



At Docksideside

A Monthly Publication of The Ballena Bay Townhouse Association #1

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

Community Garage Sale, by Sue Cherrie

Sue Cherrie of 1205 Ballena Blvd is planning and organizing this year's garage sale for Saturday June 10th. If you would like to help with the planning, including communications with the other Ballena Bay Communities, feel free to contact Sue at 510-864-1709 or suecherrie@hotmail.com.

Landscape Report, by Pat Faustman

The rains have continued into the spring, helping make all of our shrubs and trees much healthier. With the rain and fertilizer, our lawns are a beautiful green.

We had ferocious winds hit us Thursday, and we lost a few small branches and lots of leaves. However, we did not incur any major damage thanks to the pruning of the trees, allowing the wind to blow through them and not take them down. We continue our work with our arborist this week going over the trees we will replace this year, because a few of our trees have outlived their time and are ready to go. We work hard with our arborist to do everything we can to keep all of our trees healthy, but at some point with some trees, there is nothing more to do.

We continue to monitor our irrigation, turning it off during the rainy periods and back on when it is warm. If you see a broken or leaky sprinkler, please notify either Massingham or a member of the landscape committee. Happy Spring!

The landscape committee: Pat Faustman, Patty Corrigan, Kathy Walker and Isabella Foster

Landside Report, by Jeff Frankel

While the continuing rains have been great for the greenery, they have delayed the 2017 construction program by a few weeks. Nonetheless, siding inspections and contractor walks are complete for siding, roofing inspections are complete and roofing contractor walks will take place on April 21st. We are on track to receive bids for siding repairs and painting (300-334 Tideway) and roof replacements (various locations) in time for awarding of contracts at the Board meeting on May 16. We will keep you posted as to construction schedules as they are finalized.

Waterside, by Wanda Bacigalupi

Maintenance of the wave maze has been completed with new chain added and cleaning of the tires. Please take a walk and see all our tires up and floating again.

The committee discussed a draft of the report regarding alternative wave suppression systems from CLE. Once the report is finalized the next step will be determined. If you are interested in joining the committee to work on this Association wide project of developing a replacement wave maze, please contact me and I will inform you of our next meeting.

The recent storms brought severe high winds. One dock received damage due to a boat not having proper fender protection. Please check that your boat fenders are properly inflated and that there are adequate number of fenders protecting your boat and the association's docks.



The committee also will be inspecting ramps this month. We had a report of one ramp’s non-skid surface wearing off. After the inspection, we will know the full scope of this problem.

New Insurance Declarations Page, by Jeff Frankel

For those of you who need a copy of the Association’s insurance declarations page, it can be found at:

<http://ballena.net/34-insurance-certificate.html>

Community Safety, by Jill MacAfee

Do you know when it’s safe to consume refrigerated foods after an extended power outage? Here is some advice from <https://www.foodsafety.gov/>

- Refrigerated food should be safe if power outage is less than 4 hours
- Keep the doors closed during outage to retain safe temperatures
- Make a one-time refrigerator to freezer transfer, do it quickly, don’t open doors again
- Discard perishables that go above 40 °F for two hours.
- Never taste food to determine its safety
- You **cannot** rely on appearance or odor to determine whether food is safe to eat.
- Always discard items that come into contact with raw meat juice.
- For foods over 40°F for two hours or more, use the table below as a general guideline.

Food	Generally Safe	Discard
Meat, Poultry, Seafood		√
Cheese (hard and processed)	√	
Shredded, low-fat cheese		√
Dairy (all but butter and margarine)		√
Fruits	Whole	Cut-up
Mayonnaise, tartar sauce, horseradish, fish & oyster sauce, opened jars of spaghetti sauce, creamy salad dressings		√
Peanut butter, soy, BBQ and hoisin sauce, jams and jellies, and olives	√	
Breads, rolls, cakes, muffins, quick breads, tortillas, waffles, bagels	√	
Refrigerator biscuits or rolls, cookie dough, cooked pasta, rice, pasta salads, cheesecake		√
Fruit pies	√	
Cream pies, custard, cheese or chiffon or quiche		√
Vegetables	√	
Casseroles, soups, stew		√

Remember – when in doubt – throw it out. Don’t take chances with food safety.



Treasurer’s Report, by Jay Cherrie

Ballena Bay Townhouse Association Income and Expenses Compared to Operating Budget For the Period Ending 03-31-17				
Income & Expenses:	Actuals	Budget	Favorable/ (Unfavorable) Variance	Comments
Total Income	\$58,922	\$58,800	\$122	
Expenses:				
Administrative Expense:				
Bad Debt Expense	\$0	\$833	\$833	
All Other Administrative Expense	\$374	\$727	\$353	
Total Administrative Expense	\$374	\$1,561	\$1,187	
Community Events	\$0	\$100	\$100	
Insurance	\$3,045	\$3,333	\$289	
Utilities (Electric and Water)	\$300	\$1,375	\$1,075	
Landscaping & Irrigation	\$3,408	\$5,894	\$2,487	
Repair & Maintenance	\$3,400	\$3,667	\$267	
Professional Services:				
Audit & Tax Services	\$0	\$125	\$125	
Legal Services	\$1,200	\$1,333	\$133	
Consulting Services	\$2,000	\$0	(\$2,000)	
Management Fees & Misc. Services	\$2,988	\$2,775	(\$213)	
Taxes	\$10	\$21	\$11	
Reserve Funding	\$36,802	\$38,616	\$1,814	
Total Expense	\$53,525	\$58,801	\$5,275	
Total Net Income	\$5,396	(\$1)	\$5,397	
Cash Accounts:				
Operating Funds	\$180,599			
Reserve Funds	\$615,589			
Total Cash Accounts	\$796,188			
Other Noteworthy Items:				
Delinquent Members Receivable	\$15,499			Account 00151-0939 \$5062.99 Account 00204-4310 \$8111.29



Management

Associa Community Management, 1855 Gateway Blvd, Suite 300, Concord, CA 94520
Office (24/7) 925.405.4900 FAX – 925.405.4747
Community Manager, LeeAnn Sinesio, Leeann.sinesio@associa.us, 510-896-2674

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 of Events

All meetings are held at the Ballena Bay Yacht Club:
Executive sessions are at 7:00pm. Regular Board meetings at 7:30pm – unless otherwise noticed.

April Meetings	April 18
May Meetings	May 16
BBTA Garage Sale (Still in planning phase)	June 10
June Meetings	June 20
July Meetings	July 18
August Meetings	August 15
September Meetings	September 19

BALLENA BAY TOWNHOUSE ASSOCIATION NO. 1

Board of Directors Executive Session

7:00 P.M. April 18, 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 April 18, 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. March 21, 2017 – Regular & Executive
- Treasurer's Report**
The law requires the board to review and accept the reconciled financial statements at least once per quarter.
 - B. Review Financial Statements – March, 2017
 - C. Review Collection Actions
 - D. CPA Draft Review
4. **Management Report/Action Items**
5. **Committee Reports**
 - A. Landside Committee Report
 - B. Architectural Committee Report – Architectural Applications
 1. 334 Tideway
 2. 400 Tideway
 - C. Landscaping Committee Report
 - D. Waterside Committee Report
 - E. Neighborhood Communications Committee Report
 - F. Community Preparedness Committee Report
 - G. Management RFP Committee Report
6. **Other Business**
 - A. 2017 Construction Project(s)
7. **Adjourn** 8:30 p.m.
8. **Next Meeting Date & Location** – May 16, 2017, Ballena Bay Yacht Club, 1150 Ballena Blvd, Alameda.