



# Hayden Bay Condominiums

585 N Tomahawk Island Drive  
Portland, OR 97217  
[www.hbcondos.org](http://www.hbcondos.org)

## AGENDA

**WHEN:** Thursday, July 28, 2022 @ 6:00PM

**WHERE:** 421 N. Tomahawk Island Dr

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

1. **CALL TO ORDER AND APPROVAL OF MEETING MINUTES OF MAY 26, 2022** Donna Hempstead
2. **TREASURER'S REPORT:** Sally Anderson
  - a. June 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. Reserve Paint Project Contract Approved
5. **NEW BUSINESS:**
  - a. Adjust Reserve Budget

### 2022 BOARD

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

### BOOKKEEPER

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

**HBC ASSOCIATION MEETINGS:** 4<sup>th</sup> Thursday of the month, 6:00pm, Clubhouse unless otherwise noted  
(one week earlier, Nov/Dec)

**Hayden Bay Condo**  
**Balance Sheet**  
As of June 30, 2022

	Jun 30, 22
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
OnPoint CCU Operating Account	44,533.05
OnPoint CCU Reserve Account	128,513.44
Total Checking/Savings	173,046.49
Accounts Receivable	
11000 · *Accounts Receivable	-19,052.74
Total Accounts Receivable	-19,052.74
Other Current Assets	
12000 · *Undeposited Funds	633.58
Total Other Current Assets	633.58
Total Current Assets	154,627.33
<b>TOTAL ASSETS</b>	<b>154,627.33</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
30000 · Opening Balance Equity	142,822.62
32000 · Unrestricted Net Assets	-24,210.15
Net Income	36,014.86
Total Equity	154,627.33
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>154,627.33</b>

# Hayden Bay Condo

## Profit & Loss

### January through June 2022

	Jan - Jun 22
Ordinary Income/Expense	
Income	
3000 · Income	
3001 · Carryforward for Operatons	20,000.00
3110 · Dues	57,450.00
3150 · Reserve Contribution	21,598.00
3820 · Bank Interest	29.52
Total 3000 · Income	99,077.52
Total Income	99,077.52
Gross Profit	99,077.52
Expense	
4000 · Landscaping	
4010 · Landscape Contract	13,403.29
4015 · Landscape Maintenance	263.93
4050 · Irrigation Repairs	624.79
4060 · Spraying Contract	544.00
4080 · Landscape Misc	251.71
4000 · Landscaping - Other	0.00
Total 4000 · Landscaping	15,087.72
4200 · Maintenance	
4230 · RZ Rec. Facility Maint	4,227.98
4600 · HBC Property Maintenance	2,025.38
4601 · Maintenance Supplies	40.96
4625 · Property Maintenance Reserve	1,072.22
Total 4200 · Maintenance	7,366.54
5000 · Utilities	
5010 · Electricity	345.78
5020 · Garbage	3,350.00
5030 · Water & Sewer	7,349.64
Total 5000 · Utilities	11,045.42
6000 · Administration	
6010 · Insurance Expense	7,722.98
6051 · Bookkeeping Expenses	2,400.00
6060 · Professional Fees	19,032.00
6070 · Tax Preperation	300.00
6100 · Taxes & Licences	50.00
6240 · Office Supplies/Misc	58.00
Total 6000 · Administration	29,562.98
Total Expense	63,062.66
Net Ordinary Income	36,014.86
Net Income	36,014.86

# Hayden Bay Condo Reserve Budget vs. Actual June 2022

Accrual Basis

	Jun 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3000 · Income				
3150 · Reserve Contribution	21,598.00	21,598.00	0.00	100.0%
3820 · Bank Interest	4.42	8.00	-3.58	55.3%
Total 3000 · Income	21,602.42	21,606.00	-3.58	100.0%
Total Income	21,602.42	21,606.00	-3.58	100.0%
Gross Profit	21,602.42	21,606.00	-3.58	100.0%
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	21,602.42	21,606.00	-3.58	100.0%
Net Income	21,602.42	21,606.00	-3.58	100.0%

# Hayden Bay Condo

## Operating Budget vs. Actual

### June 2022

	Jun 22	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
3000 · Income				
3001 · Carryforward for Operatons	3,333.35	3,333.34	0.01	100.0%
3110 · Dues	9,744.32	9,744.36	-0.04	100.0%
<b>Total 3000 · Income</b>	<b>13,077.67</b>	<b>13,077.70</b>	<b>-0.03</b>	<b>100.0%</b>
<b>Total Income</b>	<b>13,077.67</b>	<b>13,077.70</b>	<b>-0.03</b>	<b>100.0%</b>
<b>Gross Profit</b>	<b>13,077.67</b>	<b>13,077.70</b>	<b>-0.03</b>	<b>100.0%</b>
<b>Expense</b>				
4000 · Landscaping				
4001 · Landscape Supplies	0.00	40.00	-40.00	0.0%
4010 · Landscape Contract	2,272.43	2,217.00	55.43	102.5%
4015 · Landscape Maintenance	0.00	266.67	-266.67	0.0%
4050 · Irrigation Repairs	510.00	400.00	110.00	127.5%
4060 · Spraying Contract	544.00	400.00	144.00	136.0%
4080 · Landscape Misc	0.00	800.00	-800.00	0.0%
<b>Total 4000 · Landscaping</b>	<b>3,326.43</b>	<b>4,123.67</b>	<b>-797.24</b>	<b>80.7%</b>
4200 · Maintenance				
4230 · RZ Rec. Facility Maint	994.61	1,208.00	-213.39	82.3%
4600 · HBC Property Maintenance	0.00	833.33	-833.33	0.0%
4601 · Maintenance Supplies	0.00	40.00	-40.00	0.0%
<b>Total 4200 · Maintenance</b>	<b>994.61</b>	<b>2,081.33</b>	<b>-1,086.72</b>	<b>47.8%</b>
5000 · Utilities				
5010 · Electricity	58.06	126.67	-68.61	45.8%
5020 · Garbage	555.00	583.00	-28.00	95.2%
5030 · Water & Sewer	653.66	750.00	-96.34	87.2%
<b>Total 5000 · Utilities</b>	<b>1,266.72</b>	<b>1,459.67</b>	<b>-192.95</b>	<b>86.8%</b>
6000 · Administration				
6051 · Bookkeeping Expenses	400.00	400.00	0.00	100.0%
6060 · Professional Fees	0.00	1,400.00	-1,400.00	0.0%
<b>Total 6000 · Administration</b>	<b>400.00</b>	<b>1,800.00</b>	<b>-1,400.00</b>	<b>22.2%</b>
<b>Total Expense</b>	<b>5,987.76</b>	<b>9,464.67</b>	<b>-3,476.91</b>	<b>63.3%</b>
<b>Net Ordinary Income</b>	<b>7,089.91</b>	<b>3,613.03</b>	<b>3,476.88</b>	<b>196.2%</b>
<b>Net Income</b>	<b>7,089.91</b>	<b>3,613.03</b>	<b>3,476.88</b>	<b>196.2%</b>

### **MAINTENANCE COMMITTEE REPORT – July 2022**

1. Motion Sensor Lights Checked and Bulbs Replacement – ONGOING
2. Replace/Repair Back Upper Deck Railing at #507 – IN PROGRESS
3. Repair Leak into Garage at #507 – DONE
4. Repair New Up-lighting of Address Signs – IN PROGRESS
5. Meet with 3 Miller Paint recommended companies for Painting/Reserve Project – DONE

### **LANDSCAPE COMMITTEE REPORT – July 2022**

- Landscape crew are now here Thursdays instead of Fridays
- Community Herb Garden In Use
- Irrigation System – Inspected; Minor Repairs Done
- River Pump Inspection and Maintenance
- Sprayed Rhodies, Azaleas, and Dogwoods
- Certain Big Trees Trimmed by Arborists (NW Trees)
- Met with new Brightview Supervisor/Manager
- Trimmed/Cleaned East End Landscaping, Ivy Upper Bank



# Hayden Bay Condominiums

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

Website:  
[www.hbcondos.org](http://www.hbcondos.org)

Lillian Parker, Bookkeeper  
202 N. Hayden Bay Drive  
Portland, OR 97217  
[lillian@edosit.com](mailto:lillian@edosit.com)

## **Minutes of the May 26, 2022 Hayden Bay Condominiums Monthly Board Meeting**

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

**Board Member Absent:**

**Guests (Non-Board Members):**

**Call to Order:** Chair Donna Hempstead called the meeting to order at 6:07 p.m.

**Minutes:** The minutes of the April 28, 2022 regular meeting were approved unanimously.

**Treasurer's Report:** The HBC Association is on budget as expected.

**Committee Reports:**

**Landscape, Maintenance Reports:** See attached.

**Reserve Project:** We have obtained 3 bids for the Painting Project and will be choosing one soon. Painting will happen during the dry weather this summer.

**Insurance:**

**Red Zone:** The HB Condos and the HB Marina HOA are nearing a Settlement Agreement regarding the new Fence. The Condos (nor individual owners) will no longer be invoiced by the HOA for the HOA's attorney fees, and will not be paying any portion of the unauthorized fence, including maintenance.

**Old Business:**

**New Business:** The pool will reopen May 29, 2022 and there will be a community pool party and potluck bbq.

**Adjournment:** The Meeting was adjourned at 6.35p.m. by unanimous consent.

The Monthly Meeting that was scheduled for June 23 is cancelled due to travel schedules. The next Monthly Meeting will be held on July 28th. Notice will be sent out.

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## **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

## **MAINTENANCE COMMITTEE REPORT – May 2022**

1. Motion Sensor Lights Checked and Bulbs Replacement – ONGOING
2. Paint Deck Poles at #543 – DONE
3. Replace/Repair Back Upper Deck Railing and Scupper at #507 – IN PROGRESS
4. Repair Leak into Garage at #507 – DONE
5. Replace Address Signs – DONE
6. Install New Up-lighting of Address Signs – DONE
7. Meet with 3 Miller Paint recommended companies for Painting/Reserve Project – DONE

## **LANDSCAPE COMMITTEE REPORT – May 2022**

- Landscape crew are now here Thursdays instead of Fridays
- Community Herb Garden Planted
- Driveway Island Flowers and Address Sign Flowers Planted
- Irrigation System – Inspected; Minor Repairs to be Done
- River Pump Inspection and Maintenance
- Spray Contract for Rhodies, Azaleas, and Dogwoods
- Reviewed Trees Condition with Arborist