



# Ballena Bay Townhouse Association

P.O. Box 512 • Alameda, Ca. 94501

Minutes of Meeting  
Board of Directors  
February 1, 1984

The meeting was called to order at 7:50 p.m. at the Mason residence, 455 Cola Ballena by Ian Roger who presided. Present were Don McHugh, Tom Sullivan, Fritz Mason, Ian Roger, and Elwood Hopkins.

The minutes of the previous meeting were not available for approval.

In the Treasurer's Report presented by Don McHugh, it was noted that expenditures have been kept under the budget. We are awaiting reimbursement from the insurance company for the \$60,000 expended in dock repairs necessitated by the damage caused by the 1982-1983 winter storms. Investment possibilities are being explored which would permit placing this money in a "protected" form of sheltered investment. Currently the Association must pay taxes on income generated from interest accrued on investments. The possibilities of reducing the Association's tax indebtedness will be pursued with vigor.

The financial information contained in the main-frame IBM computer will be transferred to a new computer, which will be purchased by Mr. Roger. The computer will be purchased personally by Mr. Roger who will make it available to the Association at no charge. A possible new suitable software system is being researched by Dick Aronoff.

Don McHugh was appointed Treasurer. As has been customary, The Association's bank checks will be of the double-signature type (Treasurer and President). Don McHugh, Ian Roger and John Sullivan were appointed to the 1984 Budget Committee.

The Grounds and Maintenance Report was presented by Mr. Roger. Maintenance work was proceeding on schedule, and damages sustained during the December 1983

storm had been repaired. Those dock pilings found to be wanting in height during the extremely high tide of that storm have been extended, thus assuring that any future extremes of high tide will not result in disarticulation of the floats from their pilings. It was estimated that the December storm resulted in approximately \$5,000 - \$6,000 of damages. An insurance claim was not submitted, the loss was absorbed by the Association. It was reasoned that the submission of another claim following so shortly on the heels of the previous year's large claim might have jeopardized the Association's insurability and/or resulted in a raise in the premium. It was agreed by the Board that such a risk was significant, and that it was prudent not to have submitted a claim for the above-cited reasons. The efforts of the maintenance men through the year were rewarded by a customary Christmas bonus, and it was favorably noted that the oldest maintenance man had achieved a perfect attendance record throughout the year, and received special commendation for this demonstration of reliability.

Under matters arising from the annual meeting of November, 1983, regarding earth-quake insurance, an ad hoc Insurance Committee chaired by Archie Stone had been assembled and promptly reported their recommendations. The subject of their deliberations had been the question of how best to deal with the 5 percent deductible costs in the event of damages sustained by an earthquake and/or flood. All available earthquake insurance policies base their deductible figures on complete buildings and not individual homes. The assumption is that as the individual homes share a common roof, that damage to an individual home would also result in damage to the contiguous buildings sharing the common roof. Considering the "worst possibility" of an earthquake causing damage to a single home within an eight-house building, it was determined that a 5 percent deductibility cost of approximately \$32,000 could occur. The Ad Hoc Committee reasoned that there were three alternatives to dealing with this deductibility problem: The deductible could be borne solely by the homeowner who had suffered the loss; the cost could be equally shared by all homeowners within that building; or the deductible expense could be shared uniformly by all Association members in the form of an assessment. It was the Committee's recommendation that the latter uniform assessment be adopted as the only reasonably affordable alternative. The Board was in agreement with this recommendation. On review of the CC&Rs, however, it was noted by Mr. Roger that it will be necessary to prepare a special amendment to the Regulations in order to stipulate the implementation of such an assessment.

The wording of a proposed amendment will be worked out by Mr. Roger and Dr. Hopkins, and will be individually presented to all homeowners for approval.

The results of the polling of the homeowners indicated that 64 were in favor of purchasing earthquake insurance, four were opposed, and two were undecided. Since more than 75 percent of the respondents voted in favor of obtaining earthquake insurance, the policy was purchased with the 5 percent deductible. This will result in a \$5.00 per month increase in the dues, raising them to \$225.00 per quarter.

Under Homeowners Business, Bob Brown had requested permission to remove the pyrocantha bush in front of his home and offered to perform the removal, select an appropriate replacement, purchase same, and perform the installation himself. This request was approved by the Board.

Complaints were aired concerning noise pollution emanating from an Off-Shore Racer," berthed at 465 Cola Ballena. It was further noted that the owner of the offending boat had illegally installed an elevating device to the dock without having received the Board's approval. The Board agreed that the owner of the boat would be appropriately censured and advised that the boat elevator would have to be removed from the dock in a timely fashion, or would be removed by the maintenance men.

In correspondence from John Buono, a request was made of the Association to replace a garage door opener device which Mr. Buono felt had been damaged as a result of a leak in his roof. According to the report from the Atlas Roofing Company, all roof leaks had been timely repaired, and the Association did not have a responsibility to replace the garage door opener. It was pointed out that there is no provision for Association responsibility to these devices, and that the life expectancy of these devices is limited in the natural course of events.

In correspondence from Don Gutleben, approval was requested for the enclosure of his front balcony. Mr. Roger had inquired of three of Mr. Gutleben's neighbors, who had no objections, and the Board agreed to grant approval for this modification, provided that it was consistent with the architectural design of the building.

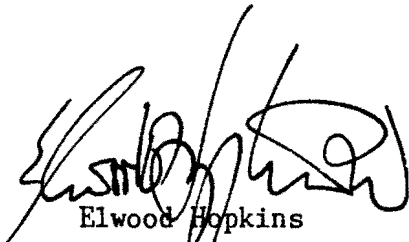
Under City and Other Associations and Authorities, the President reported that he had attended a City of Alameda meeting as well as a subsequent planning board meeting regarding the Union 76 sign located at the Ballena Bay Harbor Master's fuel dock. Objections to the sign had been brought before the City by Stan Shane, arguing that the sign was offensive, energy wasting, and a commercial sign not in the best interests of the community. Mr. Roger had argued for preservation of the sign, indicating that it was a valuable landmark to mariners, was not found to be offensive by the Ballena Bay Townhouse Association members, and indicated a wish to demonstrate support for the Harbor Master, reminding us that through the years he has been a "good neighbor" to the Association. The Planning Board found in favor of new city regulations stating that the sign could be no higher than 12 feet (above a level not specified), and could be lit only between the hours of 5 a.m. and 9 p.m.

There was no new business.

There being no further business, the meeting was adjourned at 9:24 p.m.


The next meeting of the Board was scheduled for February 22, 1984, at the home of Don McHugh.

Submitted by:

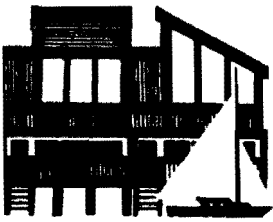


Elwood Hopkins  
Secretary

Approved by:



Ian Roger  
President



# Ballena Bay Townhouse Association

P.O. Box 512 • Alameda, Ca. 94501

Minutes of Meeting  
Board of Directors  
February 22, 1984

The meeting was called to order by President Roger at 8:00 p.m. Attending at the home of Don McHugh were Ian Roger, Don McHugh and Elwood Hopkins.

In matters of Homeowner's business a request for approval of the installation of a "fishing locker" on the deck adjacent to the southeast windwall of Don McHugh's home was approved.

The minutes of the February 1st, 1984 Board meeting were accepted and approved.

In Matters Arising From the Minutes of the previous meeting it was noted that the minutes from the November, 1983 annual meeting were not yet available. Their arrival is anticipated in the near future when the past secretary Dick Aronoff returns from his honeymoon.

Correspondence was received from Kenneth Maine junior regarding the "off-shore racer" berthed at dock 465, Cola Ballena to which complaints had been aired at the previous Board meeting. Mr. Maine states that he has installed proper mufflers to the engines and requests approval for the installation of the "hydrohoist" already in place on dock 465. He noted that the hoisting device is proclaimed by its manufacturer to be non-damaging to the dock. Mr. Maine offered to submit engineering data concerning the hoist for the Board's review. The Board decided to suspend judgement on the request pending receipt of the engineering data.

The Treasurers Report was presented by Don McHugh who noted we were well under budgeted expenditures to date. Financial data still remained in the main-frame IBM computer awaiting transfer into the Association's new system. Most homeowners dues were up to date as were the Association's payments of bills. The \$60,000 insurance settlement for the damages wrought by the 1982-1983 winter storms had not yet been received. Bill Godfrey, the insurance broker handling the claim has assured the Association that payment should be soon forthcoming.

The Grounds and Maintenance Report was presented by Mr. Roger. The dock maintenance has been completed, including installation of the extensions to those pilings found lacking in height during the December, 1983 storm. Painting is proceeding on schedule despite the fact that one of the maintenance men has been away from work due to a back injury. An alarming discovery has been made in two homes on Tideway where water leaks have occurred due to rupture of water pipes within the walls of these homes. It was learned that the water pipes in the homes on Tideway are of cast iron, not copper, and thus corrosion-prone. Homeowners on Tideway would be well advised to inspect their water pipes and consider replacement of suspect plumbing with either copper or PVC pipes.

There was no business regarding City, Other Associations and Authorities.

The President reported that his computer has been installed and will soon be capable of serving the Association's needs. Mr. Roger reported that plans were being explored, that would modify the headfloat design and attachments of the gangways in a manner that may permit the berthing of boats in the 40+ foot l.o.a. category, to those docks desiring this capability. The pilot for this project may be pursued at the headfloat common to 340 - 346 Tideway if the homeowner concerned is prepared to cover the full cost of such change.

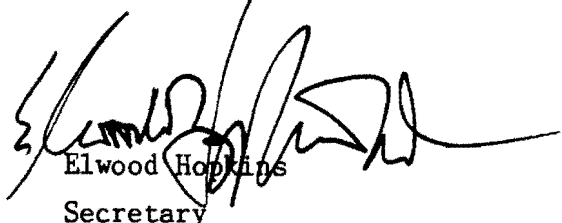
There was no new business to report.

In Old Business; a Budget Committee meeting will be arranged no later than one week hence.

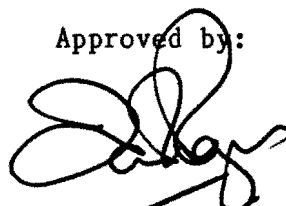
The next meeting of the Board will be at the residence of Fritz Mason with a time in March to be determined.

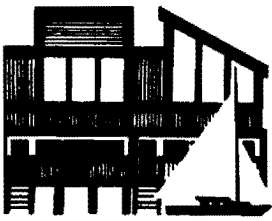
The meeting was adjourned at 9:30 p.m.

Submitted by:

  
Elwood Hopkins  
Secretary

Approved by:

  
Ian Roger  
President



# Ballena Bay Townhouse Association

P.O. Box 512 • Alameda, Ca. 94501

Minutes of Meeting  
Board of Directors  
March 30, 1984

The meeting was called to order by President Roger at 7 50 p.m. Attending at the home of Fritz Mason were Mr Roger, Don McHugh, Fritz Mason, Tom Sullivan, and Elwood Hopkins.

There was no Homeowner's business to report.

The minutes of the February 22, 1984 Board meeting were accepted and approved.

In Matters Arising From the Minutes of the previous meeting it was noted that the engineering data regarding the dock-mounted boat elevator installed by Kenneth Maine, Jr. had not been received. The Board decided to advise Mr Maine that the lifting device would be removed if the requested information did not arrive within fourteen days.

In additional Matters Arising From the Previous Minutes it was noted that a check in the amount of \$59,9000.00 was received from the insurance company as settlement for the dock damages sustained in the 1982-83 winter storms.

No Correspondence was received.

The Treasurers Report was presented by Don McHugh and Mr Roger presented the Budget. These were approved by the Board.

The Grounds and Maintenance Report was presented by Mr Roger who noted that dock maintenance was better than ever. We now have a surplus of docks which will be kept in storage near the bridge. Painting was proceeding on schedule. The contract with Atlas roofing will expire this year. Future maintenance of the roofs will be managed by our own crew.

In Matters arising from City & Other Associations & Authorities Mr Roger reported that a prior decision regarding the Ballena Bay Harbor Master's fuel dock light had been reversed, thus permitting the sign to remain as it has been without further change.

In addition Mr Roger reported that the Cable TV installers had met with all three Ballena Bay Associations and had accepted a recommendation to run their cables through conduits beneath the homes in the now available spaces instead of tearing up the streets and side walks. It was now projected that the cable TV instalations would be completed in approximately 120 days.

In The President's Report Mr Roger noted with great sadness the passing of Tom Albin and the Board voted to extend our condolences to Mrs Albin. Shep Gallup has donated a tree to be planted in the greenery on Colla Ballena in view of the Albin home in Tom's memory.

With regard to the computer, Mr Roger is rapidly gaining mastery and plans to add a tractor feed to permit proper paper printouts, especially needed for the financial reports and the quarterly dues bills.

There being no New Business and no Old Business to report the meeting was adjourned at 8:45 P.M. The next meeting of the Board will be at the call of the Chair.

Submitted by:

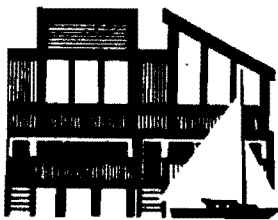
Elwood Hopkins  
Secretary

Approved by:

A handwritten signature in black ink, appearing to read 'Ian Roger', written over a horizontal line.

Ian Roger  
President





# Ballena Bay Townhouse Association

P.O. Box 512 • Alameda, Ca. 94501

Minutes of Meeting  
Board of Directors  
June 30, 1984

The meeting was called to order by Ian Roger at 7 50 p.m. Attending at the home of Ian Roger were Ian Roger, Don McHugh and Tom Sullivan.

**Homeowners Business.** Under Homeowner's business the board sitting as the Architectural Review Committee approved the application of John Conner 1201 Ballena Blvd. to alter the window in his kitchen. An application from Phillis Hickman 459 Cola Ballena was tabled.

**Minutes of Previous Meeting.** The minutes of the previous Board meeting were accepted and approved.

**Matters Arising from the Minutes.** In Matters Arising From the Minutes of the previous meeting it was noted that the engineering data regarding the dock-mounted boat elevator installed by Kenneth Maine, Jr. had still not been received. The Board directed the President to contact Mr Maine and ask him to show cause why the lifting device should not be removed since he had failed to keep his promise to supply the requested information. The Board has shown great forbearance in this matter, however it appears its action may have been misconstrued as lack of interest. Such is not the case and it was agreed that unauthorised modifications to the Association's docks cannot be permitted

**Correspondence.** No Correspondence was received.

**Treasurers Report.** The Treasurers Report was presented by Don McHugh and approved by the Board.

**Grounds and Maintenance.** The Grounds and Maintenance Report was presented by Mr Roger who noted that dock maintenance, grounds and home maintenance, including painting was proceeding on schedule. There have been two changes in our staff and the two new employees were working out very well.

page 2.

City, Other Associations and Authorities. In Matters arising from City & Other Associations & Authorities Mr Roger reported attending a City Council meeting in support of the Alameda Police Chief's application for a police patrol boat the Ballena Bay Harbor's application for dock changes have been approved. Any parking problems that exist or that may arise will be dealt with by joint action with the Harbour Master and the other two Homeowners Associations.

President's Report. In The President's Report Mr Roger noted with great sadness the passing of George Fowler, the Board voted to extend our condolences to Virginia

With regard to the computer, Ian has added a tractor feed and is now able to handle the financial reports and the quarterly dues bills.

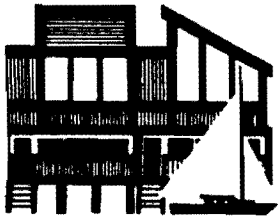
There being no New Business and no Old Business to report the meeting was adjourned at 8:30 P.M. The next meeting of the Board will be on the 12th of July at 7.30pm at the Roger home.

Submitted by:

Approved by:

Elwood Hopkins  
Secretary

Ian Roger  
President



# Ballena Bay Townhouse Association

P.O. Box 512 • Alameda, Ca. 94501

Minutes of Meeting

Board of Directors

July 12, 1984

The meeting was called to order by Ian Roger at 8 05 p.m. Attending at the home of Ian Roger were Ian Roger, Don McHugh, Fritz Mason and Elwood Hopkins. Homeowners Business. Under Homeowners' business the board approved the application of John Conner 1201 Ballena Blvd. to convert the balcony overlooking Ballena Blvd. to an extended room pending receipt of final plans and approval of the roofing contractor. Phyllis Hickman of 459 Cola Ballena submitted a request to extend the docks in front of her home. This request was rejected by the Board. An additional request from Mrs. Hickman to replace the South Face wall of her home was approved. A third request from Mrs. Hickman to expand and extend her deck by the addition of a side deck to the east side of her home was approved with the condition that the 2"x6" cap rail be replaced with an iron rail in order to not obstruct the view of the Harbor and docks from the Mason residence at 455 Cola Ballena. Application by Ian Roger at 340 Tideway Drive to move the west sidewall in order to improve entry access for the staff to the docks was approved. A request by Mr Brown to extend his garden fence wall was tabled pending a formal request.

Minutes of Previous Meeting. The minutes of the previous Board meeting were accepted and approved.

Matters Arising from the Minutes. There were no matters arising from the minutes.

Correspondence. Correspondence from the new owners regarding a new development of eleven homes at the southeast end of Tideway Drive to be called Whalers'Cove of the Ballena Bay Townhouse Partnership was received in which the Partnership expressed their interest to join with our association. The board recommended that this proposal be presented to the association in a special meeting in accordance with the C.C.& Rs.

page 2.

**Treasurers Report.** The treasurers report was presented by Don McHugh and accepted. We are operating under budget and it was agreed that the Association would purchase Certificates of Deposit amounting to \$30,000 and leave \$30,000 in the liquidity high interest account. It was further noted that this would permit the transference of money between the checking and savings portions of the account.

**Grounds and Maintenance.** The Grounds and Maintenance Report was presented by Mr Roger who noted that dock maintenance, grounds and home maintenance, including painting was proceeding on schedule. A gardening and landscaping consultant has recommended that we reduce the watering and provide more feeding of the plants and greenery. Our staff including the two new employees were working out very well.

**City, Other Associations and Authorities.** No contacts were reported.

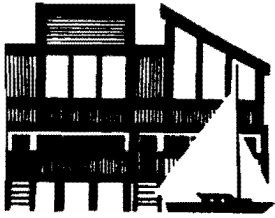
**President's Report.** For once, there was nothing to add. There being no New Business and no Old Business to report the meeting was adjourned at 9:45 P.M.

Submitted by:

Approved by:

Elwood Hopkins  
Secretary

Ian Roger  
President



# Ballena Bay Townhouse Association

Minutes of Meeting  
Board of Directors  
Sept 20, 1984

P.O. Box 512 • Alameda, Ca. 94501

The meeting was called to order by the President at 8 10 p.m. Attending at the Roger home were Ian Roger, Don McHugh, Fritz Mason and Elwood Hopkins.

Homeowners Business. Under Homeowners' business the board approved the application of John Conner 1201 Ballena Blvd. to convert the balcony on his home overlooking Ballena Blvd. to an extended room. Subject to certification of the roofing contractor, prior to the association accepting the responsibility for the roofing.

A request by Mr Brown 334 Tideway, to extend his garden fence wall was approved.

Mr. Grcevich 346 Tideway submitted architects drawings for the addition of an enclosed area linking his home with the garage area. The Board voted approval for this project with the usual conditions (i.e. final approval of the roofing contractor prior to acceptance of responsibility).

Minutes of Previous Meeting. The minutes of the previous Board meeting were accepted and approved.

Matters Arising from the Minutes. There were no matters arising from the minutes.

Correspondence. No correspondence was received.

Treasurers Report. The treasurers report was presented by Don McHugh and accepted.

Grounds and Maintenance. The Grounds and Maintenance Report was presented by Mr Roger who noted that dock maintenance, grounds and home maintenance, including painting was proceeding on schedule. Noteworthy are the water consumption figures for August with a low of 100 gallons per unit per day on Tideway West versus a high of 187 gallons per unit on Tideway East with other districts falling somewhere in between.

City, Other Associations and Authorities. No contacts were reported.

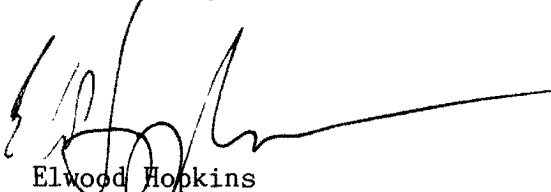
President's Report. Mr. Roger reported that dredging will soon begin at the east end of tideway for whalers' cove and that to optimize the development of the new docking area in this project the rearrangement of the positioning of the docks in the new channel area so as to optimize the available turning room, was discussed. This may require repositioning of the existing docks as well, a move that should improve the position of all concerned.

Old Business; The infamous and nefarious "cable TV" company has at last made their presence apparent at Ballena Bay. Thanks to Mr. Roger for suggesting the installation of the conduits under the decks rather than beneath ripped up streets and driveways. Thanks also to the Browns, Nelsons, Gallups and Buonos for permitting the location of various units adjacent to their areas to assist this installation's completion.

New Business: The Board proposed that the Association reimburse Mr. Roger for the expenses he has met out of pocket for operation of the computer used by the Association and purchased by Mr. Roger. The Board found it reasonable to reimburse Mr. Roger for the expense of the Association's program, supplies applied to business of the Association. It was further recommended that these expenses be budgeted for in future plannings of the budget.


There being no further new business the meeting was adjourned at 9:40 P.M. the next meeting to be the call of the Chair.

Submitted by:

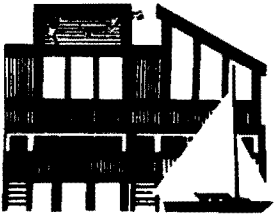


Elwood Hopkins  
Secretary

Approved by:



Ian Roger  
President



# Ballena Bay Townhouse Association

P.O. Box 512 • Alameda, Ca. 94501

Minutes of Meeting  
Board of Directors  
Oct 31, 1984

The meeting was called to order by the President at 7 50 p.m. Attending at the Roger home were Ian Roger, Don McHugh, Fritz Mason , Tom Sullivan and Elwood Hopkins.

Homeowners Business. There was none to report.

Minutes of Previous Meeting. The minutes of the previous Board meeting were accepted and approved.

Matters Arising from the Minutes. It was finally noted that the Cable TV company was completing the installation of the fibre optics cables and will be approaching individual home owners regarding the placement of in house receptacles. It is urged that homeowners take advantage of this opportunity as a decision to do so later would require paying an installation charge. At present no charge will be made.

Correspondence. No correspondence was received.

Treasurers Report. The treasurers report was presented by Don McHugh and accepted. It is noted that we are over budget by \$5173.55, chiefly due to expenses for roofing repairs and a large purchase of paint (which should last well into the new year).

Grounds and Maintenance. The Grounds and Maintenance Report was presented by Mr Roger who noted that homes were being painted on an "as needed" basis. If any homeowner feels that his exterior has been neglected kindly bring this to

Page 2.

the attention of the Board. The problem of the roof leaks returns to plague us again with the resumption of the winter rains. Efforts will be made to patch leaks as they are noted. Homeowners are urged to report leaks as soon as possible in order to facilitate prompt repairs in the hope of preventing the occurrence of more serious structural damage.

City, Other Associations and Authorities. No contacts were reported.

President's Report. Mr. Roger reported that The Annual Meeting will be held November 29, 1984.

Old Business; There was no old business to report.

New Business: There being no new business to discuss the meeting was adjourned at 9:05 p.m.the next meeting to be at the call of the Chair.

Submitted by:

Approved by:

Elwood Hopkins  
Secretary

Ian Roger  
President