



At Docksideside

A Monthly Publication of The Ballena Bay Townhouse Association #1

Protecting property values and the quality of life in Ballena Bay – March 2017

Waterside, By Wanda Bacigalupi

Maintenance on the wave maze has been scheduled. Our diver, along with the use of Rob's inflatable, will begin cleaning the wave maze starting March 14th. New chain and tires will also be installed. Our search for a new wave maze is ongoing.

With the storms and high tides there has been a lot of large pieces of debris in our waterway. Last weekend the committee of Rob and Dick removed the debris they found. Thank you to all homeowners who tied up or placed debris on their dock. This made it easier for them to remove. The committee asked if homeowners find large pieces of driftwood please tie them in an empty dock or side tie. Then contact me so it can be removed later. As a reminder, if a homeowner pulls debris onto their dock, the rule is it now belongs to the homeowner and is their responsibility for disposal.

We have had two cleats fail due to rusted bolts. The cleats were reattached by Rob and Dick after a homeowner brought the situation to our attention. Unfortunately, the committee is unable to do preventive maintenance on cleats. Please call me when a cleat is damaged and needs repair.

Landside, By Jeff Frankel

On Thursday March 16 and Friday March 17, Skip Morgan of Southwest Construction Consultants (our Construction Manager for 2017) will be inspecting siding and roofs on the 300 block of Tideway Drive in preparation for the 2017 construction programs. 300 Block homeowners and residents have already been notified.

Sometime in the next few weeks we will also be inspecting the balance of the roofs to complete our annual roofing survey. Affected homeowners and residents will be notified



Treasurer’s Report, *By Jay Cherrie*

(Editor’s Note – This month includes both January and February reports as there was no Dockside last month)

Ballena Bay Townhouse Association				
Income and Expenses Compared to Operating Budget				
For the Period Ending 01-31-17				
Income & Expenses:	Actuals	Budget	Favorable/ (Unfavorable) Variance	Comments
Total Income	\$59,043	\$58,800	\$243	
Expenses:				
Administrative Expense:				
Bad Debt Expense	(\$377)	\$833	\$1,210	
All Other Administrative Expense	\$601	\$727	\$126	
Total Administrative Expense	\$224	\$1,561	\$1,336	
Community Events	\$0	\$100	\$100	
Insurance	\$3,045	\$3,333	\$289	
Utilities (Electric and Water)	\$1,102	\$1,375	\$273	
Landscaping & Irrigation	\$3,705	\$5,894	\$2,189	
Repair & Maintenance	\$1,819	\$3,667	\$1,848	
Professional Services:				
Audit & Tax Services	\$0	\$125	\$125	
Legal Services	\$0	\$1,333	\$1,333	
Management Fees & Misc. Services	\$8,358	\$4,234	(\$4,124)	Includes planned expense of \$5205 for wave maze
Taxes	\$0	\$21	\$21	
Reserve Funding	\$38,616	\$38,616	\$0	
Total Expense	\$56,869	\$60,259	\$3,390	
Total Net Income	\$2,174	(\$1,459)	\$3,633	
Cash Accounts:				
Operating Funds	\$169,241			
Reserve Funds	\$545,443			
Total Cash Accounts	\$714,684			
Other Noteworthy Items:				
Delinquent Members Receivable	\$14,573			Account IDs 00179-2210 and 00151-0971 are of concern as they represent approximately 88% of the total due



Ballena Bay Townhouse Association				
Income and Expenses Compared to Operating Budget				
For the Period Ending 02-28-17				
Income & Expenses:	Actuals	Budget	Favorable/ (Unfavorable) Variance	Comments
Total Income	\$59,007	\$58,800	\$207	
Expenses:				
Administrative Expense:				
Bad Debt Expense	\$0	\$833	\$833	
All Other Administrative Expense	\$148	\$727	\$579	
Total Administrative Expense	\$148	\$1,561	\$1,413	
Community Events	\$0	\$100	\$100	
Insurance	\$3,045	\$3,333	\$289	
Utilities (Electric and Water)	\$468	\$1,375	\$907	
Landscaping & Irrigation	\$3,135	\$5,894	\$2,759	
Repair & Maintenance	\$11,359	\$3,667	(\$7,692)	
Professional Services:				
Audit & Tax Services	\$0	\$125	\$125	
Legal Services	\$0	\$1,333	\$1,333	
Management Fees & Misc. Services	\$2,713	\$4,234	\$1,521	
Taxes	\$0	\$21	\$21	
Reserve Funding	\$36,802	\$38,616	\$1,814	
Total Expense	\$57,669	\$60,259	\$2,590	
Total Net Income	\$1,338	(\$1,459)	\$2,797	
Cash Accounts:				
Operating Funds	\$171,888			
Reserve Funds	\$578,778			
Total Cash Accounts	\$750,666			
Other Noteworthy Items:				
Delinquent Members Receivable	\$13,401			



Management

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Community Manager, LeeAnn Sinesio, LeeAnn.Sinesio@associa.us, 925.405.____
Assistant Community Manager, Joseph Schmalenbach Joseph.Schmalenbach@associa.us, 925.405.4722

Board of Directors

Table with 5 columns: Member, Office, Committee, E-Mail, Phone. Rows include Wanda Bacigalupi, Jay Cherrie, Jaye Eldridge, Pat Faustman, Jeff Frankel, Jill MacAfee, and Lynne Robertson.

Calendar

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

Table with 2 columns: Meeting Name, Date/Time. Rows include BBTA Executive Session and BBTA Board of Directors Meeting for March and April.

BALLENA BAY TOWNHOUSE ASSOCIATION NO. 1

Board of Directors Executive Session

7:00 P.M. March 21, 2017

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 March 21, 2017

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.
 - A. Approval of Minutes
 1. February 21, 2017, Board and Executive
 2. March 8, 2017, Executive
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 – February, 2017
 - B. Review Collection Actions
 - C. CPA Engagement
5. **Management Report/Action Items**
 - A. Site Inspection Review
6. **Committee Reports**
 - A. Landside Committee Report
 - B. Architectural Committee Report – Architectural Applications
 - C. Landscaping Committee Report
 - D. Waterside Committee Report
 - E. Neighborhood Communications Committee Report
 - F. Community Preparedness Committee Report
 - G. Management RFP Committee Report
7. **Other Business**
 - A. Retainer of Gordon Rees
 - B. Construction Management Contract
 - C. Insurance Renewal
 - D. Reserve Study Update
8. **Adjourn** 8:30 p.m.
9. **Next Meeting Date & Location** – April 18, 2017, Ballena Bay Yacht Club, 1150 Ballena Blvd, Alameda.