

MINUTES  
COLINGTON HARBOUR BOARD OF DIRECTORS MEETING  
NOVEMBER 14, 2017  
9:00 AM

Call to order – 9:00 AM – Frank Hendricks

Members Present:

Sharon Wheless – 2<sup>nd</sup> Vice President  
Frank Hendricks – Chairman  
John Collins- Treasurer  
Howard Snyder- Secretary  
Jim Horne – Member at Large

Others Present:  
Donna Robertson

**Approval of Agenda:**

John Collins 1<sup>st</sup>, Howard Snyder 2<sup>nd</sup> - all in favor

**Approval of minutes:** October 10 & 25th, 2017

John Collins 1<sup>st</sup>, Howard Snyder 2<sup>nd</sup> – all in favor

**Inlet Committee Report** – Gary Schwartz, Sharon Hildebrandt and Rick Hildebrandt gave an update on the proposed dredging for the current year, attached is the description for potential dredging locations and amounts.

South Jetty – 3-4 Contractors have been contacted with regards to the repair of the South Jetty, the committee has received no responses as of yet.

**Department Report:**

**Administration** – Donna Robertson requested approval for two foreclosures: Robert Serido at 213 Kitty Hawk Bay and Nancy Roten at 1977 Colington- motion to approve by John Collins and 2<sup>nd</sup> by Howard Snyder all in favor

**Security-** Roy Welch reported on problems again at basketball court and a capsized boat at 1134 Harbor View. Board asked Donna Robertson to research a camera that might be placed at neighbors' house next to the basketball court.

**Covenant Enforcement** – Pat McGowan reported on problems with owner's vs renters, it was determined based on our covenants that the owner is responsible and will be fined for incidents occurring at the house.

Officer Reports:

President –absent

2<sup>nd</sup> Vice President – none

Treasurer – gave financials (attached)

Secretary –none

Vice President - absent

Member at Large – asked question regarding bulkheads and people tying up to the bulkhead at the park and concerns of it destroying the bulkhead. A discussion was had with regards the failing bulkheads and shoaling in the canals and whether the association was responsible for the dredging. It was determined that the entrance to the canals was the responsibility of the association. It was also determined that failing bulkheads affecting neighbor's property is a civil issue between the two parties. Further discussion was had regarding the Inlet Committee's request to remove 150 cy from the entrance of the Ketch Canal, John Collins made the motion to approve, Howard Snyder 2<sup>nd</sup> – all in favor. Additionally it was voted to fine owners un-maintained bulkheads at a rate of \$25 day after a ninety day period was given to provide us with a contract for repair or replacement of the bulkhead. Howard 1<sup>st</sup>, John 2<sup>nd</sup> – all in favor. (letter will include that if their failed bulkhead is causing shoaling into the canal, they made be held responsible for the fee involved for dredging)

**Old Business:**

**Paving:** Matt Spencer's recommendation on Merrell's contract. We will proceed with the "up to \$85,000" not obligating ourselves to the full \$85,000

**Hoag/Marzano:** Matt Spencer's recommendation on how to proceed not necessary as pig has been removed, no further action to be taken

**New Business**

**Replacement for John Marshall:** John Collins gave the names Fred Berger, Cat Pheiffer, John Gulbreath and Doug Miller as people who have expressed interest in the past, Board members to contact anyone they know that may be interested and ask for Bio's so the Board can review and select replacement.

**NCDOT Update:** Meeting with NCDOT was for front parcel not for lot 41 (Maintenance yard)

**EDM UPDATE:** (See attached summary) Sharon Wheless stated we need to be sure data management file is not proprietary to EDM.

**RENTAL PROPERTIES AND SINGLE FAMILY RESIDENCES:** It was discussed regarding whether people renting out a portion of their home was allowed based on the covenants stating single family homes. The outcome was that the only violation would be if the septic permit was for less people than the amount residing there, or if Dare County considered it something other than a single family residence.

**Motion to Adjourn:** John Collins 1<sup>st</sup>, Sharon Wheless 2<sup>nd</sup> – all in favor 11:02am

12:35 PM

12/27/17

Cash Basis

# The Colington Harbour Association Inc.

## Profit & Loss

May 1 through November 14, 2017

May 1 - Nov 14, 17

Income	
400 · Assessments Outstanding	28,044.38
401 · Association Assessments	587,744.33
402 · Short period assessment refund	-95,993.15
424 · Interest on Past Due Assessment	2,247.07
425 · Late Fee Income	7,100.00
426 · Attorney Fee	2,274.83
435 · CHY&R Additional Billing	6,313.00
440 · Newsletter Ad	327.50
450 · Boat Slip	1,720.00
453 · Launch Fees	1,615.00
455 · Park Reservations	600.00
458 · Maintenance Yard Fees	3,582.00
460 · Debris Removal/Grass Cutting	400.00
461 · Bar Code Fees	84.50
462 · Building Permit Fees	650.00
490 · Interest Income - Operating	72.40
Total Income	546,781.86
Gross Profit	546,781.86
Expense	
608 · Admin Expenses	3,550.53
609 · Office Salaries	27,223.33
615 · Insurance Expense	38,764.20
620 · Telephone	1,764.66
625 · Utilities	2,895.15
629 · Bad Debt	2,925.07
630 · Office Supplies	2,108.61
632 · Postage and Delivery	1,835.67
634 · Printing	5,928.99
637 · Dues and Subscriptions	703.00
650 · Covenants Enforcement	14.00
672 · Legal & Professional Fees	19,550.74
676 · Audit/CPA Fees	2,590.00
680 · Travel	465.35
690 · Property Tax	332.16
696 · Payroll Tax Expense	16,965.04
697 · Payroll Processing	940.85
705 · Maintenance Salaries	34,172.38
710 · Contract Labor	100.00
715 · Maintenance Phone	701.02
716 · Maintenance Utilities	728.92
720 · Common Property Maintenance	691.79
730 · Maintenance Supplies	2,462.93
740 · Maintenance Yard Tipping Fee	4,589.17
754 · Equipment Repair	628.26
756 · Automobile Maintenance	739.25
758 · Gas	1,259.99
760 · Security Wages	55,302.79
765 · Security Phone	169.21
766 · Security Utilities	1,198.98
767 · Security Passes	3,028.75
770 · Johns Brothers Monitoring	584.59
780 · Street Paving	85,000.00
800 · Reserve Funding	58,000.00
895 · Reserve Disb	6,950.02
Total Expense	384,865.40
Net Income	161,916.46