



Hayden Bay Condominiums

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

www.hbcondos.org

Lilian Parker, Bookkeeper
202 N. Hayden Bay Drive
Portland, OR 97217

Minutes of the December 19, 2019 Hayden Bay Condominiums Board Meeting

Board Members Present: Sean Penrith, Board Chair and Treasurer; Sarah Warnick, Vice Chair, Secretary, Red Zone; Donna Hempstead, Maintenance, Landscape; Steve Alexander, Director, Red Zone. Absent: Hazel Larpenteur, Insurance.

Call to Order: Sean called the meeting to order at 5.59 p.m.

Minutes: The minutes of the November 21, 2019 were approved. I

Treasurer's Report: (attached). Sean reported a draft budget for 2020 will be available for the January 23 , 2019 HOA meeting.

Officers Reports: (attached) Donna's Landscape/Maintenance report was distributed at the meeting.

Committees' Reports: Red Zone: The next Red Zone meeting will be in 2020.

Old Business: Following board discussion, Sean moved and Steve seconded a motion to notify homeowners the Comcast contract is being terminated and explain how this will reflect in the association's budget and dues. It was noted that Comcast may require all residents to reorder their individual service.

Adjournment

Steve moved and Sean seconded the meeting be adjourned at 6.23 p.m.

2019 Hayden Bay Condominiums Board

Board Chair and Treasurer ~ Sean Penrith
Secretary, Vice Chair, Red Zone ~ Sarah Warnick
Insurance ~ Hazel Larpenteur
Maintenance ~ Donna Hempstead
Landscaping ~ Donna Hempstead, Sally Anderson
Director and Red Zone ~ Steve Alexander

The next HOA meeting is January 23, 2020

Hayden Bay Condo Operating Profit & Loss Budget vs. Actual January through December 2019

	Jan - Dec 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3000 • Income	121,481.61	120,469.80	1,011.81	100.8%
3110 • Dues	121,481.61	120,469.80	1,011.81	100.8%
Total 3000 • Income	121,481.61	120,469.80	1,011.81	100.8%
Total Income	121,481.61	120,469.80	1,011.81	100.8%
Gross Profit	121,481.61	120,469.80	1,011.81	100.8%
Expense				
4000 • Landscaping				
4001 • Landscape Supplies Expenses	210.26	500.00	-289.74	42.1%
4010 • Landscape Contract	24,287.00	24,738.00	-451.00	98.2%
4015 • Landscape Maintenance	3,287.09	3,500.00	-212.91	93.9%
4050 • Irrigation Repairs	1,312.17	2,280.00	-967.83	57.6%
4060 • Spraying Contract	495.41	750.00	-254.59	66.1%
4070 • Tree Pruning	1,981.70	2,500.00	-518.30	79.3%
4080 • Landscape Misc	1,000.00	2,000.00	-1,000.00	50.0%
Total 4000 • Landscaping	32,573.63	36,268.00	-3,694.37	89.8%
4200 • Maintenance				
4230 • RZ Rec. Facility Maint	12,669.62	11,123.00	1,546.62	113.9%
4235 • RZ Rec. Facility Major Projects	530.16	2,077.00	-1,546.84	25.5%
4600 • HBC Property Maintenance	11,266.73	8,000.00	3,266.73	140.8%
4601 • Maintenance Supplies Expenses	55.73	500.00	-444.27	11.1%
Total 4200 • Maintenance	24,522.24	21,700.00	2,822.24	113.0%
5000 • Utilities				
5010 • Electricity	1,730.30	1,000.00	730.30	173.0%
5020 • Garbage	6,660.00	6,996.00	-336.00	95.2%
5030 • Water & Sewer	12,258.72	14,166.00	-1,907.28	86.5%
5090 • Cable TV	9,541.20	6,247.80	3,293.40	152.7%
Total 5000 • Utilities	30,190.22	28,409.80	1,780.42	106.3%
6000 • Administration				
6010 • Insurance Expense	26,297.92	25,840.00	457.92	101.8%
6051 • Bookkeeping Expenses	3,900.00	3,900.00	0.00	100.0%
6060 • Professional Fees	243.00	2,000.00	-1,757.00	12.2%
6070 • Tax Preparation	300.00	300.00	0.00	100.0%
6100 • Taxes & Licences	50.00	50.00	0.00	100.0%
6230 • Bank Charges	65.45	72.00	-6.55	90.9%
6240 • Office Supplies/Misc	50.00	480.00	-430.00	10.4%
6300 • Website	220.00	450.00	-230.00	48.9%
6500 • Contingency	295.00	1,000.00	-705.00	29.5%
Total 6000 • Administration	31,421.37	34,092.00	-2,670.63	92.2%
Total Expense	118,707.46	120,469.80	-1,762.34	98.5%
Net Ordinary Income	2,774.15	0.00	2,774.15	100.0%
Net Income	2,774.15	0.00	2,774.15	100.0%

Hayden Bay Condo

Reserve Profit & Loss Budget vs. Actual

crual Basis

December 2019

	Dec 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3000 · Income				
3150 · Reserve Contribution	21,598.00	15,757.00	5,841.00	137.1%
3820 · Bank Interest	1.73	100.00	-98.27	1.7%
Total 3000 · Income	21,599.73	15,857.00	5,742.73	136.2%
Total Income	21,599.73	15,857.00	5,742.73	136.2%
Gross Profit	21,599.73	15,857.00	5,742.73	136.2%
Expense				
4200 · Maintenance				
4625 · Property Maintenance Reserve	0.00	0.00	0.00	0.0%
Total 4200 · Maintenance	0.00	0.00	0.00	0.0%
Total Expense	0.00	0.00	0.00	0.0%
Net Ordinary Income	21,599.73	15,857.00	5,742.73	136.2%
Net Income	21,599.73	15,857.00	5,742.73	136.2%

30 PM

/09/20

crual Basis

Hayden Bay Condo Operating Profit & Loss Budget vs. Actual

December 2019

	Dec 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3000 · Income				
3110 · Dues	10,039.16	10,039.16	0.00	100.0%
Total 3000 · Income	10,039.16	10,039.16	0.00	100.0%
Total Income	10,039.16	10,039.16	0.00	100.0%
Gross Profit	10,039.16	10,039.16	0.00	100.0%
Expense				
4000 · Landscaping				
4001 · Landscape Supplies Expenses	19.97	40.00	-20.03	49.9%
4010 · Landscape Contract	2,028.00	2,061.50	-33.50	98.4%
4015 · Landscape Maintenance	30.00	291.67	-261.67	10.3%
4050 · Irrigation Repairs	60.00	190.00	-130.00	31.6%
4060 · Spraying Contract	0.00	62.50	-62.50	0.0%
4070 · Tree Pruning	0.00	208.34	-208.34	0.0%
4080 · Landscape Misc	0.00	166.67	-166.67	0.0%
Total 4000 · Landscaping	2,137.97	3,020.68	-882.71	70.8%
4200 · Maintenance				
4230 · RZ Rec. Facility Maint	817.97	926.92	-108.95	88.2%
4235 · RZ Rec. Facility Major Projects	0.00	173.09	-173.09	0.0%
4600 · HBC Property Maintenance	1,268.50	667.00	601.50	190.2%
4601 · Maintenance Supplies Expenses	0.00	40.00	-40.00	0.0%
Total 4200 · Maintenance	2,086.47	1,807.01	279.46	115.5%
5000 · Utilities				
5010 · Electricity	70.10	83.34	-13.24	84.1%
5020 · Garbage	555.00	583.00	-28.00	95.2%
5030 · Water & Sewer	626.86	1,180.50	-553.64	53.1%
5090 · Cable TV	802.94	0.00	802.94	100.0%
Total 5000 · Utilities	2,054.90	1,846.84	208.06	111.3%
6000 · Administration				
6051 · Bookkeeping Expenses	325.00	325.00	0.00	100.0%
6060 · Professional Fees	0.00	166.67	-166.67	0.0%
6230 · Bank Charges	0.00	6.00	-6.00	0.0%
6240 · Office Supplies/Misc	0.00	40.00	-40.00	0.0%
6300 · Website	0.00	37.50	-37.50	0.0%
6500 · Contingency	0.00	83.34	-83.34	0.0%
Total 6000 · Administration	325.00	658.51	-333.51	49.4%
Total Expense	6,604.34	7,333.04	-728.70	90.1%
Net Ordinary Income	3,434.82	2,706.12	728.70	126.9%
Net Income	3,434.82	2,706.12	728.70	126.9%