

MINUTES
COLINGTON HARBOUR BOARD OF DIRECTORS MEETING
May 9, 2023 8:00 AM

Call To Order: Meeting was called to order at 8:00A by Chairman Stephen Ornstein

Present:

Doug Wirth, President
Randy Reale, 2nd Vice President
Stephen Ornstein, Chairman

David Creecy, Treasurer
Leah Holmes, Secretary
Bill Meyer, Member at Large

Others Present:

Donna Price, Community Manager
Pat Card, Maintenance Manager

Ann Blomberg, Bookkeeper
Wendi Kmet, Covenant Enforcement,

Approval of Agenda – Motion to approve Agenda as amended by Bill Meyer, Leah Holmes 2nd – All in favor

Approval of Minutes – Motion to approve March 21st meeting minutes by Doug Wirth, David Creecy 2nd - All in favor

Foreclosures: None

Hearings: None

Department Reports

- **Maintenance** - Maintenance Manager Pat Card gave a report on the following:
 - The state/Fred Price reimbursed the cost of the irrigation system and landscaping that was damaged during roadwork
 - The irrigation system is fully operational
 - Spring flowers have been planted and holiday decorations are up at the guard gate and clubhouse
 - Docks and handicap ramp have been power washed
 - Old playground equipment has been taken down and will be replaced
 - ATX will begin picking up tree/limb debris soon
 - Front gate and curb painting has begun
 - Lot mowing continues and will pick up as the weather changes
 - New stop/street signs have been replaced due to theft
 - Nets in the basketball court have been replaced
 - The bulkhead behind the basketball court has been filled
- **Administration** - Community Manager Donna Price informed the Board that:
 - The Art Walk and Blood Drive were successful and had a good turnout
- **Covenant Enforcement** - None
- **Security** - Donna will follow up with scheduling John's Brothers to begin revamping CHA's security system

Officers Reports

Doug Wirth, President: Stated that he has reviewed current projects and everything is looking good

Howard Snyder, 1st Vice President: Not present

Randey Reade, 2nd Vice President: Discussed getting additional information on a grant to cover the cost of work on the pipe at Colony Lake

Stephen Ornstein, Chairman: Thanked all present for well wishes

David Creecy, Treasurer:

- Gave a report on the financials

- Gave an update on the paving quote from Fred Smith to pave Sandpiper Drive
- Discussed the foreclosure of 1977 Colington Drive and advised that CHA not move forward with purchasing since 2 additional bids have been placed on the property
- Discussed the potential need to repair the bulkhead at the soundside beach to protect the tree, septic system, and the bulkhead. Maintenance Manager Pat Card agree to get multiple bids that would include CAMA permits if needed

Leah Holmes, Secretary:

- Thanked David Creecy for his work as Treasurer and on the Soundside Beach and Colony Lake,
- Thanked Maintenance Pat Card on the work done at the guard gate

Bill Meyer, Member at Large: Asked Maintenance Manager Pat Card about the status of cleaning up the debris to the left side of the gate entrance.

Old Business

- Colony Lake:
 - The "No dumping without permission from Colington Harbour Association" has been posted
 - 2 bids have been received for additional work on Colony Lake
 - The Board agreed to purchase a rake to handle removal of milfoil currently growing
- Paving: A motion was made to move forward with scheduling Fred Smith to pave Sandpiper Drive in the modular section by Leah Holmes, 2nd by Bill Meyer - All in favor
- John Collins Quit Claim: A motion was made to not move forward with John Collin's quit claim by David Creecy, 2nd by Stephen Ornstein - All in favor

New Business:

- Graduation signs: A motion was made to allow high school graduation signs/banners to be posted outside of the right-of-way until Monday, June 12th by Leah Holmes, 2nd by David Creecy - All in favor

Adjournment: Motion to adjourn at 9:12A by Leah Holmes, Randy Reade 2nd – All in favor

The Colington Harbour Association Inc.
Balance Sheet
As of June 12, 2023

	Jun 12, 23
ASSETS	
Current Assets	
Checking/Savings	
100 · Operating Cash - First National	309,422.26
102 · Southern Operating	304,810.33
104 · Infinex - CHA Reserves	613,132.15
114 · Infinex - CHYRC Reserve Ded	123,510.81
115 · Petty Cash	153.46
116 · Operating 2 CC - First National	27,211.72
Total Checking/Savings	1,378,240.73
Accounts Receivable	
140 · Accounts Receivable-Assessments	-1,054.85
Total Accounts Receivable	-1,054.85
Other Current Assets	
155 · Prepaid Income Taxes	1,211.00
Total Other Current Assets	1,211.00
Total Current Assets	1,378,396.88
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	1,707,023.39
LIABILITIES & EQUITY	
Equity	
320 · Retained Earnings	34,212.67
340 · Operating Fund	403,890.31
350 · Reserve Fund	657,872.44
Net Income	611,047.97
Total Equity	1,707,023.39
TOTAL LIABILITIES & EQUITY	1,707,023.39

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Cash Basis

The Colington Harbour Association Inc.
Profit & Loss Budget vs. Actual
May 2023 through April 2024

	May '23 - Apr 24	Budget	\$ Over Budget	% of Budget
Income				
400 · Assessments Outstanding	0.00	15,000.00	-15,000.00	0.0%
401 · Association Assessments	684,628.02	788,766.00	-104,137.98	86.8%
424 · Interest on Past Due Assessment	249.82	4,500.00	-4,250.18	5.6%
425 · Late Fee Income	549.51	7,500.00	-6,950.49	7.3%
426 · Attorney Fee	0.00	7,500.00	-7,500.00	0.0%
427 · Convenience Fee - Credit Card	440.00	540.00	-100.00	81.5%
429 · Collection Fee	0.00	100.00	-100.00	0.0%
430 · CHY&R Annual Billing	0.00	12,600.00	-12,600.00	0.0%
435 · CHY&R Additional Billing	0.00	2,500.00	-2,500.00	0.0%
442 · Closing Fee	1,750.00	10,500.00	-8,750.00	16.7%
450 · Boat Slip	0.00	19,550.00	-19,550.00	0.0%
453 · Launch Fees	145.00	1,600.00	-1,455.00	9.1%
455 · Park Reservations	175.00	500.00	-325.00	35.0%
460 · Debris Removal/Grass Cutting	0.00	150.00	-150.00	0.0%
461 · Bar Code Fees	32.00	100.00	-68.00	32.0%
462 · Building Permit Fees	50.00	500.00	-450.00	10.0%
465 · Miscellaneous Income	0.00	0.00	0.00	0.0%
471 · Fines	0.00	350.00	-350.00	0.0%
490 · Interest Income - Operating	0.00	150.00	-150.00	0.0%
495 · Interest Income - Reserves	0.00	75.00	-75.00	0.0%
513 · Returned Check Charges	50.00	75.00	-25.00	66.7%
Total Income	688,069.35	872,556.00	-184,486.65	78.9%
Gross Profit	688,069.35	872,556.00	-184,486.65	78.9%
Expense				
608 · Admin Expenses	316.63	7,500.00	-7,183.37	4.2%
609 · Office Salaries	13,950.38	127,200.00	-113,249.62	11.0%
615 · Insurance Expense	14,404.00	62,900.00	-48,496.00	22.9%
620 · Telephone	199.96	1,200.00	-1,000.04	16.7%
625 · Utilities	563.94	4,800.00	-4,236.06	11.7%
627 · Bank Charges	0.00	850.00	-850.00	0.0%
629 · Bad Debt	0.00	2,000.00	-2,000.00	0.0%
630 · Office Supplies	481.50	4,200.00	-3,718.50	11.5%
632 · Postage and Delivery	0.00	5,000.00	-5,000.00	0.0%
634 · Printing	226.55	4,500.00	-4,273.45	5.0%
637 · Dues and Subscriptions	0.00	450.00	-450.00	0.0%
642 · Small Tools and Equipment	806.94	2,000.00	-1,193.06	40.3%
650 · Covenants Enforcement	59.04	1,000.00	-940.96	5.9%
66900 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
672 · Legal & Professional Fees	195.00	12,500.00	-12,305.00	1.6%
676 · Audit/CPA Fees	0.00	6,500.00	-6,500.00	0.0%
680 · Travel	133.56	750.00	-616.44	17.8%
690 · Property Tax	1.23	750.00	-748.77	0.2%
692 · Federal Income Tax	0.00	500.00	-500.00	0.0%
696 · Payroll Tax Expense	3,164.93	28,800.00	-25,635.07	11.0%
697 · Payroll Processing	249.00	2,800.00	-2,551.00	8.9%
69810 · Bank Service Charges	34.00	100.00	-66.00	34.0%
705 · Maintenance Salaries	9,977.20	99,640.00	-89,662.80	10.0%
715 · Maintenance Phone	128.20	1,100.00	-971.80	11.7%
716 · Maintenance Utilities	334.50	2,500.00	-2,165.50	13.4%
720 · Common Property Maintenance	693.77	10,000.00	-9,306.23	6.9%
724 · Street Signs	423.67	500.00	-76.33	84.7%
730 · Maintenance Supplies	3,023.69	6,500.00	-3,476.31	46.5%
732 · Miscellaneous Expense	0.00	0.00	0.00	0.0%
732.1 · Miscellaneous Expenses (CHYRC)	528.63	2,500.00	-1,971.37	21.1%
740 · Maintenance Yard Tipping Fee	0.00	0.00	0.00	0.0%
754 · Equipment Repair	306.37	1,500.00	-1,193.63	20.4%
756 · Automobile Maintenance	32.65	1,200.00	-1,167.35	2.7%
758 · Gas	234.93	3,500.00	-3,265.07	6.7%
760 · Security Wages	14,726.78	146,280.00	-131,553.22	10.1%
761 · Contract Security	0.00	2,000.00	-2,000.00	0.0%
763 · Security Supplies	164.07	3,500.00	-3,335.93	4.7%
765 · Security Phone	79.98	480.00	-400.02	16.7%

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Cash Basis

The Colington Harbour Association Inc.
Profit & Loss Budget vs. Actual
May 2023 through April 2024

	May '23 - Apr 24	Budget	\$ Over Budget	% of Budget
766 · Security Utilities	449.39	3,500.00	-3,050.61	12.8%
767 · Security Passes	4,094.71	7,000.00	-2,905.29	58.5%
770 · Johns Brothers Monitoring	273.68	2,500.00	-2,226.32	10.9%
780 · Street Paving	0.00	100,000.00	-100,000.00	0.0%
782 · Dredging	0.00	1,500.00	-1,500.00	0.0%
783 · Tree Service	6,762.50	15,000.00	-8,237.50	45.1%
784 · Drainage Control	0.00	25,000.00	-25,000.00	0.0%
785 · Discretionary	0.00	10,000.00	-10,000.00	0.0%
787 · Depreciation Expense	0.00	30,000.00	-30,000.00	0.0%
800 · Reserve Funding	0.00	95,000.00	-95,000.00	0.0%
895 · Reserve Disb	0.00	25,556.00	-25,556.00	0.0%
Total Expense	77,021.38	872,556.00	-795,534.62	8.8%
Net Income	611,047.97	0.00	611,047.97	100.0%