



At Dockside

A Monthly Publication of The Ballena Bay Townhouse Association #1

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

President's Message by Jay Cherrie

A big 'thank you' to homeowners who have adjusted their boats to be in compliance with our community rules. Keeping the waterways free with the right clearance and making the side-ties available for guests and emergencies is a benefit to us all and it is much appreciated.

The construction cycle is in an interim period at the moment although there are some follow up repairs being done on certain homes. The Landside team (which mostly is the hardworking Jeff Frankel..!) will be working on a building maintenance plan for the upcoming season. We have the ongoing challenge of catching up maintenance which had been deferred for too long while staying within our budget. We're confident we can keep to the plan of getting over the hump and returning to a more predictable schedule with a flatter expense curve, but the budget constraints may extend the work plan.

Architectural Review Board by Gary Flanigan

We received no applications during the month.

Waterside Report by Dick Bacigalupi

The wave maze maintenance was completed on schedule and it is sitting much higher in the water. All went well. Sixteen floatation tires were added to the perimeter as well some tires were added inside section. Overall the wave maze is holding up well given its age. With a cleaner bay we had a lot of marine growth which had to be removed. They found sections of the perimeter chain had marine growth over 12 inches in diameter which added a lot of weight. At our request they left 4 additional perimeter tires (currently stored under my deck) so we can replace any that become lost. They had noted that the perimeter chain was getting thin and we need to replace it within the next couple of years. Unfortunately, like our boats there is ongoing maintenance. With money we have been saving with little or no maintenance on the docks this cost can be added to a future budget.

Winter is almost over and it appears we have fared well with no damage to the docks reported. With Spring right around the corner it is time to clean our boats and get ready to enjoy the new season. Look forward to seeing you on the water.

Treasurer's Report by Ann Kenyon

The following is a preliminary summary of income and expenses compared to budgeted amounts for the year to date period ending December 31, 2010. Finalized information will be published when the accountants issue their year-end report.

**Ballena Bay Townhouse Association
Income and Expenses Compared to Operating Budget
Year to Date 12/31/10**

	Actuals	Budget	Favorable/ (Unfavorable) Variance	Comments
Income & Expenses:				
Total Income	\$647,838	\$643,800	\$4,038	Late fees not included in Budget.
Expenses:				
Administrative Expense:				
Bank Loan	\$137,400	\$137,700	\$300	
Bad Debt Expense	\$29,479	\$13,000	(\$16,479)	Increase in delinquent assessments & foreclosures.
Insurance	\$44,243	\$46,750	\$2,507	
Legal Expenses	\$3,910	\$5,996	\$2,086	Timing of need for legal services.
Management Contract	\$26,865	\$26,865	\$0	
All Other Administrative Expense	\$22,368	\$16,747	(\$5,621)	Additional management services due to increased scope of building repairs needed during the year.
Total Administrative Expense	\$264,265	\$247,058	(\$17,207)	
Landscaping Expense	\$60,276	\$62,850	\$2,574	
Operational Expense	\$0	\$500	\$500	
Repairs and Maintenance	\$12,944	\$13,000	\$56	
Utilities	\$40,105	\$45,070	\$4,965	
Reserve Funding	\$275,320	\$275,322	\$2	Timing of bills for water and refuse disposal.
Total Expense	\$652,910	\$643,800	(\$9,110)	
Total Net Income	(\$5,072)	\$0	(\$5,072)	

Cash Accounts:

Operating Funds	\$6,317
Reserve Funds	\$53,225
Total Cash Accounts	\$59,542

Other Noteworthy Items:

Members Receivable	\$23,067
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Balance of delinquent dues assessments after year end write-off of \$41,000 in bad debts considered uncollectible. Total cost to each homeowner (including amount written off) represents an average cost of \$800.

2010 RESERVE SPENDING:

A summary of the 2010 maintenance projects will appear in next month's Dockside after a meeting with Massingham to review all expenditures for roofing, siding and painting work performed during the year.



BALLENA BAY TOWNHOUSE ASSOCIATION #1

Board of Directors Meeting

7:30 P.M. March 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 February 15, 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
 - A. Approval of February 15, 2010 Regular & Executive Session Minutes
 - B. Review of Financial Statements for December 2010 - February 2011
 - C. Write Off Bad Debt
 - D. Approve Collection Actions
 - E. Approve Website Renewal
 - F. Review Roofing and Siding Project
 - G. Approve Roofing and Siding Proposals
 - 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
6. **Next Meeting Date & Location – April 19, 2011, 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: 2
Massingham & Associates Management, 1855 Gateway Blvd Suite 300, 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

January 18, 2011

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 owners listed on the sign in sheet.

Call to Order: The Board of Directors Meeting was called to order at 7:35 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: After careful review it was **MSC** to approve the November 16, 2010 regular and Executive Session Minutes and the December 21 Executive Session Minutes as presented and the December 21, 2010 regular minutes with corrections.

Financial Statements: After careful consideration it was **MSC** to defer acceptance of the Financial Statements for December 2010 until after the year end review is complete.

Roofing and Siding Proposals: After careful consideration it was **MSC** to approve the change orders from Lupe's Painting for 1201 Ballena Boulevard and 415 Cola Ballena.

Waterside Committee: After careful consideration it was **MSC** to have the Waterside Committee inspect the docks for oversize boats.

Adjournment/Next Meeting: With no further business before it the Board adjourned at 8:43 p.m. The date for the next Board of Directors meeting was set for February 15, 2011 at 7:30 p.m. at the Ballena Bay Yacht Club.



Director Signature

2/15/11

Date