



At Dockside

A Monthly Publication of The Ballena Bay Townhouse Association #1

Protecting property values and the quality of life in Ballena Bay – March 2016

President's Message
by Dick Bacigalupi

Everyone is encouraged to attend the monthly board meeting. The Home owner's Open Forum at the beginning of each meeting is for members to voice their concerns. At our last month's meeting a homeowner voiced displeasure with the placement of a work float used for the wave maze maintenance. It was explained that unfortunately the float could not be moved at this time due to the required access to the float. The board acknowledged the homeowner's concern and will explore alternatives for storage of work floats within our marina. Another homeowner attended with questions regarding a home remodel which were addressed.

The remainder of the meeting concerned normal operating matters. The Parking Policy implementation is on hold until the towing contract that is being negotiated is completed. Work continues on the repaving project. Bringing three homeowner associations and the marina together has been a challenge as you can imagine. Jeff Frankel has spent much time working to get mutual agreement while oil prices are low.

Do not overlook the announcement for the Ballena Bay Garage Sale on April 2nd. This is a great opportunity to "downsize". Historically this event brought in many customers with the great advertising and combining it with the neighboring associations. It is only held every couple of years so don't miss the opportunity. Thanks to Sue Cherrie for leading the event.

The next general board meeting is scheduled for March 15th. Hope you can attend.

It's Spring Cleaning Time!!
Ballena Bay Community Garage Sale
Saturday April 2, 2016
8:00 am to 1:00 pm

We will advertise in the newspaper, Craig's List, etc and put signs up in the neighborhood. Small Fee to Participate. Please RSVP if you can help or plan to participate.

Chair: Sue Cherrie, suecherrie@hotmail.com, 510-864-1709



Disaster Preparedness

by Jill MacAfee

The Board's interest in our community's safety is nothing new. Almost all decisions require at least some consideration of safety aspects of living on the water, sharing roads and lighting, and security matters. We have begun putting together a plan modeled on what other similar townhouse communities are doing, but we are, as always, unique in our safety requirements and needs.

I am looking for a few interested residents for assistance with plan development, communication, and implementation. Please feel free to e-mail me at jillalyson.macafee@gmail.com if you are interested in joining me in this effort.

Waterside

by Rob Larsen

Lowell, our diver is on site March 7, 8 and 9. Hopefully we can get him back out for part of next week also. He will be cleaning and helping to reattach a few tires that broke away and to tighten many of the interior clusters. Our work for the wave maze was delayed a couple of weeks because he had hurt his shoulder.

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

Landside Report

by Jeff Frankel

Even though we have not yet approached the end of the rainy season, preparations for the 2016 construction program are well underway. Roof and siding inspections took place in February.

Contractor bid walks were held last week. Both activities were performed under the supervision of Skip Morgan our Construction Manager who returns for a third year with BBTA.

Bids from the various candidate contractors will be received late this week and assuming that all remains on schedule, Skip will submit his contractor recommendations for 2016 construction program before next Tuesday's Board meeting. 2016 contracts should be awarded next week.

This year, we will do siding rehabilitation and painting on Ballena Blvd. The 8 units from 1223 through 1237 Ballena Blvd are the first priority. Depending on how the bids price out, we may be able to do more (and possibly all) of Ballena Blvd this year.

On the roofing side, our first priority is the last of the large flat roofs - again at 1223-1237 Ballena Blvd plus a good percentage of the remaining smaller flat roofs in the community.

Stay tuned for more details and schedules.



Landscape Committee
by Dick Bacigalupi

With the rain this last week it appears “Super” El Nino has returned. Due to the dry February we were forced to water some areas. The irrigation will be turned off to conserve water if the rain continues. Proposals were received for the 2016 projects. The work should begin in the spring. Tree maintenance has already begun. The work was accelerated due to the warm weather. A water leak was found at 400 Tideway that was damaging the controllers. It will take a couple of days to make the repair. Everybody should keep good thoughts for the rain to continue.

Architectural Committee
by Mili Delbecq

Two applications were received since the last Board meeting: One from Pat Faustman at 1223 Ballena Blvd. to replace the damaged garage door with one of the same design and the other from Alan Levy of 1203 Ballena Blvd. His application is to replace the deck railing with a new one that will bring it up to code. Recommendations will be presented at the Board meeting on 3/15.

A reminder: If you are thinking about any modification or remodeling of your home, please review the Architectural Guidelines and start the approval process early. Our homeowner association is a mature one (a polite way of saying we have been here a long time) and what seems like a minor change or alteration may be more complex than one would think due to changes over the years in code, materials, as well as policies which can complicate the review. Thank you for your cooperation.

Communication Report by Mili Delbecq

Don't miss the Garage Sale! It is a fun event and it is important to be both a buyer and seller. How else will you break even! Your junk may be a treasure to your neighbor and vice versa. See you there.



Contact Information

Management Company

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Board Members

President/Landscape Committee

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Director at large/Communications Committee/Architectural Committee

Mili Delbecq, milidelbecq@gmail.com 510.295-5256

Director at large /Waterside Committee

Rob Larsen, relarsen@comcast.net, 510.522.4020

Director at large /Co-Chair Communications Committee

Lynne Robertson, lynne.c.robertson@gmail.com 428.1368

CALENDAR

(all meetings at Ballena Bay Yacht Club unless specified otherwise)

BBTA Executive Session	March 15, 2016 at 7:00 p.m.
BBTA Board of Directors Meeting	March 15, 2016 at 7:30 p.m.
BBTA Executive Session	April 19, at 7:00 p.m.
BBTA Board of Directors Meeting	April 19, at 7:30 p.m.

BALLENA BAY TOWNHOUSE ASSOCIATION NO. 1

Board of Directors Executive Session

7:00 P.M. March 15, 2016
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. March 15, 2016

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.
 - A. Review February Financial Statements
5. **Management Report** 8:00 p.m.
Action Items
 - A. Approval of Minutes from February 16, 2016 Regular and Executive Session.
 - B. Review of Financial Statements for periods ending January 31 & February 29, 2016
 - C. Approve Collection Actions
 - D. Write Off Bad Debt
 - E. Review Insurance Quotes
 - F. Review Roofing, Siding and Painting Project
 - G. Review Landside Committee Report
 - H. Review Parking Issues and Policy
 - I. Architectural Committee Report
 - J. Review Landscaping Committee Report
 - K. Review Waterside Committee Report – Maintenance Float Locations
 - L. Review Neighborhood Communications Committee Report
 - M. Review Community Preparedness Committee Report
6. **Adjourn** 8:40 p.m.
7. **Next Meeting Date & Location** – April 19, 2016, 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 January 19, 2016

Board Members

Dick Bacigalupi	President	Term expires 2016
Jeff Frankel	Vice President	Term expires 2017
David Twiss*	Treasurer	Term expires 2016
Jill MacAfee	Secretary	Term expires 2017
Mili Delbecq	Director	Term expires 2016
Rob Larsen	Director	Term expires 2016
Lynne Robertson	Director	Term expires 2017

MSC = Means a **Motion** was made, **S**econded and **C**arried *denotes absence ** by phone

Also present was David Boone of Associa Northern California.

Homeowner Forum: An open forum was held for the six owners present. One owner brought concerns about their recent roof leaks and their feeling that roofs should take priority over the planned road repairs. Jeff Frankel explained that the Association is obligated under the Joint Roadway Agreement with three other neighboring associations. The Board also addressed the fact that the Association has to take into account wide priorities for the benefit of the whole Association over individual owners.

The new owners of 404 Tideway introduced themselves and brought their concerns about the need to treat their home for boring beetles. One owner brought their concern about the float being used by the Association for storage of maintenance equipment being stored by their dock. The Board addressed the reasons for the float placement. Finally one owner brought details of their Architectural Application.

Call to Order: The Board of Directors Meeting was called to order at 8:11 P.M. by President Dick Bacigalupi.

Minutes: After careful review it was **MSC** to approve the regular session minutes of December 15, 2015 with corrections and the Executive Session minutes of December 15, 2015 as presented.

Financial Statements: After careful review it was **MSC** to accept the December Financial Statements as presented.

CPA Year End Proposal: It was **MSC** to approve spending \$1,390.00 to have Levy, Erlanger and Company prepare the Associations taxes and perform a year end review.

Roofing, Siding and Painting Project: After careful discussion it was **MSC** to approve the Construction Management contract with Southwest Construction Consultants. Committee Chair Jeff Frankel reported that the plan was to do all the siding on Ballena Blvd. this year.

Landside Maintenance – Road Repaving: Jeff Frankel discussed with the board the need for a Civil Engineer to do an asphalt evaluation for the planned project. It was **MSC** to spend \$750.00 to have this evaluation done.

Architectural Applications: There were three new Architectural Applications.

BALLENA BAY TOWNHOUSE ASSOCIATION NO. 1

Board of Directors Meeting Minutes

January 19, 2016

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304 Tideway Drive – Replacement of all sliding glass doors. With the recommendation of the Architectural Committee it was **MSC** to approve this application with the stipulation that clear glass be required.

348 Tideway Drive – Deck replacement. With the recommendation of the Architectural Committee it was **MSC** to approve this application.

411 Cola Ballena – Exterior remodeling. It was **MSC** to approve this application. The modifications approved were in line with the Architectural Guidelines of Ballena Bay.

Landscape Committee: Landscape Committee Chair Dick Bacigalupi reported that the association was continuing to monitor water usage and develop further plans for replacement plantings with drought tolerant plants.

Waterside Committee: The Board discussed the FEMA Flood Maps. A letter to owners will be prepared stating that individual owners are responsible for conforming to Flood Insurance requirements.

The Board also discussed options for the floats used to store the maintenance equipment needed for the wave maze.

Revised Float and Boat Lift Policies and Agreements: This policy was sent out for the required 30 day comment period. The Board did review concerns from owners. After careful discussion it was **MSC** to adopt the revised policies and send out the adopted policy to all owners.

Neighborhood Communication Committee: The Board discussed neighborhood communications and welcoming new owners to Ballena Bay.

Community Preparedness: The Board discussed options for communication during an emergency and the need for a rapid communication tool in the event of such emergency.

Adjournment/Next Meeting: With no further business before it the Board adjourned at 9:19 p.m. The next regular Board of Directors meeting was set for February 16, 2016 at 7:30 p.m. at the Ballena Bay Yacht Club.

Director Signature

Date