

APPROVED 2023 TDA ANNUAL MEETING MINUTES
Sunday, May 21, 2023
Hayden Island Mobile Park South Shore Club House

The meeting was called to order by President Kate Norman at 5:05 p.m.

Board members in attendance: Kate Norman, Michael Murdter, Bill Mascott, Tom O'Connor, Sean McCarthy, and Brandt Monfort.

Association members in attendance: Bill and Trudy Bowling, Kate and Ken Brinkley, Gigi and Steven Bustin, Corinn Castro, William Danielson, Gladis Da Rosa-Velikanje, Karla Divine, Tom Gentry, Don and Jane Gire, Judy and Mike Goehler, Victoria Grace, Marco Fischer, Joan Flora, Ginger Hall, Linda Heck, Clare Higgins, Thea Hosford, Sheila Kerg, Connie and Greg Korn, Drew Lasky, Jim and Kate Mattimore, Charlie and Cindy McDonald, Kelly Monfort, Lee and Patricia Nielsen, and Tom Puhl.

Quorum Report

Quorum (at least 36 needed) was met with 28 voting members in attendance, 5 proxies, and 15 absentee ballots, totaling 48 votes out of 71 eligible voters. Abstentions and undervotes are not recorded in these minutes so all votes will not total 48.

2022 Annual Meeting Minutes

Original version of minutes passed 44-1. Tom Gentry requested an amendment to the sentence describing when he left the 2022 meeting. **Motion made by Sean McCarthy to** amend the minutes as requested, seconded by Bill Bowling, amendment passed 32-0.

President's Report (letter attached)

- Thank you to Ginger Hall for her over six years of service as Secretary.
- Looking at the Reserve Fund and infrastructure projects.
- Need more community support and volunteer involvement, will we continue to be a self-run moorage?
- Thank you to those stepping off the Board and ARC.
- Maintenance is hoping for an apprentice program so others can learn important jobs.

Turned it over to Karla Divine for a presentation on TDA history and a call for volunteers (see attached).

Treasurer's Report & Financials

Bill Mascott presented the draft 2023-24 Annual Operating Budget approved by the Board in April to be voted on and adopted by the Members at this meeting (*see attached*).

- We are within \$1,000 of total budget projections for 2022-23.
- We will finish annual contribution to Reserve Fund of \$78,400 by end of June.
- Other items discussed were money market fund for checking, use of Miscellaneous line item, potential for individual water meters at each residence, City of Portland water and sewer rates, the return of the "Rain Tax" proposal, concerns about HOA fee increases, and budget "approval" by the Board versus budget "adoption" by the Membership.

Kate Norman reviewed the Reserve Fund.

- Past annual contributions to the Reserve Fund weren't enough to fund upcoming projects.
- We don't want there to be a projected Reserve Fund deficit in future years.
- Don Gire commented there are big expenses coming up in the next few years with the west end dock project and piling replacements on three east end finger docks, this is why HOA fees need to go up.
- Discussion of upcoming dredge cycle and projected expenses.
- Discussion/comments about increasing HOA fees versus having an assessment.

Presentations (Old Business)

PGE Access Road and Alliance Fence Line (Kate Norman)

- Will PGE be able to access our transformer through the old pet gate area? PGE plans to access from Alliance property.
- Alliance fence will be 6'8" black chain link.

Hayden Island Community Safety Initiative (Sean McCarthy)

- Crime on the island is a large discussion point.
- Reviewed CSI proposal for vehicle patrol and response, Board is concerned about the pricing structure, would cost TDA over 17K per year.
- Tom Gentry advised about a security program in the Pearl District that also includes social services.
- Tom Puhl noted, when completed, the Alliance apartment complex will be a fenced and lit parking lot versus the dark empty lot currently there.

Front Entrance Gate (Tom Puhl)

- Need to upgrade the vehicle gates. Discussion about swing gates versus slide gates.
- Upgrading current gate configuration with new motors and electronics is 43K, 56K if we get new columns.
- Moving gate out closer to the street with fence extensions would cost approximately 135K.

Committee Reports

ARC: *See attached.*

Beautification: Jane Gire thanked Bill Mascott for connecting TDA with a new landscaping service.

Social: Jane wants to have more social events, please read her monthly reports for more information about events. Thanks to Russell Menenberg for helping to take care of the dock carts and emptying the garbage at the top of the ramp.

Community Garden: Robin Smith reports eight households are part of the garden. There is now a seating area with chairs and a porch swing.

Dredge: Nothing to report.

Emergency Preparedness: Joan Flora and Clare Higgins presented safety information and distributed a flyer that will also be on the TDA website. More info to come over the next year.

Governing Documents: Tom O'Connor reported we are getting updated and current documents on the TDA website. Seeking volunteers to serve on a Bylaws Committee to work on updates.

Insurance: Don Gire reports there are only three companies offering floating home insurance, Waterfront Organizations of Oregon is trying to find additional carriers. TDA is running about 50/50 between United Heritage and Red Shield. Read your policy about dogs and liability coverage. Red Shield no longer provides a copy of policies to TDA.

Maintenance: Tom Puhl reports ongoing projects with lighting, whaler issues on east end, and some piling brackets need to be replaced. Reminder that everyone needs to be "eyes in the field" and report issues when you see them. More training coming for Dock Captains. Thanks to Sheila for taking care of the trash/recycling area.

Parking Lot: Marco Fisher reports trying to clear the catch basins and dealing with root encroachment issues on the drainage lines. Discussion about EV charging stations. Alliance is putting in conduit to be EV ready at the apartment complex. Jane Gire reminds to please update the moorage when you change your vehicle or plates. Kate Norman stated we are paying closer attention to unauthorized vehicles in the parking lot.

Pet: Russell Menenberg reports he has been going house-to-house meeting with pet owners about TDA pet rules and general areas of responsible pet ownership.

Security: *See attached.*

Voting Results

2023-24 Budget: 40 For, 6 Against - Budget adopted. New monthly HOA fee is \$375, new monthly garage fee is \$120.

ARC Bylaw Amendment: 47 For, 1 Against – Amendment passes, ARC expands to five members.

Board Positions: 44 votes for Karla Divine, 42 votes for Kate Norman, 1 write-in vote for Robin Smith. Karla and Kate will begin their 3-year terms on July 1, 2023.

ARC Positions: 46 votes for Liz Munnely, 44 votes for Kate Brinkley, 44 votes for Steven Bustin. All three will begin their terms on July 1, 2023.

Membership Forum

Robin Smith would like to see native plants for beautification efforts near the riverbank.

Motion to adjourn by Tom O'Connor, seconded by Bill Mascott, motion carries 33-0.
Meeting adjourned at 8:36pm.

2023 PRESIDENT'S LETTER

Dear Members of Tomahawk Floating Home Community,

It's hard to believe that another year is ending. And tradition dictates that it is time for thoughts from your President. This year has been focused on administrative issues, our changes in community support, and the preparation for upcoming projects. And of course, keeping our community safe, fiscally sound, and in proper working order. We said goodbye to some of our very dear friends and welcomed new members. We supported each other in our times of need and celebrated in our times of triumph, once again we were a village.

This year Ginger Potter-Hall stepped down, after 6 plus years of service, from her position as Secretary to your Board; one of our more demanding volunteer jobs. There are only a few that really know the responsibilities of our Secretary and Ginger was a true champion. For several months now Ginger has been working with the Board, and our new Secretary Tom O'Connor, to bring our administrative documents and procedures up to date. We have also started the necessary job of bringing our Bylaws, Amendments, and Administrative Resolutions up to date and in line with best practices. Tom O'Connor and his team will be speaking more about this at our Annual Meeting.

As the demographics of our moorage change so does our pool of volunteers. With the current increase in renters, and members that have not yet gotten involved with on-going community responsibilities, our small group of volunteers are under a lot of pressure. This coming year we will be continuing with our new volunteer initiative. Our goal is to continue to be a self-run moorage and the results of this initiative will determine if next year's budget needs to include a hired help category.

This coming year will be busy with infrastructure projects. Late summer we will be starting the next phase of our west end dock repair. We will decide on the placement of our front entrance gate and finalize the project. We will be finalizing our fencing requirements for our PGE access road and looking into creating a secure dog area. We need to prepare our community street sign for its return to land. And we will continue our conversations on EV stations and the CSI proposal.

I wonder how many members know the amount of time devoted to our daily operations, and the members that selflessly make it happen. I am grateful to every one of them for giving their time, knowledge, and skills to ensure our success. It has been a privilege to serve as your President and I thank my fellow Board Members for their continued commitment to our community. It does take a village and I'm blessed to be a member of the village of Tomahawk Floating Homes.

In Service,

Kate Norman

History

Back in the day, in the late '90's, some real mavericks made their home in Tomahawk Moorage. Floating home living was an affordable and fun lifestyle choice. The homes rented moorage space. TDA populated with folks who saw a path to controlling the monthly moorage fee, the condition of their home neighborhood, and a way to sustain this cool lifestyle affordably. They felt it was their destiny (get it? Tomahawk Destiny Association)

They worked together over months to craft a purchase agreement. They used their own skills, time and resources to make it happen. They convinced their neighbors to join up with this investment opportunity. They found a way to finance the purchase that everyone could handle. They wrote the rules and made a legal entity to hold this investment.....and named it Tomahawk Destiny Association. These folks were so excited to be able to put this together!! They somehow accomplished the purchase of this moorage without the usual encumbrance of an underlying lease with the Bureau of State Lands and ownership of the riparian edge behind the moorage and the mud beneath the homes to the middle of the channel. To my knowledge there is only one other moorage that hold the title in this way.

They were as excited as first time home buyers. They wanted to take care of this investment. They organized loosely formed volunteer committees to do the work, and they were so happy to be part of this. This effort kept the monthly fee one of the. Lowest on the river.....

And they loved it. That low fee raised the value of the homes here. The enthusiasm of the owners here was evident when people visited. Pride of ownership showed in the upkeep of the moorage.

Overtime, those pilgrims moved on.....mostly reluctantly. And new owners moved in.

And here we are.

We now have almost 20% non owner occupied homes. We are fortunate to have awesome non owners living here but it has decreased the emotional investment in the moorage.

Some new owners purchased for a lifestyle, and did not feel compelled or obligated or enthused to invest their time in the upkeep of the moorage.

AND the moorage has aged along with its original owners, The current owners have done an awesome job of maintaining the moorage but as you know we are now looking forward to a increase in the cost of maintaining our home.

So now to the idea of volunteers.

We have a terrific effective group of volunteers who have done an awesome job of making it seem like the rest of us didn't need to volunteer because our investment was being handled effectively without our participation!

Define what a volunteer is.

Volunteer:

A volunteer job is not just when you have time or nothing else to do. It is a commitment. And it goes on your calendar. And if you get sick or in a car wreck you find someone to fill in for you and teach them what is expected.

If you are an absentee owner, you don't get a free pass. Someone IS taking care of YOUR investment. If you have a renter, it is only fair that your agreement with the tenant requires them to do some work here, OR YOU have to come here to fulfil your obligation or pay someone to do it.

Many people show up (is that really how we want to tell it? 'show up') for work days. But there are some positions that really require more of a commitment. If someone breaks into your car, you are really upset.....but do you offer to assist and BE THERE to be trained by our security committee to fill in if needed? Or do you take it for granted that someone will watch out for you, fix the gate or do that job.....or are you OK with waiting for a week or so because the person who DOES show up is out of town and could not get anyone to step up for even a week or so to help with this? See how that works is that the gate gets stuck, no one has learned how to facilitate a repair, but we all complain if our cars are broken into.

Here is what commitment looks like: It is a miserable, cold , wet Christmas day and pipes are breaking in several places on the docks.....and one guy is out there all day repairing those pipes. Now he might have special expertise, but believe me, a helping hand, someone willing to learn a bit

Is what makes that commitment avoid resentment.

Commitment looks like that same cold Christmas, and even though the decorating day has ALWAYS been the Sunday after Thanksgiving....no one shows up to help. No one. Only your president and her mate.

There are many small jobs and some super important jobs that require a level of commitment. Learn what to do about the gate.....take ownership of your role. Tom is the head of maintenance, but could YOU be one he can rely on to notice if something needs fixing and just take it on

	2022-2023	2023-2024	
	71 homes HOA + \$25.00 Garage + .00	71 homes HOA + \$25.00 Garage + \$5.00	<u>Notes</u>
	FYB 2022-23 Budget	FYB 2023-24 Budget	
Slip Fee per Unit	350.00	375.00	Approved 4-26-23
Garage Fee per Unit	115.00	120.00	Approved 4-26-23

Income

6100 - TDAI Fees		
6125 - Owner Moorage Fees	298,200.00	319,500.00
6150 - Garage Fees	30,360.00	31,680.00
RESERVE XFER FOR INFRAS. STUDY		
Total 6100 - TDAI Fees	328,560.00	351,180.00
6400 - Fees		
6410 - Late Fees	250.00	200.00
6420 - NSF Fees	-	-
6440 - Realtor Packet/owner trans fee	-	-
Total 6400 - Fees	250.00	200.00
6500 - Volunteer Fund		
6600 - Other Income		
6610 - Gate Card Fees	600.00	800.00
6620 - Pet Key Fees		
6630 - Tenant Screening		
6650 - Bank Interest earned	45.00	45.00
6600 - Other Income - Other	150.00	150.00
Total 6600 - Other Income	795.00	995.00
Total Income:	329,605.00	352,375.00

Expense

7100 - Maintenance & Repair		
7105 - Maintenance Supplies	1,000.00	1,000.00
7106 - Equip Rental/Repair	200.00	200.00
7107- Cart Repair& Replacement	reserve	reserve
7108- Electrical/Mechanical	400.00	400.00
7110 - Garages		
7111 - Garage Painting	200.00	200.00
7115 - Garage Door	500.00	500.00
7116- Garage Roof	150.00	150.00
Total 7110 - Garages	850.00	850.00
7120 - Landscaping		
7121 - Mowing & Gardening	5,000.00	5,500.00
7122- Tree Service		700.00
7123- Other (Irrigation, G. light, Chemicals)	850.00	1,000.00
7124- Work Day	2,150.00	2,800.00
7125-Landscape Emergency (NEW)		1,000.00
Total 7120 - Landscaping	8,000.00	11,000.00
7130 - Gate/Fence Repairs		
7131- Exit Sliding	400.00	500.00
7132- Entrance Swing	500.00	500.00
7133- Pedestrian Gate		
7134- Pet Gate		
7135- NE Corner	200.00	Reserve
7136- SE Corner		
7137- West End		
7138- North End	200.00	200.00
7139- Other Exterior Repairs	300.00	300.00
Total 7130 - Gate/Fence Repairs	1,600.00	1,500.00
7140 - Parking Lot		
7141 - Paving/Seal Coat/Stripe		
7142 - Sweeping		
7143 - Catch Basin Cleaning	1,000.00	2,000.00
7144 - General Hauling		
7145 - Parking Lot Lighting		
7146- Security Guards	1,000.00	1,000.00
7147-Signs & Notices		
Total 7140 - Parking Lot	2,000.00	3,000.00
7150- Ramp/ Landing		
7151- Ramp Repair	100.00	100.00
7152- Ramp Power Wash		
7153- Ramp Lighting	100.00	100.00
7154- Ramp Pile Brackets	-	-
7155- Ramp Rail		

	<u>2022-2023</u>	<u>2023-2024</u>	
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	FYB 2022-23 Budget	FYB 2023-24 Budget	
Slip Fee per Unit	350.00	375.00	Approved 4-26-23
Garage Fee per Unit	115.00	120.00	Approved 4-26-23
7156- Ramp Electrical			
7157- Ramp Plumbing			
Total 7150- Ramp/Landing	200.00	200.00	
7160- Pumping Station			
7161 - Electrical/Pumps	900.00	900.00	
7162 - Float	300.00	300.00	
7163- Tanks			
Total 7160- Pumping Station	1,200.00	1,200.00	
7170- East End Docks			
7171- East Walk Main/Fingers			
7172- East Flotation	600.00	600.00	
7173 - East Power Wash			
7174- East Covered Area			
7175- East Lighting	40.00	40.00	
7176- East Sewer/Water Lines	200.00	200.00	
7177 - East Pile Brackets	reserve	200.00	
7178- Other			
7179- Tugs/Divers			
Total 7170- East End Docks	840.00	1,040.00	
7180- West End Docks			
7181-West Walk Main/Fingers	-	-	
7182- West Flotation	-	-	
7183 - West Power Wash			
7184- West Lighting	500.00	500.00	
7185- West Sewer/Water Lines	1,000.00	1,000.00	
7186- West Pile Brackets			
7187 - West Anti-Skid			
7189 - Rail			
Total 7180- West End Docks	1,500.00	1,500.00	
7190- Office			
7191 - Office Exterior	100.00	100.00	
7193- Maintenance building			
7192- Office Interior			
Total 7190 Office	100.00	100.00	
Total 7100 - Maintenance & Repair	17,890.00	21,990.00	
7300 - Taxes			
7310- Real Estate Property Tax	76,000.00	73,500.00	
7320 - Personal Property Tax	7,900.00	7,750.00	
7330 - Federal Income Tax			
7340 - State Income Tax	150.00	150.00	
Total 7300 - Taxes	84,050.00	81,400.00	
7400 - Utilities			
7410 - Electricity	4,300.00	4,674.00	
7420 - Water & Sewer	74,500.00	80,978.00	
7430 - Waste Removal	18,500.00	20,108.00	
Total 7400 - Utilities	97,300.00	105,760.00	
7500 - Security Committee			
7510 - Monthly Monitoring			
7511 - Other	1,000.00	2,400.00	
Total 7500- Security	1,000.00	2,400.00	
7550- Pet Committee	100.00	100.00	
7600- Internet / Website	900.00	1,250.00	
8100 Welcome Committee			
8110 - Print Directory/Copy Packets	-	-	
8120 - Welcome Gifts			
Total 8100 Welcome Committee	-	-	
8200 - Office Expenses			
8210 - Printing	60.00	50.00	
8220 - Postage	125.00	50.00	
8230 - Telephone	1,920.00	1,400.00	
8240 - Utilities			
8250 - Office Supplies	200.00	200.00	
Total 8200 - Office Expenses	2,305.00	1,700.00	

Tomahawk Destiny Association, Inc.

	<u>2022-2023</u>	<u>2023-2024</u>	
	71 homes HOA + \$25.00 Garage + .00	71 homes HOA + \$25.00 Garage + \$5.00	<u>Notes</u>
	FYB 2022-23 Budget	FYB 2023-24 Budget	
Slip Fee per Unit	350.00	375.00	Approved 4-26-23
Garage Fee per Unit	115.00	120.00	Approved 4-26-23
8300 - Licenses & Fees			
8310 - Bank Fees	20.00	100.00	
8320 - Corporation Fees	-	-	
8330 - Miscellaneous Fees	475.00	475.00	
Total 8300 - Licenses & Fees	495.00	575.00	
8440 - Professional fees			
8410 - Legal	5,000.00	10,000.00	
8420 - Accounting/Bookkeeping	1,000.00	1,000.00	
8425 - Accounting Project			
8430 - Other + Infrastructure Study			
Total 8440 - Professional fees	6,000.00	11,000.00	
8600 - Insurance	28,200.00	32,000.00	
8700 - Education			
8710 - Memberships Publications	-	-	
8730 - Meeting Hall Rental			
8740 - Meals & Entertainment	100.00	100.00	
8750 - Annual Meeting	375.00	500.00	
8800- Miscellaneous Expense	12,500.00	2,430.00	
Total Expense (Before Reserve Proj & Depr)	251,215.00	261,205.00	
Income Before Reserve Fund Contribution	78,390.00	91,170.00	Approved 4-26-23
Desired Reserve Fund Contribution	78,390.00	91,170.00	



ARC Committee - 2023 Report

Ken Brinkley
Steven Bustin
Percy Wise
Del Nordquist (Board Liaison)

Update

ARC hit the ground running this year with two new members and a number of requests. As of March, several requests were approved and one request was denied. ARC also spent considerable time dealing with a home that went under renovation without permits or an approved ARC review. The home posed a hazard to neighboring properties and moorage infrastructure. Per the bylaws, this matter was referred to the board.

Bylaws Amendment

You will find on your ballots a proposed bylaws amendment to increase ARC membership from three to five members. ARC previously had five members. A few years ago, the board voted to try a three member committee. Current ARC members are in favor of restoring the five member committee for the following reasons:

- A majority currently consists of only two members. We do not believe this reflects adequate community support or diversity of TDA member opinion.
- When one member is unavailable or must abstain from an issue there are only two members remaining, and no tie-breaker is present.
- A larger committee enhances the legitimacy of the committee and its decisions on the whole.

We thank you for your consideration and ask for a “yes” vote on the proposed amendment. We have one ARC member whose term is up this year and two qualified candidates who have expressed interest in joining the committee. If you are interested in joining ARC, please reach out to the board for ballot candidate information. ARC is a member-elected committee.

Reminders

ARC would like to remind all TDA members to do the following before commencing project work:

- Review ARC rules to determine whether your project conforms with TDA requirements
- Contact the City of Portland permitting agency to confirm whether permits are required for your project
- Talk to all neighbors within a 100 foot radius before submitting your ARC form
- Talk to an ARC member if you have any questions before submitting your form. We are happy to provide information and assistance to help you get started and understand TDA bylaws
- Submit an ARC request form for review - forms are available on the TDA website

Future Outlook

ARC is preparing a state of the moorage survey of ARC compliance. The next step is to conduct a walkthrough and provide the board with a report of conditions in an aggregate report. The board can use this survey to address specific concerns and general moorage messaging.

Security Update 2022-23

1. Removed tree branches that were being used to get over the fence
2. Added additional barbed wire to the steel fence as anti-climb measures
3. Magnetic locks have been added to the automobile gates
4. Anti-follow through measure have not been implemented yet
5. When it freezes, the slide gate must be kept open, because it malfunctions when the temperature drops below 30 or so. Likewise, if there is an icing event
6. We had one garage break-in over the summer, the person who jumped the fence, could not get out, so he managed to break in to a garage and took a card key from the car inside.

Gate malfunctions,

We have, about one gate issue each month. Sometimes it is mechanical, sometimes it is electronic and sometimes it is the phone service provider. As it true with all the committees, we could really use some back-up for gate issues. I am out of town, in total, 3 to 4 months a year.

The gate system is at end of life. We must plan for its replacement or at the very least major refurbishment. Crime on the Island is getting worse each month and fortunately we have not been a primary target, unless the opportunity presents itself, like during the snow event when the gate had to be open for several days. Anytime the gate is left open, we need to increase our vigilance.

-Corinn Castro, Security Chair