

Minutes
Colington Harbour Board of Directors Meeting
May 20, 2025

Call to order: Meeting was called to order at 7:03 pm by Richard Hess.

Present:

President – Deborah Beddingfield

Chairman – Richard Hess

1st VP – Adele Page

Member at Large – Mike Weidinger

Treasurer – Mike Hutchinson

Secretary – Jessica Loose

2nd VP – Shane Hite

Others Present:

Community Manager – Donna Price

Covenant Enforcement – Wendi Kmet

Maintenance – Pat Card

Approval of Agenda: Jessica Loose 1st, Shane Hite 2nd. All in favor, motion passed.

Approval of Minutes: Shane Hite 1st, Mike Weidinger 2nd. All in favor, motion passed.

Homeowner Forum: No comments

OFFICER REPORTS

President: Deborah Beddingfield

- She read a letter from a resident in the modular section thanking the board for the recent repaving which made the neighborhood safer for vehicles and pedestrians.

First VP: Adele Page

- She encouraged participation in the children's fishing event scheduled for Sunday, May 25.

2nd VP: Shane Hite

- He reported that the Colington Volunteer Fire Department is requesting the Dare County Commissioners approve a 1% tax increase based on current property valuations.

Treasurer: Mike Hutchinson

- The surplus at the end of the fiscal year (April 30, 2025) will be allocated to capital reserves.
- He is still waiting for the accountant for an update on our accrued interest. The funds are in a treasury bill mutual fund and are most likely not at risk; however, the accountant should provide a monthly update.

Secretary: Jessica Loose

- She encouraged residents to share their concerns and suggestions, emphasizing the importance of proactive sharing of information.

Chairman: Richard Hess

- See his comments below under Sound front beach bulkhead and dredging.

Member at Large: Mike Weidinger

- The Guard Gate Committee is putting together a summary of expectations and procedures to increase the education and cooperation of residents.

OLD BUSINESS

- **Clubhouse deck:** Shane Hite reported on the meeting with Cory Tate, Dare County Building Inspector. It was agreed access to the deck should be blocked until it is repaired. We need to tear out the decking from the sound side to the door, replace the boards and the railing,

remove the knee walls and top soffit. Then we can inspect the joists and apply for a permit for replacement. We have received an estimate of \$10,808 from Brett Fuller of Built Different Construction to tear down and haul away debris, replace the deck boards and railing. Fuller provided the most competitive bid previously; this bid reflects a reduction in the scope of the work. He can begin work immediately and projects completion in three days. Shane Hite moved that we budget a maximum of \$12,000 from discretionary funds to cover the bid and to allow additional funds to address potential flashing issues; Mike Weidinger 2nd. All in favor, motion passed.

- **Sound front beach bulkhead:** Richard Hess reported the current bulkhead is not long enough so sand is blowing out and the erosion is exposing the drain field. We need to address this before replacing the walkway. We have received a bid of \$7400 from Shane Clark of B&B for extending the bulkhead 24'; he can begin work within two weeks of getting the permit. Shane Hite moved that we spend up to a maximum of \$10,000 to build the bulkhead and install sand fill; 2nd Mike Weidinger. All in favor, motion passed.
- **Installing additional camera at guard gate:** The security system at the gate was originally designed for four cameras. According to our contract with Jones Brothers, it will cost \$600 to install a 4th camera and \$10 per month to monitor. Wendi Kmet reported that 6,300 cars passed in and out of the Harbour in April. The Flox system records who enters and returns with a license plate reader. It can be programmed so that the sheriff can look for a particular vehicle. Mike Weidinger said that by activating the fourth camera, we can get a better view of exiting vehicles, loitering in the parking lot, and unauthorized use of parking spaces that are designated for guard gate employees. Adele Page moved that we approve activation of the fourth camera, 2nd Deborah Beddingfield. All in favor, motion passed.
- **Webcam at the marina:** Jones Brothers is going to see if we can use the existing camera which takes photos of the marina and the sound with two presets. Replacing the camera would cost \$9000.

NEW BUSINESS

- **Dredging:** Richard Hess released a statement on dredging issues and procedures on the CHA Facebook page and in an e-blast; it is also available on our website. If you stay to the left of the channel, a 5' draft should be OK. More traffic through the inlet in the summer helps to reduce shoaling.
- **Webcam at sound front beach:** the camera is still there. Shane Hite will talk to the provider about reprogramming it.
- **Intersection of Colington Drive and Harbour View:** We need to cut back the pampas grass to maintain visibility and follow through with replacement planting. The Roads Committee will evaluate visibility at all other intersections.

Meeting adjourned at 8:25. Motion by Jessica Loose, Shane Hite 2nd. All in favor, motion passed.

*Respectfully submitted,
Jessica Loose, Secretary*

Treasurers' Report Through April 2025

1. Income

- a. 401 Assessments within 0.9 percent of budget
- b. 495 Unaccounted interest income.
- c. Total Income - We are \$14,976 behind due to a and b above.

2. Expenses

- a. 780 - Under spent Street Paving by \$107,695.
- b. 782 - Under spent Dredging by \$5,000
- c. 784 - Under spent Drainage Control by \$25,000

3. Net Income – Net income \$175,582 versus last months \$266,386, for a reduction of \$90,804. April saw a larger than typical reduction \$33,394 due to expenses associated with roofs and siding.

4. Balance sheet

- a. 100 – Operating Cash reduced \$95,342 Siding, and monthly recurring expenses.
- b. 102 – Inflow from assessments increased account \$251,342.
- c. 104 – CHA Reserves increased by \$89,835.
- d. Total Assets reduced \$87,305 versus last month. Operating expenses and reserve expenditures.

Income Statement May 24 to Apr 25

		Jan 25	Feb 25	Mar 25	Apr 25	Monthly Budget	Monthly Variance	Cumulative Results YTD	Annual Budget 24	Cumulative Annual Var	Percent of Annual	Comments
Income	400 · Assessments Outstanding	0.00	0.00	0.00	0.00	0.00	0.000	0.00	0.000	0.000		
	401 · Association Assessments	3,143.82	1,491.83	587.12	2,411.50	69,017.00	-66,605.500	821,119.99	828,204.000	-7,084.010	-0.9%	
	424 · Interest on Past Due Assessment	483.42	290.91	121.57	572.50	580.17	-7.667	7,350.87	6,962.000	388.870	5.6%	
	425 · Late Fee Income	250.00	125.00	75.00	150.00	666.67	-516.667	8,145.79	8,000.000	145.790	1.8%	
	426 · Attorney Fee	506.00	0.00	0.00	1,508.00	708.33	799.667	7,836.75	8,500.000	-663.250	-7.8%	
	427 · Convenience Fee - Credit Card	0.00	10.00	0.00	130.00	83.33	46.667	770.00	1,000.000	-230.000	-23.0%	
	429 · Collection Fee	100.00	0.00	0.00	100.00	125.00	-25.000	1,000.00	1,500.000	-500.000	-33.3%	
	430 · CHY&R Annual Billing	0.00	0.00	0.00	0.00	1,166.67	-1,166.667	14,000.00	14,000.000	0.000	0.0%	
	435 · CHY&R Additional Billing	0.00	0.00	0.00	0.00	333.33	-333.333	4,141.79	4,000.000	141.790	3.5%	
	442 · Closing Fee	625.00	875.00	750.00	875.00	875.00	0.000	13,875.00	10,500.000	3,375.000	32.1%	
	450 · Boat Slip	750.00	15,900.00	4,550.00	0.00	1,766.67	-1,766.667	21,200.00	21,200.000	0.000	0.0%	
	453 · Launch Fees	0.00	0.00	10.00	0.00	133.33	-133.333	1,965.00	1,600.000	365.000	22.8%	
	455 · Park Reservations	0.00	0.00	0.00	50.00	58.33	-8.333	400.00	700.000	-300.000	-42.9%	
	461 · Bar Code Fees	10.00	10.00	20.00	20.00	12.50	7.500	260.00	150.000	110.000	73.3%	
	462 · Building Permit Fees	0.00	0.00	0.00	50.00	41.67	8.333	400.00	500.000	-100.000	-20.0%	
	465 · Miscellaneous Income	0.00	0.00		0.00	0.00	0.000	0.00	0.000	0.000	#DIV/0!	
	471 · Fines	0.00	0.00	0.00	0.00	20.83	-20.833	500.00	250.000	250.000	100.0%	
	490 · Interest Income - Operating	0.00	0.00	0.00	0.00	2.08	-2.083	1,204.67	25.000	1,179.670	4718.7%	
	495 · Interest Income - Reserves	0.00	0.00	0.00	0.00	1,000.00	-1,000.000	0.00	12,000.000	-12,000.000	-100.0%	
	513 · Returned Check Charges	0.00	0.00	0.00	0.00	12.50	-12.500	95.00	150.000	-55.000	-36.7%	
Total Income		5,868.24	18,702.74	6,113.69	5,867.00	76,603.42	-70,489.727	904,264.86	919,241.000	-14,976.140	-1.6%	
Gross Profit		5,868.24	18,702.74	6,113.69	5,867.00	76,603.42	-70,489.727	904,264.86	919,241.000	-14,976.140	-1.6%	
Expense	608 · Admin Expenses	1,295.37	1,328.98	380.36	606.28	950.00	343.720	10,140.57	11,400.000	1,259.430	11.0%	
	609 · Office Salaries	9,450.27	9,766.88	10,005.02	15,051.77	11,130.00	-3,921.770	135,568.66	133,560.000	-2,008.660	-1.5%	
	615 · Insurance Expense	454.62	2,676.62	621.62	1,374.62	5,241.67	3,867.047	66,707.33	62,900.000	-3,807.330	-6.1%	
	620 · Telephone	0.00	99.98	199.98	100.00	100.00	0.000	1,199.80	1,200.000	0.200	0.0%	
	625 · Utilities	272.35	488.45	696.19	459.03	408.33	-50.697	5,541.83	4,900.000	-641.830	-13.1%	
	627 · Bank Charges	0.00	0.00	0.00	0.00	20.83	20.833	687.67	250.000	-437.670	-175.1%	
	629 · Bad Debt	0.00	224.97	0.00	0.00	41.67	41.667	543.63	500.000	-43.630	-8.7%	
	630 · Office Supplies	212.25	815.32	28.79	21.45	250.00	228.550	4,527.36	3,000.000	-1,527.360	-50.9%	
	632 · Postage and Delivery	80.04	0.00	173.20	1,720.25	383.33	-1,336.917	5,035.22	4,600.000	-435.220	-9.5%	
	634 · Printing	145.22	135.73	7,033.49	135.73	491.67	355.937	9,706.37	5,900.000	-3,806.370	-64.5%	
	637 · Dues and Subscriptions	165.00	0.00	187.20	0.00	62.50	62.500	706.89	750.000	-43.110	-5.7%	
	642 · Small Tools and Equipment	103.55	181.00	94.05	0.00	133.33	133.333	378.60	1,600.000	1,221.400	76.3%	
	650 · Covenants Enforcement	58.65	210.73	58.64	175.54	83.33	-92.207	1,203.93	1,000.000	-203.930	-20.4%	
	672 · Legal & Professional Fees	238.00	0.00	12,430.00	1,106.00	1,208.33	102.333	40,688.54	14,500.000	-26,188.540	-180.6%	
	676 · Audit/CPA Fees	0.00	0.00	0.00	0.00	541.67	541.667	5,650.00	6,500.000	-850.000	-13.1%	
	680 · Travel	158.65	0.00	0.00	185.43	76.67	-108.763	664.87	920.000	255.130	27.7%	
	690 · Property Tax	0.00	22.56	0.00	0.00	20.83	20.833	161.55	250.000	-88.450	-35.4%	
	692 · Federal Income Tax	0.00	0.00	0.00	0.00	125.00	125.000	613.00	1,500.000	-887.000	-59.1%	
	694 · NC Income Tax	0.00	0.00	0.00	0.00	12.50	12.500	425.00	150.000	-275.000	-183.3%	
	696 · Payroll Tax Expense	2,380.15	2,329.25	2,278.56	3,404.60	2,333.33	-1,071.267	30,747.97	28,000.000	-2,747.970	-9.8%	
	697 · Payroll Processing	376.00	167.50	173.00	258.00	208.33	-49.667	2,498.50	2,500.000	-1.500	0.1%	
	69810 · Bank Service Charges	0.00	0.00	0.00	10.00	8.33	-1.667	34.00	100.000	-66.000	-66.0%	
	705 · Maintenance Salaries	6,891.75	7,657.50	7,481.50	11,022.00	8,718.50	-2,303.500	97,454.19	104,622.000	7,167.810	6.9%	
	715 · Maintenance Phone	0.00	39.99	79.99	40.00	83.33	43.333	479.90	1,000.000	-520.100	-52.0%	
	716 · Maintenance Utilities	120.85	333.36	391.23	219.06	216.67	-2.393	2,567.03	2,600.000	-32.970	-1.3%	
	720 · Common Property Maintenance	170.59	0.00	0.00	2,448.51	1,000.00	-1,448.510	16,865.27	12,000.000	-4,865.270	-40.5%	
	724 · Street Signs	0.00	75.00	0.00	0.00	62.50	62.500	308.11	750.000	-441.890	-58.9%	
	730 · Maintenance Supplies	226.60	1,656.45	519.58	-66.12	583.33	649.453	7,178.77	7,000.000	-178.770	-2.6%	
	732.1 · Miscellaneous Expenses (CHYRC)	0.00	0.00	0.00	128.28	333.33	205.053	2,571.15	4,000.000	1,428.850	35.7%	
	752 · Maint Equipment Rental	550.00	1,000.00	2,312.58	0.00	0.00	0.000	7,712.58	0.000	-7,712.580	#DIV/0!	
	754 · Equipment Repair	138.76	427.00	247.87	160.06	141.67	-18.393	1,393.69	1,700.000	-306.310	-18.0%	
	756 · Automobile Maintenance	665.90	143.00	0.00	0.00	100.00	1,817.22	1,200.000	-617.220	-51.4%		
	758 · Gas	242.38	170.72	187.48	267.27	291.67	24.397	2,955.64	3,500.000	-544.360	-15.6%	
	760 · Security Wages	11,593.26	10,037.70	10,261.02	15,421.15	12,799.50	-2,621.650	145,995.11	153,594.000	7,598.890	4.9%	
	761 · Contract Security	5,337.50	0.00	0.00	0.00	400.00	400.000	5,337.50	4,800.000	-537.500	-11.2%	
	763 · Security Supplies	38.53	53.46	144.72	35.77	166.67	130.897	3,158.86	2,000.000	-1,158.860	-57.9%	
	765 · Security Phone	0.00	39.99	79.99	40.00	41.67	1.667	479.90	500.000	-20.100	-4.0%	
	766 · Security Utilities	206.31	407.01	492.70	287.50	316.67	29.167	4,020.46	3,800.000	-220.460	-5.8%	
	767 · Security Passes	0.00	0.00	0.00	0.00	708.33	708.333	5,036.46	8,500.000	-3,463.540	-40.7%	
	768 · Security Vehicle	0.00	0.00	0.00	0.00	0.00	0.000	0.00	0.000	0.000	0.0%	
	770 · Johns Brothers Monitoring	0.00	588.53	120.00	120.00	208.33	88.333	2,594.12	2,500.000	-94.120	-3.8%	
	780 · Street Paving	0.00	0.00	0.00	0.00	8,974.58	8,974.583	0.00	107,695.000	107,695.000	100.0%	Under spent
	782 · Dredging	0.00	402.55	0.00	0.00	416.67	416.667	1,368.56	5,000.000	3,631.440	72.6%	Under spent
	783 · Tree Service	0.00	300.00	0.00	150.00	1,666.67	1,516.667	14,962.50	20,000.000	5,037.500	25.2%	
	784 · Drainage Control	0.00	0.00	0.00	0.00	2,083.33	2,083.333	0.00	25,000.000	25,000.000	100.0%	Under spent
	785 · Discretionary	0.00	0.00	1,204.24	0.00	1,250.00	1,250.000	3,513.24	15,000.000	11,486.760	76.6%	Under spent
	786 · Contingency	0.00	0.00	0.00	0.00	1,250.00	1,250.000	0.00	15,000.000	15,000.000	100.0%	Under spent
	787 · Depreciation Expense	0.00			0.00	0.00	0.000	0.00	0.000	0.000	#DIV/0!	
	800 · Reserve Funding	0.00	0.00	0.00	0.00	6,875.00	6,875.000	0.00	82,500.000	82,500.000	100.0%	Haven't made Reserve fund transfer.
	810 · Reserve Funding - CHY&R	0.00	0.00	0.00	0.00	1,166.67	1,166.667	0.00	14,000.000	14,000.000	100.0%	
	895 · Reserve Disb	0.00	30,050.00	5,641.88	41,788.94	2,916.67	-38,872.273	77,480.82	35,000.000	-42,480.820	-121.4%	
Total Expense		41,572.55	71,830.23	63,524.88	96,671.12	76,603.42	-20,067.703	728,682.37	919,241.000	190,558.630	20.7%	
Net Income		-35,704.31	-53,127.49	-57,411.19	-90,804.12	0.00		175,582.49				Result of Underspend roads, Dredge and Reserve Funding.

Balance Sheet changes from 12/17/24 to Apr 25

	Dec 17, 24	Dec 31, 24	Jan 25	Feb 25	Mar 25	Apr 25	Monthly change
ASSETS							
Current Assets							
Checking/Savings							
100 · Operating Cash - First National	102,573.00	84,614.91	199,621.26	176,072.16	179,168.66	83,825.72	-95,342.94
102 · Southern Operating	299,228.17	299,228.17	149,878.51	149,878.51	149,878.51	401,220.96	251,342.45
104 · Infinex - CHA Reserves	712,510.40	712,510.40	721,632.38	691,582.38	631,582.38	721,418.14	89,835.76
114 · Infinex - CHYRC Reserve Ded	152,185.94	152,185.94	154,031.09	154,031.09	154,031.09	154,023.04	-8.05
115 · Petty Cash	168.55	168.55	168.55	168.55	168.55	168.55	0.00
116 · Operating 2 CC - First National	34,725.77	34,725.77	34,476.96	35,073.56	35,073.56	39,602.14	4,528.58
Total Checking/Savings	1,301,391.83	1,283,433.74	1,259,808.75	1,206,806.25	1,149,902.75	1,400,258.55	-56,903.50
Accounts Receivable							
140 · Accounts Receivable-Assessments	-1,631.75	-2,008.30	-2,433.30	-2,433.30	-5,876.02	-343,157.29	-337,281.27
Total Accounts Receivable	-1,631.75	-2,008.30	-2,433.30	-2,433.30	-5,876.02	-343,157.29	-337,281.27
Other Current Assets							
145 · Undeposited Funds	874.49	25.00	0.00	0.00	2,935.03	2,555.00	-380.03
155 · Prepaid Income Taxes	162.00	162.00	162.00	162.00	162.00	162.00	0.00
Total Other Current Assets	1,036.49	187.00	162.00	162.00	3,097.03	2,717.00	-380.03
Total Current Assets	1,300,796.57	1,281,612.44	1,257,537.45	1,204,534.95	1,147,123.76	1,059,818.26	-87,305.50
Fixed Assets							
160 · Land	219,165.96	219,165.96	219,165.96	219,165.96	219,165.96	219,165.96	0.00
162 · Buildings	191,310.58	191,310.58	191,310.58	191,310.58	191,310.58	191,310.58	0.00
165 · Swimming Pool	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	0.00
167 · Tennis Court	9,951.76	9,951.76	9,951.76	9,951.76	9,951.76	9,951.76	0.00
169 · Playground Equipment	46,815.17	46,815.17	46,815.17	46,815.17	46,815.17	46,815.17	0.00
171 · Office Equipment	15,251.12	15,251.12	15,251.12	15,251.12	15,251.12	15,251.12	0.00
173 · Maintenance Equipment	225,910.37	225,910.37	225,910.37	225,910.37	225,910.37	225,910.37	0.00
174 · Vehicles	41,459.35	41,459.35	41,459.35	41,459.35	41,459.35	41,459.35	0.00
175 · Security Equipment	24,285.57	24,285.57	24,285.57	24,285.57	24,285.57	24,285.57	0.00
179 · Accumulated Depreciation	-593,644.02	-593,644.02	-593,644.02	-593,644.02	-593,644.02	-593,644.02	0.00
Total Fixed Assets	280,505.86	280,505.86	280,505.86	280,505.86	280,505.86	280,505.86	0.00
TOTAL ASSETS	1,581,302.43	1,562,118.30	1,538,043.31	1,485,040.81	1,427,629.62	1,340,324.12	-87,305.50
LIABILITIES & EQUITY							
Equity							
320 · Retained Earnings	60,500.30	60,500.30	60,500.30	60,500.30	60,499.57	60,499.57	0.00
340 · Operating Fund	351,614.06	351,614.06	351,614.06	351,614.06	351,614.06	351,614.06	0.00
350 · Reserve Fund	737,374.34	737,374.34	737,374.34	737,374.34	737,374.34	737,374.34	0.00
Net Income	431,813.73	412,629.60	388,554.61	335,552.11	278,141.65	190,836.15	-87,305.50
Total Equity	1,581,302.43	1,562,118.30	1,538,043.31	1,485,040.81	1,427,629.62	1,340,324.12	-87,305.50
TOTAL LIABILITIES & EQUITY	1,581,302.43	1,562,118.30	1,538,043.31	1,485,040.81	1,427,629.62	1,340,324.12	-87,305.50