



Hayden Bay Condominiums

585 N Tomahawk Island Drive
Portland, OR 97217
www.hbcondos.org

AGENDA

WHEN: Thursday, January 27, 2022 @ 6:00PM

WHERE: 421 N. Tomahawk Island Dr

Please bring Mask

NO CONTACT MEETING – PRINT OUT YOUR OWN MATERIALS
ALL CONDO HOMEOWNERS INVITED

1. **CALL TO ORDER AND APPROVAL OF MEETING MINUTES OF December 16, 2021** Donna Hempstead
2. **TREASURER'S REPORT:** Sally Anderson
 - a. December Financials
3. **COMMITTEE REPORTS:**
 - a. Maintenance and Reserve Donna Hempstead
 - b. Landscape Donna Hempstead & Sally Anderson
 - c. Insurance Hazel Larpenteur
 - d. Red Zone Hazel Larpenteur & Sally Anderson
4. **OLD BUSINESS:**
 - a. Update re: HB Marina HOA Assessment and Disputes
5. **NEW BUSINESS:**
 - a. Approve 2022 Budget

2021 BOARD

Board Chair: Donna Hempstead
Treasurer: Sally Anderson
Secretary: Lori March
Insurance: Hazel Larpenteur
Director: Steve Alexander

BOOKKEEPER

Lillian Parker
202 N Hayden Bay Drive
Portland, OR 97217
lillian@edosit.com

CONDO MEETINGS: 4th Thursday of the month, 6:00pm, Clubhouse unless otherwise noted
(one week earlier, Nov/Dec)



Hayden Bay Condominiums

Hayden Bay Condominiums
585 N Tomahawk Island Drive
Portland, OR 97217-7923

Website:
www.hbcondos.org

Lillian Parker, Bookkeeper
202 N. Hayden Bay Drive
Portland, OR 97217
lillian@edosit.com

Minutes of the December 16, 2021 Hayden Bay Condominiums Monthly Board Meeting

Board Members Present: Donna Hempstead (Chair), Sally Anderson (Treasurer); Lori March (Secretary), Hazel Larpenteur (Ins), Steve Alexander (Director)

Board Member Absent: N/A

Guests (Non-Board Members): Nora Paul

Call to Order: Chair Donna Hempstead called the meeting to order at 6:03 p.m.

Minutes: The minutes of the November 18, 2021 regular meeting were approved unanimously

Treasurer's Report: Financial reports were as expected and included with the monthly meeting notice.

Committee Reports:

Landscape Report: See attached Report.

Maintenance Report: See attached Report. Time for homeowners to be alert for freezing conditions to ensure exposed hoses and pipes are winterized properly.

Insurance: There is no new unusual activity. Earthquake and flood insurance have been paid.

Red Zone: The Red Zone fence has been installed without approval by the HB Marina Board members from the Condo. There is a new charge to the Condos for maintenance directly related to the installation of the unauthorized fencing. The HBC Board decided to not set precedent by paying the unauthorized charge.

Old Business: The invoices to only HBC individual members for reimbursement of unauthorized fees was discussed. It was decided to continue to follow attorney advisement to not pay these fees.

New Business:

- HB Condos is retaining new legal representation in regards to the HB Marina Homes disputes. The HBC Board did not approve unauthorized charges by the Master Association. Also, the Master Board had an illegal vote to vote "Yes" on the Red Zone portion of the fence project, without a vote taken of that Board's representatives from the Condos. There is also a Committee of 4 (2 from Homes, 2 from Condos) exploring potential separation of the Condos from the Homes. However, the Homes Board (Master-Homes representatives) have stated "there is no value" to the Red Zone property including the land, pool, tennis court, and clubhouse and therefore they would not offer any buyout, so it is probable this Committee will not come to agreement to proceed with a vote of all members.
- A truck was broken into on HBC property with an attempt to steal and another was stolen in the middle of the afternoon within 10 minutes. It is recommended you park your vehicle in your garage. If you cannot do so, ensure it is locked, your garage opener removed and anything of value either removed or hidden.
- We are sad to relay the news that Kevin Carey (523) has passed away. Those that know Kevin, know that he was a good neighbor and an even better friend. Kevin was soft spoken with a great sense of humor. He enjoyed gardening, cooking, hunting and fishing. When someone needed it, he was always willing to lend a helping hand both on land and on the water. He will be missed.

Adjournment: The Meeting was adjourned at 7:14p.m. by unanimous consent.
The Next Meeting will be on January 27th.

Hayden Bay Condominiums Board:

Board Chair – Donna Hempstead (Maintenance, Landscape)

Treasurer – Sally Anderson (Landscape)

Secretary – Lori March

Hazel Larpenteur (Insurance)

Sally Anderson, Hazel Larpenteur - Red Zone Representative

Hayden Bay Condo

Balance Sheet

As of December 31, 2021

	Dec 31, 21
ASSETS	
Current Assets	
Checking/Savings	
OnPoint CCU Operating Account	49,460.63
OnPoint CCU Reserve Account	102,226.14
Total Checking/Savings	151,686.77
Accounts Receivable	
11000 · *Accounts Receivable	-13,074.30
Total Accounts Receivable	-13,074.30
Total Current Assets	138,612.47
TOTAL ASSETS	138,612.47
LIABILITIES & EQUITY	
Equity	
30000 · Opening Balance Equity	142,822.62
32000 · Unrestricted Net Assets	6,691.55
Net Income	-10,901.70
Total Equity	138,612.47
TOTAL LIABILITIES & EQUITY	138,612.47

Hayden Bay Condo

Profit & Loss

January through December 2021

	Jan - Dec 21
Ordinary Income/Expense	
Income	
3000 · Income	
3001 · Carryforward for Operatons	18,755.00
3110 · Dues	110,836.32
3150 · Reserve Contribution	43,196.00
3820 · Bank Interest	86.67
	<hr/>
Total 3000 · Income	172,873.99
	<hr/>
Total Income	172,873.99
	<hr/>
Gross Profit	172,873.99
	<hr/>
Expense	
4000 · Landscaping	
4001 · Landscape Supplies	217.37
4010 · Landscape Contract	25,761.00
4015 · Landscape Maintenance	2,766.63
4050 · Irrigation Repairs	1,355.83
4060 · Spraying Contract	383.94
4070 · Trees	882.50
4080 · Landscape Misc	1,286.96
	<hr/>
Total 4000 · Landscaping	32,654.23
	<hr/>
4200 · Maintenance	
4230 · RZ Rec. Facility Maint	13,419.97
4600 · HBC Property Maintenance	6,951.27
4601 · Maintenance Supplies	121.92
4625 · Property Maintenance Reserve	61,275.00
	<hr/>
Total 4200 · Maintenance	81,768.16
	<hr/>
5000 · Utilities	
5010 · Electricity	1,443.67
5020 · Garbage	6,660.00
5030 · Water & Sewer	14,226.17
	<hr/>
Total 5000 · Utilities	22,329.84
	<hr/>
6000 · Administration	
6010 · Insurance Expense	27,989.00
6051 · Bookkeeping Expenses	4,800.00
6060 · Professional Fees	13,733.50
6070 · Tax Preperation	300.00
6100 · Taxes & Licences	50.00
6240 · Office Supplies/Misc	55.00
6300 · Website	95.96
	<hr/>
Total 6000 · Administration	47,023.46
	<hr/>
Total Expense	183,775.69
	<hr/>
Net Ordinary Income	-10,901.70
	<hr/>
Net Income	-10,901.70
	<hr/>

Hayden Bay Condo **Reserve Budget vs. Actual** **December 2021**

Accrual Basis

	Dec 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3000 · Income				
3150 · Reserve Contribution	21,598.00	20,515.50	1,082.50	105.3%
3820 · Bank Interest	0.00	20.00	-20.00	0.0%
Total 3000 · Income	21,598.00	20,535.50	1,062.50	105.2%
Total Income	21,598.00	20,535.50	1,062.50	105.2%
Gross Profit	21,598.00	20,535.50	1,062.50	105.2%
Expense				
4200 · Maintenance				
4235 · RZ Rec. Facility Major Projects	0.00	0.00	0.00	0.0%
4625 · Property Maintenance Reserve	1,575.00	4,600.00	-3,025.00	34.2%
Total 4200 · Maintenance	1,575.00	4,600.00	-3,025.00	34.2%
Total Expense	1,575.00	4,600.00	-3,025.00	34.2%
Net Ordinary Income	20,023.00	15,935.50	4,087.50	125.7%
Net Income	20,023.00	15,935.50	4,087.50	125.7%

Hayden Bay Condo

Operating & Reserve Budget vs. Actual-Fiscal Year

January through December 2021

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3000 · Income				
3001 · Carryforward for Operatons	18,755.00	18,755.00	0.00	100.0%
3110 · Dues	110,836.32	110,836.32	0.00	100.0%
3150 · Reserve Contribution	43,196.00	41,031.00	2,165.00	105.3%
3820 · Bank Interest	86.67	240.00	-153.33	36.1%
Total 3000 · Income	172,873.99	170,862.32	2,011.67	101.2%
Total Income	172,873.99	170,862.32	2,011.67	101.2%
Gross Profit	172,873.99	170,862.32	2,011.67	101.2%
Expense				
4000 · Landscaping				
4001 · Landscape Supplies	217.37	480.00	-262.63	45.3%
4010 · Landscape Contract	25,761.00	25,761.00	0.00	100.0%
4015 · Landscape Maintenance	2,766.63	3,200.00	-433.37	86.5%
4050 · Irrigation Repairs	1,355.83	2,000.00	-644.17	67.8%
4060 · Spraying Contract	383.94	750.00	-366.06	51.2%
4070 · Trees	882.50	2,200.00	-1,317.50	40.1%
4080 · Landscape Misc	1,286.96	2,000.00	-713.04	64.3%
Total 4000 · Landscaping	32,654.23	36,391.00	-3,736.77	89.7%
4200 · Maintenance				
4230 · RZ Rec. Facility Maint	13,419.97	12,670.00	749.97	105.9%
4235 · RZ Rec. Facility Major Projects	0.00	0.00	0.00	0.0%
4600 · HBC Property Maintenance	6,951.27	10,000.00	-3,048.73	69.5%
4601 · Maintenance Supplies	121.92	480.00	-358.08	25.4%
4625 · Property Maintenance Reserve	61,275.00	55,200.00	6,075.00	111.0%
Total 4200 · Maintenance	81,768.16	78,350.00	3,418.16	104.4%
5000 · Utilities				
5010 · Electricity	1,443.67	1,500.00	-56.33	96.2%
5020 · Garbage	6,660.00	6,996.00	-336.00	95.2%
5030 · Water & Sewer	14,226.17	14,000.00	226.17	101.6%
Total 5000 · Utilities	22,329.84	22,496.00	-166.16	99.3%
6000 · Administration				
6010 · Insurance Expense	27,989.00	28,100.00	-111.00	99.6%
6051 · Bookkeeping Expenses	4,800.00	4,800.00	0.00	100.0%
6060 · Professional Fees	13,733.50	13,000.00	733.50	105.6%
6070 · Tax Preperation	300.00	300.00	0.00	100.0%
6100 · Taxes & Licences	50.00	50.00	0.00	100.0%
6230 · Bank Charges	0.00	0.00	0.00	0.0%
6240 · Office Supplies/Misc	55.00	480.00	-425.00	11.5%

Hayden Bay Condo
Operating & Reserve Budget vs. Actual-Fiscal Year
January through December 2021

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
6300 · Website	95.96	400.00	-304.04	24.0%
6500 · Contingency	0.00	1,000.00	-1,000.00	0.0%
Total 6000 · Administration	47,023.46	48,130.00	-1,106.54	97.7%
Total Expense	183,775.69	185,367.00	-1,591.31	99.1%
Net Ordinary Income	-10,901.70	-14,504.68	3,602.98	75.2%
Net Income	-10,901.70	-14,504.68	3,602.98	75.2%

MAINTENANCE COMMITTEE REPORT – January 2022

1. Cap Rail at #507 Repair/Replace – DONE
2. Motion Sensor Lights Checked and Bulbs Replacement – DONE
3. Garage Light Replacements – West End Detached Garage – DONE
4. Gutter Cleaning – DONE
5. Inspect/Replace Deck Pole at #543 – DONE
6. Replace Membrane Back Upper Deck at #507 – IN PROGRESS
7. Replace Address Signs – IN PROGRESS
8. Obtain Bids for Up-lighting of Address Signs - IN PROGRESS

LANDSCAPE COMMITTEE REPORT – January 2022

- Cleaned Entryways
- Leaf Blowing; Sidewalk/Driveway Clearing
- Lawn Mowing; Clean-Up
- Bayside Bank – Needs Trimming
- Irrigation System – Winterized