



TDA REGULAR MONTHLY BOARD MEETING

May 2026 Minutes – **DRAFT**

Held on ZOOM

CALL TO ORDER:

President Peter Bairey called the Meeting to order at 6:00 PM on Tuesday, May 26, 2026.

ROLL CALL AND QUORUM:

Board members present: Peter Bairey, Liz Munnely, Tom O'Connor, and Gigi Bustin. Bill Mascott was absent. A quorum was confirmed.

Members in attendance: Steph Bairey, Steve Bustin, Tom Gentry, Victoria Grace, Ilene Kaplan, Connie & Greg Korn, Eric Keebler, Debra & Russ Menenburg, Del Nordquist, Mike Patterson, Janice Solemeno

Approval of Minutes: April 2026 Minutes were approved by unanimous consent.

Proof of Notice: The meeting agenda was distributed to membership on Monday, May 19, 2026. A reminder was sent on the afternoon of the meeting.

MEMBERSHIP FORUM:

Tom Gentry addressed the Board regarding the garage waiting list. As the first-priority Oregon-resident applicant, Mr. Gentry inquired about the status and timeline of two potentially available garages and asked whether the Board intends to enforce the annual resident notification requirement under the garage rules. The Board received the comments and will follow up.

PRESIDENT'S REPORT:

Peter Bairey addressed a written communication received from a member that contained abusive language. The President reminded membership that abusive communications directed at any volunteer are unacceptable, are a detriment to volunteer recruitment, and that all parties are bound by the bylaws and the formal enforcement policy.

SECRETARY'S REPORT:

Liz Munnely reminded membership that the Annual Meeting is scheduled for Saturday, June 6, 2026 at 1:00 PM at Oxford Suites.

Liz also noted that a brown, Rexton-brand hearing aid was found at the bottom of the ramp and has been posted on the bulletin board and the website. Members who may have lost a hearing aid are encouraged to contact the Board.

TREASURER'S REPORT:

Tom O'Connor presented the FY26 Period 10 financial report (through April 30, 2026). The financial report will be attached to these minutes.

The Treasurer noted significant maintenance expenditures in April, with additional expenditures in May not yet reflected in the report. The maintenance and repair budget is running over budget. Notable unusual line items include electrical and mechanical work, West End flotation repairs, and internet/website expenses associated with the new TDA website.

The checking account balance was approximately \$7,000 at the end of April. The reserve money market account APR has increased to 2.39% and will reach 3% after a full month, following the Treasurer's conversation with KeyBank. Interest earned during the period was \$461.23, on track to meet the annual interest target.

The Treasurer advised the Board that the May reserve contribution of \$15,000 will not be made, and that \$10,000 was pulled back from reserves to cover the final FY26 property tax payment. The annual reserve transfer goal of \$130,192 is not expected to be met; the Treasurer's preliminary estimate is a shortfall of approximately \$10,000, with reserves reaching roughly \$120,000 by year-end.

In response to a Board question about whether recent flotation and electrical expenses should have been classified as reserve expenditures rather than operating, Peter explained that reserves are designated for large capital projects and major system replacements. Routine maintenance, including as-needed flotation work, is an operating expense. The Treasurer acknowledged that the distinction can be subjective and noted that the practical money flow has resulted in reserves functionally absorbing some of the maintenance overruns.

COMMITTEE REPORTS:

Committee reports submitted in writing will be attached to these meeting minutes.

Maintenance Committee Report – Presented by Interim Maintenance Chair, Mike Patterson

A water main break resulted in approximately 12 hours without water. A temporary repair is in place, but a permanent solution is needed; the pipe is rubbing against a piling (same location as a similar break in 2025). The gas line is in close proximity, adding urgency to the permanent repair.

An additional sewer lift station bid was received at approximately \$39,000 for the tank and plumbing only, providing another data point for the Board's evaluation.

Investigation of stray electrical current in the water at finger #1 is ongoing. The current appears to originate from a boat's electrical system when plugged in.

Member concerns communicated to the Maintenance Chair include dead trees at the east end, deteriorating overhead support posts, a trip hazard at the bottom of the ramp, and grading failure in front of house #386.

The Board thanked Mike Patterson and acknowledged volunteers Mike Murdter, Peter Bairey, and Bill Bowling for their response to the water main emergency.

Other Committee Reports: Peter Bairey summarized written committee reports. The ARC continues planning segmented inspections. EPIC addressed life jacket availability and prepared a detailed response to the BoatUS Foundation proposal. The webmaster reported a 9% increase in website traffic and confirmed a refund is expected from the former website host. Beautification installed hanging baskets and is planning the progressive dinner. Security had nothing to report. The WOOO representative submitted a useful community update.

OLD BUSINESS:

Sewer Lift Station Replacement

The Board reviewed the status of bids for the sewage lift station replacement project. DeTemple Plumbing has submitted a comprehensive bid of approximately \$61,000–\$62,000, covering a stainless steel tank with professional engineering drawings, all new components, full installation, and disposal of the old tank and hazardous materials. DeTemple has conducted three site visits and has been responsive throughout the process. Additional bids were received from Taylor Lift Systems (approximately \$39,000, tank and plumbing only, incomplete scope) and Einstein Plumbing (unable to meet TDA’s timeline requirements). Power Plumbing is working on a bid.

The Board discussed acceptable downtime for the replacement. Consensus is to target a single day of downtime at maximum. Options discussed include renting a portable bathroom facility (approx. \$1,400) and/or contracting for a temporary lift system (\$3,000–\$5,000) or a pump-out boat operator to serve as a bridge during the swap. The Maintenance Chair will investigate temporary options and report back.

The Board agreed on a June 10 deadline for additional bids. If a second comprehensive bid is received, the Board may call a special meeting to approve a contract. If no additional comprehensive bids materialize, the Board will act on the existing DeTemple bid. The project remains within the \$70,000 budget.

No motion was taken. Research and contractor engagement continues, with updates to follow.

Rules and Enforcement – Slip 494

The President reported a personal conversation with the owner of Slip 494 and characterized the owner’s current plan as a good-faith effort to vacate the slip entirely. The Treasurer forwarded a written communication from the owner to the full Board.

The President proposed deferring fine escalation during a defined cure period to allow the owner to demonstrate progress. After discussion, the Board declined to modify the fine schedule, citing the extensive process required to establish the enforcement policy and the importance of consistent application. The Board noted that making exceptions would undermine the policy’s integrity.

The Treasurer confirmed the current fine status: a \$50 initial fine has been assessed, one month was missed due to the bookkeeper transition, and a \$100 monthly non-compliance fine has just been assessed. The fine schedule will continue as approved. The Board will reassess the status of unpaid fines when they reach \$500.

The Riverbank dock connection for Slip 494 remains pending. The President will follow up with Riverbank Marine on the timeline.

Prose Apartments – PDX Reporter

The Board has exhausted its direct outreach to Prose management. Going forward, individual members are encouraged to file complaints through PDX Reporter, PDXroads@portlandoregon.gov, the 311 phone line, or the direct traffic enforcement contact. The Board noted that a volume of individual complaints is more likely to generate a response than a single communication from TDA.

BoatUS Foundation Life Jacket Loaner Program

The Board was advised that the BoatUS Foundation has awarded TDA’s application for the life jacket loaner program. The public access provision that had been a concern has been waived. Other provisions remain under review. Robin Smith, who submitted the application, is traveling and will consult with EPIC Chair Joan upon her return. The Board agreed to defer the accept/decline decision to EPIC, which met the same evening. An acceptance deadline falls sometime in June.

NEW BUSINESS:

Annual Meeting Planning – June 6

The Annual Meeting will be held Saturday, June 6, 2026 at 1:00 PM at Oxford Suites. The ballot packet — including the official ballot, proxy forms, absentee ballot instructions, the president’s letter, and a budget cover document prepared by the Treasurer — will be distributed to membership by email on Saturday, May 31. Hard copies will be provided on request.

Ballot items include the FY27 budget, two open Board positions, ARC position(s), and a membership question regarding a third-party financial review. The Board noted with concern that **no candidates have come forward for the two open Board positions**. All Board members confirmed they have individually conducted outreach. Discussion included proposals for a recruitment poster at the ramp and direct face-to-face outreach. If no candidates emerge through the election, the Board will consider appointments.

The Board agreed that the Membership Forum should precede voting at the Annual Meeting, with budget presentations given first to allow members to ask questions before casting ballots. Refreshments will include water, coffee, & tea service, with cake following the vote, to close out the meeting.

Email Communications Protocol

The Board confirmed that all Board members and committee chairs are authorized to send group emails to the membership. A technical issue was noted: replies to group emails currently route to the webmaster rather than the sender. The Board’s contractor will provide a proposal for resolving the reply-to routing.

Commercial Vendor Policy

The Board discussed an incident in which a member invited a barbecue vendor to operate in the TDA parking lot, serving the general public, without Board authorization. The Board noted that TDA’s liability insurance is written for a private residential moorage and does not cover commercial business operations on the property. The Board’s authorized insurance representative has raised this as a concern during the current insurance renewal process.

The Board affirmed that no commercial vendors may operate on TDA property without Board authorization and appropriate insurance documentation, including a Certificate of Insurance naming TDA as additional insured. The Finance Committee will raise the question of commercial vendor coverage with the insurance representative during the renewal review.

TIYC Liability

The Board reviewed a concern raised by the insurance representative regarding potential liability overlap between TDA and the Tomahawk Island Yacht Club (TIYC). The Board noted that TIYC is a separate 501(c) nonprofit, is not commercial, does not serve the general public, and holds events at individual members’ homes. The Board concluded this is not a current concern. No action was taken.

MEETING ADJOURNMENT:

Tom O’Connor moved to adjourn. The motion was passed unanimously. The meeting adjourned at 8:22pm

Annual Membership Meeting: Saturday, June 6, 2026 at 1:00 PM at Oxford Suites.

Next Regular Board Meeting: Monday, June 22, 2026 at 6:00 PM on Zoom.

Tomahawk Destiny Association

Monthly Committee Reports

Reporting Period: April 26 – May 25, 2026

Reports Included

- ARC Committee — *Chair: Steph Bairey*
- EPIC Committee — *Chair: Joan Flora*
- Beautification Committee — *Chair: Jane Gire*
- Social Committee — *Chair: Jane Gire*
- Security Committee — *Chair: Corinn Castro*
- Maintenance Committee — *Interim Chair: Mike Patterson*
- Webmaster Committee — *Chair: Bowling*
- WOOO Committee — *Chair: Ilene Kaplan*

ARC Committee

Committee Chair: Steph Bairey

Report Date: 05/19/2026

Membership: No changes. Current members: Steph Bairey (chair), Sylvia Davids (secretary), Kate Brinkley, Danna Herrell, Teresa Lawwill. Board liaison: Gigi Bustin.

The committee discussed term staggering ahead of the annual meeting; under the original arrangement, either Danna or Teresa should step down this year. Danna has confirmed she is willing to serve at least one additional year.

Completed:

Slip #380 (Herrell) — arbor addition at front door, approved by email vote on May 14.

Slip #210 (Anderson) — jet ski repositioned within property footprint; deck repainted.
Case closed.

In Progress:

Slip #446 (Kaplan) — owner has scheduled with all contractors; storage dock removal and rebuild planned, but work has not yet begun.

Slip #526 (Rosebery) — owner responded cooperatively in late April; 30-day follow-up planned.

Slip #540 (Wiley) and Slip #530 (Friend) — status updates pending from point person.

Upcoming: Next moorage survey targeting fall 2026. The committee is developing a proposal for a rolling sectional approach and more frequent survey cycles. ARC recruitment will be needed ahead of the annual meeting on June 6.

Support Needed: The board will need to recruit at least one new ARC member at the annual meeting.

EPIC Committee

Committee Chair: Joan Flora

Report Date: 05/19/2026

EPIC is meeting on May 26th at 6 PM to plan our spring happy hour. EPIC will work with the Maintenance Committee on possible dovetail topics. The feature will likely be water safety.

We are looking into Robin Smith's life jacket grant to understand how we can use it and what the grant conditions are.

Beautification Committee

Committee Chair: Jane Gire

Report Date: 05/21/2026

Everything is growing! The irrigation system is on and the landscaping crew are keeping the parking lot clean. Paul Gibbons did a beautiful job on the hanging baskets and they are being watered by volunteers.

Tentative date for Fall clean up is October 24. Joan and Russell will have the barbecue again.

Social Committee

Committee Chair: Jane Gire

Report Date: 05/21/2026

Next Progressive Dinner is August 8 — Save the Date!

5:30 PM Appetizers at Del and Joanne #214

6:30 PM Salad and Main at Andrew #580

7:30 PM Dessert at Danna and Dave #380

Security Committee

Committee Chair: Corinn Castro

Report Date: 05/20/2026

Nothing to report this period.

Maintenance Committee

Committee Chair: Mike Patterson

Report Date: 05/25/2026

I will be reviewing example tasks that community members can volunteer to help with. I will also be presenting a proposed Maintenance Succession Plan for annual rotation of maintenance lead.

TDA Maintenance & Reserve Report — May 2026

Emergency Issues

- Water main break due to piling rubbing up against water pipe and natural gas — needs to be rerouted or protected. Many thanks to Mike Murdter, Peter, and Bill B.
- One new, but incomplete, bid on sewer lift station.
- Stray electrical current discovered at #122. Still investigating root cause.

Maintenance Projects

- Reinforce TDA office and sewer tank float standoffs (many thanks to Don E).
- Rolling toolbox donated to maintenance shed (many thanks to Del).
- Label utilities.

Community Member Concerns

- Several tall dead trees on east bank property would cause damage if they fell over.
- Many rotten posts on east end walkway overhead.
- Trip hazard at bottom of ramp transition plate.
- Grating in front of #386 is failing and needs to be replaced.

On The List

- RiverBank to re-chain home #494, when available.
- Mark Marine and CJMC to schedule piling planning walk-through — TBD.
- Garage door #18 needs reinforcement & lubrication.
- Spray "Outdoor Cleaner" on docks and walkways.

Webmaster Committee

Committee Chair: Bowling

Report Date: 05/21/2026

Website Traffic: The TDA website received 221 visitors over the past 28 days, an increase of 8.9% over the previous period. Traffic is predominantly from direct visits (54.5%) and email campaigns (30.7%), confirming that our MailPoet outreach is effectively driving residents to the site. Organic search accounts for 10.8% of traffic.

Search Visibility: The site received 120 impressions and 24 clicks from search over the past 28 days, a 50% increase in clicks. Top search queries include "Tomahawk Destiny Association" and "Tomahawk Island floating home community."

Top Pages: The most visited pages were the homepage (184 pageviews), Resident Login (170 pageviews), and Forgot Password (60 pageviews). The CC&Rs, Bylaws and Rules page had the longest average session duration at over 5 minutes.

Registered Users: 128 residents are registered on the site with 123 actively subscribed to community emails.

Training: Work is underway to train key TDA roles — President, Secretary, Board members, Security, and committee chairs — to send community emails and post website updates independently. This was reinforced by the recent water stoppage as a reminder of the need for prompt after-hours communication capability.

Front Steps: The Front Steps platform has been cancelled. We are awaiting a partial refund.

Note: The high Forgot Password page visits suggest some residents may benefit from login assistance. The webmaster is available to help any resident having trouble accessing the site.

WOOO Committee

Best Practices Moorage Group Informal Meeting:

OSMB did not approve the No Wake proposal for the channel area covered by McGuire Island, which is currently a Pass Thru Zone. Suggestions were made to Big Eddy Marina reps to keep pursuing and re-submit the proposal. OSMB will be asked to discuss at the formal meeting at noon.

Informal discussion of motivations to buy and to leave floating home moorages: Good news is that buying seems to be increasing, but common problems and red flags exist. Reasons for leaving floating home moorages include aging of residents and difficulties maneuvering up ramps. What makes a moorage more attractive? Buyers are looking for slip-owned moorages rather than rental moorages, documented routine maintenance, avoidance of steep ramps, and a record of not always increasing HOA fees.

WOOO Meeting — Local Government Reports:

Upcoming Rose Festival activities including May weekends, festival fireworks, and Fleet Week (June 2–8, with boat arrivals and departures extending beyond the official week) will affect our area.

Permits: 2025 saw a 10% decline in boat registrations. Waterway access permit requests were up in 2025. Training programs will be starting — topics include boat handling and general boat safety.

New funding for sewage pumpout stations has been approved.

OSMB reported that the No Wake proposal for McGuire Island channel was not approved: the government does not have authority to regulate private/personal areas, no documented safety hazards were submitted, and clear-cut support for the proposal was not demonstrated. Members expressed concerns that there is no or little enforcement of pass-thru rules and were encouraged to formally report problems when they occur. OSMB reported there will be improved education about pass-thru zones and that the proposal can be resubmitted.

Christmas Ships Toy Drive: A moorage floating home can be designated as a drop-off and collection point for toys.

Permitting Services: Continued discussion of clarity for rebuilding home flotation docks.

Waterway Signage: Wake advisories, signage, and effectiveness — including financial responsibility — were discussed.

Funding Waterway Projects: Suggestions were made to government on how to pursue waterway funding.

Superfund Issue: Ross Island is being considered as a site for containment of contaminated material from the lower Willamette area. WOOO is watching closely how this develops.

2025-26 P10 Expense, Cash & Reserve Position:

April 30th 2026

Expenses

Category	Budget	April MTD	YTD
Income	415,010	35,066	344,155
Category	Budget	April	Annual YTD
Maintenance & Repair	24,260	15,838	39,191
Taxes	88,487	-	59,030
Utilities	117,650	6,357	79,096
Insurance	39,977	-	39,468
Professional Fees	6,749	-	1,468
Other Expenses	7,595	1,752	4,842
Total Expense B/R	284,718	23,947	223,095

Other Expenses	Budget	MTD	YTD
Security	1,500	-	33
Pet Committee	465	-	226
Internet/Website	1,700	1,576	2,850
EPIC	100	-	-
Office Expenses	1,900	126	1,466
License & Fees	250	50	267
Misc Expense	1,180	-	-
Publications	-	-	-
Meals & Entertainment	-	-	-
Annual Meeting	500	-	-
Total Other Exp.	7,595	1,752	4,842

Large or Unusual Expenses		
Description	MTD	YTD
Electrical/Mechanical	7,490	7,490
West End Flotation	5,752	9,052
Internet/Website	1,576	2,850

Cash

Key Bank - Checking	\$ 6,968.44
Key Bank - Reserve	\$ 252,553.96
TOTAL	\$ 259,522.40
2.39% APR Interest MMDA	\$ 461.23

2025-26 YTD Reserve Activity Summary

Starting Balance	144,354.49
Transfer Activity	
Oct 31 transfer from checking	\$ 15,000.00
Nov 24 transfer from checking	\$ 15,000.00
Dec 24 transfer from checking	\$ 15,000.00
Jan 9 transfer from checking	\$ 15,000.00
Feb 9 transfer from checking	\$ 15,000.00
Mar 16 transfer from checking	\$ 15,000.00
Apr 30 transfer from checking	\$ 15,000.00
FY Reserve Fund Contributions	\$ 105,000.00
Income to Reserve Goal:	\$ 130,192.00
Reserve Interest Income FYTD:	\$ 3,199.47
Total FY Reserve Project Expenditures	\$ -

Notes:

Reserve fund transfers planned at 15K per month

