



At Dockside

A Monthly Publication of The Ballena Bay Townhouse Association #1

Protecting property values and the quality of life in Ballena Bay – February 2015

President's Message
By Gary Flanigan

As I read and observe the news lately, I am struck by how ideal the weather we have is. Boston seems to be stuck in a pile of snow which is renewed daily, and all over the Midwest and up and down the Eastern Seaboard, there is much damage and inconvenience. I have a friend who travels a lot, and always thinks about moving/retiring to whatever place he visits and likes. But then when he ponders it, he decides it is too cold in the winter, or gets too much rain, or is too hot in the summer.

We enjoy as close to a perfect climate as I am aware exists anywhere else. Sure the ground shakes occasionally, but there are always tradeoffs ☺

So please enjoy our perfect climate and pray for more rain.

Landscape Committee
By Dick Bacigalupi

Another big storm and again no damage, the tree pruning to reduce the “sail” in our large trees is paying off. The last storm was welcomed after the dry spell during January. Ironically, as soon as we increased our watering we got another storm. If we had known this, we would have turned the sprinklers on sooner.

In planning for the annual maintenance, we received the proposal for the annual care for our shrubs and trees. The fees are within 2015 budget. A request has also been made for a tree removal and replacement plan for the year. As with any landscape of our age there is a normal rotation of trees due to disease and age. To avoid having a “clear cut” appearance in the neighborhood and the limitations of our budget, we selectively remove trees when our landscape company recommends it.

The committee recognizes that our landscape does not appear as nice as in past months. This is due primarily to the season and the dry weather we have experienced. This will be corrected as we move into spring. Areas have been identified for planting new shrubs but the work has been delayed until we are closer to spring. Planting now we run the risk of damage if we have a cold spell. Everyone's patience has been appreciated.



Waterside
By Rob Larsen

The neighborhood has weathered a few storms and high winds rather well. The committee was out on the water after the last one and found no damage and only one kayak that was blown off the dock but still tethered to its cleat.

The diver assisted the committee on Tuesday with attaching 5 perimeter tires to the chain on the Tideway section of the maze. There are just a few more tires to be replaced or added on this section to complete its maintenance. The diver also started cleaning the Ballena section and hopefully will be done by Friday.

We are hoping with a watchful underwater eye and a good cleaning cycle we will be able to get at least a couple more years of service out of our 12 year old system.

If you see anything regarding the waterside that needs some attention, please call or email. Please continue to inspect your and your neighbors dock lines

Emergency Preparedness -- Block Warden Update
by Jennifer Flanigan

First, thanks to all of you who responded to my request for block warden duty. Block wardens are the good people who have graciously volunteered to 1) ensure that the folks with whom they share a headfloat are okay after a disaster, and 2) have obtained permission to shut off their neighbors' gas lines, and then done so. I reported the results of the block warden response to the Board at the January meeting. Here was their recommendation – that the members of each headfloat discuss amongst themselves whether they want their gas valve turned off and if so, who will do it. To those of you who have volunteered, you may have already begun this dialog. If you have not heard from anyone on this issue, begin the dialog yourselves. The association cannot take responsibility for everyone's safety in the aftermath of a disaster. But we can all, as neighbors, look after each other's well-being in a catastrophe. Many of us travel, and some a great deal. So decide who will be an appropriate substitute in the event of your absence.

It may be that you want your gas valve automatically shut off. I went online and there are companies which sell automatic shut off valves to homeowners. These run between \$500 - \$1,000 depending on pipe size. The PG&E website indicates they want these installed by a licensed plumber. The advantage here is that no one need be home in the event of the Big One – shut off would happen automatically.

Hopefully having conversations around, and thinking about, these issues will help prepare us for the actual event.

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

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

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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/Landside	Gary Flanigan, garyflanigan@gmail.com 510.523.4734
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CALENDAR

BBTA Executive Session 7:00 PM Ballena Bay Yacht Club	February 17, 2015
BBTA Board of Directors Meeting 7:30 PM Ballena Bay Yacht Club	February 17, 2015
BBTA Executive Session 7:00 PM Ballena Bay Yacht Club	March 17, 2015
BBTA Board of Directors Meeting 7:30 PM Ballena Bay Yacht Club	March 17, 2015

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davidb@massingham.com

BALLENA BAY TOWNHOUSE ASSOCIATION NO. 1

Board of Directors Executive Session

7:00 P.M. February 17, 2015

Ballena Bay Yacht Club

1150 Ballena Blvd, Alameda, CA 94501

AGENDA

1. Call to Order

2. Items Requiring Board Action

A. Review Contracts - Management

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. February 17, 2015

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 20, 2015 Regular and Executive Session minutes.
 - B. Review of Financial Statements for periods ending December 31, 2014
 - C. Approve Collection Actions
 - D. Write Off Bad Debt
 - E. Review Roofing, Siding and Painting Project
 - F. Review Parking Issues and Policy
 - G. Architectural Committee Report
 - H. Review Landscaping Committee Report
 - I. Review Landside Committee Report – Road Sealing
 - J. Review Waterside Committee Report – Float Agreements, Proposed Lift Rules
 - K. Review Neighborhood Communications Committee Report
 - L. Review Community Preparedness Committee Report
6. **Adjourn** 8:40 p.m.
7. **Next Meeting Date & Location** – March 17, 2015, Ballena Bay Yacht Club, 1150 Ballena Blvd, Alameda.