



At Dockside

A Monthly Publication of The Ballena Bay Townhouse Association #1

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

President's Message by Gary Flanigan

At Tuesday's meeting, we will have a new Board. I want to take this opportunity to thank the outgoing board members.

Jeff Frankel has added to his many years of service to the community by overseeing the physical maintenance of our homes. Folks who haven't been on the board may not realize how much time this takes-but it involves many hours every week

Ann Kenyon has managed the accounting processes of the association, which given the problems we have experienced with our management company in this area has required a lot of effort. The fact that our financial statements are once again current is due in no small part to her sustained efforts.

Pat Faustman has managed the Landscaping of the neighborhood, with I think a special effort with regard to the neighborhood's trees. This has not been easy given that we are in the third year of a drought, but the great appearance of the grounds is a testament to her success.

Lu Abel has assembled the Dockside each month from contributions submitted by various board and committee members. Trying to extract these contributions in a timely manner must no doubt at times seem like herding cats.

All of us have little time to spare, so I would like to thank these folks for lending a hand toward maintaining and improving our community.

Landscape Committee by Pat Faustman

Our landscapers will be here on November 12 to correctively prune the Monterey Pine near the bridge on Ballena Blvd. They will be removing dead wood and crossing branches, thinning tips to reduce end weight to prevent breakage, and prune to balance the tree and to compensate for lean. We want to get this done before the winter storms. We wait for the cooler months to do this pruning to reduce insect infestation in the new cuts. The tree crew's trucks may block traffic at the corner of Ballena and Cola Ballena.

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

Financials for August are attached.



Communications Report by Lu Abel

This is my last issue as editor of At Dockside. It has been a true pleasure to serve the BBTA community. I missed the first meeting of the Board after I was elected and was “rewarded” with the position of being responsible for At Dockside. Me, a retired, inarticulate engineer? Surprise, I discovered I can write (or at least I think I can). I have also tried to breathe some life into At Dockside by including articles of general interest like tips from the police for avoiding outboard motor theft. Thanks to everyone for their ideas and contributions. And good luck to my successor!

Landside Report by Jeff Frankel

No report this month

Community Picnic by Jennifer “Scoop” Flanigan

After a year’s hiatus, BBTA’s community picnic was revived on Saturday, October 11th. It was a perfect day for our homeowner picnic. The weather could not have been more cooperative at temp of mid-70s and ample sunshine. The lids to the food containers only blew off twice (that’s our “windy picnic” gauge). And what food! This year’s was a catered menu with Tex Mex flair. Burritos, marinated shredded pork, Mexican rice, and sangria dominated, with a generous helping of beer and wine thrown in. Chocolate pie and brownies were the grand finale.

The forty or so guests crowded into the shade and as always, the best thing about the afternoon was connecting with new, and reconnecting with old, friends. These events are the glue that holds this community together.

Many thanks to John Finston, his daughter Lauren and wife Lynne Robertson, and all those who worked on decorations, table setup/breakdown, music, etc for pulling together this most enjoyable affair.

Come Check Out Our New Colors! By Lu Abel

The entire community recently participated in a vote on new building colors (and thanks to everyone for their participation). The first building to be painted with the new colors (and specifically Color #1, Sequoia Fog), 441 to 455 Cola Ballena, has been finished. Residents and even neighbors have commented on how “sharp” the colors look, adding more “snap” and freshness to the building. So come and check it out and look at the future of our homes!

Fundraiser for Arson Victims by Lu Abel

The Alameda community has rallied to help the victims of the recent arsons along Park Street. There will be a pancake breakfast held at the Elks Hall this Sunday. Please see the attached flyer.

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



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 7:00 PM Ballena Bay Yacht Club	October 21, 2014
BBTA Board of Directors Meeting 7:30 PM Ballena Bay Yacht Club	October 21, 2014
BBTA Executive Committee 7:00 PM Ballena Bay Yacht Club	November 18, 2014
BBTA Board of Directors Meeting 7:30 PM Ballena Bay Yacht Club	November 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
Income and Expenses Compared to Operating Budget
For the Period Ending YTD 08-31-14**

Income & Expenses:	Actuals	Budget	Favorable/ (Unfavorable) Variance	Comments
Total Income	\$439,844	\$445,600	(\$5,756)	Reversal of late fees charged in prior year.
Expenses:				
Administrative Expense:				
Bank Loan	\$91,739	\$91,600	(\$139)	
Bad Debt Expense	\$0	\$5,833	\$5,833	Bad Debt Expense booked at end of year by CPAs.
All Other Administrative Expense	\$4,990	\$6,568	\$1,578	
Total Administrative Expense	\$96,729	\$104,001	\$7,272	
Insurance	\$29,754	\$30,000	\$246	
Utilities (Electric and Water)	\$7,571	\$9,333	\$1,762	Tree maintenance and seasonal plantings are under budget & monthly contract paid thru 7 months rather than 8 months.
Landscaping & Irrigation	\$22,240	\$37,859	\$15,619	Roof repairs less than anticipated.
Repair & Maintenance	\$9,648	\$13,800	\$4,152	
Professional Services:				
Audit & Tax Services	\$1,390	\$1,000	(\$390)	Payment for year end 2013 services. Timing of billings for collections and less work needed from general counsel.
Legal Services	\$4,758	\$12,333	\$7,575	
Management Fees & Misc. Services	\$19,574	\$19,907	\$333	
Taxes	(\$16)	\$367	\$383	
Reserve Funding	\$217,000	\$217,000	\$0	
Total Expense	\$408,648	\$445,600	\$36,952	
Total Net Income	\$31,196	\$0	\$31,196	

Cash Accounts:

Operating Funds	\$172,765
Reserve Funds	\$374,923
Total Cash Accounts	\$547,688

Other Noteworthy Items:

Members Receivable

\$90,368

Delinquent dues assessments from homeowners as of August 31, 2014. Total cost to each homeowner represents an average of \$1,130.
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!!!Fundraiser to Assist Fire Victims!!!

No matter how you stack it...**We need you!**



Please join us on Sunday, October 19, 2014, 8:00 to 11:00 a.m. for a Community Pancake Breakfast to **raise funds for the American Red Cross**, and have an opportunity to also provide assistance directly to those affected by Alameda's recent Arson Fires

Here's your chance to help! Invite family, friends and neighbors to join you:

When: Sunday, October 19, 2014, 8:00 to 11:00 a.m.

Where: The Rathskeller at the Alameda Elks Lodge No. 1015, 2255 Santa Clara Ave.

How Much: Suggested \$20 for adults, \$15 for children under 18, family rate \$60

Proceeds benefit American Red Cross Bay Area Disaster Services

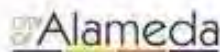
Free for children 5 years or younger Tickets at the door only!

There will be pancakes, scrambled eggs, sausage, fruit, milk, orange juice and coffee

For more information call 390-6608 or email mark@alamedachamber.com

Can't attend? We encourage you to donate to American Red Cross Bay Area

Disaster Services by going to <http://www.redcross.org/ca/san-francisco>.



Special thanks to Alameda Elks Lodge No. 1015,
Greer Family Mortuary & Cremation Services License # 1408

BALLENA BAY TOWNHOUSE ASSOCIATION NO. 1

Board of Directors Executive Session

7:00 P.M. October 21, 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. October 21, 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. Election of Officers
 - B. Approval of September 16, 2014 Regular & Executive Session minutes.
 - C. Review of Financial Statements for period ending August 2014
 - D. Approve Collection Actions
 - E. Review Reserve Study Proposals
 - F. Approve 2015 Budget
 - G. Review Roofing, Siding and Painting Project
 - H. Review Parking Issues and Policy
 - I. Architectural Committee Report
 - J. Review Landscaping Committee Report
 - K. Review Landside Committee Report – Road Sealing
 - L. Review Waterside Committee Report
 - M. Review Neighborhood Communications Committee Report
 - N. Review Community Preparedness Committee Report
6. **Adjourn** 8:40 p.m.
7. **Next Meeting Date & Location** – November 18, 2014, Ballena Bay Yacht Club, 1150 Ballena Blvd, Alameda.

BALLENA BAY TOWNHOUSE ASSOCIATION NO. 1

Board of Directors Meeting

7:00 P.M. Ballena Bay Yacht Club, 1150 Ballena Blvd, Alameda, CA

MINUTES August 19, 2014

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.

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 held and one owner brought an agreement to present to the board about having their own work done on the home. One of the concerns about having to supply the documents required to go with that agreement.

Minutes: After careful review it was **MSC** to approve the minutes of July 15, 2014 with corrections and the Executive Session of July 15, 2014 as presented.

Financial Statements: Treasurer Ann Kenyon reported to the board about the June and July financials and that everything looked good in these financials.

Election Rules and Timeline: The board reviewed the election rules and the election timeline. It was determined to send out the candidacy form with the return date of the September 16, 2014 meeting. At that time if there are enough valid candidates to run for the board in excess of the open seats an election will be held. If there are candidates equal to or less than the amount of open seats the board will most likely do a vote of acclamation.

Reserve Study – Jeff Frankel reported that he had talked to Trisha Hess from Avelar and Associates. She stated that because the last Reserve Study was done in 2014 it would suffice for this year. A new study is not necessary for this year.

Roofing and Siding Project: Jeff Frankel reported on the progress of the 2014 Roofing and Siding project. He also reported that once the paint colors were selected the process of painting the buildings could begin as soon as the siding work was completed.

Paint Color Vote: The paint color ballots were opened by Inspector of Elections David Boone and the votes were tallied. This process was witnessed by director Jeff Frankel and owner Rob Larsen. Director Jeff Frankel announced the results to all the members present.

Ballena Bay Townhouse Association No. 1

Board of Directors Meeting Minutes

August 19, 2014

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Parking Issues: The Board did not discuss this issue.

Architectural Committee: Sue Cherrie presented the Architectural Application from 463 Cola Ballena for "replacing windows and a sliding glass door, enclosing carport". The Architectural Committee recommended approval with the following conditions:

1. Siding conforms with Ballena Bay Townhouse Association No. 1 standards.
2. Balcony is extended no further than necessary for structural integrity.
3. No change to the footprint of the existing carport.

After discussion by the Board it was **MSC** to approve the application with these conditions.

Landside Committee: Jeff Frankel covered Landside projects when he addressed the Board earlier.

Landscape Committee: Committee Chair Pat Faustman gave a report to the Board about the current status of the landscaping.

Waterside Committee: Waterside Liaison Lu Abel reported that there was nothing new concerning the docks or the wave maze.

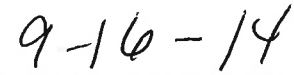
Neighborhood Communication Committee: John Finston reported on the progress of the picnic.

Community Preparedness: Gary Flanigan had nothing new to report to the Board.

Adjournment/Next Meeting: With no further business before it the Board adjourned at 8:34 p.m. The next regular Board of Directors meeting was set for September 16, 2014 at 7:30 p.m. at the Ballena Bay Yacht Club.



Director Signature



Date