



Hayden Bay Condominiums

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

AGENDA

WHEN: Thursday, October 28, 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 AUGUST 26, 2021** Donna Hempstead
2. **TREASURER’S REPORT:** Sally Anderson
 - a. September 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:**

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)



Hayden Bay Condominiums

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Portland, OR 97217-7923

Website:
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Minutes of the August 26, 2021 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

Owners &/or Guests: Paul Dicker, Beverly Duke-Young, Jan Dimick, Vicki Blunt

Call to Order: Chair Donna Hempstead called the meeting to order at 6:02 p.m.

Minutes: The minutes of the July 22, 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.

Landscape Report: See attached Report.

Insurance: There is no new activity re: Insurance.

Red Zone: Steve communicated to Donna that nothing new to report with the Red Zone. The gates to the Homes fencing have arrived and should be installed next week. There is still research being done in regards to environmental and flood issues. The Condos continue to argue against the fence. The Condos will soon be receiving access fobs.

Old Business: Reserve project – 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. A flashing project is the last thing to be completed.

New Business: N/A

Adjournment: The Meeting was adjourned at 6:17p.m. by unanimous consent.

The Next Meeting September 23rd. 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)

Hayden Bay Condo
Balance Sheet
As of September 30, 2021

	Sep 30, 21
ASSETS	
Current Assets	
Checking/Savings	
OnPoint CCU Operating Account	61,223.20
OnPoint CCU Reserve Account	95,558.15
Total Checking/Savings	156,781.35
Accounts Receivable	
11000 · *Accounts Receivable	-26,434.96
Total Accounts Receivable	-26,434.96
Total Current Assets	130,346.39
TOTAL ASSETS	130,346.39
LIABILITIES & EQUITY	
Equity	
30000 · Opening Balance Equity	142,822.62
32000 · Unrestricted Net Assets	9,380.30
Net Income	-21,856.53
Total Equity	130,346.39
TOTAL LIABILITIES & EQUITY	130,346.39

Hayden Bay Condo

Operating Budget vs. Actual

September 2021

	Sep 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
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%
Total 3000 · Income	10,132.61	10,132.61	0.00	100.0%
Total Income	10,132.61	10,132.61	0.00	100.0%
Gross Profit	10,132.61	10,132.61	0.00	100.0%
Expense				
4000 · Landscaping				
4001 · Landscape Supplies	23.64	40.00	-16.36	59.1%
4010 · Landscape Contract	2,152.00	2,152.00	0.00	100.0%
4015 · Landscape Maintenance	376.25	266.67	109.58	141.1%
4050 · Irrigation Repairs	276.94	167.00	109.94	165.8%
4060 · Spraying Contract	0.00	62.50	-62.50	0.0%
4070 · Trees	0.00	183.34	-183.34	0.0%
4080 · Landscape Misc	215.00	167.00	48.00	128.7%
Total 4000 · Landscaping	3,043.83	3,038.51	5.32	100.2%
4200 · Maintenance				
4230 · RZ Rec. Facility Maint	1,105.38	950.00	155.38	116.4%
4600 · HBC Property Maintenance	163.75	834.00	-670.25	19.6%
4601 · Maintenance Supplies	0.00	40.00	-40.00	0.0%
Total 4200 · Maintenance	1,269.13	1,824.00	-554.87	69.6%
5000 · Utilities				
5010 · Electricity	65.73	125.00	-59.27	52.6%
5020 · Garbage	555.00	583.00	-28.00	95.2%
5030 · Water & Sewer	798.92	1,167.00	-368.08	68.5%
Total 5000 · Utilities	1,419.65	1,875.00	-455.35	75.7%
6000 · Administration				
6010 · Insurance Expense	6,702.00	6,700.00	2.00	100.0%
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	95.96	33.34	62.62	287.8%
6500 · Contingency	0.00	84.00	-84.00	0.0%
Total 6000 · Administration	7,197.96	7,257.34	-59.38	99.2%
Total Expense	12,930.57	13,994.85	-1,064.28	92.4%
Net Ordinary Income	-2,797.96	-3,862.24	1,064.28	72.4%
Net Income	-2,797.96	-3,862.24	1,064.28	72.4%

Hayden Bay Condo

Profit & Loss

January through September 2021

	Jan - Sep 21
Ordinary Income/Expense	
Income	
3000 · Income	
3001 · Carryforward for Operatons	16,066.25
3110 · Dues	83,127.24
3150 · Reserve Contribution	21,598.00
3820 · Bank Interest	78.68
Total 3000 · Income	120,870.17
Total Income	120,870.17
Gross Profit	120,870.17
Expense	
4000 · Landscaping	
4001 · Landscape Supplies	217.37
4010 · Landscape Contract	19,305.00
4015 · Landscape Maintenance	2,679.13
4050 · Irrigation Repairs	1,243.16
4060 · Spraying Contract	383.94
4070 · Trees	882.50
4080 · Landscape Misc	1,286.96
Total 4000 · Landscaping	25,998.06
4200 · Maintenance	
4230 · RZ Rec. Facility Maint	8,969.29
4600 · HBC Property Maintenance	1,707.84
4601 · Maintenance Supplies	121.92
4625 · Property Maintenance Reserve	59,700.00
4200 · Maintenance - Other	0.00
Total 4200 · Maintenance	70,499.05
5000 · Utilities	
5010 · Electricity	548.95
5020 · Garbage	4,995.00
5030 · Water & Sewer	10,099.18
Total 5000 · Utilities	15,643.13
6000 · Administration	
6010 · Insurance Expense	13,829.00
6051 · Bookkeeping Expenses	3,600.00
6060 · Professional Fees	12,656.50
6070 · Tax Preparation	300.00
6100 · Taxes & Licences	50.00
6240 · Office Supplies/Misc	55.00
6300 · Website	95.96
Total 6000 · Administration	30,586.46
Total Expense	142,726.70
Net Ordinary Income	-21,856.53
Net Income	-21,856.53

Hayden Bay Condo

Profit & Loss

September 2021

	Sep 21
Ordinary Income/Expense	
Income	
3000 · Income	
3001 · Carryforward for Operatons	896.25
3110 · Dues	9,236.36
3820 · Bank Interest	4.25
Total 3000 · Income	10,136.86
Total Income	10,136.86
Gross Profit	10,136.86
Expense	
4000 · Landscaping	
4001 · Landscape Supplies	23.64
4010 · Landscape Contract	2,152.00
4015 · Landscape Maintenance	376.25
4050 · Irrigation Repairs	276.94
4080 · Landscape Misc	215.00
Total 4000 · Landscaping	3,043.83
4200 · Maintenance	
4230 · RZ Rec. Facility Maint	1,105.38
4600 · HBC Property Maintenance	163.75
Total 4200 · Maintenance	1,269.13
5000 · Utilities	
5010 · Electricity	65.73
5020 · Garbage	555.00
5030 · Water & Sewer	798.92
Total 5000 · Utilities	1,419.65
6000 · Administration	
6010 · Insurance Expense	6,702.00
6051 · Bookkeeping Expenses	400.00
6300 · Website	95.96
Total 6000 · Administration	7,197.96
Total Expense	12,930.57
Net Ordinary Income	-2,793.71
Net Income	-2,793.71

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