



At Dockside

A Monthly Publication of The Ballena Bay Townhouse Association #1

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

President's Message by Jay Cherrie

A few more days of wet weather do not change the fact we are once again heading into our construction season. The Landside and Treasury teams have been hard at work figuring out the right blend of expense and repair work to take on this year. The new construction specifications paid off during the recent rainy season as we had a significantly reduced number of leak repairs to address despite several very strong storms visiting Ballena Bay. As we continue to do work and use the more robust spec, we expect that the 'nickel and dime' accumulation of one-off repairs will continue to drift down to a more normal level. .

Architectural Review Board by Gary Flanigan

There were no applications submitted to the committee this month.

Neighborhood Communications by Beverly Partridge

It is with great sadness that I announce:

EIGHT BELLS for Edward Foster

1925 - 2011

Ed and Isabella have been long time residents of 1201 Ballena Blvd.

EIGHT BELLS for LLoyd (Pat) Patterson

1921 - 2011

The Pattersons were original owners of 409 Cola Ballena.. Gloria now lives at 500 South Winchester #502, San Jose, CA

IT'S A BABY GIRL !

Rose Jenkins was born on March 25, 2011. Congratulations to her proud parents Liberty and Richard Jenkins at 425 Cola Ballena



Treasurer's Report by Ann Kenyon

Ballena Bay Townhouse Association
Income and Expenses Compared to Operating Budget
Year to Date 03/31/11

Income & Expenses:	Actuals	Budget	Favorable/ (Unfavorable) Variance	Comments
Total Income	\$169,343	\$168,088	\$1,255	Late fees not included in Budget.
Expenses:				
Administrative Expense:				
Bank Loan	\$34,350	\$34,350	\$0	
Bad Debt Expense	\$0	\$3,000	\$3,000	Bad Debt booked at end of year by CPAs.
Insurance	\$10,639	\$13,500	\$2,861	Timing of billings.
Legal Expenses	\$9,263	\$2,625	(\$6,638)	CC&R revisions and timing of need for legal services.
Management Contract	\$6,783	\$6,783	\$0	
All Other Administrative Expense	\$3,103	\$4,104	\$1,001	Timing of need for additional management services due to construction projects.
Total Administrative Expense	\$64,138	\$64,362	\$224	
Landscaping Expense	\$13,042	\$14,650	\$1,608	
Operational Expense	\$0	\$125	\$125	
Repairs and Maintenance	\$6,883	\$3,975	(\$2,908)	Additional roof repairs during storms.
Utilities	\$7,930	\$10,300	\$2,370	Timing of bills for water and refuse disposal.
Reserve Funding	\$74,676	\$74,676	\$0	
Total Expense	\$166,669	\$168,088	\$1,419	
Total Net Income	\$2,674	\$0	\$2,674	
Cash Accounts:				
Operating Funds	\$21,723			
Reserve Funds	\$101,919			
Total Cash Accounts	\$123,642			
Other Noteworthy Items:				
Members Receivable	\$63,925			Delinquent dues assessments from homeowners as of March 31, 2011. Total cost to each homeowner represents an average cost of \$800.

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



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

Emergencies:

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

Board Members:

President/Landside Jay Cherrie justjayc@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 **May 17, 2011**
7:30 PM Ballena Bay Yacht Club

Next month’s BBTA Board Meeting **June 21, 2011 =====**



BALLENA BAY TOWNHOUSE ASSOCIATION #1

Board of Directors Meeting

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

MINUTES

February 15, 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 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 Jay Cherrie.

Homeowner Forum: An open forum was offered but the one member present had no concerns they wanted to bring to the Board.

Minutes: After careful review it was **MSC** to approve the January 18, 2011 regular and Executive Session Minutes as presented.

Financial Statements: After careful consideration it was **MSC** to defer acceptance of the Financial Statements for December 2010 and January 2011 until after the year end review is completed.

Abandoned Property Policy: This policy was sent out for the 30 day review and comment period on January 15, 2011. After careful consideration it was **MSC** to adopt this policy.

Parking Issues: After careful consideration it was **MSC** to approve canceling the tow contract with All Day Towing if they took no action on our tow requests within 10 days.

Adjournment/Next Meeting: With no further business before it the Board adjourned at 8:22 p.m. The date for the next Board of Directors meeting was set for March 15, 2011 at 7:30 p.m. at the Ballena Bay Yacht Club.



Director Signature



Date



BALLENA BAY TOWNHOUSE ASSOCIATION #1

Board of Directors Meeting

7:30 P.M. May 17, 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 April 19, 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 April 19, 2011 Regular & Executive Session Minutes
 - B. Review of Financial Statements for April 2011
 - C. Write Off Bad Debt
 - D. Approve Collection Actions
 - E. Review Roofing and Siding Project
 - F. Discuss Dock Modifications
 - G. Review Parking Issues
 - H. Review CC&R Revision Committee Report
 - I. Review Architectural Committee Report
 - J. Review Landscaping Committee Report
 - K. Review Landside Committee Report
 - L. Review Waterside Committee Report
 - M. Review Neighborhood Communications Committee Report
 - N. Review Community Preparedness Committee Report
6. **Next Meeting Date & Location** – June 21, 2011, Ballena Bay Yacht Club, 1150 Ballena Blvd, Alameda.
7. **Adjourn** 8:50 p.m.

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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



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 March 15, 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 owner listed on the sign in sheet.

Call to Order: The Board of Directors Meeting was called to order at 7:36 P.M. by President Jay Cherrie.

Homeowner Forum: An open forum was offered and one member brought their concerns about the recent painting project.

Minutes: After careful review it was **MSC** to approve the February 15, 2011 regular and Executive Session Minutes as presented.

Financial Statements: After careful consideration it was **MSC** to defer acceptance of the Financial Statements for December 2010, January and February 2011 and the 2010 Year End Review until next month.

Insurance Renewal: After careful consideration and review of the proposed policies it was **MSC** to approve renewing the present policy through Greg Norris Insurance unless a compelling competitive quote is found. *Note: The Board did later decide to renew with Greg Norris.*

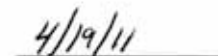
Website Renewal: After careful consideration it was **MSC** to approve renewing the independent Ballena Bay Website for three more years.

Executive Session Action: Avelar Billing for Work Outside of Original Scope: The Board recognizes the good work of Geoff Hayworth and Avelar and Associates and while under no obligation they agree to reimburse Avelar and Associates for 25% of this work which amounts to \$6,000.00.

Adjournment/Next Meeting: With no further business before it the Board adjourned at 8:59 p.m. The date for the next Board of Directors meeting was set for April 19, 2011 at 7:30 p.m. at the Ballena Bay Yacht Club.



Director Signature



Date

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