

**MINUTES
COLINGTON HARBOUR ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
AUGUST 16, 2011**

Roll Call & Verification of Quorum: Don Brady, John Collins, Marion Carroll, Frank Hendricks, Dennis Linkous, and Ken Pagurek were in attendance. Present on behalf of Cape Management was Deke Bolte and Niels Moore.

Proceeding:

Meeting called to order in the Clubhouse at 7:08 PM by Chairman Carroll. A moment of silence was observed.

The meeting agenda was reviewed. Mr. Pagurek motioned to add an agenda item under new business to address requests to waive legal fees incurred by the Association in short-sale situations. Mr. Linkous motioned to accept the amended agenda, and Mr. Brady seconded. The motion carried unanimously.

The minutes of the July 19, 2011 Board Meeting were read silently. Mr. Hendricks motioned to approve the minutes as written, and Mr. Linkous seconded. The motion carried unanimously.

ACC Report: No report was provided.

Crime Watch Report: Doug Miller was introduced as the new Chairman of the Crime Watch Committee. Mr. Miller reported two recent incident reports: a broken car window and the theft of fishing equipment. The Chairman also provided a reminder that school is starting soon, and encouraged residents to be vigilant about maintaining a safe speed within the Harbour. Lastly, a membership meeting will be held on September 14th to build participation and improve the crime watch program.

Comments from the floor: Mr. Carroll opened the floor to comments. No comments were offered, and Mr. Carroll closed the floor.

Board Members Reports / Comments: Mr. Collins presented a verbal summary of the financial condition of the Association to the Board as of the end of the fiscal year (June 30). Additionally, as of mid-August, the new fiscal year presented a 91.3% collection rate to date. Mr. Collins also reviewed the status of ongoing collections of past dues by Cape Management. Mr. Pagurek welcomed Mr. Miller in his new capacity of Chairman of the Crime Watch. Mr. Seegars reported shoaling next to the Harbour bulkhead; Reported erosion of a sand hill that may be located on Association property. Mr. Brady advised staff that it should consult with the Colington Fire Chief before burning brush at the maintenance yard; Requested to paint fire hydrant in front of the clubhouse.

Manager's Report: Mr. Bolte has located a volunteer to paint the tower roof in the park. The survey of property line at Prince Charles Ct. is complete, and an estimate of fencing expense is available. Bus stop shelter at modular section to be painted (graffiti). The Association has purchased a commercial sprayer to control plant growth at the edge of roads throughout the Harbour. A new police band scanner was also purchased for front gate. Johns Brothers updated alarm system for the clubhouse and checked/fixed smoke detectors. Remediation of the overgrown property on Clipper Ct. property is underway.

Old Business:

- A. Bar Code Scanner.** Over 3,300 barcodes distributed to date. Software loaded and operating to link the loop detector – integration almost complete. Interfaces excel spreadsheet w/barcodes and produces incident reports.
- B. Bus Stop Shelters.** Four now completed. Benches were also rebuilt. Fifth under construction.
- C. Paving / Basketball Court Resurfacing Update.** Everything is now complete. Staff ensuring that contract was fulfilled, and creating a punch list accordingly.
- D. Beach Groin Repair / Replacement.** All contractors have now responded. The Board will choose a contractor shortly.
- E. CAMA Major Permit Status.** Everything has been posted, and staff is waiting for CAMA. Contingencies were

addressed, and everything is in order.

F. Recycling Shed. Staff has solicited several volunteers. Marion has created take-off list, and Buddy Shelton has approved plans.

G. Storm Drains. Success/Need uncertain. Need rain to determine.

New Business:

A. Short Sale Legal Fees. The Board relayed that it denied a delinquent homeowner in short-sale request to waive legal fees incurred to date.

Comments from the floor: Mr. Carroll reopened the floor to comments. Ken Johnson commended Mr. Bolte for fixing the park tower, and remarked about its value for children. After all owners had an opportunity to be heard, Mr. Carroll closed the floor.

Adjournment: There being no further business, the meeting was adjourned at 7:38 PM.

***** Minutes of Closed Meeting *****

Deke: Jay Overton lot 135. With setbacks, only leaves 1300 square feet of building space. Wants to reduce to 25' setback on Harbour Road. Wants variance. Board is OK with it, so Deke will advise him to submit variance.

Deke: Baskin from St. Thomas is looking for waiver of late / attorneys fees. Tabled until Deke gets precise numbers.

Deke: Trash clean-up situation. Now on Eagle Drive, should finish tomorrow. Then to cul de sac at Clubhouse. Roanoke then Sir Chandler and HVD. By end of the week, all roads should have been serviced for the first time. Roads are being scraped, as well, to the extent possible. What is plan moving forward? Ken wants ballpark price for replacement of swings, bathrooms, etc. John: Fund from North Jetty fund (\$64K)... delay its construction for time being. We've spent \$34K to date. Have special meeting... Board recs returning Park to original condition. Recs getting half the money from the CY&RC for the bathroom. Line item for emergency repairs / Special Assessment for Capital Improvements. Need to discuss more.