



Hayden Bay Condominiums

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

AGENDA

WHEN: Thursday, August 26, 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 JULY 22, 2021** Donna Hempstead
2. **TREASURER’S REPORT:** Sally Anderson
 - a. July 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. Update re: HB Marina HOA Border Fence Opposition
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)



Hayden Bay Condominiums

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585 N Tomahawk Island Drive
Portland, OR 97217-7923

Website:
www.hbcondos.org

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

Minutes of the July 22, 2021 Hayden Bay Condominiums Monthly Board Meeting

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

Board Member Absent: Hazel Larpenteur (Ins)

Guests (Non-Board Members): Paul Dicker

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

Minutes: The minutes of the June 24, 2021 regular meeting were approved unanimously

Treasurer's Report: Financial reports were as expected and included with the monthly meeting notice. \$8,000 currently included in the "overage" balance will be adjusted and placed into the Administration budget for CPA Financial Review, and Attorney Fees associated with the Fence Project.

Committee Reports:

Maintenance Report: See attached Report.

Landscape Report: See attached Report.

Insurance: There is no new activity re: Insurance.

Red Zone: Steve went to Tuesday's RZ meeting. The HOA is confirming that the Pools and Rec Room Rules that the Homes and Condos are using are all consistent with each other. Copies of those Rules have again been sent out to all Owners. A Homes Owner is installing cameras around the Homes neighborhood, which would include the Pool/Rec Room Area. The Homes also stated the other condo communities around the bay will not be receiving key cards for access to the path once it is gated. Due to vacation absences, there will be no Master Association Meeting until September 15, 2021.

Old Business: Reserve project – The replacement of the flat roofs above the garages on the 5 duplexes and the flat roofs above the garages of the West-End 4-plexes are almost done (duplexes) and in progress (4-Plex).

Installation of the fence project being instigated by the Homes continues. The Condos continue to argue the project is not being done in accordance with the Oregon Planned Community Act (ORS Ch. 94), land use laws, Association Declarations, and the HB Marina HOA By-laws.

New Business: 1) The new Website remains a work in progress but should be completed soon. 2) Karen Brumbaugh said there are minor cracks in the kitchen ceiling that was replaced recently (by her contractor) that she thinks could be from the work going on on the roof. Steve Alexander will follow up.

Adjournment: The Meeting was adjourned at 6:40p.m. by unanimous consent.

The Next Meeting will be on August 26th. 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 – July 2021

1. Obtain Bids for Sidewalk Repair (West-End 4-Plex, East-End 4-Plex and #421) – IN PROGRESS
2. Research re: River Bank Repair – Engineering Work – DONE
3. Cap Rail at #507 Repair/Replace – IN PROGRESS
4. Motion Sensor Lights Checked and Bulbs Replaced – CONTINUING
5. Garage Light Replacement – West End Detached Garage – TO BE DONE
6. Reserve Project – Remove/Replace Flat Roofs over Attached Garages – IN PROGRESS
7. Reserve Project – Remove/Replace Flat Roof over West-Side 4-Plex – IN PROGRESS

LANDSCAPE COMMITTEE REPORT – July 2021

- River Bank Cleared
- Bark Mulch Installed in all Beds, Roadside, Driveways, Entryways
- Leaf Blowing; Sidewalk/Driveway Clearing
- Lawn Mowing; Clean-Up
- Irrigation Repair at #543
- Irrigation System Inspected, Repaired and Adjusted
- Community Herb Garden Growing

Hayden Bay Condo
Balance Sheet
As of July 31, 2021

	Jul 31, 21
ASSETS	
Current Assets	
Checking/Savings	
OnPoint CCU Operating Account	31,381.37
OnPoint CCU Reserve Account	155,248.29
Total Checking/Savings	186,629.66
Accounts Receivable	
11000 · *Accounts Receivable	-26,433.40
Total Accounts Receivable	-26,433.40
Total Current Assets	160,196.26
TOTAL ASSETS	160,196.26
LIABILITIES & EQUITY	
Equity	
30000 · Opening Balance Equity	142,822.62
32000 · Unrestricted Net Assets	11,172.80
Net Income	6,200.84
Total Equity	160,196.26
TOTAL LIABILITIES & EQUITY	160,196.26

Hayden Bay Condo

Operating Budget vs. Actual

July 2021

	Jul 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3000 · Income				
3001 · Carryforward for Operatons	8,896.25	8,896.25	0.00	100.0%
3110 · Dues	9,236.36	9,236.36	0.00	100.0%
Total 3000 · Income	18,132.61	18,132.61	0.00	100.0%
Total Income	18,132.61	18,132.61	0.00	100.0%
Gross Profit	18,132.61	18,132.61	0.00	100.0%
Expense				
4000 · Landscaping				
4001 · Landscape Supplies	0.00	40.00	-40.00	0.0%
4010 · Landscape Contract	2,152.00	2,152.00	0.00	100.0%
4015 · Landscape Maintenance	0.00	266.67	-266.67	0.0%
4050 · Irrigation Repairs	613.42	167.00	446.42	367.3%
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	167.00	-167.00	0.0%
Total 4000 · Landscaping	2,765.42	3,038.50	-273.08	91.0%
4200 · Maintenance				
4230 · RZ Rec. Facility Maint	1,199.18	1,050.00	149.18	114.2%
4600 · HBC Property Maintenance	0.00	833.00	-833.00	0.0%
4601 · Maintenance Supplies	0.00	40.00	-40.00	0.0%
Total 4200 · Maintenance	1,199.18	1,923.00	-723.82	62.4%
5000 · Utilities				
5010 · Electricity	59.28	125.00	-65.72	47.4%
5020 · Garbage	555.00	583.00	-28.00	95.2%
5030 · Water & Sewer	1,889.80	1,167.00	722.80	161.9%
Total 5000 · Utilities	2,504.08	1,875.00	629.08	133.6%
6000 · Administration				
6010 · Insurance Expense	0.00	425.00	-425.00	0.0%
6051 · Bookkeeping Expenses	400.00	400.00	0.00	100.0%
6060 · Professional Fees	3,688.00	8,000.00	-4,312.00	46.1%
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	4,088.00	8,981.33	-4,893.33	45.5%
Total Expense	10,556.68	15,817.83	-5,261.15	66.7%
Net Ordinary Income	7,575.93	2,314.78	5,261.15	327.3%
Net Income	7,575.93	2,314.78	5,261.15	327.3%

Hayden Bay Condo

Reserve Budget vs. Actual

July 2021

Accrual Basis

	Jul 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	6.59	20.00	-13.41	33.0%
Total 3000 · Income	6.59	20.00	-13.41	33.0%
Total Income	6.59	20.00	-13.41	33.0%
Gross Profit	6.59	20.00	-13.41	33.0%
Expense				
4200 · Maintenance				
4235 · RZ Rec. Facility Major Projects	0.00	0.00	0.00	0.0%
4625 · Property Maintenance Reserve	29,850.00	4,600.00	25,250.00	648.9%
Total 4200 · Maintenance	29,850.00	4,600.00	25,250.00	648.9%
Total Expense	29,850.00	4,600.00	25,250.00	648.9%
Net Ordinary Income	-29,843.41	-4,580.00	-25,263.41	651.6%
Net Income	-29,843.41	-4,580.00	-25,263.41	651.6%

Hayden Bay Condo

Profit & Loss

January through July 2021

	Jan - Jul 21
Ordinary Income/Expense	
Income	
3000 · Income	
3001 · Carryforward for Operatons	14,273.75
3110 · Dues	64,654.52
3150 · Reserve Contribution	21,598.00
3820 · Bank Interest	68.82
Total 3000 · Income	100,595.09
Total Income	100,595.09
Gross Profit	100,595.09
Expense	
4000 · Landscaping	
4001 · Landscape Supplies	163.73
4010 · Landscape Contract	15,001.00
4015 · Landscape Maintenance	3,300.38
4050 · Irrigation Repairs	966.22
4060 · Spraying Contract	383.94
4070 · Trees	725.00
Total 4000 · Landscaping	20,540.27
4200 · Maintenance	
4230 · RZ Rec. Facility Maint	6,723.07
4600 · HBC Property Maintenance	1,544.09
4601 · Maintenance Supplies	121.92
4625 · Property Maintenance Reserve	29,850.00
Total 4200 · Maintenance	38,239.08
5000 · Utilities	
5010 · Electricity	423.72
5020 · Garbage	3,885.00
5030 · Water & Sewer	8,485.68
Total 5000 · Utilities	12,794.40
6000 · Administration	
6010 · Insurance Expense	7,127.00
6051 · Bookkeeping Expenses	2,800.00
6060 · Professional Fees	12,488.50
6070 · Tax Preperation	300.00
6100 · Taxes & Licences	50.00
6240 · Office Supplies/Misc	55.00
Total 6000 · Administration	22,820.50
Total Expense	94,394.25
Net Ordinary Income	6,200.84
Net Income	6,200.84

MAINTENANCE COMMITTEE REPORT – August 2021

1. Obtain Bids for Sidewalk Repair (West-End 4-Plex, East-End 4-Plex and #421) – IN PROGRESS
2. Research re: River Bank Repair – Engineering Work – DONE
3. Cap Rail at #507 Repair/Replace – IN PROGRESS -
4. Motion Sensor Lights Checked and Bulbs Replaced – CONTINUING
5. Garage Light Replacement – West End Detached Garage – IN PROGRESS
6. Reserve Project – Remove/Replace Flat Roofs over Attached Garages – IN PROGRESS
7. Reserve Project – Remove/Replace Flat Roof over West-Side 4-Plex – DONE

LANDSCAPE COMMITTEE REPORT – August 2021

- East Side Corner Area – Weeded and Trimmed
- Star Magnolias – Need Trimming
- Dead Pine Driveway Side – To be removed
- Leaf Blowing; Sidewalk/Driveway Clearing
- Lawn Mowing; Clean-Up
- Community Herb Garden Growing