

MINUTES  
COLINGTON HARBOUR BOARD OF DIRECTORS MEETING  
December 14, 2021  
9:00 AM

**Call To Order:** Meeting was called to order at 8:59A – Stephen Ornstein

**Present:**

Stephen Ornstein, President

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

Ann Blomberg, Bookkeeping

**Approval of Agenda** – Agenda approved as amended –David Creecy 1<sup>st</sup>, Leah Holmes 2<sup>nd</sup> – All in favor

**Approval of Minutes** – November 16<sup>th</sup>, September 28<sup>th</sup> (amended) – Approved – John Collins 1<sup>st</sup>, David Creecy 2<sup>nd</sup> – All in favor

**Foreclosures:**

2329 Colington Rd - Motion to proceed with foreclosure - John Collins 1<sup>st</sup>, David Creecy 2<sup>nd</sup> - All in favor

**Hearings** - None

**Department Reports**

*Maintenance:*

- A motion was made to proceed with repairs to Dough Court - Leah Holmes 1<sup>st</sup>, David Creecy 2<sup>nd</sup> - All in favor
- Staff will work with the ACC to come up with a potential charge for contractors using boat ramp

*Administrative:* Gave a report on Clipper Court

*Security:* None

*Covenant Enforcement/ACC:* Pat McCowan is out for surgery but a staff member is working on answering complaints as they come in.

**Officers Reports**

*Stephen Ornstein, President:* Gave a report on Facebook

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

*Daniel Hoggard, 2<sup>nd</sup> Vice President:* No Report

*Howard Snyder, Chairman:* No present

*John Collins, Treasurer:* Collection policy has been changed statewide. Motion was made to approve the new procedure and add a \$100 automatic fine if collection is turned over to Jordan Price to cover administrative costs - John Collins 1<sup>st</sup>, David Creecy 2<sup>nd</sup> - All in favor

*Leah Holmes, Secretary:* No Report

*Bill Meyer:* No Report

*David Creecy:* No Report

**Old Business**

Review of Covenants (47F) - Motion was made to have Daniel Hoggard review the proposed changes between 47F and Colington's covenants with recommendations - John Collins 1<sup>st</sup>, Leah Holmes 2<sup>nd</sup> - All in favor

Sunset Drive - Bissell Proposal - Tabled until January meeting  
Colony Lake - Tabled until January meeting  
South Bulkhead - Tabled until January meeting

**New Business**

Dare County Code/Regulations/Enforcement – Motion was made to approve letter drafted by David Creecy and to send to Donna Creef in the Planning Department - Bill Meyer 1<sup>st</sup>, Daniel Hoggard 2<sup>nd</sup> - All in favor

Annual Meeting/Board Vacancies: There will be two vacant spots on the Board of Directors after this year. Applications for a position will be available after January 17<sup>th</sup>, and may be submitted between Feb 1<sup>st</sup>-15<sup>th</sup>

**Adjournment:** 11:10A – Daniel Hoggard 1<sup>st</sup>, Leah Holmes 2<sup>nd</sup> – All in favor

12:11 PM

01/10/22

Cash Basis

## The Colington Harbour Association Inc.

## Profit &amp; Loss Budget vs. Actual

May 1, 2021 through January 10, 2022

	May 1, '21 - Jan 10, 22	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
400 · Assessments Outstanding	0.00	15,000.00	-15,000.00	0.0%
401 · Association Assessments	709,739.67	714,650.00	-4,910.33	99.3%
402 · Short period assessment refund	0.00	0.00	0.00	0.0%
424 · Interest on Past Due Assessment	6,600.22	5,000.00	1,600.22	132.0%
425 · Late Fee Income	7,364.15	8,700.00	-1,335.85	84.6%
426 · Attorney Fee	14,952.36	12,000.00	2,952.36	124.6%
427 · Convenience Fee - Credit Card	440.00	500.00	-60.00	88.0%
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	12,000.00	12,000.00	0.00	100.0%
435 · CHY&R Additional Billing	17,100.39	1,200.00	15,900.39	1,425.0%
440 · Newsletter Ad	0.00	100.00	-100.00	0.0%
442 · Transfer Fee	15,500.00	7,275.00	8,225.00	213.1%
450 · Boat Slip	900.00	15,000.00	-14,100.00	6.0%
453 · Launch Fees	1,700.00	1,425.00	275.00	119.3%
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	1,361.77	2,500.00	-1,138.23	54.5%
461 · Bar Code Fees	216.00	100.00	116.00	216.0%
462 · Building Permit Fees	450.00	500.00	-50.00	90.0%
465 · Miscellaneous Income	0.25	200.00	-199.75	0.1%
470 · Fundraising Income	0.00	0.00	0.00	0.0%
471 · Fines	943.33	1,000.00	-56.67	94.3%
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>789,864.90</b>	<b>803,550.00</b>	<b>-13,685.10</b>	<b>98.3%</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>789,864.90</b>	<b>803,550.00</b>	<b>-13,685.10</b>	<b>98.3%</b>
<b>Expense</b>				
605 · Management Fees	0.00	0.00	0.00	0.0%
608 · Admin Expenses	6,591.08	7,500.00	-908.92	87.9%
609 · Office Salaries	71,956.94	114,000.00	-42,043.06	63.1%
615 · Insurance Expense	44,026.38	43,000.00	1,026.38	102.4%
620 · Telephone	799.84	1,100.00	-300.16	72.7%
625 · Utilities	3,180.39	4,500.00	-1,319.61	70.7%
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	2,595.81	4,320.00	-1,724.19	60.1%
632 · Postage and Delivery	1,681.22	5,000.00	-3,318.78	33.6%
634 · Printing	2,335.69	6,084.00	-3,748.31	38.4%
637 · Dues and Subscriptions	276.03	250.00	26.03	110.4%
642 · Small Tools and Equipment	595.05	2,000.00	-1,404.95	29.8%
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	14,977.65	20,000.00	-5,022.35	74.9%
676 · Audit/CPA Fees	0.00	0.00	0.00	0.0%
680 · Travel	376.24	1,000.00	-623.76	37.6%
685 · Imagery Expenses	0.00	0.00	0.00	0.0%
690 · Property Tax	117.90	100.00	17.90	117.9%
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	17,109.16	24,000.00	-6,890.84	71.3%
697 · Payroll Processing	1,590.20	2,500.00	-909.80	63.6%
69800 · Uncategorized Expenses	0.00	0.00	0.00	0.0%
69810 · Bank Service Charges	36.00	100.00	-64.00	36.0%
705 · Maintenance Salaries	50,828.93	75,620.00	-24,791.07	67.2%
710 · Contract Labor	0.00	1,500.00	-1,500.00	0.0%
715 · Maintenance Phone	768.87	1,195.00	-426.13	64.3%
716 · Maintenance Utilities	1,601.91	2,453.00	-851.09	65.3%
720 · Common Property Maintenance	18,492.32	7,500.00	10,992.32	246.6%
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	4,624.10	7,500.00	-2,875.90	61.7%

12:11 PM

01/10/22

Cash Basis

**The Colington Harbour Association Inc.**  
**Profit & Loss Budget vs. Actual**  
**May 1, 2021 through January 10, 2022**

	May 1, '21 - Jan 10, 22	Budget	\$ Over Budget	% of Budget
732 · Miscellaneous Expense	0.00	0.00	0.00	0.0%
732.1 · Miscellaneous Expenses (CHYRC)	10,561.16	0.00	10,561.16	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	888.58	2,050.00	-1,161.42	43.3%
758 · Gas	2,462.63	3,079.00	-616.37	80.0%
760 · Security Wages	87,351.25	126,652.00	-39,300.75	69.0%
761 · Contract Security	1,800.00	4,500.00	-2,700.00	40.0%
763 · Security Supplies	1,433.27	2,000.00	-566.73	71.7%
765 · Security Phone	319.92	600.00	-280.08	53.3%
766 · Security Utilities	2,464.28	3,048.00	-583.72	80.8%
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	2,851.47	1,500.00	1,351.47	190.1%
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	13,910.00	13,500.00	410.00	103.0%
784 · Drainage Control	31,234.82	24,374.00	6,860.82	128.1%
785 · Discretionary	11,410.28	8,000.00	3,410.28	142.6%
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>568,373.61</b>	<b>803,550.00</b>	<b>-235,176.39</b>	<b>70.7%</b>
<b>Net Income</b>	<b>221,491.29</b>	<b>0.00</b>	<b>221,491.29</b>	<b>100.0%</b>



**The Colington Harbour Association Inc.**  
**Balance Sheet**  
As of January 10, 2022

	Jan 10, 22
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
100 · Operating Cash - First National	117,596.48
102 · Southern Operating	151,359.31
104 · Infinex - CHA Reserves	472,860.00
114 · Infinex - CHYRC Reserve Ded	109,945.89
115 · Petty Cash	153.46
116 · Operating 2 CC - First National	20,789.82
<b>Total Checking/Savings</b>	872,704.96
<b>Accounts Receivable</b>	
140 · Accounts Receivable-Assessments	-2,548.94
<b>Total Accounts Receivable</b>	-2,548.94
<b>Other Current Assets</b>	
12100 · Inventory Asset	39.76
155 · Prepaid Income Taxes	406.00
<b>Total Other Current Assets</b>	445.76
<b>Total Current Assets</b>	870,601.78
<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>1,129,541.00</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
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	221,491.29
<b>Total Equity</b>	1,129,519.00
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,129,541.00</b>