



At Dockside

A Monthly Publication of The Ballena Bay Townhouse Association #1

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

President’s Message, Jeff Frankel

In addition to wishing all BBTA homeowners, residents and their families a happy and safe holiday season, my message for December is that living in this wonderful waterside community is a bargain.

As you know, the board has elected to raise the monthly dues to \$735 in order that the Association be financially prepared for future capital projects which will include completion of the roofing project, a wave-maze replacement with spot dredging in 2017 or 2018 and then a possible stair/landing railing replacement program down the road as well as the ongoing siding, paint, landscaping, lighting, paving and other programs.

Of course when dues go up, folks want to know if they are getting their money’s worth. I’m happy to answer that question with an unequivocal YES.

We offer a unique bundle of traditional HOA services plus a marina with a private slip for each home. When you look at what it costs to rent a slip at any of the local marinas and add all of the other services we provide, BBTA dues at \$735 represent a significant bargain.

The table below calculates your effective net dues if you subtract a market rate slip rental (based on 5 local marinas) from the 2017 dues of \$735. Here is a summary of the data.

	30' Boat	40' Boat	50' Boat	60' Boat
BBTA Dues	\$735	\$735	\$735	\$735
Less Market Rate Slip Rental	\$291	\$430	\$596	\$741
Effective net HOA dues w/o Marina	\$444	\$305	\$139	-\$6

With a modestly sized boat, you can expect your net effective dues to be less than \$450. Contrast this to the Porta Ballena Condos who’s dues are \$450/month and this is after special assessments totaling \$7,265 per homeowner for roofs paid in 2007-2010. BBTA has run its roofing program out of cash flow without resorting to special assessments.

Finally, even if you don’t have a substantial boat, you get to live right on San Francisco Bay and step off your dock onto your dingy or paddle board, swim (well, I swim ☺), jet ski or just have a deck overlooking the water with beautiful sunrises and sunsets. All while having your homes, grounds and streets maintained and insured as part of your HOA dues.

A homeowner’s perspective follows.

What We Get for Our Dues, by Jaye Eldridge

When Art and I moved aboard our Mason 44, Arione, in 2000, we paid about \$500 a month in slip fees, plus a \$100 live aboard fee for a slip at gate 11 in Marina Village. We lived aboard here, in the Pacific Northwest, and in Mexico for most of the ensuing 16 years. During that time we paid anywhere from \$600 to nearly \$1,000 a month to dock our boat. When we bought our house here



at Ballena Bay, we were sort of amazed that the dues were only \$710 a month - that included the slip, and most of the exterior maintenance, landscaping, lighting, etc. Netted out, it is probably the least we've ever paid for that size slip.

While we no longer have Arione, we still appreciate having the slip - which now houses our Alerion 28, Little Wing, and a 15' Boston Whaler. The convenience of having the boats behind the house can't be beat. One of our least favorite things about living aboard was the amount of schlepping involved. When not living aboard, whenever we went to the boat we always seemed to forget something we needed and had to either turn around and retrieve it or buy another, depending on what it was we'd forgotten and how far from home we were when we realized it.

Another thing we really like is the ability to keep an eye on our boats. When Arione lived in Anacortes and we lived in Seattle, there were a number of unplanned trips to check on the boat due to weather, which was a bit of a production, as it was a three hour round trip (typically in bad weather). Now, we just look out the window.

Living here, for us, has been like having all of the good things about living aboard (proximity to the water, a interest in common with our neighbors, connection to the outdoors and nature, the view), with pretty much none of downsides. Paying what basically amounts to a slip fee feels to us like a relative bargain, especially since it includes so much more than just an incredibly convenient slip.

Help the Victims of the Ghost Ship Fire, by Sue Cherrie

I contacted Congresswoman Barbara Lee's office who directed me (without endorsing or recommending) to the Oakland Fire page at YouCaring.com and their effort to support the victims and other's effected by the tragedy.

In an effort to support the victims of the Oakland Ghost Ship fire, I will be collecting cash donations to go to YouCaring.com. If you would prefer to drop a check in my mailbox instead of an individual donation , I will confirm receipt and submit your donation along with others. Thank you,

Sue Cherrie
1205 Ballena Blvd
510-864-1709
415.215.2441 cell

Landscape Report, by Pat Faustman

The last of the replacement trees went in this week. We are finished with tree work for the year. Our only project to complete this year is the clearing of the banks waterside. The crew cuts back ivy and any other plants to two feet from houses, decks and fences. They also cut back the raspberry and anise plants. This work should be done the week of December 5th.

The landscapers continue to monitor the irrigation of our common areas. When we have a few days of rain, they will turn the water off. However, if we have a warm dry period, they will turn the water on for a few days. As always, if you see leaking sprinklers, contact a landscape committee member or Associa.



Happy Holidays to all from the Landscape committee: Pat Faustman, Patty Corrigan, Isabella Foster and Kathy Walker.

Waterside, by Wanda Bacigalupi

The waterside committee has been busy this past month with our wave maze project. We have secured a marine consultant to assist with the wave maze replacement. Also you may have noticed their surveying boat which was in the neighborhood back on December 2.

Now that our waterway has been measured for depth, the next step is to do a dredging analysis to determine where we need to dredge. In the meantime, Dick and Rob continue to maintain our current wave maze.

Winter months bring rain and winds that can wear out dock lines. Make sure to check dock lines and test your bilge pump on a regular basis

Enjoy the Holidays, Wanda

Community Safety, By Jill MacAfee

A few of you let me know that you would be interested in purchasing an automated defibrillator at a discount. Please confirm to me at jillalyson.macafee@gmail.com. Once I have at least five “Yes” replies, I can provide what the actual cost would be before making any purchase on your behalf.

You may be wondering what happened to the program I mentioned to develop lists of folks with health issues requiring intervention in a disaster and identification of health care experts living in the community who might help out in emergencies. Unfortunately there are legal issues that prevent the association from soliciting or maintaining this kind of information. So I am looking for alternative ways to compile this information and will keep you posted.

Winter Driving Safety, By Jill MacAfee

Going to the mountains this winter? Be well equipped and safe

- Make sure brakes, windshield wipers, defroster, heater and exhaust systems are in top condition.
- Check your antifreeze and be ready for colder temperatures. Ensure that the windshield washer fluid is adequate for expected temperatures where you plan to travel.
- Check tires for proper inflation and adequate condition.
- Carry properly sized chain for your tires a flashlight, waterproof tarp and chain repair links. Chains must be installed on the drive wheels. Know if your vehicle is front or rear wheel drive.
- Carry an ice scraper or commercial deicer, a snow broom and shovel and sand or burlap for traction
- Bring along water, food, several warm blankets and extra clothing. A lengthy delay will make you glad you have them.
- Put an extra car key in your pocket. Many have locked themselves out of their cars when putting on chains and at ski areas.



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- Traffic and weather can slow things to a crawl so get an early start and allow plenty of time to reach your destination. Keep your gas tank full as you may need to wait for snow clearance or turn back during a bad storm.
 - Slow down. 55 MPH may be safe in dry weather but may be too fast for driving on snow and ice where stopping distances much longer. Keep your seat belt buckled and leave more distance between your vehicle and the vehicle ahead. Bridge decks and shady spots can be icy when other areas are not.
 - Be more observant. Visibility is often limited in winter by weather conditions. Slow down and watch for other vehicles and for snow equipment. Even though snow removal vehicles have flashing lights, visibility may be so restricted during a storm that it is difficult to see the slow moving equipment.
 - When stalled, stay with your vehicle and try to conserve fuel while maintaining warmth. Be alert to possible exhaust or monoxide problems.

Happy Holidays! - Jill

Tideway Circle Security Lighting, by Jeff Frankel

After many years of talking about the issue, we have finally installed new security lighting at the end of Tideway drive. This area has long been a place where despite the sign saying closed at night, folks congregate after dark to hang out and sometimes to use and sell drugs.

The new lighting regime consists of a rehabilitated 70 Watt high pressure sodium fixture and two new 90 Watt LED fixtures all attached to the outside of the perimeter fence. The new lights include adjustable shades to ensure that little or no light shines across the water to our neighbors on Ballena Blvd.

Here are before and after images taken just at dusk.



The total expenditure on the project was \$538.29 as opposed to the \$10,000 budgeted for a new street lamp in the 2016 budget.

Many Thanks to David Twiss (302 Tideway Drive) and to our new neighbor Glenn Casais (300 Tideway Drive) for their support of this project.



Management

Associa Community Management, 1855 Gateway Blvd, Suite 300, Concord, CA 94520
 Office (24/7) 925.405.4900 FAX – 925.405.4747
Community Manager, David Boone, davidb@massingham.com, 925.405.4733
Assistant Community Manager, Joseph Schmalenbach, josephs@massingham.com,
 925.405.4722

Board of Directors

Member	Office	Committee	E-Mail	Phone
Wanda Bacigalupi		Waterside	wbacigalupi@hotmail.com	510.521.2426
Jay Cherrie	Treasurer		justjayc@hotmail.com	864.1709
Jaye Eldridge	Vice President		Jaye.eldridge@gmail.com	213.0868
Pat Faustman		Landscape	pgfaustman@gmail.com	864.0665
Jeff Frankel	President	Landside	jfrankel@pacbell.net	510.769.6097
Jill MacAfee	Secretary	Communications, Community Preparedness	jillalyson.macafee@gmail.com	510.814.1849
Lynne Robertson		Architectural	lynne.c.robertson@gmail.com	384.5094

Calendar

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

BBTA Executive Session	December 20 at 7:00 p.m.
BBTA Board of Directors Meeting	December 20 at 7:30 p.m.
BBTA Executive Session	January 17 at 7:00 p.m.
BBTA Board of Directors Meeting	January 17 at 7:30 p.m.

Treasurer’s Report, By Jay Cherrie



Ballena Bay Townhouse Association Income and Expenses Compared to Operating Budget For the Period Ending 10-31-16				
Income & Expenses:	Actuals	Budget	Favorable/ (Unfavorable) Variance	Comments
Total Income	\$56,998	\$56,800	\$198	
Expenses:				
Administrative Expense:				
Bank Loan	\$0	\$0	\$0	Paid In Full 5/16
Bad Debt Expense	\$0	\$417	\$417	
All Other Administrative Expense	\$0	\$637	\$637	
Total Administrative Expense	\$0	\$1,053	\$1,053	
Community Events	\$0	\$100	\$100	
Insurance	\$3,045	\$4,000	\$955	
Utilities (Electric and Water)	\$3,813	\$1,042	(\$2,771)	
Landscaping & Irrigation	\$2,755	\$4,967	\$2,212	
Repair & Maintenance	\$7,333	\$2,625	(\$4,708)	
Professional Services:				
Audit & Tax Services	\$0	\$125	\$125	
Legal Services	\$4,503	\$1,167	(\$3,337)	
Management Fees & Misc. Services	\$2,621	\$2,621	\$0	
Taxes	\$0	\$21	\$21	
Reserve Funding	\$34,289	\$34,289	\$0	
Total Expense	\$58,359	\$52,009	(\$6,349)	
Total Net Income	(\$1,360)	\$4,791	(\$6,151)	
Cash Accounts:				
Operating Funds	\$115,849			
Reserve Funds	\$461,749			
Total Cash Accounts	\$577,598			
Other Noteworthy Items:				
Delinquent Members Receivable	\$11,352			
Delinquent dues assessments from homeowners as of October 31, 2016. Total cost to each homeowner represents an average of \$135.14				

Ballena Bay Townhouse Association Income and Expenses Compared to Operating Budget For the Period Ending 11-30-16				
Income & Expenses:	Actuals	Budget	Favorable/ (Unfavorable) Variance	Comments
Total Income	\$56,998	\$56,800	\$198	
Expenses:				
Administrative Expense:				
Bank Loan	\$0	\$0	\$0	Paid In Full 5/16
Bad Debt Expense	\$0	\$417	\$417	
All Other Administrative Expense	\$208	\$637	\$428	
Total Administrative Expense	\$208	\$1,053	\$845	
Community Events	\$0	\$100	\$100	
Insurance	\$3,045	\$4,000	\$955	
Utilities (Electric and Water)	(\$22)	\$1,042	\$1,063	
Landscaping & Irrigation	\$2,405	\$4,967	\$2,562	
Repair & Maintenance	\$981	\$2,625	\$1,644	
Professional Services:				
Audit & Tax Services	\$0	\$125	\$125	
Legal Services	(\$17,590)	\$1,167	\$18,757	
Management Fees & Misc. Services	\$2,621	\$2,621	\$0	
Taxes	\$0	\$21	\$21	
Reserve Funding	\$34,289	\$34,289	\$0	
Total Expense	\$25,937	\$52,009	\$26,073	
Total Net Income	\$31,062	\$4,791	\$26,271	
Cash Accounts:				
Operating Funds	\$143,377			
Reserve Funds	\$476,502			
Total Cash Accounts	\$619,879			
Other Noteworthy Items:				
Delinquent Members Receivable	\$10,589			
Delinquent dues assessments from homeowners as of November 30, 2016. Total cost to each homeowner represents an average of \$126.05				

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 NO. 1

Board of Directors Executive Session

7:00 P.M. December 20, 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 pm December 20, 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**
3. **Secretary's Report**
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**
The law requires the board to review and accept the reconciled financial statements at least once per quarter.
 - A. Review Financial Statements
5. **Management Report**
Action Items
 - A. Approval of Minutes from November 15, 2016 Regular and Executive Session meetings and November 22, 2016 Regular meeting.
 - B. Review of Financial Statements for period ending October 31, 2016 & November 30, 2016
 - C. Approve Collection Actions
 - D. Write Off Bad Debt
 - E. Review Roofing, Siding and Painting Project
 - F. Review Landside Committee Report – Reimbursement for Security Lighting Electrical expense
 - G. Review Parking Issues and Policy
 - H. Review Architectural Guidelines
 - I. Architectural Committee Report – Architectural Applications
 - J. Review Landscaping Committee Report
 - K. Review Waterside Committee Report – CLE Proposal
 - L. Review Neighborhood Communications Committee Report
 - M. Review Community Preparedness Committee Report
6. **Adjourn** 9:00 p.m.
7. **Next Meeting Date & Location** – January 17, 2017, Ballena Bay Yacht Club, 1150 Ballena Blvd, Alameda.

BALLENA BAY TOWNHOUSE ASSOCIATION NO. 1

Board of Directors Meeting

7:30 P.M. Ballena Bay Yacht Club, 1150 Ballena Blvd, Alameda, CA

MINUTES October 18, 2016

Outgoing Board

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

Incoming Board

Jeff Frankel	President	Term expires 2017
Jaye Eldridge	Vice President	Term expires 2018
Jay Cherrie**	Treasurer	Term expires 2018
Jill MacAfee**	Secretary	Term expires 2017
Lynne Robertson*	Director	Term expires 2017
Wanda Bacigalupi	Director	Term expires 2018
Pat Faustman	Director	Term expires 2018

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

Also present was David Boone of Associa Northern California and the owners noted on the sign in sheet.

Call to Order: The Board of Directors Meeting was called to order at 7:36 p.m. P.M. by President Dick Bacigalupi.

Homeowner Forum: An open forum was held for the owners present. One owner brought in an Architectural Application for installing windows with fiberglass frames instead of aluminum or wood.

Minutes: After careful review it was **MSC** to approve the minutes of the Regular meeting of September, 2016 as presented. It was also **MSC** to approve the Executive Session minutes from September 20, 2016 with corrections.

Financial Statements: The Board discussed the financial statements of Ballena Bay. It was resolved to have outgoing Treasurer David Twiss work with the new Treasure on reviewing the September Financials and then give their recommendations to the Board at the next meeting.

Board Transition: At 7:45p.m. the outgoing Board turned over governance of Ballena Bay to the new Board.

Election by Officers: The new Board discussed which Board members would serve in what capacity as Officers and Committee Chairs. It was MSC to appoint:

Board Positions

Jeff Frankel	President
Jaye Eldridge	Vice President
Jay Cherrie	Treasurer
Jill MacAfee	Secretary

BALLENA BAY TOWNHOUSE ASSOCIATION NO. 1

Board of Directors Meeting Minutes

October 18, 2016

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Committee Chairs

Jeff Frankel	Landside Committee
Pat Faustman	Landscape Committee
Wanda Bacigalupi	Waterside Committee
Lynne Robertson	Architectural Committee
Jill McAfee	Neighborhood Communication
Jill McAfee	Community Preparedness

2017 Budget: The Board discussed what possible new expenses the Association could face in 2017. It was **MSC** to appoint Jeff Frankel, David Twiss and Jay Cherrie to a Budget Committee.

Reserve Study Proposal: After careful review it was **MSC** to approve spending \$575.00 to update the Associations Reserve Study.

Roofing, Siding and Painting Project and Landside: Committee Chair Jeff Frankel reported that the punch list for the 2016 capital project is done.

Gutter Cleaning Proposal: After hearing that the gutter cleaning by Commercial Gutter could not be scheduled until December the Board discussed going with another company in order to get the gutters cleaned sooner. The Board determined that having the gutters cleaned at an earlier date did not warrant the substantial extra money it would take to do so.

Architectural Committee: The Committee Members present gave a recommendation to approve the Architectural Application of 411 Cola Ballena to replace windows with fiberglass framed windows.

Landscape Committee: Committee Chair Pat Faustman reported that new trees are being planted to replace old trees at various locations per the proposal that had already been approved by the Board.

Waterside Committee: Waterside Committee Chair Rob Larsen they were hoping for one more year of service from the Wave Maze before replacement is needed.

Community Preparedness: Committee Chair Jill MacAfee reported that she is planning on doing a survey of the community but will first clear the survey with legal counsel to ensure the Association is not incurring risk by taking certain actions.

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 November 15, 2016 at 7:30 p.m. at the Ballena Bay Yacht Club.

Director Signature

Date