



Hayden Bay Condominiums

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

AGENDA

WHEN: Thursday, April 22, 2021 @ 6:00PM

WHERE: Clubhouse – Rec Room

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

1. **CALL TO ORDER AND APPROVAL OF MEETING MINUTES OF March 25, 2021** Donna Hempstead
2. **TREASURER'S REPORT:** Sally Anderson
 - a. March Financials
3. **COMMITTEE REPORTS:**
 - a. Maintenance and Reserve Donna Hempstead
 - b. Landscape Donna Hempstead & Sally Anderson
 - c. Insurance Hazel Larpenteur
 - d. Red Zone Steve Alexander & Sally Anderson
4. **OLD BUSINESS:**
 - a. Reserve Projects
5. **NEW BUSINESS:**

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 (one week earlier, Nov/Dec)

RED ZONE MEETINGS: 3RD Tuesday quarterly, 7:00pm, Rec Room



Hayden Bay Condominiums

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585 N Tomahawk Island Drive
Portland, OR 97217-7923

Website:
www.hbcondos.org

Lillian Parker, Bookkeeper
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Portland, OR 97217
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Minutes of the March 25, 2021 Hayden Bay Condominiums Monthly Board Meeting

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

Board Member Absent: n/a

Owners (Non-Board Members): n/a

Call to Order: Chair Donna Hempstead called the meeting to order at 6:00 p.m.

Minutes: The minutes of the January 28, 2021 regular meeting were approved unanimously, with no changes. Reminder: The February meeting was the Annual Meeting – minutes will be approved at the next Annual Mtg.

Treasurer's Report: Financial reports were included with the monthly meeting notice. All categories are within expected budget limits.

Committee Reports:

Maintenance Report: Attached to these Minutes.

Landscape Report: Attached to these Minutes. Due to the extreme ice storm and statewide damage, there has been a delay in getting our arborist. The 2 trees with extensive damage on our property will be trimmed of their hanging branches May 12th, or sooner if a cancellation becomes available.

Insurance: There is no new activity re: Insurance.

Red Zone: Our neighboring and umbrella Association, Hayden Bay Marina HOA, intends to build perimeter 7' fencing and gating of their property. The proposed project includes a substantial portion of the Red Zone, gating off the bayside walkway, and fence and gates on our eastern border. We (HBC) are having our Attorney review all the HBMHOA actions, procedures, and voting by their residents, which was done without HBC participation, and may have been done contrary to the HOA Declarations and Bylaws.

The Hayden Bay Condos Board voted tonight on the following questions:

*Does the Board agree to a Gated Community and perimeter fence around common properties of the Hayden Bay Marina HOA, including blocking the bayside pathway, 7' fencing in the Red Zone and 7' fencing along our Eastern border from the Riverbank to Tomahawk Island Drive? – 5 No, 0 Yes

*Does the Board agree to paying a portion of the Red Zone perimeter fence project? - 5 No, 0 Yes

*The cost for construction of the fence in just the Red Zone is in the neighborhood of \$30,000. Doe the Board agree to pay a portion of the fence that is within the Red Zone? – 5 No, 0 Yes

*Does the Board agree to allow the Homes to make an arrangement that Condos will not be charged for certain Red Zone expenses (related to the fencing), and Homes will no longer be required "to seek additional approvals from the Condo Association for the maintenance, repair, or replacement of the Red Zone fence"? – 5 No, 0 Yes

Old Business: n/a

New Business: n/a

Adjournment: The Meeting was adjourned at 6:30p.m. by unanimous consent.

The Next Meeting will be on April 22nd. Notice will be sent out.

Hayden Bay Condominiums Board:

Board Chair – Donna Hempstead (Maintenance, Landscape)

Treasurer – Sally Anderson (Landscape)

Secretary – Lori March

Hazel Larpenteur (Insurance)

Steve Alexander (Red Zone Representative)

MAINTENANCE COMMITTEE REPORT – Feb/March 2021

1. Outdoor Faucet Covers during Freeze Week – DONE
2. Algae Build Up Cleaning - DONE
3. Sidewalk Repair (West-End 4-Plex, East-End 4-Plex and #421) – IN PROGRESS
4. Replace Rotten Posts at HBC Sign – DONE
5. Clean Out Upper Back Patio at East-End (#405) potential Drip in Lower Unit – DONE
6. Clean Out Upper Back Patio Deck (#437) leak into Garage – DONE
7. Repair Roof Leak (#545) – DONE
8. Obtain Bids for Reserve Project (Roof, Garage Decks) – IN PROGRESS

LANDSCAPE COMMITTEE REPORT – Feb/March 2021

- Tree and Grounds Damage - Clean Up from Snow and Ice Storm
- Leaf Blowing; Sidewalk/Driveway Clearing
- Lawn Mowing; Clean-Up
- Hydrangeas Trimming
- Big Tree Damage Clean Up – IN PROGRESS
- Clean Up/ Bark Dust Bayside Path – Bench, Star Magnolia Areas
- Meet with Brightview Landscape Co.
- Prepare Herb Garden for Spring Planting

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Hayden Bay Condo
Balance Sheet
As of March 31, 2021

	Mar 31, 21
ASSETS	
Current Assets	
Checking/Savings	
OnPoint CCU Operating Account	65,611.63
OnPoint CCU Reserve Account	124,594.54
Total Checking/Savings	190,206.17
Accounts Receivable	
11000 · *Accounts Receivable	-18,290.69
Total Accounts Receivable	-18,290.69
Total Current Assets	171,915.48
TOTAL ASSETS	171,915.48
LIABILITIES & EQUITY	
Equity	
30000 · Opening Balance Equity	142,822.62
32000 · Unrestricted Net Assets	22,757.80
Net Income	6,335.06
Total Equity	171,915.48
TOTAL LIABILITIES & EQUITY	171,915.48

Hayden Bay Condo
Profit & Loss
January through March 2021

	Jan - Mar 21
Ordinary Income/Expense	
Income	
3000 · Income	
3001 · Carryforward for Operatons	2,688.75
3110 · Dues	27,709.08
3820 · Bank Interest	46.07
Total 3000 · Income	30,443.90
Total Income	30,443.90
Gross Profit	30,443.90
Expense	
4000 · Landscaping	
4001 · Landscape Supplies	70.45
4010 · Landscape Contract	6,393.00
4015 · Landscape Maintenance	395.97
4050 · Irrigation Repairs	96.25
Total 4000 · Landscaping	6,955.67
4200 · Maintenance	
4230 · RZ Rec. Facility Maint	2,724.80
4600 · HBC Property Maintenance	1,223.44
4601 · Maintenance Supplies	84.00
Total 4200 · Maintenance	4,032.24
5000 · Utilities	
5010 · Electricity	184.42
5020 · Garbage	1,665.00
5030 · Water & Sewer	3,264.51
Total 5000 · Utilities	5,113.93
6000 · Administration	
6010 · Insurance Expense	6,702.00
6051 · Bookkeeping Expenses	1,200.00
6100 · Taxes & Licences	50.00
6240 · Office Supplies/Misc	55.00
Total 6000 · Administration	8,007.00
Total Expense	24,108.84
Net Ordinary Income	6,335.06
Net Income	6,335.06

Hayden Bay Condo

Operating Budget vs. Actual

March 2021

	Mar 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3000 · Income				
3001 · Carryforward for Operatons	896.25	896.25	0.00	100.0%
3110 · Dues	9,236.36	9,236.36	0.00	100.0%
Total 3000 · Income	10,132.61	10,132.61	0.00	100.0%
Total Income	10,132.61	10,132.61	0.00	100.0%
Gross Profit	10,132.61	10,132.61	0.00	100.0%
Expense				
4000 · Landscaping				
4001 · Landscape Supplies	34.87	40.00	-5.13	87.2%
4010 · Landscape Contract	2,152.00	2,152.00	0.00	100.0%
4015 · Landscape Maintenance	201.25	266.66	-65.41	75.5%
4050 · Irrigation Repairs	0.00	166.00	-166.00	0.0%
4060 · Spraying Contract	0.00	62.50	-62.50	0.0%
4070 · Trees	0.00	183.33	-183.33	0.0%
4080 · Landscape Misc	0.00	166.00	-166.00	0.0%
Total 4000 · Landscaping	2,388.12	3,036.49	-648.37	78.6%
4200 · Maintenance				
4230 · RZ Rec. Facility Maint	679.21	950.00	-270.79	71.5%
4600 · HBC Property Maintenance	519.82	833.00	-313.18	62.4%
4601 · Maintenance Supplies	3.02	40.00	-36.98	7.6%
Total 4200 · Maintenance	1,202.05	1,823.00	-620.95	65.9%
5000 · Utilities				
5010 · Electricity	58.00	125.00	-67.00	46.4%
5020 · Garbage	555.00	583.00	-28.00	95.2%
5030 · Water & Sewer	641.51	1,166.00	-524.49	55.0%
Total 5000 · Utilities	1,254.51	1,874.00	-619.49	66.9%
6000 · Administration				
6010 · Insurance Expense	6,702.00	6,700.00	2.00	100.0%
6051 · Bookkeeping Expenses	400.00	400.00	0.00	100.0%
6100 · Taxes & Licences	50.00	50.00	0.00	100.0%
6240 · Office Supplies/Misc	55.00	40.00	15.00	137.5%
6300 · Website	0.00	33.33	-33.33	0.0%
6500 · Contingency	0.00	83.00	-83.00	0.0%
Total 6000 · Administration	7,207.00	7,306.33	-99.33	98.6%
Total Expense	12,051.68	14,039.82	-1,988.14	85.8%
Net Ordinary Income	-1,919.07	-3,907.21	1,988.14	49.1%
Net Income	-1,919.07	-3,907.21	1,988.14	49.1%

Hayden Bay Condo

Reserve Budget vs. Actual

March 2021

Accrual Basis

	Mar 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3000 · Income				
3150 · Reserve Contribution	0.00	0.00	0.00	0.0%
3820 · Bank Interest	15.87	20.00	-4.13	79.4%
Total 3000 · Income	15.87	20.00	-4.13	79.4%
Total Income	15.87	20.00	-4.13	79.4%
Gross Profit	15.87	20.00	-4.13	79.4%
Expense				
4200 · Maintenance				
4235 · RZ Rec. Facility Major Projects	0.00	0.00	0.00	0.0%
4625 · Property Maintenance Reserve	0.00	4,600.00	-4,600.00	0.0%
Total 4200 · Maintenance	0.00	4,600.00	-4,600.00	0.0%
Total Expense	0.00	4,600.00	-4,600.00	0.0%
Net Ordinary Income	15.87	-4,580.00	4,595.87	-0.3%
Net Income	15.87	-4,580.00	4,595.87	-0.3%