



# Hayden Bay Condominiums

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

## AGENDA

**WHEN:** Thursday, March 25, 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 JANUARY 28, 2021** Donna Hempstead
2. **TREASURER'S REPORT:** Sally Anderson
  - a. February 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](mailto:lillian@edosit.com)

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

**RED ZONE MEETINGS:** 3<sup>RD</sup> Tuesday quarterly, 7:00pm, Rec Room; next March 16 2021

Hayden Bay Condo  
Balance Sheet  
As of February 28, 2021

	Feb 28, 21
ASSETS	
Current Assets	
Checking/Savings	
OnPoint CCU Operating Account	68,915.99
OnPoint CCU Reserve Account	124,578.67
Total Checking/Savings	193,494.66
Accounts Receivable	
11000 · *Accounts Receivable	-18,779.73
Total Accounts Receivable	-18,779.73
Total Current Assets	174,714.93
TOTAL ASSETS	174,714.93
LIABILITIES & EQUITY	
Equity	
30000 · Opening Balance Equity	142,822.62
32000 · Unrestricted Net Assets	25,446.55
Net Income	6,445.76
Total Equity	174,714.93
TOTAL LIABILITIES & EQUITY	174,714.93

Hayden Bay Condo  
Profit & Loss  
January through February 2021

	Jan - Feb 21
Ordinary Income/Expense	
Income	
3000 · Income	
3110 · Dues	18,472.72
3820 · Bank Interest	30.20
Total 3000 · Income	18,502.92
Total Income	18,502.92
Gross Profit	18,502.92
Expense	
4000 · Landscaping	
4001 · Landscape Supplies	35.58
4010 · Landscape Contract	4,241.00
4015 · Landscape Maintenance	194.72
4050 · Irrigation Repairs	96.25
Total 4000 · Landscaping	4,567.55
4200 · Maintenance	
4230 · RZ Rec. Facility Maint	2,045.59
4600 · HBC Property Maintenance	703.62
4601 · Maintenance Supplies	80.98
Total 4200 · Maintenance	2,830.19
5000 · Utilities	
5010 · Electricity	126.42
5020 · Garbage	1,110.00
5030 · Water & Sewer	2,623.00
Total 5000 · Utilities	3,859.42
6000 · Administration	
6051 · Bookkeeping Expenses	800.00
Total 6000 · Administration	800.00
Total Expense	12,057.16
Net Ordinary Income	6,445.76
Net Income	6,445.76

Hayden Bay Condo  
Operating Profit & Loss Budget vs. Actual  
February 2021

	Feb 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3000 · Income				
3001 · Carryforward for Operatons	0.00	896.25	-896.25	0.0%
3110 · Dues	9,236.36	9,236.36	0.00	100.0%
Total 3000 · Income	9,236.36	10,132.61	-896.25	91.2%
Total Income	9,236.36	10,132.61	-896.25	91.2%
Gross Profit	9,236.36	10,132.61	-896.25	91.2%
Expense				
4000 · Landscaping				
4001 · Landscape Supplies	26.70	40.00	-13.30	66.8%
4010 · Landscape Contract	2,152.00	2,152.00	0.00	100.0%
4015 · Landscape Maintenance	194.72	266.66	-71.94	73.0%
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	2,373.42	3,036.49	-663.07	78.2%
4200 · Maintenance				
4230 · RZ Rec. Facility Maint	502.16	950.00	-447.84	52.9%
4600 · HBC Property Maintenance	523.16	833.00	-309.84	62.8%
4601 · Maintenance Supplies	80.98	40.00	40.98	202.5%
Total 4200 · Maintenance	1,106.30	1,823.00	-716.70	60.7%
5000 · Utilities				
5010 · Electricity	61.51	125.00	-63.49	49.2%
5020 · Garbage	555.00	583.00	-28.00	95.2%
5030 · Water & Sewer	712.79	1,166.00	-453.21	61.1%
Total 5000 · Utilities	1,329.30	1,874.00	-544.70	70.9%
6000 · Administration				
6051 · Bookkeeping Expenses	400.00	400.00	0.00	100.0%
6240 · Office Supplies/Misc	0.00	40.00	-40.00	0.0%
6300 · Website	0.00	33.33	-33.33	0.0%
6500 · Contingency	0.00	83.00	-83.00	0.0%
Total 6000 · Administration	400.00	556.33	-156.33	71.9%
Total Expense	5,209.02	7,289.82	-2,080.80	71.5%
Net Ordinary Income	4,027.34	2,842.79	1,184.55	141.7%
Net Income	4,027.34	2,842.79	1,184.55	141.7%

### **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