

MINUTES  
COLINGTON HARBOUR BOARD OF DIRECTORS MEETING  
October 12, 2021  
9:00 AM

**Call To Order:** Meeting was called to order at 8:58A – Howard Snyder

**Present:**

Stephen Ornstein, President

Howard Snyder, Chairman

John Collins, 1<sup>st</sup> Vice President, Treasurer

Daniel Hoggard, 2<sup>nd</sup> Vice President

Leah Holmes, Secretary

David Creecy, Member at Large

Bill Meyer, Member At Large

**Others Present:**

Donna Price, Community Manager

Pat Card, Maintenance Manager

Pat McGowan, Covenant Enforcement

Anne Blomberg, Bookkeeping

Rick Hildebrant, Dredging Committee

Terry Shafer, Colony Lake Committee (phone)

**Approval of Agenda** – Agenda was approved – Leah Holmes 1<sup>st</sup>, John Collins 2<sup>nd</sup> – All in favor

**Approval of Minutes** – September 28<sup>th</sup> and amended September 14<sup>th</sup> – Approved – David Creecy 1<sup>st</sup>, Daniel Hoggard 2<sup>nd</sup> – All in favor

**Foreclosures:**

104 Knight Ct – A motion was made to move forward with foreclosure proceedings – John Collins 1<sup>st</sup>, Stephen Ornstein 2<sup>nd</sup> – All in favor

**Hearings** – None

**Department Reports**

*Maintenance:*

- Dredging committee member Rick Hildebrant reported that there is no need for dredging the inlet this year
- Maintenance Manager Pat Card gave a report on speeding issues. The patching of cracks in Harbour View will be done by maintenance. He also said that boaters are gaining access to the launch without paying the fee at the gate. The Side by Side is getting licensed. Bathrooms are closing November 1<sup>st</sup> and will be winterized. He also asked if the shed by the guard gate could be moved to the shop, and will be moving the dredging pipes from the beach after coordinating with the fencing company

*Administrative:* Community Manager Donna Price discussed the fence at Clipper Ct, and reminded the Board about Trunk or Treat

*Security:* None

*Covenant Enforcement/ACC:*

818 Colinton Drive – Issue resolved

456 Harbour View Drive – Issue resolved

**Officers Reports**

*Stephen Ornstein, President:* No Report

*John Collins, 1<sup>st</sup> Vice President:* No Report

*Daniel Hoggard, 2<sup>nd</sup> Vice President:* Expressed concerns about the funding of the Pipe Vision project.

*Howard Snyder, Chairman:* No report

*John Collins, Treasurer:* Gave the treasurer's report.

*Leah Holmes, Secretary:* No Report

*Bill Meyer:* Asked Maintenance Manager about totes

*David Creecy:* No Report

**Old Business**

*Colony Lake* – A motion was made to spend \$780 to have Foster Lake do an evaluation of Colony Lake, with the understanding that subsequent work will cost money – David Creecy 1<sup>st</sup>, Daniel Hoggard 2<sup>nd</sup> – All in favor

*Review of Covenants* – A motion was made to give Matt Waters two weeks to complete the review of our covenants or we cancel the project – David Creecy 1<sup>st</sup>, Howard Snyder 2<sup>nd</sup> – All in favor

*Sunset* – Tabled until next meeting

*Matt Spencer – easements* – No action was taken

*South Bulkhead* – Tabled until next meeting pending explanation of quotes

*803 Harbour View* – Tabled until next meeting so that Donna Price may reach out to Dare County Planning Manager Donna Creef

**New Business**

*Dock Ladder* – Board agreed to move forward with sending out an eblast stating that Bill's Marine is offering dock ladders at cost

*Pool/Maintenance* – Chairman Howard Snyder addressed a maintenance letter to the Board

**Adjournment:** 11:40A – Stephen Ornstein 1<sup>st</sup>, David Creecy 2<sup>nd</sup> – All in favor

**Executive Session:** The Board went into Executive Session

**The Colington Harbour Association Inc.**  
**Balance Sheet**  
As of November 8, 2021

	Nov 8, 21
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
100 · Operating Cash - First National	183,960.27
102 · Southern Operating	151,359.31
104 · Infinex - CHA Reserves	472,860.00
114 · Infinex - CHYRC Reserve Ded	97,945.89
115 · Petty Cash	153.46
116 · Operating 2 CC - First National	20,392.66
<b>Total Checking/Savings</b>	926,671.59
Accounts Receivable	
140 · Accounts Receivable-Assessments	-1,799.08
<b>Total Accounts Receivable</b>	-1,799.08
Other Current Assets	
12100 · Inventory Asset	59.76
155 · Prepaid Income Taxes	406.00
<b>Total Other Current Assets</b>	465.76
<b>Total Current Assets</b>	925,338.27
<b>Fixed Assets</b>	
160 · Land	219,165.96
161 · Land Improvements	167,692.71
162 · Buildings	192,847.80
165 · Swimming Pool	100,000.00
167 · Tennis Court	9,951.76
169 · Playground Equipment	23,365.26
171 · Office Equipment	34,573.78
173 · Maintenance Equipment	116,883.47
174 · Vehicles	26,367.79
175 · Security Equipment	13,324.68
179 · Accumulated Depreciation	-645,233.99
<b>Total Fixed Assets</b>	258,939.22
<b>TOTAL ASSETS</b>	<b>1,184,277.49</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
Current Liabilities	
Other Current Liabilities	
255 · Income Tax Payable	22.00
<b>Total Other Current Liabilities</b>	22.00
<b>Total Current Liabilities</b>	22.00
<b>Total Liabilities</b>	22.00
<b>Equity</b>	
320 · Retained Earnings	-74,854.17
340 · Operating Fund	460,586.27
350 · Reserve Fund	522,295.61
Net Income	276,227.78
<b>Total Equity</b>	1,184,255.49
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,184,277.49</b>

10:52 AM

11/08/21

Cash Basis

## The Colington Harbour Association Inc.

## Profit &amp; Loss Budget vs. Actual

May 1 through November 8, 2021

	May 1 - Nov 8, 21	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
400 · Assessments Outstanding	0.00	15,000.00	-15,000.00	0.0%
401 · Association Assessments	704,284.28	714,650.00	-10,365.72	98.5%
402 · Short period assessment refund	0.00	0.00	0.00	0.0%
424 · Interest on Past Due Assessment	5,572.18	5,000.00	572.18	111.4%
425 · Late Fee Income	6,836.54	8,700.00	-1,863.46	78.6%
426 · Attorney Fee	12,543.67	12,000.00	543.67	104.5%
427 · Convenience Fee - Credit Card	430.00	500.00	-70.00	86.0%
428 · NSF Fee Income	0.00	0.00	0.00	0.0%
429 · Collection Fee	0.00	0.00	0.00	0.0%
430 · CHY&R Annual Billing	0.00	12,000.00	-12,000.00	0.0%
435 · CHY&R Additional Billing	9,868.86	1,200.00	8,668.86	822.4%
440 · Newsletter Ad	0.00	100.00	-100.00	0.0%
442 · Transfer Fee	11,375.00	7,275.00	4,100.00	156.4%
450 · Boat Slip	0.00	15,000.00	-15,000.00	0.0%
453 · Launch Fees	1,615.00	1,425.00	190.00	113.3%
455 · Park Reservations	450.00	50.00	400.00	900.0%
458 · Maintenance Yard Fees	0.00	100.00	-100.00	0.0%
460 · Debris Removal/Grass Cutting	1,020.41	2,500.00	-1,479.59	40.8%
461 · Bar Code Fees	184.00	100.00	84.00	184.0%
462 · Building Permit Fees	350.00	500.00	-150.00	70.0%
465 · Miscellaneous Income	0.25	200.00	-199.75	0.1%
470 · Fundraising Income	0.00	0.00	0.00	0.0%
471 · Fines	869.69	1,000.00	-130.31	87.0%
480 · Imagery Sales	0.00	0.00	0.00	0.0%
490 · Interest Income - Operating	96.76	0.00	96.76	100.0%
495 · Interest Income - Reserves	0.00	150.00	-150.00	0.0%
496 · Transfer From Reserve	0.00	6,000.00	-6,000.00	0.0%
513 · Returned Check Charges	50.00	100.00	-50.00	50.0%
<b>Total Income</b>	<b>755,546.64</b>	<b>803,550.00</b>	<b>-48,003.36</b>	<b>94.0%</b>
<b>Cost of Goods Sold</b>				
500 · Cost of Imagery Sales	0.00	0.00	0.00	0.0%
50000 · Cost of Goods Sold	0.00	0.00	0.00	0.0%
<b>Total COGS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Gross Profit</b>	<b>755,546.64</b>	<b>803,550.00</b>	<b>-48,003.36</b>	<b>94.0%</b>
<b>Expense</b>				
605 · Management Fees	0.00	0.00	0.00	0.0%
608 · Admin Expenses	4,792.56	7,500.00	-2,707.44	63.9%
609 · Office Salaries	55,018.96	114,000.00	-58,981.04	48.3%
615 · Insurance Expense	40,938.05	43,000.00	-2,061.95	95.2%
620 · Telephone	599.88	1,100.00	-500.12	54.5%
625 · Utilities	2,414.21	4,500.00	-2,085.79	53.6%
627 · Bank Charges	45.96	50.00	-4.04	91.9%
629 · Bad Debt	3,217.85	2,630.00	587.85	122.4%
630 · Office Supplies	1,972.63	4,320.00	-2,347.37	45.7%
632 · Postage and Delivery	1,445.20	5,000.00	-3,554.80	28.9%
634 · Printing	1,329.05	6,084.00	-4,754.95	21.8%
637 · Dues and Subscriptions	127.03	250.00	-122.97	50.8%
642 · Small Tools and Equipment	547.03	2,000.00	-1,452.97	27.4%
644 · Equipment Rental	0.00	1,000.00	-1,000.00	0.0%
650 · Covenants Enforcement	37.05	100.00	-62.95	37.1%
655 · Tech Committee	0.00	0.00	0.00	0.0%
66900 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
672 · Legal & Professional Fees	12,261.90	20,000.00	-7,738.10	61.3%
676 · Audit/CPA Fees	0.00	0.00	0.00	0.0%
680 · Travel	233.44	1,000.00	-766.56	23.3%
685 · Imagery Expenses	0.00	0.00	0.00	0.0%
690 · Property Tax	114.88	100.00	14.88	114.9%
692 · Federal Income Tax	0.00	500.00	-500.00	0.0%
694 · NC Income Tax	0.00	500.00	-500.00	0.0%
695 · Penalties & Interest	0.00	0.00	0.00	0.0%
696 · Payroll Tax Expense	13,272.00	24,000.00	-10,728.00	55.3%



10:52 AM

11/08/21

Cash Basis

**The Colington Harbour Association Inc.**  
**Profit & Loss Budget vs. Actual**  
**May 1 through November 8, 2021**

	May 1 - Nov 8, 21	Budget	\$ Over Budget	% of Budget
697 · Payroll Processing	1,257.20	2,500.00	-1,242.80	50.3%
69800 · Uncategorized Expenses	0.00	0.00	0.00	0.0%
69810 · Bank Service Charges	24.00	100.00	-76.00	24.0%
705 · Maintenance Salaries	38,371.04	75,620.00	-37,248.96	50.7%
710 · Contract Labor	0.00	1,500.00	-1,500.00	0.0%
715 · Maintenance Phone	931.42	1,195.00	-263.58	77.9%
716 · Maintenance Utilities	843.47	2,453.00	-1,609.53	34.4%
720 · Common Property Maintenance	13,378.05	7,500.00	5,878.05	178.4%
722 · Building Maintenance	0.00	150.00	-150.00	0.0%
724 · Street Signs	727.58	500.00	227.58	145.5%
730 · Maintenance Supplies	4,071.88	7,500.00	-3,428.12	54.3%
732 · Miscellaneous Expense	0.00	0.00	0.00	0.0%
732.1 · Miscellaneous Expenses (CHYRC)	5,634.92	0.00	5,634.92	100.0%
740 · Maintenance Yard Tipping Fee	0.00	1,000.00	-1,000.00	0.0%
752 · Maint Equipment Rental	0.00	0.00	0.00	0.0%
754 · Equipment Repair	635.13	1,000.00	-364.87	63.5%
756 · Automobile Maintenance	784.23	2,050.00	-1,265.77	38.3%
758 · Gas	2,162.36	3,079.00	-916.64	70.2%
760 · Security Wages	67,882.04	126,652.00	-58,769.96	53.6%
761 · Contract Security	1,800.00	4,500.00	-2,700.00	40.0%
763 · Security Supplies	864.47	2,000.00	-1,135.53	43.2%
765 · Security Phone	239.94	600.00	-360.06	40.0%
766 · Security Utilities	1,965.32	3,048.00	-1,082.68	64.5%
767 · Security Passes	6,704.65	6,595.00	109.65	101.7%
768 · Security Vehicle	0.00	0.00	0.00	0.0%
770 · Johns Brothers Monitoring	1,557.36	1,500.00	57.36	103.8%
780 · Street Paving	118,090.00	160,000.00	-41,910.00	73.8%
781 · Bus Stop Construction	0.00	0.00	0.00	0.0%
782 · Dredging	2,596.02	16,000.00	-13,403.98	16.2%
783 · Tree Service	4,920.00	13,500.00	-8,580.00	36.4%
784 · Drainage Control	31,234.82	24,374.00	6,860.82	128.1%
785 · Discretionary	9,205.28	8,000.00	1,205.28	115.1%
786 · Contingency	0.00	0.00	0.00	0.0%
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	25,070.00	6,000.00	19,070.00	417.8%
<b>Total Expense</b>	<b>479,318.86</b>	<b>803,550.00</b>	<b>-324,231.14</b>	<b>59.7%</b>
<b>Net Income</b>	<b>276,227.78</b>	<b>0.00</b>	<b>276,227.78</b>	<b>100.0%</b>