



# Hayden Bay Condominiums

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

## **AGENDA**

**WHEN:** Thursday, July 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 JUNE 24, 2021** 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 Steve Alexander & Sally Anderson
4. **OLD BUSINESS:**
  - a. Update re: HB Marina HOA Border Fence
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)



# Hayden Bay Condominiums

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585 N Tomahawk Island Drive  
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 June 24, 2021 Hayden Bay Condominiums Monthly Board Meeting**

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

**Board Member Absent:** N/A

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

**Call to Order:** Chair Donna Hempstead called the meeting to order at 6:05 p.m.

**Minutes:** The minutes of the May 27, 2021 regular meeting were approved unanimously, with 1 minor correction.

**Treasurer's Report:** Financial reports were included with the monthly meeting notice. With the exception of the unexpected tree repair expenses due to the last large storm, all categories are within expected budget limits

### **Committee Reports:**

**Maintenance Report:** See attached Report.

**Landscape Report:** See attached Report.

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

**Red Zone:** Objections to the fence project undertaken by the HB Marina-HOA were submitted to the record of the June 3, 2021 meeting by RZ representatives Steve Alexander and Sally Anderson. Objections included: lack of authority of the HB Marina HOA to change the character of the Planned Community by dividing it in two, lack of permits, not following the Declarations/Bylaws or the Oregon State law (PCA), and erecting a Border Fence creating barriers instead of Open Space as required by the governing documents.

**Old Business:** Reserve project – Starting in July, the flat roofs above the garages on the 5 duplexes and the flat roofs above the garages of the West-End 4-plexes will also be replaced. Notice will be given to affected owners for preparation.

**New Business:** Installation of the fence project being instigated by the Homes has started. 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, by-laws, etc.. The Condo Association Attorney from the law firm Barker-Martin is conversing with the HB Marina-HOA attorney to see if a resolution is possible.

**Adjournment:** The Meeting was adjourned at 6:58p.m. by unanimous consent.

The Next Meeting will be on July 22nd. 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)

Steve Alexander (Red Zone Representative)

## Hayden Bay Condo

## Balance Sheet

As of June 30, 2021

	Jun 30, 21
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
OnPoint CCU Operating Account	62,550.91
OnPoint CCU Reserve Account	155,241.70
Total Checking/Savings	217,792.61
Accounts Receivable	
11000 · *Accounts Receivable	-26,432.62
Total Accounts Receivable	-26,432.62
Total Current Assets	191,359.99
<b>TOTAL ASSETS</b>	<b>191,359.99</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
30000 · Opening Balance Equity	142,822.62
32000 · Unrestricted Net Assets	20,069.05
Net Income	28,468.32
Total Equity	191,359.99
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>191,359.99</b>

# Hayden Bay Condo

## Operating & Reserve Budget vs. Actual-Fiscal Year

### January through December 2021

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>3000 · Income</b>				
3001 · Carryforward for Operatons	6,273.75	10,755.00	-4,481.25	58.3%
3110 · Dues	55,418.16	110,836.32	-55,418.16	50.0%
3150 · Reserve Contribution	21,598.00	41,031.00	-19,433.00	52.6%
3820 · Bank Interest	62.23	240.00	-177.77	25.9%
<b>Total 3000 · Income</b>	<b>83,352.14</b>	<b>162,862.32</b>	<b>-79,510.18</b>	<b>51.2%</b>
<b>Total Income</b>	<b>83,352.14</b>	<b>162,862.32</b>	<b>-79,510.18</b>	<b>51.2%</b>
<b>Gross Profit</b>	<b>83,352.14</b>	<b>162,862.32</b>	<b>-79,510.18</b>	<b>51.2%</b>
<b>Expense</b>				
<b>4000 · Landscaping</b>				
4001 · Landscape Supplies	163.73	480.00	-316.27	34.1%
4010 · Landscape Contract	12,849.00	25,761.00	-12,912.00	49.9%
4015 · Landscape Maintenance	3,300.38	3,200.00	100.38	103.1%
4050 · Irrigation Repairs	352.80	2,000.00	-1,647.20	17.6%
4060 · Spraying Contract	383.94	750.00	-366.06	51.2%
4070 · Trees	725.00	2,200.00	-1,475.00	33.0%
4080 · Landscape Misc	0.00	2,000.00	-2,000.00	0.0%
<b>Total 4000 · Landscaping</b>	<b>17,774.85</b>	<b>36,391.00</b>	<b>-18,616.15</b>	<b>48.8%</b>
<b>4200 · Maintenance</b>				
4230 · RZ Rec. Facility Maint	5,523.89	12,670.00	-7,146.11	43.6%
4235 · RZ Rec. Facility Major Projects	0.00	0.00	0.00	0.0%
4600 · HBC Property Maintenance	1,544.09	10,000.00	-8,455.91	15.4%
4601 · Maintenance Supplies	121.92	480.00	-358.08	25.4%
4625 · Property Maintenance Reserve	0.00	55,200.00	-55,200.00	0.0%
4200 · Maintenance - Other	0.00			
<b>Total 4200 · Maintenance</b>	<b>7,189.90</b>	<b>78,350.00</b>	<b>-71,160.10</b>	<b>9.2%</b>
<b>5000 · Utilities</b>				
5010 · Electricity	364.44	1,500.00	-1,135.56	24.3%
5020 · Garbage	3,330.00	6,996.00	-3,666.00	47.6%
5030 · Water & Sewer	6,595.88	14,000.00	-7,404.12	47.1%
<b>Total 5000 · Utilities</b>	<b>10,290.32</b>	<b>22,496.00</b>	<b>-12,205.68</b>	<b>45.7%</b>
<b>6000 · Administration</b>				
6010 · Insurance Expense	7,127.00	28,100.00	-20,973.00	25.4%
6051 · Bookkeeping Expenses	2,400.00	4,800.00	-2,400.00	50.0%
6060 · Professional Fees	8,800.50	5,000.00	3,800.50	176.0%
6070 · Tax Preperation	300.00	300.00	0.00	100.0%
6100 · Taxes & Licences	50.00	50.00	0.00	100.0%
6230 · Bank Charges	0.00	0.00	0.00	0.0%
6240 · Office Supplies/Misc	55.00	480.00	-425.00	11.5%

**Hayden Bay Condo**  
**Operating & Reserve Budget vs. Actual-Fiscal Year**  
**January through December 2021**

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
6300 · Website	0.00	400.00	-400.00	0.0%
6500 · Contingency	0.00	1,000.00	-1,000.00	0.0%
Total 6000 · Administration	18,732.50	40,130.00	-21,397.50	46.7%
Total Expense	53,987.57	177,367.00	-123,379.43	30.4%
Net Ordinary Income	29,364.57	-14,504.68	43,869.25	-202.4%
Net Income	<b>29,364.57</b>	<b>-14,504.68</b>	<b>43,869.25</b>	<b>-202.4%</b>

# Hayden Bay Condo

## Operating Budget vs. Actual

### June 2021

	Jun 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
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%
<b>Total 3000 · Income</b>	<b>10,132.61</b>	<b>10,132.61</b>	<b>0.00</b>	<b>100.0%</b>
<b>Total Income</b>	<b>10,132.61</b>	<b>10,132.61</b>	<b>0.00</b>	<b>100.0%</b>
<b>Gross Profit</b>	<b>10,132.61</b>	<b>10,132.61</b>	<b>0.00</b>	<b>100.0%</b>
<b>Expense</b>				
4000 · Landscaping				
4001 · Landscape Supplies	0.00	40.00	-40.00	0.0%
4010 · Landscape Contract	2,152.00	2,152.00	0.00	100.0%
4015 · Landscape Maintenance	2,170.00	266.67	1,903.33	813.7%
4050 · Irrigation Repairs	256.55	167.00	89.55	153.6%
4060 · Spraying Contract	383.94	62.50	321.44	614.3%
4070 · Trees	0.00	183.33	-183.33	0.0%
4080 · Landscape Misc	0.00	167.00	-167.00	0.0%
<b>Total 4000 · Landscaping</b>	<b>4,962.49</b>	<b>3,038.50</b>	<b>1,923.99</b>	<b>163.3%</b>
4200 · Maintenance				
4230 · RZ Rec. Facility Maint	1,254.19	1,050.00	204.19	119.4%
4600 · HBC Property Maintenance	311.90	833.00	-521.10	37.4%
4601 · Maintenance Supplies	0.00	40.00	-40.00	0.0%
<b>Total 4200 · Maintenance</b>	<b>1,566.09</b>	<b>1,923.00</b>	<b>-356.91</b>	<b>81.4%</b>
5000 · Utilities				
5010 · Electricity	61.31	125.00	-63.69	49.0%
5020 · Garbage	555.00	583.00	-28.00	95.2%
5030 · Water & Sewer	712.79	1,167.00	-454.21	61.1%
<b>Total 5000 · Utilities</b>	<b>1,329.10</b>	<b>1,875.00</b>	<b>-545.90</b>	<b>70.9%</b>
6000 · Administration				
6051 · Bookkeeping Expenses	400.00	400.00	0.00	100.0%
6060 · Professional Fees	2,118.00	0.00	2,118.00	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%
<b>Total 6000 · Administration</b>	<b>2,518.00</b>	<b>556.33</b>	<b>1,961.67</b>	<b>452.6%</b>
<b>Total Expense</b>	<b>10,375.68</b>	<b>7,392.83</b>	<b>2,982.85</b>	<b>140.3%</b>
<b>Net Ordinary Income</b>	<b>-243.07</b>	<b>2,739.78</b>	<b>-2,982.85</b>	<b>-8.9%</b>
<b>Net Income</b>	<b>-243.07</b>	<b>2,739.78</b>	<b>-2,982.85</b>	<b>-8.9%</b>

# Hayden Bay Condo

## Profit & Loss

### January through June 2021

	Jan - Jun 21
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
3000 · Income	
3001 · Carryforward for Operatons	5,377.50
3110 · Dues	55,418.16
3150 · Reserve Contribution	21,598.00
3820 · Bank Interest	62.23
<b>Total 3000 · Income</b>	<b>82,455.89</b>
<b>Total Income</b>	<b>82,455.89</b>
<b>Gross Profit</b>	<b>82,455.89</b>
<b>Expense</b>	
4000 · Landscaping	
4001 · Landscape Supplies	163.73
4010 · Landscape Contract	12,849.00
4015 · Landscape Maintenance	3,300.38
4050 · Irrigation Repairs	352.80
4060 · Spraying Contract	383.94
4070 · Trees	725.00
<b>Total 4000 · Landscaping</b>	<b>17,774.85</b>
4200 · Maintenance	
4230 · RZ Rec. Facility Maint	5,523.89
4600 · HBC Property Maintenance	1,544.09
4601 · Maintenance Supplies	121.92
<b>Total 4200 · Maintenance</b>	<b>7,189.90</b>
5000 · Utilities	
5010 · Electricity	364.44
5020 · Garbage	3,330.00
5030 · Water & Sewer	6,595.88
<b>Total 5000 · Utilities</b>	<b>10,290.32</b>
6000 · Administration	
6010 · Insurance Expense	7,127.00
6051 · Bookkeeping Expenses	2,400.00
6060 · Professional Fees	8,800.50
6070 · Tax Preperation	300.00
6100 · Taxes & Licences	50.00
6240 · Office Supplies/Misc	55.00
<b>Total 6000 · Administration</b>	<b>18,732.50</b>
<b>Total Expense</b>	<b>53,987.57</b>
<b>Net Ordinary Income</b>	<b>28,468.32</b>
<b>Net Income</b>	<b>28,468.32</b>

### **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