



Hayden Bay Condominiums

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

AGENDA

WHEN: Thursday, November 18, 2021 @ 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 OCTOBER 28, 2021** Donna Hempstead
2. **TREASURER’S REPORT:** Sally Anderson
 - a. October 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 Border Fence Opposition
5. **NEW BUSINESS:** Exploratory Committee regarding Red Zone

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



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Portland, OR 97217-7923

Website:
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Minutes of the October 28, 2021 Hayden Bay Condominiums Monthly Board Meeting

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

Board Member Absent: None

Guests (Non-Board Members): Sean Penrith (via phone).

Call to Order: Chair Donna Hempstead called the meeting to order at 6:01 p.m.

Minutes: The minutes of the August 26, 2021 regular meeting were approved unanimously (no September Meeting).

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

Committee Reports:

Maintenance Report: See attached Report. Roofs and Gutters will be cleaned after all leaves have fallen.

Landscape Report: See attached Report. Residents should clean out leaves from downspouts on upper decks, if and only if it can be done safely.

Insurance: There is no new activity re: Insurance.

Red Zone: Sean Penrith (along with Hazel Larpenteur and Sally Anderson) attended a Special Meeting ordered by HB Marina-HOA on October 20, 2021. The Condos are compliant with all rules, approved assessments, dues, bylaws and governing documents. The Master Association wants to review "ten years worth" of charges but have not produced a basis for such a review. Given the continuing hostilities, Sean presented the HB Condo Board with the idea of exploring options for separating the "Master Association [HB Marina-HOA]" from the HB Condo Association, while maintaining the option for Condo residents to utilize the pool and amenities. Dissolution of the Master Association would be necessary. All Condo units are members of the Master Association and co-owners of the Red Zone. A vote of 80% (percentage to be verified) would be needed from each of the "Houses" side and the "Condos" side. Sean will follow up with more detail for Board consideration of formation of an Exploratory Committee.

Old Business:

New Business: In an effort to replace old/damaged address signs, a new address sign was temporarily installed for approval at Units #419/421. After an uplight is placed as a model, the Board will consider replacements.

Adjournment: The Meeting was adjourned at 6:45p.m. by unanimous consent.

The Next Meeting will be on November 18th. 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)

Sally Anderson, Hazel Larpenteur - Red Zone Representative

Hayden Bay Condo
Balance Sheet
As of October 31, 2021

	Oct 31, 21
ASSETS	
Current Assets	
Checking/Savings	
OnPoint CCU Operating Account	58,875.32
OnPoint CCU Reserve Account	95,562.21
Total Checking/Savings	154,437.53
Accounts Receivable	
11000 · *Accounts Receivable	-26,435.74
Total Accounts Receivable	-26,435.74
Other Current Assets	
12000 · *Undeposited Funds	917.14
Total Other Current Assets	917.14
Total Current Assets	128,918.93
TOTAL ASSETS	128,918.93
LIABILITIES & EQUITY	
Equity	
30000 · Opening Balance Equity	142,822.62
32000 · Unrestricted Net Assets	8,484.05
Net Income	-22,387.74
Total Equity	128,918.93
TOTAL LIABILITIES & EQUITY	128,918.93

Hayden Bay Condo

Profit & Loss

October 2021

	Oct 21
Ordinary Income/Expense	
Income	
3000 · Income	
3001 · Carryforward for Operatons	896.25
3110 · Dues	9,236.36
3820 · Bank Interest	4.06
Total 3000 · Income	10,136.67
Total Income	10,136.67
Gross Profit	10,136.67
Expense	
4000 · Landscaping	
4010 · Landscape Contract	2,152.00
4050 · Irrigation Repairs	112.67
Total 4000 · Landscaping	2,264.67
4200 · Maintenance	
4230 · RZ Rec. Facility Maint	2,318.97
4600 · HBC Property Maintenance	1,423.00
Total 4200 · Maintenance	3,741.97
5000 · Utilities	
5010 · Electricity	859.96
5020 · Garbage	555.00
5030 · Water & Sewer	2,601.78
Total 5000 · Utilities	4,016.74
6000 · Administration	
6051 · Bookkeeping Expenses	400.00
6060 · Professional Fees	244.50
Total 6000 · Administration	644.50
Total Expense	10,667.88
Net Ordinary Income	-531.21
Net Income	-531.21

Hayden Bay Condo

Profit & Loss

January through October 2021

	Jan - Oct 21
Ordinary Income/Expense	
Income	
3000 · Income	
3001 · Carryforward for Operatons	16,962.50
3110 · Dues	92,363.60
3150 · Reserve Contribution	21,598.00
3820 · Bank Interest	82.74
Total 3000 · Income	131,006.84
Total Income	131,006.84
Gross Profit	131,006.84
Expense	
4000 · Landscaping	
4001 · Landscape Supplies	217.37
4010 · Landscape Contract	21,457.00
4015 · Landscape Maintenance	2,679.13
4050 · Irrigation Repairs	1,355.83
4060 · Spraying Contract	383.94
4070 · Trees	882.50
4080 · Landscape Misc	1,286.96
Total 4000 · Landscaping	28,262.73
4200 · Maintenance	
4230 · RZ Rec. Facility Maint	11,288.26
4600 · HBC Property Maintenance	3,130.84
4601 · Maintenance Supplies	121.92
4625 · Property Maintenance Reserve	59,700.00
Total 4200 · Maintenance	74,241.02
5000 · Utilities	
5010 · Electricity	1,408.91
5020 · Garbage	5,550.00
5030 · Water & Sewer	12,700.96
Total 5000 · Utilities	19,659.87
6000 · Administration	
6010 · Insurance Expense	13,829.00
6051 · Bookkeeping Expenses	4,000.00
6060 · Professional Fees	12,901.00
6070 · Tax Preperation	300.00
6100 · Taxes & Licences	50.00
6240 · Office Supplies/Misc	55.00
6300 · Website	95.96
Total 6000 · Administration	31,230.96
Total Expense	153,394.58
Net Ordinary Income	-22,387.74
Net Income	-22,387.74

Hayden Bay Condo

Operating & Reserve Budget vs. Actual-Fiscal Year

January through December 2021

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3000 · Income				
3001 · Carryforward for Operatons	16,962.50	18,755.00	-1,792.50	90.4%
3110 · Dues	92,363.60	110,836.32	-18,472.72	83.3%
3150 · Reserve Contribution	21,598.00	41,031.00	-19,433.00	52.6%
3820 · Bank Interest	82.74	240.00	-157.26	34.5%
Total 3000 · Income	131,006.84	170,862.32	-39,855.48	76.7%
Total Income	131,006.84	170,862.32	-39,855.48	76.7%
Gross Profit	131,006.84	170,862.32	-39,855.48	76.7%
Expense				
4000 · Landscaping				
4001 · Landscape Supplies	217.37	480.00	-262.63	45.3%
4010 · Landscape Contract	21,457.00	25,761.00	-4,304.00	83.3%
4015 · Landscape Maintenance	2,679.13	3,200.00	-520.87	83.7%
4050 · Irrigation Repairs	1,355.83	2,000.00	-644.17	67.8%
4060 · Spraying Contract	383.94	750.00	-366.06	51.2%
4070 · Trees	882.50	2,200.00	-1,317.50	40.1%
4080 · Landscape Misc	1,286.96	2,000.00	-713.04	64.3%
Total 4000 · Landscaping	28,262.73	36,391.00	-8,128.27	77.7%
4200 · Maintenance				
4230 · RZ Rec. Facility Maint	11,288.26	12,670.00	-1,381.74	89.1%
4235 · RZ Rec. Facility Major Projects	0.00	0.00	0.00	0.0%
4600 · HBC Property Maintenance	3,130.84	10,000.00	-6,869.16	31.3%
4601 · Maintenance Supplies	121.92	480.00	-358.08	25.4%
4625 · Property Maintenance Reserve	59,700.00	55,200.00	4,500.00	108.2%
4200 · Maintenance - Other	0.00			
Total 4200 · Maintenance	74,241.02	78,350.00	-4,108.98	94.8%
5000 · Utilities				
5010 · Electricity	1,408.91	1,500.00	-91.09	93.9%
5020 · Garbage	5,550.00	6,996.00	-1,446.00	79.3%
5030 · Water & Sewer	12,700.96	14,000.00	-1,299.04	90.7%
Total 5000 · Utilities	19,659.87	22,496.00	-2,836.13	87.4%
6000 · Administration				
6010 · Insurance Expense	13,829.00	28,100.00	-14,271.00	49.2%
6051 · Bookkeeping Expenses	4,000.00	4,800.00	-800.00	83.3%
6060 · Professional Fees	12,901.00	13,000.00	-99.00	99.2%
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	95.96	400.00	-304.04	24.0%
6500 · Contingency	0.00	1,000.00	-1,000.00	0.0%
Total 6000 · Administration	31,230.96	48,130.00	-16,899.04	64.9%
Total Expense	153,394.58	185,367.00	-31,972.42	82.8%
Net Ordinary Income	-22,387.74	-14,504.68	-7,883.06	154.3%
Net Income	-22,387.74	-14,504.68	-7,883.06	154.3%

MAINTENANCE COMMITTEE REPORT – October 2021

1. Cap Rail at #507 Repair/Replace – IN PROGRESS -
2. Motion Sensor Lights Checked and Bulbs Replacement – CONTINUING
3. Renew Address Sign #419/#421 - DONE
4. Garage Light Replacement – West End Detached Garage – IN PROGRESS
5. Reserve Project – Remove/Replace Flat Roofs over Attached Garages – DONE
6. Reserve Project – Remove/Replace Flat Roof over West-Side 4-Plex – DONE
7. Repair Hole in Fence at West End - DONE

LANDSCAPE COMMITTEE REPORT – October 2021

- Star Magnolias – Trimmed
- Dead Pine Driveway Side – Removed
- Leaf Blowing; Sidewalk/Driveway Clearing
- Lawn Mowing; Clean-Up
- Community Herb Garden – Winterize
- Bayside Bank – Needs Trimming
- Irrigation System - Winterize