



At Dockside

A Monthly Publication of The Ballena Bay Townhouse Association #1

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

President's Message

By Gary Flanigan

There was an article in the 3/11 Chronicle about the likelihood of earthquakes in the future. It looks like the predictions reflect an increased likelihood of serious quakes in all time periods.

While there is not anything we can do about preventing quakes, we can do some things to help minimize the consequences when they occur. If you have freestanding bookshelves, it is a great idea to bolt them to the walls. If you have fragile things stored on upper shelves, it is worth considering whether there are safer places to locate them. If you have freestanding wine racks, they should be somehow secured as well, as this is a resource that will be much needed after a "Big One".

So in addition to having supplies on hand for the critical period after a disaster, such as needed medicines, water, food, etc. take a look around your house, garage, and yard, and see if anything else can be made safer. I hope none of this effort will ever have to be tested, but.....

Waterside Report

By Rob Larsen

The report from the Waterside Committee is the same boring news, which is good. The diver is cleaning the Ballena section of the wave maze. The committee will continue to replace or add new tires to the perimeter of the wave attenuator as needed.

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.

Landscape Committee Report

By Dick Bacigalupi

A critical focus this year will be to reduce water loss. The association is allocated a specific amount that is closely monitored by EBMUD. When the allocation is exceeded we are charged a much higher rate. If the usage becomes significant they also have the right to turn off the water. To comply with the restrictions it is critical that our irrigation system is operating properly, eliminating leaks and water runoff during a watering cycle. Water running off a lawn or down a driveway is not helping the lawn or plants. Everyone is encouraged to notify a member of the landscape committee when you notice an area that appears to be over watered or water is running off at the end of the watering cycle. The sprinkler run time can be programmed to run twice a day to ensure all the water is absorbed. You may want to consider this when watering the plants in your yard.

Toward the goal of meeting our allocation last week we have met with the landscape company and inspected the many sprinkler systems throughout our common area. One result was that more systems needed to be turned for the dry conditions that were developing. This will coincide with the higher water allocation expected over the

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



upcoming months. There were also a couple of controllers that needed to be reset and a leaking valve that when fixed will stop some water loss.

Having low water for the past three years is only prudent that we also look at more drought resistant landscape. We have many very small lawn areas that require a lot of water to maintain their appearance. In a couple of areas we have removed the lawn and planted shrubs with bark. These areas look good great and will give us a future savings. We will consider doing the same in other areas as the landscaping is updated.

Property Manager Contact Information
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1855 Gateway Blvd, Suite 300, Concord, CA 94520

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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
VP/Landscape	Dick Baciaglupi, dickbacigalupi@hotmail.com 521 2426
Secretary	John Finston, jfinston@gmail.com 510.428.1368
Treasurer/Community	
Preparedness	David Twiss, djtca1usa@gmail.com 925 525 2835
Communications	Mili Delbecq, mdelbecq@comcast.net 510 769 1019
Waterside	Rob Larsen, relarsen@comcast.net 510 5224020
Architectural	Sue Cherrie, suecherrie@hotmail.com 510.864.1709

CALENDAR

MARCH

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

APRIL

BBTA Executive Session 7:00 PM Ballena Bay Yacht Club April 21, 2015
BBTA Board of Directors Meeting 7:30 PM Ballena Bay Yacht Club April 21, 2015

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BALLENA BAY TOWNHOUSE ASSOCIATION NO. 1

Board of Directors Executive Session

7:00 P.M. March 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. March 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 January 31, 2015
 - C. Approve Collection Actions
 - D. Write Off Bad Debt
 - E. Review Roofing, Siding and Painting Project
 - F. Review Landside Committee Report – Road Sealing
 - G. Review Parking Issues and Policy
 - H. Architectural Committee Report
 - I. Review Landscaping Committee Report
 - 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** – April 21, 2015, 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 November 18, 2014

Board Members

Gary Flanigan	President	Term expires 2015
Dick Bacigalupi	Vice President	Term expires 2016
David Twiss	Treasurer	Term expires 2016
John Finston*	Secretary	Term expires 2015
Sue Cherrie	Director	Term expires 2015
Mili Delbecq	Director	Term expires 2016
Rob Larsen	Director	Term expires 2016

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 7:35 P.M. by President Gary Flanigan.

Homeowner Forum: An open forum was held and one owner had concerns about the quality and workmanship of the painting and construction work on their building. They also stated that the projects had disrupted their home from August until mid November. The Board determined to check the work being done personally by some Board members as well as bringing these concerns to the Association's Construction Manager. Two owners had questions about the status of whether the Board would allow them to have work done on their home with their own contractors.

Minutes: After careful review it was **MSC** to approve the minutes of October 21, 2014 with corrections and the Executive Session minutes of October 21, 2014 as presented.

Financial Statements: Treasurer David Twiss discussed the September Financial Statements with the Board. It was **MSC** to accept the September Financials as presented.

Parking Policy: The Board discussed implementing the Parking Policy and it was determined that Dick Bacigalupi and David Twiss will partner to implement the policy in January 2015.

Roofing and Siding Project: Jeff Frankel was not present to report to the Board.

Landside Committee: The Board determined that Gary Flanigan and David Twiss will look at what would be needed to put a light at the end of Tideway Drive.

Architectural Committee: Architectural Committee Chair Sue Cherrie discussed the architectural applications of 415 Cola Ballena to replace windows in their home and of 441 Cola Ballena to install a gas meter next to their driveway. The Architectural Application for 415 Cola Ballena was approved by unanimous email consent. It was **MSC** to approve the application of 441 Cola Ballena.

Landscape Committee: Landscape Committee Chair Dick Bacigalupi reported to the Board on the status of landscaping in Ballena Bay.

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Board of Directors Meeting Minutes

November 18, 2014

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Waterside Committee: Rob Larsen reported on the wave maze maintenance and the fact that fewer tires are coming loose from the maze. Rob and Dick will also be working on guidelines for boat lifts.

Neighborhood Communication Committee: Committee Chair John Finston was not present to report to the Board.

Community Preparedness: Committee Chair Gary Flanigan reported that there will be a meeting on community preparedness to encourage residents to be prepared for emergencies.

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 December 16, 2014 at 7:30 p.m. at the Ballena Bay Yacht Club.



Director Signature

1/19/15

Date

BALLENA BAY TOWNHOUSE ASSOCIATION NO. 1

Board of Directors Meeting

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

MINUTES December 16, 2014

Board Members

Gary Flanigan	President	Term expires 2015
Dick Bacigalupi	Vice President	Term expires 2016
David Twiss*	Treasurer	Term expires 2016
John Finston	Secretary	Term expires 2015
Sue Cherrie	Director	Term expires 2015
Mili Delbecq*	Director	Term expires 2016
Rob Larsen*	Director	Term expires 2016

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 7:31 P.M. by President Gary Flanigan.

Homeowner Forum: An open forum was not held as no other members besides the Board were present.

Minutes: After careful review it was **MSC** to approve the regular and Executive Session minutes of November 18, 2014 with corrections.

Financial Statements: The October Financials were not yet ready for review.

Collections: After careful consideration it was **MSC** to approve the payment plan from account 151-0939 once the account ledger from Angius and Terry correctly reflects the new totals caused by the raise in monthly assessments beginning on January 1, 2015. This plan has monthly payments of \$1,000.00 for 24 months with a balloon payment at the end and is consistent with the policies of the association.

Landside Committee: There was nothing new to report from the Landside Committee.

Landscape Committee: Landscape Committee Chair Dick Bacigalupi reported to the Board on the status of landscaping in Ballena Bay.

Waterside Committee: Rob Larsen reported on the wave maze maintenance and the fact that fewer tires are coming loose from the maze. Rob and Dick will also be working on guidelines for boat lifts.

Neighborhood Communications Committee: There was nothing new to report from the Neighborhood Communications Committee.

Community Preparedness: Committee Chair Gary Flanigan reported on the state of community preparedness.

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Board of Directors Meeting Minutes

December 16, 2014

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Adjournment/Next Meeting: With no further business before it the Board adjourned at 7:44 p.m. The next regular Board of Directors meeting was set for January 20, 2015 at 7:30 p.m. at the Ballena Bay Yacht Club.



Director Signature

1/19/15

Date