

MINUTES
COLINGTON HARBOUR BOARD OF DIRECTORS MEETING
May 11, 2021
9:00 AM

Call To Order: Meeting was called to order at 9:00A – Neil Schaming

Present:

Steve Ornstein, President
Daniel Hoggard, 2nd Vice President

Neil Schaming, Chairman
Leah Holmes, Secretary

Others Present:

Donna Price, Community Manager

Pat Card, Maintenance

Absent:

Bill Meyer, Member At Large
John Collins, 1st Vice President, Treasurer

David Creecy, Member at Large

Approval of Agenda – Agenda approved as presented. Leah Holmes 1st, Steve Ornstein 2nd – All in favor

Approval of Minutes – April 13, 2021 – Approved as presented. Steve Ornstein 1st, Neil Schaming 2nd – All in favor

Foreclosures: None to report

Hearings:

378 Sir Chandler Drive – Grass – Tabled until June meeting
205 Sandpiper Drive – Trash/debris – Owner fined \$150. A letter to be sent stating that owner is being given 10 days to remove all trash/debris. If nothing is removed by 5/21/2021, owner will be charged \$25.00 plus \$1/lb for pick up by maintenance
212 Sandpiper Drive – Trash/debris – Tabled until June meeting
212 Broadbay Drive – Trash/debris – Owner fined \$150

Department Reports

Maintenance – The Maintenance Manager introduced the newest Maintenance employee, Daryl Knab, and discussed an increase in vandalism in the Harbour including at the Colington basketball courts and Soundview Drive, updates on Sunset project, and a status of the asphalt rejuvenation project

Administrative: Permission was given to get estimates from local engineers on reviewing Sunset, and possibly other areas prone to flooding

Security: The Association still needs to hire one new PT guard for the guard gate

Covenant Enforcement/ACC: None

Officers Reports

Steven Ornstein, President: No Report
Daniel Hoggard, 2nd Vice President: No Report
Neil Schaming, Chairman: No Report
Leah Holmes, Secretary: No Report

Ratification of Evote – Paving – Official motion to accept the increased fee for paving at the guard gate due to a potential sink hole caused by major water leak under the guard gate. Daniel Hoggard 1st, Stephen Ornstein 2nd – All in favor

11:10 AM

05/19/21

Cash Basis

The Colington Harbour Association Inc.

Profit & Loss Budget vs. Actual

May 2020 through April 2021

	May '20 - Apr 21	Budget	\$ Over Budget	% of Budget
Income				
400 • Assessments Outstanding	18,694.37	35,000.00	-16,305.63	53.4%
401 • Association Assessments	681,904.02	677,460.00	4,444.02	100.7%
402 • Short period assessment refund	-0.50	200.00	-200.50	-0.3%
424 • Interest on Past Due Assessment	9,213.80	4,000.00	5,213.80	230.3%
425 • Late Fee Income	10,367.37	7,500.00	2,867.37	138.2%
426 • Attorney Fee	19,003.71	12,000.00	7,003.71	158.4%
427 • Convenience Fee - Credit Card	540.00	0.00	540.00	100.0%
430 • CHY&R Annual Billing	12,000.00	12,000.00	0.00	100.0%
435 • CHY&R Additional Billing	3,440.61	2,500.00	940.61	137.6%
440 • Newsletter Ad	0.00	0.00	0.00	0.0%
442 • Transfer Fee	15,170.00	0.00	15,170.00	100.0%
450 • Boat Slip	17,475.00	15,000.00	2,475.00	116.5%
453 • Launch Fees	1,952.00	1,200.00	752.00	162.7%
455 • Park Reservations	-25.00	250.00	-275.00	-10.0%
458 • Maintenance Yard Fees	0.00	0.00	0.00	0.0%
460 • Debris Removal/Grass Cutting	4,356.17	500.00	3,856.17	871.2%
461 • Bar Code Fees	112.00	100.00	12.00	112.0%
462 • Building Permit Fees	600.00	500.00	100.00	120.0%
465 • Miscellaneous Income	355.00	200.00	155.00	177.5%
471 • Fines	1,494.71	250.00	1,244.71	597.9%
490 • Interest Income - Operating	235.46	150.00	85.46	157.0%
495 • Interest Income - Reserves	44.82	450.00	-405.18	10.0%
496 • Transfer From Reserve	0.00	0.00	0.00	0.0%
513 • Returned Check Charges	50.00	100.00	-50.00	50.0%
Total Income	796,983.54	769,360.00	27,623.54	103.6%
Gross Profit	796,983.54	769,360.00	27,623.54	103.6%
Expense				
608 • Admin Expenses	7,439.93	7,500.00	-60.07	99.2%
609 • Office Salaries	107,647.31	110,109.00	-2,461.69	97.8%
615 • Insurance Expense	44,562.76	41,000.00	3,562.76	108.7%
620 • Telephone	1,211.49	500.00	711.49	242.3%
625 • Utilities	4,792.05	5,200.00	-407.95	92.2%
627 • Bank Charges	706.78	100.00	606.78	706.8%
629 • Bad Debt	238.13	4,500.00	-4,261.87	5.3%
630 • Office Supplies	4,543.92	4,000.00	543.92	113.6%
632 • Postage and Delivery	5,614.25	5,400.00	214.25	104.0%
634 • Printing	4,171.19	8,000.00	-3,828.81	52.1%
637 • Dues and Subscriptions	464.99	500.00	-35.01	93.0%
642 • Small Tools and Equipment	1,282.92	2,000.00	-717.08	64.1%
644 • Equipment Rental	0.00	1,500.00	-1,500.00	0.0%
650 • Covenants Enforcement	41.95	100.00	-58.05	42.0%
655 • Tech Committee	0.00	0.00	0.00	0.0%
66900 • Reconciliation Discrepancies	15.47			
672 • Legal & Professional Fees	22,076.40	20,000.00	2,076.40	110.4%
676 • Audit/CPA Fees	0.00	5,800.00	-5,800.00	0.0%
680 • Travel	962.67	500.00	462.67	192.5%
690 • Property Tax	252.06	200.00	52.06	126.0%
692 • Federal Income Tax	2,000.00	500.00	1,500.00	400.0%
694 • NC Income Tax	0.00	500.00	-500.00	0.0%
696 • Payroll Tax Expense	25,416.97	24,000.00	1,416.97	105.9%
697 • Payroll Processing	2,756.95	2,000.00	756.95	137.8%
69810 • Bank Service Charges	36.00	100.00	-64.00	36.0%
705 • Maintenance Salaries	67,866.80	94,220.00	-26,353.20	72.0%
710 • Contract Labor	0.00	1,500.00	-1,500.00	0.0%
715 • Maintenance Phone	1,105.42	1,200.00	-94.58	92.1%
716 • Maintenance Utilities	2,489.43	2,200.00	289.43	113.2%
720 • Common Property Maintenance	13,121.33	7,500.00	5,621.33	175.0%
722 • Building Maintenance	0.00	200.00	-200.00	0.0%
724 • Street Signs	548.32	500.00	48.32	109.7%
730 • Maintenance Supplies	6,168.41	7,884.00	-1,715.59	78.2%
732 • Miscellaneous Expense	60.00	0.00	60.00	100.0%
740 • Maintenance Yard Tipping Fee	630.00	0.00	630.00	100.0%

11:10 AM

05/19/21

Cash Basis

The Colington Harbour Association Inc.
Profit & Loss Budget vs. Actual
 May 2020 through April 2021

	May '20 - Apr 21	Budget	\$ Over Budget	% of Budget
754 · Equipment Repair	163.24	1,350.00	-1,186.76	12.1%
756 · Automobile Maintenance	1,164.63	2,000.00	-835.37	58.2%
758 · Gas	2,191.37	3,500.00	-1,308.63	62.6%
760 · Security Wages	124,144.27	113,387.00	10,757.27	109.5%
761 · Contract Security	1,260.00	6,000.00	-4,740.00	21.0%
763 · Security Supplies	3,815.30	3,000.00	815.30	127.2%
765 · Security Phone	479.88	600.00	-120.12	80.0%
766 · Security Utilities	3,176.27	3,500.00	-323.73	90.8%
767 · Security Passes	6,813.58	8,000.00	-1,186.42	85.2%
768 · Security Vehicle	0.00	1,000.00	-1,000.00	0.0%
770 · Johns Brothers Monitoring	1,264.80	1,500.00	-235.20	84.3%
780 · Street Paving	174,007.08	100,000.00	74,007.08	174.0%
782 · Dredging	17,936.71	30,000.00	-12,063.29	59.8%
783 · Tree Service	16,972.50	12,000.00	4,972.50	141.4%
784 · Drainage Control	10,504.14	25,000.00	-14,495.86	42.0%
785 · Discretionary	23,898.00	12,310.00	11,588.00	194.1%
787 · Depreciation Expense	0.00	0.00	0.00	0.0%
800 · Reserve Funding	0.00	75,000.00	-75,000.00	0.0%
810 · Reserve Funding - CHY&RC	0.00	12,000.00	-12,000.00	0.0%
895 · Reserve Disb	29,059.34	0.00	29,059.34	100.0%
Total Expense	745,075.01	769,360.00	-24,284.99	96.8%
Net Income	51,908.53	0.00	51,908.53	100.0%

11:13 AM

05/19/21

Cash Basis

The Colington Harbour Association Inc.
Profit & Loss Budget Overview
 May 2021 through April 2022

	May '21 - Apr 22
Income	
400 · Assessments Outstanding	15,000.00
401 · Association Assessments	714,650.00
402 · Short period assessment refund	0.00
424 · Interest on Past Due Assessment	5,000.00
425 · Late Fee Income	8,700.00
426 · Attorney Fee	12,000.00
427 · Convenience Fee - Credit Card	500.00
430 · CHY&R Annual Billing	12,000.00
435 · CHY&R Additional Billing	1,200.00
440 · Newsletter Ad	100.00
442 · Transfer Fee	7,275.00
450 · Boat Slip	15,000.00
453 · Launch Fees	1,425.00
455 · Park Reservations	50.00
458 · Maintenance Yard Fees	100.00
460 · Debris Removal/Grass Cutting	2,500.00
461 · Bar Code Fees	100.00
462 · Building Permit Fees	500.00
465 · Miscellaneous Income	200.00
471 · Fines	1,000.00
490 · Interest Income - Operating	0.00
495 · Interest Income - Reserves	150.00
496 · Transfer From Reserve	6,000.00
513 · Returned Check Charges	100.00
Total Income	803,550.00
Gross Profit	803,550.00
Expense	
608 · Admin Expenses	7,500.00
609 · Office Salaries	114,000.00
615 · Insurance Expense	43,000.00
620 · Telephone	1,100.00
625 · Utilities	4,500.00
627 · Bank Charges	50.00
629 · Bad Debt	2,630.00
630 · Office Supplies	4,320.00
632 · Postage and Delivery	5,000.00
634 · Printing	6,084.00
637 · Dues and Subscriptions	250.00
642 · Small Tools and Equipment	2,000.00
644 · Equipment Rental	1,000.00
650 · Covenants Enforcement	100.00
672 · Legal & Professional Fees	20,000.00
680 · Travel	1,000.00
690 · Property Tax	100.00
692 · Federal Income Tax	500.00
694 · NC Income Tax	500.00
696 · Payroll Tax Expense	24,000.00
697 · Payroll Processing	2,500.00
69810 · Bank Service Charges	100.00
705 · Maintenance Salaries	75,620.00
710 · Contract Labor	1,500.00
715 · Maintenance Phone	1,195.00
716 · Maintenance Utilities	2,453.00
720 · Common Property Maintenance	7,500.00
722 · Building Maintenance	150.00
724 · Street Signs	500.00
730 · Maintenance Supplies	7,500.00
740 · Maintenance Yard Tipping Fee	1,000.00
754 · Equipment Repair	1,000.00
756 · Automobile Maintenance	2,050.00
758 · Gas	3,079.00
760 · Security Wages	126,652.00

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The Colington Harbour Association Inc.

Profit & Loss Budget Overview

May 2021 through April 2022

11:13 AM

05/19/21

Cash Basis

	May '21 - Apr 22
761 • Contract Security	4,500.00
763 • Security Supplies	2,000.00
765 • Security Phone	600.00
766 • Security Utilities	3,048.00
767 • Security Passes	6,595.00
770 • Johns Brothers Monitoring	1,500.00
780 • Street Paving	160,000.00
782 • Dredging	16,000.00
783 • Tree Service	13,500.00
784 • Drainage Control	24,374.00
785 • Discretionary	8,000.00
800 • Reserve Funding	75,000.00
810 • Reserve Funding - CHY&RC	12,000.00
895 • Reserve Disb	6,000.00
Total Expense	803,550.00
Net Income	0.00

788 • Security Wages	120,000.00
789 • Gas	3,000.00
790 • Automobile Maintenance	2,000.00
791 • Equipment Repair	1,000.00
792 • Maintenance Yard Tipping Fee	1,000.00
793 • Maintenance Supplies	7,500.00
794 • Street Signs	500.00
795 • Building Maintenance	120.00
796 • Common Property Maintenance	7,500.00
797 • Maintenance Utilities	2,453.00
798 • Maintenance Phone	1,100.00
799 • Contract Labor	1,500.00
800 • Maintenance Salaries	75,000.00
801 • Bank Service Charges	100.00
802 • Payroll Processing	2,500.00
803 • Payroll Tax Expense	24,000.00
804 • NC Income Tax	800.00
805 • Federal Income Tax	800.00
806 • Property Tax	100.00
807 • Travel	1,000.00
808 • Legal & Professional Fees	20,000.00
809 • Covenant Enforcement	100.00
810 • Equipment Rental	1,000.00
811 • Small Tools and Equipment	2,000.00
812 • Dues and Subscriptions	250.00
813 • Printing	6,000.00
814 • Postage and Delivery	5,000.00
815 • Office Supplies	4,320.00
816 • Bad Debt	2,500.00
817 • Bank Charges	50.00
818 • Utilities	4,500.00
819 • Telephone	1,100.00
820 • Insurance Expense	43,000.00
821 • Office Salaries	14,000.00
822 • Admin Expenses	7,500.00