vrchota of 408 Tideway Drive has generously offered to serve on the committee. Welcome Scott.

Treasurer's Report by Ann Kenyon

Dues Increase: By now, all homeowners should have received the Annual Budget Disclosure Statements. In case you have not had a chance to review this information please be aware that effective January 1, 2011 the monthly assessments will increase from \$670/month to \$700/month.

The Treasurer's report is published on a quarterly basis. The report for the year ending December 31, 2010 will appear in the February 2011 Docksides. The one month delay is due to the Docksides cutoff date occurring prior to receipt of financial information from Massingham.



BALLENA BAY TOWNHOUSE ASSOCIATION #1

Board of Directors Meeting

7:30 P.M. December 21, 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. **Secretary's Report** 7:45 p.m.
 - a. Associa[®] Massingham & Associates has attached copies of the November 16, 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.
4. **Treasurer's Report** 7:50 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 November 2010 financial statements for your review and acceptance by the President on behalf of the board.
5. **Management Report** 8:00 p.m.
Action Items
 - A. Approval of November 16, 2010 Minutes & November 16, 2010 Executive Session Minutes
 - B. Review of Financial Statements for November 2010
 - C. Write Off Bad Debt
 - D. Approve Collection Actions
 - E. Review and Approve Reserve Study
 - F. Review Roofing and Siding Project
 - G. Approve Roofing and Siding Proposals
 - H. Discuss Abandoned Boat Policy
 - I. Discuss Dock Modifications
 - J. Review Parking Policy
 - K. Review CC&R Revision Committee Report
 - L. Review Architectural Committee Report
 - M. Review Landscaping Committee Report
 - N. Review Landside Committee Report
 - O. Review Waterside Committee Report
 - P. Review Neighborhood Communications Committee Report
 - Q. Review Community Preparedness Committee Report
6. **Next Meeting Date & Location – January 18, 2010, Ballena Bay Yacht Club, 1150 Ballena Blvd, Alameda.**
7. **Adjourn** 8:50 p.m.

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



BALLENA BAY TOWNHOUSE ASSOCIATION #1

Board of Directors Meeting

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

MINUTES

September 21, 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 owner listed on the sign in sheet.

Call to Order: The Board of Directors Meeting was called to order at 7:30 P.M. by President Carrolyn Kubota.

Homeowner Forum: An open forum was not held because no owners other than the Board were present at the beginning of the meeting.

Minutes: After careful review it was **MSC** to approve the Minutes of the Regular Board of Directors meeting of August 17, 2010 and the Executive Session Minutes of August 17, 2010 as presented.

Financial Statements: After careful review it was **MSC** to accept the Financial Statements for August 2010 as presented. A letter was signed requesting the closure of the two Community Associations Bank Money Market accounts. This money will be put into a new Sunwest Bank Elite Money Market account. This will ensure full FDIC coverage for all association funds.

2011 Budget: This was tabled until next meeting.

Roadway Maintenance: This was tabled until a future meeting.

Roofing and Siding Change Orders: It was **MSC** to approve the change order from Frank Fiala Roofing for \$4,594.00 for roof repairs at 421-435 Cola Ballena. Change Orders 1-11 were approved by unanimous consent by the Board by email between Board meetings. This was necessary to keep the roofing and siding project on track so everything is complete before the winter rains.


Dock Modifications: This was tabled until a future meeting.

Waterside Committee Report: After careful review it was **MSC** to approve spending up to \$23,265.00 to have Topper Industries clean and maintain the wave maze.

Close Nominations: It was **MSC** to close the nominations for the 2010 Election of Directors. Ballots will be prepared and mailed out by September 24, 2010 with a return date of October 26, 2010.

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 October 26, 2010 at 7:30 p.m. at the Ballena Bay Yacht Club. This will also be the night of the Annual Meeting.


Director Signature


Date

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