



At Dockside

A Monthly Publication of The Ballena Bay Townhouse Association #1

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

Still Calling for Candidates, *by Jeff Frankel*

Last month we put out a call for volunteers to run for the 2017-2018 BBTA Board of Directors. As of this writing, we have fewer volunteers than open positions.

As a homeowner, you have a big stake in the safety, value and cleanliness of your community. Your home Ballena Bay is part of a community and that shares common and expensive amenities, including streets, landscaping, docks, sidewalks, utilities and more.

If you want to ensure that your community will be properly maintained and that these amenities are cared for in the coming years, there is no better way to do it than joining some of your fellow homeowner in this worthwhile and satisfying effort. Board terms are for two years with a mandatory year off after that.

If you would like to run, nomination packages are due back to our Community Manager LeeAnn Sinesio this Monday, September 18. If you need another form, call me at 510-769-6097 and I'll deliver one.

Waterside, *by Wanda Bacigalupi*

Welcome to fall! This is some of our most beautiful weather in the Bay Area. With the increase temperatures lately, many of our residents are enjoying a late day swim to cool off. Boaters, please remember to slow down, especially in the evening and at night. Earlier this month two swimmers were almost hit by a speeding boat. Very important to slow down and watch for kayakers, paddle boarders and swimmers!

Our diver is scheduled to work on the wave maze in October. The committee is working to get it cleaned and repaired before winter. Tires that have come off will be reattached. We recognize that they are an eyesore. Thanks to those homeowners who have been storing them and we appreciate everyone's patience.

We are continuing our research on a new wave maze. Our present attenuator has out lived it's time. It is in the best interest of our community to have a new structure in place to protect our docks as soon as possible. We will keep everyone aware of our progress.

Landscape, *by Pat Faustman*

Our lawns and shrubs have stayed nice and green this summer due to the end of water rationing. However, our landscapers have monitored our irrigation to make sure we are not over using the water. We have had several broken sprinklers and irrigation lines this summer. Many sprinklers were broken due to homeowners driving over the sprinkler heads and lines broken due to the new sewer line required when a home is sold. Please report any leaking water from the irrigation to Associa or a member of the landscape committee.

Our landscapers have been putting wood chips in the common area. This helps keep in moisture, keeps the weeds down and has a nice clean look. The wood chips are free, they come from either our tree trimming jobs, or other jobs the tree crew has done.

For letters to the Board or to report needed repairs, use this contact information:

LeeAnn Sinesio, Community Director, Associa Northern California, 8000 Jarvis Ave., Entry 2, Newark, CA 94560,
510-896-2674, LeeAnn.Sinesio@associa.us



We will finish the last of our tree work this month. We believe we are ready for whatever this winter brings us.

Happy Fall, the landscape committee: Pat Faustman, Patty Corrigan, Isabella Fahrney and Kathy Walker.

Landside, by Jeff Frankel

Siding repairs and painting were completed a last week and our roofing program kicks-off this week. Affected homes will receive notices before work begins. We are aware that the rainy season is near and our roofer will take all precautions necessary to make sure that roofs are left watertight every night during construction.

Disaster Preparedness by Jill MacAfee

After witnessing Harvey and Irma, disaster preparedness has been on a lot of our minds. Just like being hurricane ready, earthquake preparedness is smart. And we don't get any warning! Here are some suggestions for your preparations:

- Drinking Water – 3 gallons per person minimum
- Power Outages – Alameda Power info at [facebook.com/alamedamunipower](https://www.facebook.com/alamedamunipower), twitter.com/Alamedamunipower, Emergency Line 748-3902, Customer Service (510) 748-3900
- Know how to manually operate your garage door if the power is out
- Use surge suppressors on computers and other sensitive equipment
- Prepare or update your emergency supplies kit (first aid kit, medications, cash, food, non-electric can opener, portable radio, flashlights, fresh batteries, light sticks).
- Keep first aid kits and flashlights on every floor
- Keep a battery-powered or hand-cranked radio easily accessible to monitor disaster related information.
- Don't store hazardous materials where flooding may occur or where other items may fall and damage containers.
- Sign up to receive emergency alerts at www.acgov.org/pwa
- Freeze plastic containers of water to make block ice to keep refrigerator colder, longer.
- If your regular medications require refrigeration, keep a small cooler and self-cooling packs ready for a prolonged power outage
- If you are experiencing sewer line issues, take care of them now.
- Keep extra supplies, blankets and a first aid kit in your car.
- Keep other storm drains free of leaves and debris.
- As always, check your small and large boats, canoes, and kayaks to be sure they are secured properly.



Treasurer’s Report, by Jay Cherrie

**Ballena Bay Townhouse Association
Income and Expenses Compared to Operating Budget
For the Period Ending 08-31-17**

Income & Expenses:	Actuals	Budget	Favorable/ (Unfavorable) Variance
Total Income	\$58,868	\$58,800	\$68
Expenses:			
Administrative Expense:			
Bad Debt Expense	\$923	\$833	(\$90)
All Other Administrative Expense	\$256	\$727	\$471
Total Administrative Expense	\$1,180	\$1,561	\$381
Community Events	\$0	\$100	\$100
Insurance	\$0	\$3,333	\$3,333
Utilities (Electric and Water)	\$4,973	\$1,375	(\$3,598)
Landscaping & Irrigation	\$5,934	\$5,894	(\$40)
Repair & Maintenance	\$0	\$3,667	\$3,667
Professional Services:			
Audit & Tax Services	\$0	\$125	\$125
Legal Services	\$0	\$1,333	\$1,333
Reimbursable Expenses	\$65	\$0	(\$65)
Management Fees & Misc. Services	\$2,713	\$2,775	\$63
Taxes	\$35	\$21	(\$14)
Reserve Funding	\$36,802	\$38,616	\$1,814
Total Expense	\$51,700	\$58,801	\$7,100
Total Net Income	\$7,167	(\$1)	\$7,168

Cash Accounts:

Operating Funds	\$222,053
Reserve Funds	\$710,601
Total Cash Accounts	\$932,655

Other Noteworthy Items:

Delinquent Members Receivable	\$3,379	Account 00180-8476 \$1515.00
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Year to date

Expenses	\$449,521
Budget	\$473,323
	\$23,802



Management

Associa Community Management, 8000 Jarvis Avenue, Newark, CA 94560
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

2017 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.

September Meetings	September 19
October Meetings	October 17
November Meetings	November 21
December Meetings	December 19

BALLENA BAY TOWNHOUSE ASSOCIATION NO. 1

Board of Directors Executive Session

7:00 P.M. September 19, 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 §4935](#), 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 §5705\(c\)](#).

BALLENA BAY TOWNHOUSE ASSOCIATION NO. 1

Board of Directors Meeting

7:30 pm September 19, 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. August 15, 2017 – Regular & 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 – August, 2017
- B. Review Collection Actions

5. Management Report/Action Items

6. Committee Reports

- A. Landside Committee Report – Construction Project Status
- B. Architectural Committee Report – Architectural Applications
- C. Landscaping Committee Report
- D. Waterside Committee Report
- E. Neighborhood Communications Committee Report
- F. Community Preparedness Committee Report

7. Other Business

- A. Rentals/Governing Document Amendment
- B. Reserve Study Draft
- C. 2018 Budget Review
- D. Status of Election/Declared Candidates
- E. Owner Chargeback – 204-7223

8. Adjourn

8:30 p.m.

9. Next Meeting Date & Location – October 17, 2017, Ballena Bay Yacht Club, 1150 Ballena Blvd, Alameda.