



# Hayden Bay Condominiums

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

## AGENDA

**WHEN:** Thursday, March 24, 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 JANUARY 27, 2022\*** 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 Hazel Larpenteur & Sally Anderson
4. **OLD BUSINESS:**
  - a. Update re: HB Marina HOA Assessment and Disputes
5. **NEW BUSINESS:**

### 2022 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 unless otherwise noted  
(one week earlier, Nov/Dec)

\*There was no February 2022 Regular Meeting due to the Annual Meeting held in February.



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Portland, OR 97217-7923

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

## **Minutes of the January 27, 2022 Hayden Bay Condominiums Monthly Board Meeting**

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

**Board Member Absent:** Steve Alexander (Director)

**Guests (Non-Board Members):** Beverly Duke Young, Paul Dicker

**Call to Order:** Chair Donna Hempstead called the meeting to order at 6:04 p.m.

**Minutes:** The minutes of the December 16, 2021 regular meeting were approved unanimously

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

**Committee Reports:**

**Maintenance Report:** See attached Report.

**Insurance:** There is no new unusual activity.

**Red Zone:**

**Old Business:** The Condos have hired a new attorney and we are working towards determining the resolution of the Master attorney's fees currently being billed individually to the Condo owners.

**New Business:** 2022 Budget was proposed and approved. New address signs have been purchased to replace the current street side signs.

**Adjournment:** The Meeting was adjourned at 6.52p.m. by unanimous consent.

The Next Meeting will be the Annual Meeting to be held on February 24th. 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

Hayden Bay Condo  
Balance Sheet  
As of February 28, 2022

	Feb 28, 22
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
OnPoint CCU Operating Account	49,048.55
OnPoint CCU Reserve Account	101,639.74
Total Checking/Savings	150,688.29
Accounts Receivable	
11000 · *Accounts Receivable	-13,075.86
Total Accounts Receivable	-13,075.86
Total Current Assets	137,612.43
<b>TOTAL ASSETS</b>	<b>137,612.43</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
30000 · Opening Balance Equity	142,822.62
32000 · Unrestricted Net Assets	-7,543.47
Net Income	2,333.28
Total Equity	137,612.43
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>137,612.43</b>

# Hayden Bay Condo

## Profit & Loss

### January through February 2022

	Jan - Feb 22
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
3000 · Income	
3001 · Carryforward for Operatons	3,333.32
3110 · Dues	18,472.72
3820 · Bank Interest	12.32
<b>Total 3000 · Income</b>	<b>21,818.36</b>
<b>Total Income</b>	<b>21,818.36</b>
<b>Gross Profit</b>	<b>21,818.36</b>
<b>Expense</b>	
4000 · Landscaping	
4010 · Landscape Contract	4,369.00
4050 · Irrigation Repairs	114.79
<b>Total 4000 · Landscaping</b>	<b>4,483.79</b>
4200 · Maintenance	
4230 · RZ Rec. Facility Maint	1,620.27
4600 · HBC Property Maintenance	996.88
4601 · Maintenance Supplies	40.96
4625 · Property Maintenance Reserve	598.72
<b>Total 4200 · Maintenance</b>	<b>3,256.83</b>
5000 · Utilities	
5010 · Electricity	118.58
5020 · Garbage	1,110.00
5030 · Water & Sewer	2,955.88
<b>Total 5000 · Utilities</b>	<b>4,184.46</b>
6000 · Administration	
6051 · Bookkeeping Expenses	800.00
6060 · Professional Fees	6,702.00
6240 · Office Supplies/Misc	58.00
<b>Total 6000 · Administration</b>	<b>7,560.00</b>
<b>Total Expense</b>	<b>19,485.08</b>
<b>Net Ordinary Income</b>	<b>2,333.28</b>
<b>Net Income</b>	<b>2,333.28</b>

# Hayden Bay Condo

## Operating Budget vs. Actual

### February 2022

	Feb 22	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
3000 · Income				
3001 · Carryforward for Operatons	1,666.66	1,666.66	0.00	100.0%
3110 · Dues	9,236.36	9,236.36	0.00	100.0%
<b>Total 3000 · Income</b>	10,903.02	10,903.02	0.00	100.0%
<b>Total Income</b>	10,903.02	10,903.02	0.00	100.0%
<b>Gross Profit</b>	10,903.02	10,903.02	0.00	100.0%
<b>Expense</b>				
4000 · Landscaping				
4001 · Landscape Supplies	0.00	40.00	-40.00	0.0%
4010 · Landscape Contract	2,217.00	2,217.00	0.00	100.0%
4015 · Landscape Maintenance	0.00	266.66	-266.66	0.0%
4050 · Irrigation Repairs	114.79	0.00	114.79	100.0%
<b>Total 4000 · Landscaping</b>	2,331.79	2,523.66	-191.87	92.4%
4200 · Maintenance				
4230 · RZ Rec. Facility Maint	685.86	1,208.00	-522.14	56.8%
4600 · HBC Property Maintenance	188.16	833.33	-645.17	22.6%
4601 · Maintenance Supplies	40.96	40.00	0.96	102.4%
<b>Total 4200 · Maintenance</b>	914.98	2,081.33	-1,166.35	44.0%
5000 · Utilities				
5010 · Electricity	57.90	126.66	-68.76	45.7%
5020 · Garbage	555.00	583.00	-28.00	95.2%
5030 · Water & Sewer	726.29	1,233.33	-507.04	58.9%
<b>Total 5000 · Utilities</b>	1,339.19	1,942.99	-603.80	68.9%
6000 · Administration				
6051 · Bookkeeping Expenses	400.00	400.00	0.00	100.0%
6060 · Professional Fees	3,702.00	1,500.00	2,202.00	246.8%
<b>Total 6000 · Administration</b>	4,102.00	1,900.00	2,202.00	215.9%
<b>Total Expense</b>	8,687.96	8,447.98	239.98	102.8%
<b>Net Ordinary Income</b>	2,215.06	2,455.04	-239.98	90.2%
<b>Net Income</b>	<b>2,215.06</b>	<b>2,455.04</b>	<b>-239.98</b>	<b>90.2%</b>

**Hayden Bay Condo**  
**Reserve Budget vs. Actual**  
**February 2022**

Accrual Basis

	Feb 22	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	3.90	8.00	-4.10	48.8%
Total 3000 · Income	3.90	8.00	-4.10	48.8%
Total Income	3.90	8.00	-4.10	48.8%
Gross Profit	3.90	8.00	-4.10	48.8%
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	3.90	8.00	-4.10	48.8%
Net Income	3.90	8.00	-4.10	48.8%

### **MAINTENANCE COMMITTEE REPORT – March 2022**

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

### **LANDSCAPE COMMITTEE REPORT – March 2022**

- Cleaned Entryways
- Leaf Blowing; Sidewalk/Driveway Clearing
- Lawn Mowing; Clean-Up
- Bayside Bank – Trim Back Willows (to be done)
- Irrigation System – Repaired