



At Dockside

A Monthly Publication of The Ballena Bay Townhouse Association #1

Protecting property values and the quality of life in Ballena Bay – February 2011

President's Message by Jay Cherrie

The Board has received several homeowner requests regarding the enforcement of parking and boat rules. The parking policy has been published in several past Dockside's but if you still need a copy you can get one by contacting David Boone at Massingham. The boat rules are covered in our CC&Rs; one portion that has been brought into focus by homeowner notifications is the section regarding permissible extension of a boat into the common waterway -- that limit is 10% of the slip's length. As a result of these homeowner requests for action, there will be notices placed on cars in the Association common area which appear to be in violation of policy (e.g., expired registration, cars which do not move). Ultimately, cars may be towed if they are not brought into compliance with the policy. Please advise your guests of the rules, particularly if they will be staying for a few days, so any inconvenience may be avoided. On the water, the Waterside Committee will note any boats which appear to be in excess of the extension limit and report them to the Board for attention. Thanks very much to all the homeowners who are in compliance with our community rules and thanks in advance for the understanding of homeowners who may need to make some corrections to be in compliance.

Architectural Review Board by Gary Flanigan

There were no applications submitted to the committee this month.

Treasurer's Report by Ann Kenyon

The Treasurer's report is published on a quarterly basis. The report for the year ending December 31, 2010 will appear in the March 2011 Dockside after the auditor's have finished their review of our annual results for the year ended December 31, 2010.

Landscape Committee by Pat Corrigan

Our arborists did a nice job pruning out our beetle infested Monterey Pines and understory Arbutus trees in the common area next to 1237 Ballena Blvd. Warm weather has forced us to turn the sprinklers back on. It's starting to look like Spring but we are only in Feb. Our annuals were fertilized last week to help them get through the heat spell. Hopefully we will have more rain on the horizon. Now is a good time to keep our front spaces clean. Most of the leaves are gone and flower petals are appearing



Neighborhood Communications by Mili Delbecq

Please note the new address for Massingham & Associates.

MEET YOUR NEIGHBORS Jill and David MacAfee at 409 Cola Ballena *by Beverly Partridge*

Jill and David moved to Alameda from Los Gatos and moved into one of the “Big Whites” at Alameda point where they lived for a year before buying the Cola Ballena home from original owners Pat and Gloria Patterson. They bought the house in June, but spent the summer redecorating and made their move in September – just in time for BBTA’s neighborhood get-together. Their daughter, a recent college graduate, has joined the Peace Corp. and will be leaving soon for Senegal. Their son is studying electrical engineering at UC Santa Cruz. Jill is director of the medical lab, Singulax, at Harbor Bay. They filled the dock with a Columbia 9.6 sailboat and filled the house with seven beautiful cats. I fell in love with each one that I met. Jill and David have joined Ballena Bay Yacht Club and are a wonderful addition to our community, please welcome them.

BALLENA BAY TOWNHOUSE ASSOCIATION #1

Board of Directors Meeting

7:30 P.M. February 15, 2011

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 January 18, 2011 regular meeting and Executive Session minutes for your approval. Once approved and signed by the secretary the regular meeting minutes 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.
- 5. Management Report **8:00 p.m.**
Action Items

For letters to the Board or to report needed repairs, use this contact information:
 Massingham & Associates Management, 1855 Gateway Blvd, Suite 300, Concord, CA 94520
davidb@massingham.com



- A. Approval of January 18, 2010 Regular & Executive Session Minutes
- B. Review of Financial Statements for December 2010 & January 2011
- C. Write Off Bad Debt
- D. Approve Collection Actions
- E. Review Roofing and Siding Project
- F. Approve Roofing and Siding Proposals
- G. Discuss Abandoned Boat Policy
- H. Discuss Dock Modifications
- I. Discuss Remedies for Illegal or Non-Conforming Exterior Modifications
- J. Review Parking Issues
- 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
- R. Next Meeting Date & Location – March 15, 2011, Ballena Bay Yacht Club, 1150 Ballena Blvd, Alameda.

6. Adjourn

8:50 p.m.

BBTA Board & Property Management Contact Information:

Property Manager:

Massingham & Associates Management (Management Company)
1855 Gateway Blvd, Suite 300, Concord, CA 94520

David Boone (Property Manager)	davidb@massingham.com
Office	(925) 405-4900
FAX	(925) 405-4747
Sara Lehman (Community Assistant)	slehman@massingham.com
Direct Line	(925) 405-4732
Emergencies:	
Business Hours 8:30 am – 5:30 pm	(925) 405-4900
Non Business Hours	(925) 405-4900

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Board Members:

President/Landside	Jay Cherrie	justjaye@hotmail.com /510.864.1709
Vice President/Waterside	Dick Bacigalupi	dickbacigalupi@hotmail.com /510.521.2426
Treasurer	Ann Kenyon	kenyon2@pacbell.net /510.521.6376
Secretary	Eric Vaernes	eric@studiobecker.com
Landscape	Patty Corrigan	coleus@pacbell.net
Architectural	Gary Flanigan	garyflanigan@gmail.com /510.523.4734
Neighborhood Commun.	Mili Delbecq	mdelbecq@comcast.net /510.769.1019

CALENDAR

BBTA Board of Directors Meeting February 15, 2011
7:30 PM Ballena Bay Yacht Club

Next month's BBTA Board Meeting March 15, 2011 =====

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BALLENA BAY TOWNHOUSE ASSOCIATION #1

Board of Directors Meeting

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

MINUTES

November 16, 2010

Jay Cherrie	President	Term expires 2012
Dick Bacigalupi	Vice President	Term expires 2011
Ann Kenyon	Treasurer	Term expires 2011
Eric Vaernes	Secretary	Term expires 2012
Gary Flanigan*	Director	Term expires 2011
Mili Delbecq	Director	Term expires 2012
Pat Corrigan	Director	Term expires 2012

*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 7:33 P.M. by Treasure Ann Kenyon.

Homeowner Forum: An open forum was held and various members brought their concerns to the Board. One owner brought their concerns about the recent siding work on her unit and inspection of all units being repaired. One owner brought a letter stating their concerns about the skylights being raised when new roofs were installed and the resulting gap between the old drywall and the new skylight height. In response the Board agreed that the Association will in the future install new drywall in these resulting gaps and then tape, sand and prime these areas. Owners will then have the option to pay the Associations' painters to paint this area or complete it later again at their expense.

Elect Officers: After careful discussion it was determined that the Officers of the Board and Committee Heads would be as follows:

Officers	
President	Jay Cherrie
Vice President	Dick Bacigalupi
Treasurer	Ann Kenyon
Secretary	Eric Vaernes
Committee Heads	
Architectural Review	Gary Flanigan
Landscape	Pat Corrigan
Landside	Jay Cherrie
Waterside	Dick Bacigalupi
Neighborhood Communications	Mili Delbecq

Minutes: After careful review it was **MSC** to approve the September 21, 2010 regular and Executive Session Minutes and the October 26 Executive Session Minutes as presented and the October 26, 2010 regular minutes with corrections.

Prepay Reserves From Operating: After careful consideration it was **MSC** to approve prepaying up to \$60,000.00 in reserve contributions from the operating account in order to have enough money in the reserve account to pay for the recent roofing and siding work. This was necessary because of the increased costs and change orders that arose during the 2010 roofing and siding work.

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Ballena Bay Townhouse Association #1

Board of Directors Meeting Minutes
November 16, 2010
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Bad Debt: A decision to write off one account as bad debt was tabled to allow more information to be obtained on the account status for the Board.

Collections: After careful consideration it was **MSC** to Authorize the Judicial Foreclosure on that property bearing the Assessor's Parcel Number 074-1311-027 as recommended by Legal Counsel.

Year End Review: After careful review it was **MSC** to engage the services of Levy, Erlanger and Company, Certified Public Accountants to prepare the Association's taxes and perform a year end review.

2011 Budget: After careful consideration it was **MSC** to approve a 2011 Pro Forma Operating Budget of \$672,350.00.

Reserve Study: Approval on the Reserve Study as prepared by Richard Avelar and Associates was tabled until some corrections and adjustments were made to the study.

Comcast Service Agreement: After careful review and consideration it was **MSC** to not accept the Comcast Service Agreement.

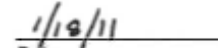
Roadway Maintenance: This was tabled until spring.

Architectural Application: After careful review it was **MSC** to approve the Architectural Application of 1223 Ballena Boulevard.

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



Director Signature



Date

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BALLENA BAY TOWNHOUSE ASSOCIATION #1

Board of Directors Meeting

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

MINUTES

December 21, 2010

Jay Cherrie	President	Term expires 2012
Dick Bacigalupi*	Vice President	Term expires 2011
Ann Kenyon	Treasurer	Term expires 2011
Eric Vaernes	Secretary	Term expires 2012
Gary Flanigan	Director	Term expires 2011
Mill Delbecq	Director	Term expires 2012
Pat Corrigan	Director	Term expires 2012

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 7:34 P.M. by President Jay Cherrie.

Homeowner Forum: An open forum was offered but no members had any concerns they wanted to bring to the Board.

Minutes: Approval of the minutes was tabled until next meeting to allow corrections to be made.

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

Bad Debt: After careful consideration it was **MSC** to write off \$5,478.92 on account 151-1132 as bad debt.

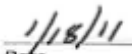
Reserve Study: After careful review of the revised Reserve Study prepared by Richard Avelar and Associates it was **MSC** to approve this study.

Abandoned Boat Policy: It was **MSC** to approve sending this policy out for the required 30 day review period.

Adjournment/Next Meeting: With no further business before it the board adjourned at 8:26 p.m. The date for the next Board of Directors meeting was set for January 18, 2011 at 7:30 p.m. at the Ballena Bay Yacht Club.



Director Signature



Date

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