

MINUTES
COLINGTON HARBOUR BOARD OF DIRECTORS MEETING
February 28th, 2023
Rescheduled from February 14th, 2023
8:00 AM

Call to order – 7:55 AM – Doug Wirth

Members Present:

Doug Wirth - President
Steve Ornstein - Vice President
Bill Meyer – 2nd Vice President
David Creecy – Treasurer
Daniel Hoggard – Member at Large

Others Present:

Donna Price- Community Manager
Ann Blomberg – Bookkeeper
Pat Card – Maintenance
Wendi Kmet – Covenant Enforcement

Approval of Agenda – Steve Ornstein 1st, David Creecy 2nd – all in favor

Approval of Minutes – January 17th – Tabled until next meeting, 3/14

Department Reports:

Maintenance – Pat Card reported on:

- DOT road widening
- Progress on maintenance yard
- Winterized equipment (dredge, trailer, pontoon boat)
- Sound front beach / dog park (by marina) – The board went to assess what direction maintenance needs to take to repair. David Creecy is volunteering time to help with his equipment.

Administrative – No Report

Security – Daniel Hoggard reported on the barcode reader violators. The office staff and guards have been working hard to try to stop repeat offenders. Also, spoke about the cameras. Wendi Kmet is going to get a proposal from Johns Brothers to possibly replace cameras at gate, administrative office and maintenance yard.

Covenant Enforcement/ACC – No Report

Officers Reports:

President – Doug Wirth – No report

Vice President – Steve Ornstein – Still waiting for estimate from Fred Smith regarding paving at modular section.

2nd Vice President – Bill Meyer – Discussed the possibility of putting sidewalks down the main roads (Colington and Harbour View)

Treasurer – David Creecy - Gave financials / Discussed possibility of Dare County imposing Personal Property tax

Member at Large – Daniel Hoggard – Golf Carts – ballot should've been sent out with Annual Mailing

Old Business:

Colony Lake – Daniel Hoggard/David Creecy – Bill Meyer offered to donate a jon boat to pull weeds from the lake

Security Committee – Working on new cameras

No Trespassing Signs – Signs are not allowed – no vote

Dog Waste Stations – Tabled (Leah Holmes was unable to make meeting)

New Business:

Adjournment: 10:10 am – David Creecy 1st, Bill Meyer 2nd – all in favor

The Colington Harbour Association Inc.
Balance Sheet
As of March 13, 2023

	Mar 13, 23
ASSETS	
Current Assets	
Checking/Savings	
100 · Operating Cash - First National	45,299.33
102 · Southern Operating	25,785.40
104 · Infinex - CHA Reserves	607,918.70
114 · Infinex - CHYRC Reserve Ded	122,558.58
115 · Petty Cash	153.46
116 · Operating 2 CC - First National	7,404.58
Total Checking/Savings	809,120.05
Accounts Receivable	
140 · Accounts Receivable-Assessments	-2,716.06
Total Accounts Receivable	-2,716.06
Other Current Assets	
155 · Prepaid Income Taxes	1,211.00
Total Other Current Assets	1,211.00
Total Current Assets	807,614.99
Fixed Assets	
160 · Land	219,165.96
162 · Buildings	191,310.58
165 · Swimming Pool	100,000.00
167 · Tennis Court	9,951.76
169 · Playground Equipment	27,982.61
171 · Office Equipment	15,251.12
173 · Maintenance Equipment	215,465.33
174 · Vehicles	41,459.35
175 · Security Equipment	24,285.57
179 · Accumulated Depreciation	-516,245.77
Total Fixed Assets	328,626.51
TOTAL ASSETS	1,136,241.50
LIABILITIES & EQUITY	
Equity	
320 · Retained Earnings	-15,783.67
340 · Operating Fund	403,890.31
350 · Reserve Fund	657,872.44
Net Income	90,262.42
Total Equity	1,136,241.50
TOTAL LIABILITIES & EQUITY	1,136,241.50

The Colington Harbour Association Inc.
Profit & Loss Budget vs. Actual
May 1, 2022 through March 13, 2023

	May 1, '22 - Mar 13, 23	Budget	\$ Over Budget	% of Budget
Income				
400 · Assessments Outstanding	0.00	15,000.00	-15,000.00	0.0%
401 · Association Assessments	742,061.09	750,382.00	-8,320.91	98.9%
402 · Short period assessment refund	0.00	0.00	0.00	0.0%
424 · Interest on Past Due Assessment	5,214.42	6,500.00	-1,285.58	80.2%
425 · Late Fee Income	7,986.32	10,200.00	-2,213.68	78.3%
426 · Attorney Fee	7,489.00	15,000.00	-7,511.00	49.9%
427 · Convenience Fee - Credit Card	500.00	430.00	70.00	116.3%
428 · NSF Fee Income	0.00	0.00	0.00	0.0%
429 · Collection Fee	200.00	0.00	200.00	100.0%
430 · CHY&R Annual Billing	12,600.00	12,000.00	600.00	105.0%
435 · CHY&R Additional Billing	4,362.92	1,200.00	3,162.92	363.6%
440 · Newsletter Ad	0.00	0.00	0.00	0.0%
442 · Closing Fee	12,040.00	12,000.00	40.00	100.3%
450 · Boat Slip	21,200.00	15,000.00	6,200.00	141.3%
453 · Launch Fees	1,355.00	1,600.00	-245.00	84.7%
455 · Park Reservations	800.00	400.00	400.00	200.0%
458 · Maintenance Yard Fees	0.00	0.00	0.00	0.0%
460 · Debris Removal/Grass Cutting	162.92	1,500.00	-1,337.08	10.9%
461 · Bar Code Fees	168.00	150.00	18.00	112.0%
462 · Building Permit Fees	600.00	500.00	100.00	120.0%
465 · Miscellaneous Income	0.00	100.00	-100.00	0.0%
470 · Fundraising Income	0.00	0.00	0.00	0.0%
471 · Fines	695.98	1,000.00	-304.02	69.6%
480 · Imagery Sales	0.00	0.00	0.00	0.0%
490 · Interest Income - Operating	5.97	100.00	-94.03	6.0%
495 · Interest Income - Reserves	4.84	0.00	4.84	100.0%
496 · Transfer From Reserve	0.00	0.00	0.00	0.0%
513 · Returned Check Charges	50.00	75.00	-25.00	66.7%
Total Income	817,496.46	843,137.00	-25,640.54	97.0%
Cost of Goods Sold				
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%
Total COGS	0.00	0.00	0.00	0.0%
Gross Profit	817,496.46	843,137.00	-25,640.54	97.0%
Expense				
605 · Management Fees	0.00	0.00	0.00	0.0%
608 · Admin Expenses	8,043.68	7,500.00	543.68	107.2%
609 · Office Salaries	100,871.66	119,700.00	-18,828.34	84.3%
615 · Insurance Expense	56,813.38	45,000.00	11,813.38	126.3%
620 · Telephone	999.80	1,200.00	-200.20	83.3%
625 · Utilities	3,747.30	4,117.73	-370.43	91.0%
627 · Bank Charges	343.23	50.00	293.23	686.5%
629 · Bad Debt	0.00	2,500.00	-2,500.00	0.0%
630 · Office Supplies	1,892.42	4,200.00	-2,307.58	45.1%
632 · Postage and Delivery	1,077.66	5,000.00	-3,922.34	21.6%
634 · Printing	4,904.31	4,200.00	704.31	116.8%
637 · Dues and Subscriptions	1,091.45	418.00	673.45	261.1%
642 · Small Tools and Equipment	1,638.89	2,000.00	-361.11	81.9%
644 · Equipment Rental	0.00	0.00	0.00	0.0%
650 · Covenants Enforcement	562.76	1,000.00	-437.24	56.3%
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	11,964.04	20,000.00	-8,035.96	59.8%
676 · Audit/CPA Fees	6,520.00	0.00	6,520.00	100.0%
680 · Travel	740.60	750.00	-9.40	98.7%
685 · Imagery Expenses	0.00	0.00	0.00	0.0%
690 · Property Tax	690.36	150.00	540.36	460.2%
692 · Federal Income Tax	0.00	500.00	-500.00	0.0%
694 · NC Income Tax	0.00	0.00	0.00	0.0%
695 · Penalties & Interest	0.00	0.00	0.00	0.0%
696 · Payroll Tax Expense	24,050.30	25,417.00	-1,366.70	94.6%
697 · Payroll Processing	1,942.75	2,800.00	-857.25	69.4%
69800 · Uncategorized Expenses	0.00	0.00	0.00	0.0%
69810 · Bank Service Charges	34.00	100.00	-66.00	34.0%
705 · Maintenance Salaries	77,940.07	90,400.00	-12,459.93	86.2%
710 · Contract Labor	0.00	0.00	0.00	0.0%
715 · Maintenance Phone	882.09	1,105.00	-222.91	79.8%
716 · Maintenance Utilities	2,257.39	2,490.00	-232.61	90.7%
720 · Common Property Maintenance	10,688.46	10,000.00	688.46	106.9%
722 · Building Maintenance	0.00	0.00	0.00	0.0%
724 · Street Signs	208.26	550.00	-341.74	37.9%
730 · Maintenance Supplies	6,603.02	6,500.00	103.02	101.6%

11:48 AM

03/13/23

Cash Basis

The Colington Harbour Association Inc.
Profit & Loss Budget vs. Actual
May 1, 2022 through March 13, 2023

	May 1, '22 - Mar 13, 23	Budget	\$ Over Budget	% of Budget
732 · Miscellaneous Expense	0.00	60.00	-60.00	0.0%
732.1 · Miscellaneous Expenses (CHYRC)	2,743.76	0.00	2,743.76	100.0%
740 · Maintenance Yard Tipping Fee	0.00	0.00	0.00	0.0%
752 · Maint Equipment Rental	0.00	0.00	0.00	0.0%
754 · Equipment Repair	1,692.72	1,000.00	692.72	169.3%
756 · Automobile Maintenance	1,204.20	1,200.00	4.20	100.4%
758 · Gas	3,389.32	3,500.00	-110.68	96.8%
760 · Security Wages	113,894.15	125,985.00	-12,090.85	90.4%
761 · Contract Security	0.00	2,000.00	-2,000.00	0.0%
763 · Security Supplies	2,534.56	2,500.00	34.56	101.4%
765 · Security Phone	399.90	480.00	-80.10	83.3%
766 · Security Utilities	3,223.19	3,200.00	23.19	100.7%
767 · Security Passes	5,147.06	7,500.00	-2,352.94	68.6%
768 · Security Vehicle	0.00	0.00	0.00	0.0%
770 · Johns Brothers Monitoring	1,735.22	2,500.00	-764.78	69.4%
780 · Street Paving	211,821.40	170,000.00	41,821.40	124.6%
781 · Bus Stop Construction	0.00	0.00	0.00	0.0%
782 · Dredging	1,928.48	15,000.00	-13,071.52	12.9%
783 · Tree Service	20,012.50	15,000.00	5,012.50	133.4%
784 · Drainage Control	3,452.50	35,000.00	-31,547.50	9.9%
785 · Discretionary	2,070.00	15,000.00	-12,930.00	13.8%
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	85,000.00	-85,000.00	0.0%
810 · Reserve Funding - CHY&RC	0.00	0.00	0.00	0.0%
895 · Reserve Disb	25,477.20	0.00	25,477.20	100.0%
Total Expense	727,234.04	842,572.73	-115,338.69	86.3%
Net Income	90,262.42	564.27	89,698.15	15,996.3%