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 bockside 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 terms 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

<u>Dues Increase:</u> 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 Dockside. The one month delay is due to the Dockside cutoff date occurring prior to receipt of financial information from Massingham.



## Landscape Committee by Pat Corrigan

This month, we removed the dead (myoporum) tree from the common area between 435 and 441 Cola Ballena. New winter color consisting of primroses and violas has been planted in the tree circles throughout the community. This replaces the impatiens planted last spring. New soil was added in the process.

To report problems with irrigation, please contact Massingham & Associates.

For other comments or questions, please direct them to a member of the Landscape Committee which includes: myself, Pat Faustman, Patti Klaus, Jennifer Flanigan and Kathy Walker.

## Neighborhood Communications by Mili Delbecq

**Wanted:** Reporters on each street that would interview new neighbors so that it would be easier to meet and greet new people as well as news of new babies, pets, and deaths that we might offer condolences in a a timely manner, boat purchases, boat sales, etc. If you have news and no one has interviewed you, please let me know so that we can put it in the next Dockside. Also Information on Association events will be announced here.

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# BBTA Board & Property Management Contact Information:

# Property Manager:

Massingham & Associates 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

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### 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 **Action Items** 

8:00 p.m.

- 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.

8:50 p.m. 7. Adjourn

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

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### **Board Members:**

President/Landside justjayc@hotmail.com/510.864.1709 Jay Cherrie

Dick Bacigalupi dickbacigalupi@hotmail.com/510.521.2426 Vice President/Waterside

Treasurer Ann Kenyon kenyon2@pacbell.net/510.521.6376

eric@studiobecker.com Eric Vaernes Secretary coleus@pacbell.net Landscape Patty Corrigan

Architectural Gary Flanigan garyflanigan@gmail.com/510.523.4734 mdelbecg@comcast.net/510.769.1019 Neighborhood Commun. Mili Delbecq

#### **CALENDAR**

SBTA Board of Directors .

7:30 PM Ballena Bay Yacht Club

Next month's BBTA Board Meeting

Official Document

December 21, 2010

January 18, 2011



## 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 pleeting.

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 if the a new Sunwest Bank Elite Money Market account. This will ensure full FDIC coverage for all association and association association and association association and association and association and association and association association association and association and association and association association association and association association and association and association a

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.

Eliu Verges

Director Signature

11/16/10

Date

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