



At Dockside

A Monthly Publication of The Ballena Bay Townhouse Association #1

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

Reminder – Vote for home colors!

BBTA owners were mailed ballots to allow them to indicate their choice for new building colors. There are 4x8 ft siding panels painted with the four candidate colors (and the new trim color, an off-white) in the common area between 415 and 421 Cola Ballena.

To let your Board of Directors know what color *you* would prefer to see your building painted, please return your ballots. They must arrive by mail at Massingham by Tuesday, August 19th. Alternatively, bring your ballot to the Board meeting Tuesday the 19th no later than 7:45 PM. Ballots will be counted and colors chosen based on homeowner votes at the Board meeting.

President's Message by Gary Flanigan

With summer starting to end, we can hope that in a few months our “good” weather will end and we will get some rain. I hope that those of you who have had your vacations enjoyed wherever you went, and that those who, like me, are still anticipating their vacations have a great time.

And for those of you who will take their time off here, I will quote what my mother said to us while visiting many years ago. “I don’t know why you go on vacation, you live in a resort.”

Landscape Committee by Pat Faustman

We have cut back on our water usage, but are trying to water enough to keep our plants alive and a little green in the lawns.

The tree crew will be out on August 13 and 14 to take out the dead Holly Oak on Cola Ballena. They will also be trimming the Holly Oak and Eucalyptus on Cola Ballena and the Bay tree on Tideway. The landscapers will be using the wood chips from the trees for mulch in the large common areas on Tideway.

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.

Landside Report by Jeff Frankel

No report this month.

Waterside by Rob Larsen and Dick Bacigalupi

No report this month.



Treasurer's Report by Ann Kenyon

**Ballena Bay Townhouse Association
Income and Expenses Compared to Operating Budget
For the Period Ending YTD 6-30-14**

Income & Expenses:	Actuals	Budget	Favorable/ (Unfavorable) Variance	Comments
Total Income	\$328,642	\$334,200	(\$5,558)	Reversal of late fees charged in prior year.
Expenses:				
Administrative Expense:				
Bank Loan	\$68,839	\$68,700	(\$139)	
Bad Debt Expense	\$0	\$5,000	\$5,000	Bad Debt Expense booked at end of year by CPAs.
All Other Administrative Expense	\$2,216	\$4,300	\$2,084	
Total Administrative Expense	\$71,055	\$78,000	\$6,945	
Insurance	\$22,695	\$22,500	(\$195)	
Utilities (Electric and Water)	\$7,852	\$7,000	(\$852)	
Landscaping & Irrigation	\$18,838	\$28,394	\$9,556	Tree maintenance seasonal plantings under budget.
Repair & Maintenance	\$9,648	\$10,350	\$702	Waterside repairs included also (wave maze).
Professional Services:				
Audit & Tax Services	\$1,390	\$750	(\$640)	Payment for year end 2013 services.
Legal Services	\$4,758	\$9,250	\$4,492	Timing of legal services and payments.
Consulting Services	\$0	\$0	\$0	
Management Fees & Misc. Services	\$14,681	\$14,931	\$250	
Taxes	(\$16)	\$275	\$291	
Reserve Funding	\$162,750	\$162,750	\$0	
Total Expense	\$313,651	\$334,200	\$20,549	
Total Net Income	\$14,991	\$0	\$14,991	
Cash Accounts:				
Operating Funds	\$280,790			
Reserve Funds	\$246,319		\$273,440	
Total Cash Accounts	\$527,109			

Other Noteworthy Items:

Members Receivable **\$87,485**

Delinquent dues assessments from homeowners as of June 30, 2014. Total cost to each homeowner represents an average of \$1,094.



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

David Boone (Property Manager) davidb@massingham.com
Joseph Schmalenbach (Community Assistant) josephs@massingham.com (925) 405-4722
Office (925) 405-4900
FAX (925) 405-4747
Emergencies:
Business Hours 9:00 am – 5:00 pm (925) 405-4900
Non Business Hours (925) 405-4900

Board Members:

President	Gary Flanigan	garyflanigan@gmail.com 510.523.4734
VP/Landside	Jeff Frankel	jfrankel@pacbell.net 510.769.6097
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 August 19, 2014

7:00 PM Ballena Bay Yacht Club

BBTA Board of Directors Meeting August 19, 2014

7:30 PM Ballena Bay Yacht Club

BBTA Executive Committee September 16, 2014

7:00 PM Ballena Bay Yacht Club

BBTA Board of Directors Meeting September 16, 2014

7:30 PM Ballena Bay Yacht Club

BALLENA BAY TOWNHOUSE ASSOCIATION NO. 1

Board of Directors Executive Session

7:00 P.M. August 19, 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, Delinquency and Foreclosure 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. August 19, 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 July 15, 2014 Regular & Executive Sessions and August 5, 2014 Executive Session
 - B. Review of Financial Statements for period ending June 2014
 - C. Approve Collection Actions
 - D. Review Election Rules and Timeline
 - E. Review Reserve Study Proposals
 - F. Review Roofing, Siding and Painting Project - Paint Color Vote
 - G. Review Parking Issues and Policy
 - H. Architectural Committee Report – 463 Cola Ballena
 - I. Review Landscaping Committee Report
 - J. Review Landside Committee Report – Paint Colors
 - K. Review Waterside Committee Report
 - L. Review Neighborhood Communications Committee Report – Picnic
 - M. Review Community Preparedness Committee Report
6. **Adjourn** 8:40 p.m.
7. **Next Meeting Date & Location** – September 16, 2014, Ballena Bay Yacht Club, 1150 Ballena Blvd, Alameda.