



At Docksides

A Monthly Publication of The Ballena Bay Townhouse Association #1

Protecting property values and the quality of life in Ballena Bay – February 2014

President's Message by Gary Flanigan

I am pleased to report that my appeal in last month's Docksides for event volunteers has borne fruit. Several good neighbors have since approached me with offers to help put on the BBQ/Picnic. I referred them to John Finston, who has graciously (and bravely) offered to chair the committee for that event. We will certainly need more volunteers, so if you are so inclined please contact John (contact info below).

Landscape Committee by Pat Faustman

The tree crew was here on February 12 to correctively prune and remove the fire blight infected tissue of the pear trees on Tideway. This will be followed by a soil injection with an insecticide to prevent insect infestations. We are very grateful for the rain and hope we get more this spring. If you have any questions or concerns about landscaping, please contact your landscaping committee: Pat Faustman, Patty Corrigan, Isabella Foster, Kathy Walker and Patti Klaus.

Treasurer's Report by Ann Kenyon

No report this month, still awaiting corrected financials from Massingham – since October.

Landside Report by Jeff Frankel

No report this month.

Waterside by Lu Abel

No report this month.

Neighborhood Events by Sue Cherrie

BALLENA BAY SPRING GARAGE SALE WILL RETURN! Sue Cherrie will be coordinating a community-wide Garage Sale. Tentative date is Saturday, May 17 (other dates considered by contacting Sue). If you would like to help plan it, please contact Sue (phone and email on last page). If you are interested in participating, let Sue know too!

BBTA Picnic. See President's message above.



Preventing Outboard Motor Theft by Lu Abel

The marinas in Alameda have seen a recent rash of theft of outboard motors from boats. The traditional approach, padlocking the transom bracket's mounting screws together, doesn't work - even hardened padlocks are easily cut through with bolt cutters. Here are some ideas, courtesy of Latitude 38:

- Have your outboard's make, model, and serial number written down at home so you can supply it to the police in case your motor is stolen.
- Engrave some personal ID number on the cylinder block and other parts of the engine. Some number known to you, maybe your driver's license number (*not* your Social Security number!). Beyond the serial number, this can help identify a motor as yours. Some police departments will loan you an electric engraving tool.
- Use a heavy-duty stainless-steel locking bar to lock your outboard, not just a padlock.
- Install stainless steel bolts through your boat's transom adjacent to the outboard's transom bracket. This will prevent thieves from simply "twisting" your outboard off the boat. Use a hammer to damage the ends of the bolts so the thieves can't easily unscrew them.
- If you want to get really extreme, paint your outboard! One sailor reported painting his outboard bright yellow; it wasn't touched in an area noted for outboard thefts. Be sure to paint under the cowl, too. Maybe even give the motor a fake name like "Acme." Thieves are not necessarily expert mariners.
- Technology may be coming our way, too. There's already a small anti-theft sensor that is designed for bicycles, hopefully there will be something for outboards soon.



**Property Manager Contact Information
Massingham & Associates Management (Management Company)
1855 Gateway Blvd, Suite 300, Concord, CA 94520**

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Emergencies:
Business Hours 9:00 am – 5:00 pm (925) 405-4900
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Board Members:

President	Gary Flanigan	garyflanigan@gmail.com 510.521.2426
VP/Landside	Jeff Frankel	jfrankel@pacbell.net 510.769.6096
Secretary	Sue Cherrie	suecherrie@hotmail.com 510.864.1709
Treasurer	Ann Kenyon	kenyon2@pacbell.net 510.521.6376
Landscape	Pat Faustman	pgfaustman@gmail.com 510.864.0665
Communications/Waterside	Lu Abel	luabel@ymail.com 510.814.1810
Director	John Finston	jfinston@gmail.com 510.428.1368

CALENDAR

BBTA Executive Committee 7:00 PM Ballena Bay Yacht Club	February 18, 2014
BBTA Board of Directors Meeting 7:30 PM Ballena Bay Yacht Club	February 18, 2014
BBTA Executive Committee 7:00 PM Ballena Bay Yacht Club	March 18, 2014
BBTA Board of Directors Meeting 7:30 PM Ballena Bay Yacht Club	March 18, 2014

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

BALLENA BAY TOWNHOUSE ASSOCIATION NO. 1

Board of Directors Executive Session

7:00 P.M. February 18, 2014

Ballena Bay Yacht Club

1150 Ballena Blvd, Alameda, CA 94501

AGENDA

1. **Call to Order**

2. **Items Requiring Board Action**
 - A. Review Contracts
 - B. Review and Approve Collection Actions
 - C. Review Legal Issues
 - D. Review Disciplinary Matters
 - E. Personnel Issues

3. **Adjournment**

Executive sessions of the board of directors are provided by statute so boards can address issues involving privileged information and matters of a private nature. As a result, members do not have a right to attend executive sessions. As provided for in [Civil Code §1363.05\(b\)](#), boards may go into executive session for the following matters:

1. Legal Issues. This preserves [attorney-client privilege](#), litigation strategy and settlement strategies for current and potential litigation matters. The association's attorney does not need to be present either in person or by phone for the board to meet in executive session to discuss legal issues.
2. Formation of Contracts. Boards may consider matters relating to the [formation of contracts](#) with third parties.
3. Disciplinary Hearings. Boards should meet in executive session for all [disciplinary hearings](#). The accused member is entitled to attend the executive session for that portion of the meeting dealing with member's hearing.
4. Personnel Issues. Personnel matters which include, but are not limited to, hiring, firing, raises, disciplinary matters and performance reviews.
5. Payment of Assessments. Board may meet with members in executive session to discuss requests by delinquent members for [payment plans](#).
6. Foreclosure. The decision to initiate foreclosure shall be made only by the board of directors of the association and may not be delegated to an agent of the association. The board must approve the decision by a majority vote of the directors in executive session. [Civ. Code §1367.4\(c\)\(2\)](#).

BALLENA BAY TOWNHOUSE ASSOCIATION NO. 1

Board of Directors Meeting

7:30 P.M. February 18, 2014

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.
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.
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 January 21, 2014 Regular & Executive Session minutes
 - B. Review of Financial Statements for period ending December 2013
 - C. Approve Reserve Study
 - D. Approve Collection Actions
 - E. Write Off Bad Debt
 - F. Count CC&R Amendment Ballots
 - G. Review Float Policy and Float Agreement
 - H. Review Roofing and Siding Project
 - I. Review Parking Issues and Policy
 - J. Architectural Committee Report
 - K. Review Landscaping Committee Report
 - L. Review Landside Committee Report
 - M. Review Waterside Committee Report
 - N. Review Neighborhood Communications Committee Report – Garage Sale and Picnic
 - O. Review Community Preparedness Committee Report
6. **Adjourn** 8:40 p.m.
7. **Next Meeting Date & Location** – March 18, 2014, Ballena Bay Yacht Club, 1150 Ballena Blvd, Alameda.

BALLENA BAY TOWNHOUSE ASSOCIATION NO. 1

Board of Directors Meeting

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

MINUTES

November 19, 2013

Board Members

Gary Flanigan	President	Term expires 2015
Jeff Frankel	Vice President	Term expires 2014
Ann Kenyon	Treasurer	Term expires 2014
John Finston*	Secretary	Term expires 2015
Pat Faustman	Director	Term expires 2014
Lu Abel*	Director	Term expires 2014
Sue Cherrie	Director	Term expires 2015

*MSC = Means a Motion was made, Seconded and Carried *denotes absence*

Also present was David Boone of Massingham & Associates Management, Inc., the owners present on the sign in sheet and Officer Emilia Mrak of the Alameda police department.

Call to Order: The Board of Directors Meeting was called to order at 7:34 P.M. by President Gary Flanigan.

Homeowner Forum: An open forum was not held as no owners were present.

Minutes: After careful review it was **MSC** to approve the regular and Executive Session Minutes of October 15, 2013 as presented.

Financial Statements: Approval of the October Financial Statements was tabled until corrections could be made by Massingham's accounting department.

2014 Year End Review: It was **MSC** to approve engaging Levy Erlanger to prepare the Association taxes and perform a year end review.

Sign Rules, Policies and CC&Rs: After careful consideration of the language concerning signs in the CC&Rs the Board approved the language amending this section and sending a ballot out to all owners for their approval.

Float Policy and Agreement: Further discussion on this was **tabled** to allow more time for the Board to work on the policy.

Architectural Committee: There were no Architectural Applications this month to approve.

Landside Committee: Jeff Frankel reported to the Board that most of the work has been completed on the roofing and siding projects with some punch list items remaining.

Landscape Committee: Committee Chair Pat Faustman reported to the Board about the current status of the landscaping and what was needed.

Waterside Committee: Rob Larsen reported on the status of the wave maze and the rapid pace with which tires that keep coming lose from the maze. The committee is continuing to research a better design for the wave maze that is effective but more durable.

Ballena Bay Townhouse Association No. 1

Board of Directors Meeting Minutes

November 19, 2013

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Neighborhood Communication Committee: The Board discussed the upcoming community picnic and garage sale.

Community Preparedness Committee: Gary Flanigan brought to the Board that both he and Jen have completed CERT Training and will be holding a community meeting sometime in January.

Adjournment/Next Meeting: With no further business before it the Board adjourned at 8:06 p.m. The next regular Board of Directors meeting was set for December 17, 2013 at 7:30 p.m. at the Ballena Bay Yacht Club. Note: The December 17 meeting was cancelled due to lack of quorum.

Director Signature

Date