Draft Agenda for October 21, 2026 OHCA Board Meeting

Notice: The board meeting will be recorded.

1. **Call to Order**

2. **Moment of Silence**

3. **Approval of Agenda** (draft sent out previously)

4. **Approval of Minutes for 9/16/26 Board Meeting** (draft sent out previously)

5. **Financial Reports for September/YTD FY2026** (sent out previously)
    a. **SCBD Accounts: Special Tax Treasurer Carol Swan**
    b. **Piers & Harbors Account: Association Treasurer Stephanie Orr**

6. **Review of Procurement Policy**

7. **President's Report**
    a. **Roads & Drainage Committee**
        i. **Biohabitats survey**
        ii. **Culvert repair on 3300 and 3302 Shore Drive, and repair on Howard – progress report**
        iii. **Booker pier sinkhole**
        iv. **Bulkhead sinkhole**
        v. **Street signs for private roads – pending a vendor to measure/order/install**
        vi. **Remediation for property on Shore Drive**
    b. **Community Property Committee**
        i. **4 Square & Hopscotch for Harbor Park – stencils and cleanup**
        ii. **Tree trimming work – scheduled for 10/7**
        iii. **Shed replacement – update and approval of higher estimate**
        iv. **Handicapped access gate - update**
    c. **Security Committee**
        i. **Committee update**
        ii. **Drafting sites (per Fire Marshall's visit)**
    d. **Beach Committee**
        i. **retaining wall repair**
        ii. **Catering gate**
    e. **Social Committee**
        i. **Halloween event 10/30 budget**
        ii. **Oyster Roast 11/15 budget**
    f. **Benevolence & New Neighbor Committee**
    g. **Piers & Harbors/ Harbormaster**
        i. **Dock/pier renovation – vote on proposals**
        ii. **Dredging of Channel – progress update**
        iii. **Bulkhead Erosion Control Evaluation and remediation – progress update**
        iv. **Booker pier Sinkhole Repair – progress update**
        v. **Cameras**
        vi. **Replace boat/kayak racks and boat/kayak cleanup project**
        vii. **Burgee contest**

8. **New Business**

9. **Adjournment**

Robert's Rules of Order

Key Sections for OHCA Board and Community Meetings

- Board debate should focus on policies, not people or personalities. Discussion should be courteous and avoid personal attacks or impugning another's motives (Section 4:30 of Robert's Rules of Order)—one can disagree without being disagreeable. Verbal attacks, disparaging comments or interruptions are out of order.

- Generally speaking, the Board can spend as much time as needed to fully debate an issue, although motions exist to defer consideration, kill a discussion entirely, or call for an immediate vote (Section 4:30).

- Although debate is generally open-ended in the sense that all board members should have the chance to talk, you should only speak twice on the same subject (the "second speech" rule in Sections 3:33 and 4:28). If necessary, the Board can set time limits on how long each person can speak (Section 4:29), which is useful for large community meetings but generally not necessary for small board discussions.

- To speak, you must be recognized by the Chair (Section 3:30). There should be no cross-talk—members should address the chair, not each other (Sections 3:13 and 4:30). There should also be no interruptions unless you are making a privileged motion, which requires an immediate ruling by the Chair or vote by the whole board (rare; see list of motions and Chapters VI through X).

- Reminder: OHCA board meetings are business meetings. Board meetings are for board members to discuss the business before the board and, per the OHCA Constitution, community members may sit in on board meetings without participating, unless the Board Chair invites them to participate.

- Depending on time and circumstance, members of the audience may seek recognition from the Chair to raise an issue or ask a question, but that is not guaranteed. Under OHCA's Constitution, "Any member of the Association is privileged to sit in on a Board Meeting without participation, unless invited to participate by the Chairman of the Board" (Article V, Section 9 of OHCA Constitution). The time for a "Good and Welfare (gripe session)" occurs at the end of general community meetings under the agenda specified by the OHCA Constitution in Article XIV, Section 1.13. If residents have specific items they want discussed at a board meeting, they should approach a board member beforehand about raising a specific motion on their behalf.

OHCA CIVILITY IN COMMUNICATIONS POLICY

All OHCA communications should focus on policies, not people or personalities. That is true for all interactions between OHCA Board members, Officers, Committee Chairs, and Members of the Association. Communications should be courteous and avoid personal attacks or impugning another person's motives—we can disagree without being disagreeable. Verbal attacks, disparaging comments, and interruptions are unacceptable and will be ruled out of order at all OHCA meetings.

Minutes - September 16, 2026 OHCA Board meeting

In attendance:

Board Vice Chair, Trisha Thomas
Board Secretary, Elaine Goldberg
President, Heather Madron
Board member,Barrett Hill (Zoom)
Board member, Joe Madron (Zoom)
Board member, Arlene Jackson (Zoom)
Board member, Thomasina Coates (Zoom)
Vice President, Don Krause
SCBD Treasurer, Carol Swan
Association Treasurer, Stephanie Orr

Others in attendance included Beach Committee chair Dan Craig, Audit Committee Chair Jeanie Greenwell and several community members in person and online.

1. Meeting was presided over by Vice Chair Trisha Thomas as board chair Victoria Barron resigned in August board meeting called to Order shortly after 7 pm

2. Moment of Silence observed

3. Motion made to approve agenda was made by Heather, seconded by Elaine Goldberg and approved unanimously.

4. Motion made to approve minutes for 8/19/26 Board Meeting made by Heather, seconded by Joe Madron and approved unanimously.

5. Financial Reports:

Reported by SCBD treasurer Carol Swan

SCBD account balances as of August 31, 2026

Truist Accounts
Checking - $66,399.78
Money Market - $282,965.18
Total Truist: $349,364.96

Morgan Stanley CDs Total - $842,832.93
Ladder of 5 CDs with staggered maturity dates in '27 and '28

Grand Total OHCA SCBD Funds: $1,192,197.89

Piers & Harbors Account: Association Treasurer Stephanie Orr reported the following:

PNC P&H Account

Beginning Balance on 8/1/2026: $56,206.99
Deposits: $10,528
Checks: 2 checks for a total of $48.27.
Ending Balance on 8/31/26: $ **66,712.72**

CDs

CD #1 Current balance: $31,659.96 matures on 3/26/27
CD #2 Current balance:$47,190.75 matures on 3/26/27

6. Board Chair Trisha Thomas stated she would like to revisit Procurement policy in October once we have new board members voted in. Current policy has been cumbersome in approving expenses and adding language for procedures for emergency guidelines, and also how votes should be taken.

7. President's Report delivered by President Madron (items 7-15)

Presidents Awards - Heather Madron recognized the following individuals for their leadership in and service to the community

-Don Kraus - Community Property chair
- Mike Wierczbicki - Roads and Drainage
-Jeanie Greenwell - Audit Committee chair
-Jody Tracey- Security Committee chair
-Dan Craig - Beach and Nominating Committee Chair
- Lee Downing - Nominating Committee
- Carolyn Dunkley - Nominating Committee
-Benny McCottry - Nominating Committee
-Shayna Foote - Nominating Committee
-Trisha Thomas - recognized Board member in support of President

8. Roads & Drainage Committee

1. Biohabitats survey completed - seeking bids for recommended work.

2. Booker pier sinkhole - signed contract with Gardner engineering, completed engineering drawings for solution and will help us with RFP to identify contractor to do work. Barrett spoke to Gardner engineering to give him history. President requested the history and any photos he has.

3. Culvert repair on 3300 and 3302 Shore Drive and Howard – contract signed for work to be completed.

4. Bulkhead sinkhole - signed contract with Gardner engineering for $10,000 to do engineering drawings for required solution and will help us with RFP to identify contractor to do work. Pending engineering drawings. Carla (Procom) came out to inspect. Discussion about Jose to fill with rocks in the interim. President Madron suggested a call with Gardner before an interim solution. Resident Mr. Coltman expressed concern about sufficient safety markers for the area.

9. Community Property Committee reported by chair Don Kraus

1. Shed replacement proposals – Don reported 3 quotes, recommending we go with Stoltzfus $5484 with delivery, plus $960 for removal of existing shed, plus an estimated $300 for 6" gravel base to raise shed above any standing water, plus we will need to move power/electricity to new shed from old. President Madron made the motion we move forward with all of that as well as up to $2,000 for Wireworks for electrical work, board member Thomas seconded, and board voted unanimously to approve.

2. 4 Square & Hopscotch for Harbor Park - need to order stencils.

3. Tree trimming vendor - President Madron will reach out to Carla for update on scheduling Recinos to start work.

4. Handicapped access gate and ramp - 2 bids are needed if it exceeds $2,500. Board member Hill asked about bids and whether they were sent by email to the board. (Also gate and retaining wall). The concrete landing and steps will be $4,995. The retaining wall is $4,975. We've used GMC before as a contractor. The ADA concrete ramp is $4,995. Discussion ensued of bids just under $5,000 with committee chairs and board. Noted that fence will be handled separately. President Madron made a motion to approve the work with these estimates from GMC, Carla will request additional bids and if non received by Wednesday of next week or if a bid comes in higher, we'll move forward with GMC. Elaine Goldberg seconded, board member Hill opposed stating he's in favor of the ramp but against the $10,000 for the steps and fixing the blocks. Motion passed with all remaining board members voting in favor.

10. Security Committee report as provided by Security Chair Jody Tracey not in attendance.

1. Work needed on drafting sites (per Fire Marshall's visit) - Vice Chair Krause advised he's working to get bids. Resident Walter Jernigan is retired DC firefighter and asked about drafting sites and commended Don Krause on his site drawings. Discussion followed about importance of this project. Chesapeake Plumbing is one of vendors bidding.

11. Beach Committee

1. Wireworks came and installed the security cameras, ICS will have access to footage if there is an incident.
2. Fishing nets - Bacteria counts were really high this year. We had to put up swim advisory this summer. Discussion about fishing nets and suggestion by board member Goldberg that we form an action committee. Water testing, Operation Clearwater, both within the nets and outside nets.
3. Safety ladders were delivered and Joe will be installed along channel. The ropes do not seem long enough but Jose is working on that.

4. Steps to fishing pier being constructed for step up from the beach. Joe Madron arranged this.

12. Social Committee - Yoga on beach scheduled for September, and Goonies movie on the beach in September. Last food truck was tonight. Oyster Roast not planned yet, October or November.

13. Benevolence & New Neighbor Committee - Lee Downing ordered custom cards for the committee. Board member Jackson advised that Colonel Wyatt died last Monday. They're doing a memorial service for him. Arlene shared the dates and will share the information.

1. Board member Thomas recognized new neighbor Charles Coltman was in attendance tonight. He advised they had the best welcome, his neighbors came over.

2. New neighbor packet is on the website which needs to be updated.

14. Piers & Harbors/ Harbormaster - Joe Madron reported the following:

1. Dock/pier renovation - He's trying to get schedule from FTL for this work. We already approved Wireworks to do electrical work. He remet with 2 plumbers.

2. **Floating docks** - Chesapeake Dock is providing bid for floating docks.

3. Dredging of Channel – Atwell advised plans got rejected again per Barrett. Victoria Barron was called upon to follow up with Terry at Atwell and agreed to do so. Barrett asked to be copied on correspondence for this project.

4. Cameras - Looking at one which would only face the water.

5. Replace boat/kayak racks - Joe in coordination with the beach committee is working on the list for unmarked/unclaimed or abandoned boats for the 3 racks for Jose to remove.

15. Audit Committee - Jeanie Greenwell advised we have a requirement to prepare audit report and year-end financial reporting in Annual Meeting and that this should be included in the financial packet distributed to members.

1. She also reported out on results of Piers and Harbors audit and recommendations.

2. President Madron advised audit reports to be included in the election packet per the Constitution. Jeanie will not be presenting the reports but they will be distributed to community members in the packet. Board member Thomas advised that we need to advise Carla at Procom as soon as possible as she is not aware and asked Jeanie to reach out to Procom directly.

16. New Business – The board recognized the work of the audit committee again.

17. Adjournment - Meeting adjourned prior to 9 pm.

Policy Name	***OHCA Procurement Policy***
Board Approval Date	***May 20, 2025***

Background:

The goals and objectives of the procurement policy are to simplify, clarify and streamline the procurement process of the Oyster Harbor Citizens Association (OHCA) and make purchasing policies and procedures as consistent and transparent as possible, maximize purchasing value to the fullest extent practicable, and ensure fair and equitable treatment of all persons and vendors who deal with OHCA. This policy will govern both Special Community Benefit District and Association procurement.

Responsibility:

The Board of Directors (Board) will implement this policy, keeping the best interests of OHCA in mind. The Board and Officers shall be responsible for policy adherence. The Finance Committee will provide support and advice to the Board on the policy. Compliance with the policy will be reviewed annually.

Confidentiality:

OHCA asks for and offers confidentiality from and to its suppliers. All quotations, proposals, suggestions, proprietary information, and off-site contract meetings are to be held in the strictest confidence. Proprietary information exchanged during transactions shall be identified and treatment of that information clearly agreed upon by both OHCA and the supplier.

Ethical Conduct:

Ethical business standards shall govern all procurement transactions. Members of the Board, Officers, and the Finance Committee shall not solicit any gift or accept any significant gift from any supplier or prospective supplier. A 'significant gift' is defined as any item, service, favor, monies, credits, or discounts not available to others and/or which could influence purchasing decisions. Trivial items may be accepted as a matter of courtesy, but may not be solicited. Acceptance of social invitations to occasional business meals, entertainment and hospitality will be subject to prudent judgment by the Board as to whether the invitation places or appears to place the recipient under any obligation. No token or display of this appreciation is necessary or encouraged.

Policy:

a. All work costing more than $1,000 must be by purchase order.[1] To be paid, all work must have an accompanying invoice or receipt with a written description of the work provided.
b. For contracts over $25,000, the Board and Officers shall be notified by email on key steps in the bidding process:
   i. Request for Proposals
   ii. Bid Evaluation and Selection
   iii. Contract Negotiation and Awarding

[1] An official awarded bid, contract, or accepted formal price quote/estimate serves as a purchase order.

1. Spending Authority:

a. All expenditures and contracts will be reviewed by the President or Vice-President, and either the Association Treasurer (for expenditures from the Association/Piers & Harbors account) or the Special Tax Treasurer (for expenditures from the Special Community Benefit District account). After review (which can be done via email), each expenditure will be paid only after approval by the President and approval of a voucher for that expenditure by the Board Chair and Board Secretary.
b. The budget for each year will be recommended by the Board to the Association and approved by the Association at the annual community Budget Meeting.
c. All contracts for $2,500 or more must be approved by the Board. Contracts for less than $2,500 can be entered into without approval of the Board when those expenditures have been included in the budget and/or previously approved by the Board.
d. Contracts less than $2,500 may be signed on behalf of OHCA by the President.
e. The advice and approval of the majority of the Board shall be required for any expenditure exceeding $2,500. Contracts greater than $2,500 must be signed on behalf of OHCA by the President and the Board Chair, prior to work being performed and after approval from the majority of the Board.

2. Source Selection and Bidding:

c. Any new contract greater than $2,500 but less than $25,000 must be solicited such that competition is promoted to the maximum extent practicable, and to ensure at least two bids by licensed and insured contractors. If no bids are received, less than two bids are received, or bids are deemed unreliable by either the President or the Board, the majority of the Board may approve and award a contract without two bids.
d. For any contract over $25,000, every attempt must be made to secure a minimum of three bids by licensed and insured contractors. If no bids are received, less than three bids are received, or bids are deemed unreliable by either the President or the Board, the majority of the Board may approve and award a contract without three bids.
e. If a contract for an omnibus/multi-year project is approved and awarded, any additional money, investments, or contracts required for completion or for the hiring of sub-contractors must be awarded in the same manner as items c. through j. above. Under no circumstances are services rendered to OHCA to be divided under separate contracts for the purpose of avoiding the approval limits above.
When possible, all related work should be submitted together for consideration to the approving body.

3. Criteria for selection for all vendors/contractors:

a. All vendors must be properly licensed (when applicable) and insured.
b. Contracts may be awarded to the lowest bidder when project specifications, quality, service, workmanship and/or value are determined to be equal or better than other bidders.
c. The President, Board, and/or Association may recommend and approve awarding a contract to the non-lowest bidder if the quality, service, workmanship, and/or value of that bidder is determined to be better than the other bidders.
d. Where at all possible, contracts should be priced and presented based on itemized project/lump sum fees rather than time/materials.

4. Exemptions to Competitive Bidding:

i) Emergencies

Competitive bidding is not required when the President and/or Board declares an emergency exists; however, in making emergency purchases, an effort will be made to include the level of competition that is practical under the circumstances. Such emergencies may include but are not limited to: a) any condition where an imminent loss of property, or circumstances where sewer service is interrupted or is about to be interrupted; or b) situations where OHCA may suffer a substantial loss by reason of the time required for following the regular purchasing procedures. If an emergency exists as declared by the President and/or Board, the Board and/or President are authorized to: a) declare an emergency situation exists/existed; b) waive competitive bidding requirements; and c) award, on behalf of OHCA, contracts necessary to address the emergency situation (including, but not limited to, engineering and construction services).

ii) Sole Source:

In rare circumstances, obtaining competitive bids may not be practical.[2] When this type of situation occurs, a written justification must be submitted to the President or Board for approval. The justification should be recorded by the Board Secretary in minutes of the Board meeting and made available to the community.

5. Extension of Contracts:

Annual contracts with potential for multi-term renewal that are necessary for the ongoing operations and maintenance of Oyster Harbor can be renewed without bidding for up to three years if the contracts and vendors meet the following criteria:

i. Prices are held to the same rates or increased only at a reasonable rate and with adequate justification.
ii. Vendor work has been done satisfactorily and to the required specifications of the prior year's contract.
iii. Vendor billing and invoicing have been timely and accurate and within the specifications of the prior year's contract.

As an exception to the above requirements, and only at the recommendation of the relevant committee chair and President, maintenance and operations contracts may be renewed automatically for a period of no more than three years. At the end of the three years, the work/project must be submitted for three bids and the incumbent contractor/vendor may be included in the three bids, if they so desire and if their work has been satisfactory. The President may recommend and the Board may award the contract to the incumbent if they again meet the criteria for selection.

6. Contract Administration:

For some contracts, it is critical to have a contract administration plan in place. It shall be the President's or relevant committee chair's responsibility to develop a Contract Administration Plan that identifies all pre-award and post award function requirements, and designates individuals responsible for carrying out such plan.

[2] For Best Practices in sole source procurements (if applicable), see NASPO (2015), Chapter 8: Non competitive and limited competition requirements. State and local government procurement: A practical guide. [3] For Best Practices in developing a CAP (if required), see NASPO (2015), Chapter 14: Contract Administration. State and local government procurement: A practical guide.

7. Organizational Conflicts of Interest:

Conflicts of interest prohibited by law are not allowed. In addition, if it is proposed that community members or residents of Oyster Harbor be paid for work (not including reimbursement for materials), competing bids are required before such work can be awarded.

8. Issuance of Funds:

The Special Tax Treasurer or the Association Treasurer may not issue a check to a vendor until they have ascertained the Board has approved its issuance under the criteria above.

9. Annual Review of Procurement Policy:

Within two months after the annual election of members to the Board, this policy document should be reviewed by the newly elected Board to update, change, amend or reaffirm its provisions. If the Board does not take action on the policy at that time, the policy will remain in place until the Board has approved an updated policy.

Financial Report Package

September 2026
Fiscal Year: 2027

Prepared for

Oyster Harbor Citizens Association, Inc.

By

Professional Community Management, Inc.

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Balance Sheet - Operating

Oyster Harbor Citizens Association, Inc.

End Date: 09/30/2026

Assets			
CASH - OPERATING			
10-1020-00	Truist Operating Checking - 4430	$3,370.14	
10-1030-00	Truist Operating Money Market - 7029	283,128.03	
Total CASH - OPERATING:			$286,498.17
CASH - RESERVES			
12-1250-00	Morgan Stanley Investments	839,244.61	
Total CASH - RESERVES:			$839,244.61
ACCOUNTS RECEIVABLE			
14-1420-00	Cash held by AACO	1,161.48	
14-1430-00	BGE Deposit	100.00	
Total ACCOUNTS RECEIVABLE:			$1,261.48
Total Assets:			**$1,127,004.26**
Liabilities & Equity			
RESERVE EQUITY			
30-3020-00	Reserves - Capital Elements	482,691.08	
Total RESERVE EQUITY:			$482,691.08
OPERATING EQUITY			
35-3510-00	Undesignated Operating Equity	503,332.82	
35-3520-00	Prior Year Net Income	230,104.74	
Total OPERATING EQUITY:			$733,437.56
	Net Income Gain / Loss	(89,124.38)	
			($89,124.38)
Total Liabilities & Equity:			**$1,127,004.26**

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Income Statement - Operating

Oyster Harbor Citizens Association, Inc.

From 09/01/2026 to 09/30/2026

Description	Current Period Actual	Current Period Budget	Current Period Variance	Year-to-date Actual	Year-to-date Budget	Year-to-date Variance	Annual Budget
OPERATING INCOME							
OPERATING INCOME							
4010-00 SCBD Income	$ -	$33,577.17	($ 33,577.17)	$ -	$100,731.51	($100,731.51)	$ 402,926.00
4710-00 Interest Income - Operating	162.85	-	162.85	539.87	-	539.87	-
4720-00 Interest & Valuation Income - Reserves	(3,588.32)	-	(3,588.32)	1,678.80	-	1,678.80	-
Total OPERATING INCOME	($ 3,425.47)	$33,577.17	($ 37,002.64)	$ 2,218.67	$100,731.51	($98,512.84)	$ 402,926.00
Total OPERATING INCOME	**($ 3,425.47)**	**$33,577.17**	**($ 37,002.64)**	**$ 2,218.67**	**$100,731.51**	**($ 98,512.84)**	**$ 402,926.00**
OPERATING EXPENSE							
COMMUNITY PROPERTY - GEN & ADMIN							
5010-00 Management Fees	1,576.00	1,666.67	90.67	4,728.00	5,000.01	272.01	20,000.00
5030-00 Tax Prep & Audit Fees	6,000.00	666.67	(5,333.33)	6,000.00	2,000.01	(3,999.99)	8,000.00
5050-00 Administrative Expenses	4,973.74	1,500.00	(3,473.74)	6,088.85	4,500.00	(1,588.85)	18,000.00
5080-00 Web Site Administration	423.64	500.00	76.36	1,223.64	1,500.00	276.36	6,000.00
5090-00 Dues & Subscriptions	487.35	166.67	(320.68)	1,462.05	500.01	(962.04)	2,000.00
5100-00 Bank Charges	5.00	12.50	7.50	15.00	37.50	22.50	150.00
5220-00 Real Estate Taxes	-	100.00	100.00	-	300.00	300.00	1,200.00
5230-00 Stormwater Taxes	6,682.24	500.00	(6,182.24)	6,682.24	1,500.00	(5,182.24)	6,000.00
5310-00 Insurance Premium	4,634.00	1,000.00	(3,634.00)	13,128.00	3,000.00	(10,128.00)	12,000.00
5410-00 Room Rental Fee	-	125.00	125.00	-	375.00	375.00	1,500.00
5420-00 Storage Expense	106.00	91.67	(14.33)	302.00	275.01	(26.99)	1,100.00
Total COMMUNITY PROPERTY - GEN	$ 24,887.97	$ 6,329.18	($ 18,558.79)	$ 39,629.78	$ 18,987.54	($20,642.24)	$ 75,950.00
COMMUNITY PROPERTY - LEGAL							
5510-00 General Legal	-	3,333.33	3,333.33	-	9,999.99	9,999.99	40,000.00
Total COMMUNITY PROPERTY - LEGA	$ -	$ 3,333.33	$ 3,333.33	$ -	$ 9,999.99	$9,999.99	$ 40,000.00
COMMUNITIY PROPERTY - UTILITIES							
6010-00 Utilities	470.55	583.33	112.78	1,236.59	1,749.99	513.40	7,000.00
6040-00 Phone & Internet	283.16	375.00	91.84	849.48	1,125.00	275.52	4,500.00
Total COMMUNITIY PROPERTY - UTIL	$ 753.71	$ 958.33	$ 204.62	$ 2,086.07	$ 2,874.99	$788.92	$ 11,500.00
COMMUNITY PROPERTY - SITE MAINT							
7010-00 Landscaping & Cleaning	3,935.00	2,083.33	(1,851.67)	11,885.00	6,249.99	(5,635.01)	25,000.00
7030-00 Tree Trimming/Replacement	-	625.00	625.00	-	1,875.00	1,875.00	7,500.00
7150-00 Beach Cleaning	-	2,083.33	2,083.33	-	6,249.99	6,249.99	25,000.00
7160-00 Swimming Area Nets	-	166.67	166.67	-	500.01	500.01	2,000.00
7165-00 Gazeebo Maintenance & Repair	-	333.33	333.33	-	999.99	999.99	4,000.00
7170-00 Portable Toilets	424.00	416.67	(7.33)	742.00	1,250.01	508.01	5,000.00
7175-00 Dumpsters	-	166.67	166.67	-	500.01	500.01	2,000.00
7212-00 Community Amenity Repairs & Maintenance	116.58	1,666.67	1,550.09	1,434.03	5,000.01	3,565.98	20,000.00
7220-00 Trash Removal & Hauling	-	250.00	250.00	-	750.00	750.00	3,000.00
7250-00 Supplies & Dog Waste Stations	-	208.33	208.33	-	624.99	624.99	2,500.00
7275-00 Signage	-	833.33	833.33	(106.08)	2,499.99	2,606.07	10,000.00
7290-00 Lighting Maintenance & Repair	-	416.67	416.67	1,435.00	1,250.01	(184.99)	5,000.00
7300-00 Environmental Initiatives & Erosion Control	6,160.00	833.33	(5,326.67)	13,860.00	2,499.99	(11,360.01)	10,000.00
Total COMMUNITY PROPERTY - SITE	$ 10,635.58	$10,083.33	($ 552.25)	$ 29,249.95	$ 30,249.99	$1,000.04	$ 121,000.00

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Income Statement - Operating

Oyster Harbor Citizens Association, Inc.

From 09/01/2026 to 09/30/2026

Description	Current Period Actual	Current Period Budget	Current Period Variance	Year-to-date Actual	Year-to-date Budget	Year-to-date Variance	Annual Budget
ROADS							
8010-00 Asphalt Maintenance & Repair	$-	$4,166.67	$4,166.67	$-	$12,500.01	$12,500.01	$50,000.00
8020-00 Snow & Ice Removal	-	1,000.00	1,000.00	-	3,000.00	3,000.00	12,000.00
Total ROADS	$-	$5,166.67	$5,166.67	$-	$15,500.01	$15,500.01	$62,000.00
SECURITY							
8410-00 Security Services	9,349.40	3,333.33	(6,016.07)	14,585.19	9,999.99	(4,585.20)	40,000.00
8420-00 Extra Security Services/Cameras	1,225.00	416.67	(808.33)	1,225.00	1,250.01	25.01	5,000.00
8430-00 Lock Maintenance & Repair	-	125.00	125.00	23.31	375.00	351.69	1,500.00
Total SECURITY	$10,574.40	$3,875.00	($6,699.40)	$15,833.50	$11,625.00	($4,208.50)	$46,500.00
DREDGING							
8810-00 Dredging	-	6,250.00	6,250.00	-	18,750.00	18,750.00	75,000.00
Total DREDGING	$-	$6,250.00	$6,250.00	$-	$18,750.00	$18,750.00	$75,000.00
CAPITAL IMPROVEMENTS							
9010-00 Piers & Harbors Improvement & Repairs	950.00	25,000.00	24,050.00	2,305.00	75,000.00	72,695.00	300,000.00
9020-00 Stormwater Management Improvements & Repairs	-	14,583.33	14,583.33	-	43,749.99	43,749.99	175,000.00
9030-00 Bulkhead Improvements & Repairs	2,238.75	8,333.33	6,094.58	2,238.75	24,999.99	22,761.24	100,000.00
Total CAPITAL IMPROVEMENTS	$3,188.75	$47,916.66	$44,727.91	$4,543.75	$143,749.98	$139,206.23	$575,000.00
FUNDS HELD FOR FUTURE USE							
9410-00 Emergency, Contingency, Reserves	-	33,333.33	33,333.33	-	99,999.99	99,999.99	400,000.00
Total FUNDS HELD FOR FUTURE USE	$-	$33,333.33	$33,333.33	$-	$99,999.99	$99,999.99	$400,000.00
COUNTY ADMIN FEE							
9810-00 Anne Arundel County Fees	-	166.67	166.67	-	500.01	500.01	2,000.00
Total COUNTY ADMIN FEE	$-	$166.67	$166.67	$-	$500.01	$500.01	$2,000.00
Total OPERATING EXPENSE	**$50,040.41**	**$117,412.50**	**$67,372.09**	**$91,343.05**	**$352,237.50**	**$260,894.45**	**$1,408,950.00**
Net Income:	**($53,465.88)**	**($83,835.33)**	**$30,369.45**	**($89,124.38)**	**($251,505.99)**	**$162,381.61**	**($1,006,024.00)**

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Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
10-1020-00	Truist Operating Checking - 4430	$53,410.55	$2,246.40	$52,286.81	$3,370.14

Date	GL Ref #	Debit	Credit	Description
09/01/2026	1141303	$ -	$ 1,576.00	Truist Operating Checking - 4430; Professional Community Management, Inc. Chk # 4748
09/01/2026	1141861	-	4,634.00	Truist Operating Checking - 4430; Travelers Chk # 4749
09/01/2026	1141863	-	13.66	Truist Operating Checking - 4430; Anne Arundel County Chk # 4750
09/01/2026	1141865	-	5,542.99	Truist Operating Checking - 4430; Anne Arundel County Chk # 4751
09/01/2026	1141867	-	693.00	Truist Operating Checking - 4430; Anne Arundel County Chk # 4752
09/01/2026	1141869	-	134.18	Truist Operating Checking - 4430; Anne Arundel County Chk # 4753
09/01/2026	1141871	-	73.67	Truist Operating Checking - 4430; Anne Arundel County Chk # 4754
09/01/2026	1141873	-	140.74	Truist Operating Checking - 4430; Anne Arundel County Chk # 4755
09/01/2026	1141875	-	84.00	Truist Operating Checking - 4430; Anne Arundel County Chk # 4756
09/01/2026	1141877	-	3,935.00	Truist Operating Checking - 4430; LB Landscaping Chk # 4757
09/01/2026	1141879	-	212.00	Truist Operating Checking - 4430; Jiffy John, Inc. Chk # 4758
09/01/2026	1141881	-	212.00	Truist Operating Checking - 4430; Jiffy John, Inc. Chk # 4759
09/01/2026	1141883	-	984.40	Truist Operating Checking - 4430; Investigative Consulting & Services, Inc. Chk # 4760
09/01/2026	1141885	-	999.71	Truist Operating Checking - 4430; Investigative Consulting & Services, Inc. Chk # 4761
09/01/2026	1141887	-	2,238.75	Truist Operating Checking - 4430; Gardener General, Inc. Chk # 4762
09/01/2026	1141889	-	106.00	Truist Operating Checking - 4430; Cubesmart #718 Chk # 0
09/01/2026	1141891	-	6,160.00	Truist Operating Checking - 4430; Biohabitats, Inc. Chk # 4763
09/04/2026	1148968	-	86.03	Truist Operating Checking - 4430; BGE Chk # 0
09/08/2026	1157533	-	1,214.00	Truist Operating Checking - 4430; Investigative Consulting & Services, Inc. Chk # 4772
09/08/2026	1157537	-	747.15	Truist Operating Checking - 4430; Investigative Consulting & Services, Inc. Chk # 4773
09/09/2026	1152690	-	1,214.00	Truist Operating Checking - 4430; Investigative Consulting & Services, Inc. Chk # 4764
09/09/2026	1152692	-	747.15	Truist Operating Checking - 4430; Investigative Consulting & Services, Inc. Chk # 4765
09/09/2026	1152736	-	116.58	Reimbursement - Paddle Replacement; Trisha Thomas Chk # 4766
09/09/2026	1152690	1,214.00	-	Truist Operating Checking - 4430 (Reversal); Investigative Consulting & Services, Inc. Chk # 4
09/09/2026	1152692	747.15	-	Truist Operating Checking - 4430 (Reversal); Investigative Consulting & Services, Inc. Chk # 4
09/18/2026	1157132	-	189.73	Truist Operating Checking - 4430; ProCom Chk # 4767
09/18/2026	1157134	-	23.64	Truist Operating Checking - 4430; ProCom Chk # 4768
09/18/2026	1157136	-	400.00	Truist Operating Checking - 4430; Mint Media Agency Chk # 4769
09/18/2026	1157138	-	1,374.71	Truist Operating Checking - 4430; Investigative Consulting & Services, Inc. Chk # 4770
09/18/2026	1157132	189.73	-	Truist Operating Checking - 4430 (Reversal); ProCom Chk # 4767
09/21/2026	1157460	-	95.52	Reimbursement - 8 Boxes of Flags; Heather Doherty Chk # 4771
09/21/2026	1157460	95.52	-	Reimbursement - 8 Boxes of Flags (Reversal); Heather Doherty Chk # 4771
09/25/2026	1159260	-	150.30	Truist Operating Checking - 4430; AA CO. OFFICE OF FINANCE Chk # 4774
09/25/2026	1159262	-	1,225.00	Truist Operating Checking - 4430; Wireworx, Inc. Chk # 4775
09/25/2026	1159264	-	6,000.00	Truist Operating Checking - 4430; Klosterman & Associates P.A. Chk # 4776
09/25/2026	1159266	-	950.00	Truist Operating Checking - 4430; Krohs Nest Creations LLC Chk # 4777
09/29/2026	1160045	-	984.40	Truist Operating Checking - 4430; Investigative Consulting & Services, Inc. Chk # 4778
09/29/2026	1160047	-	1,015.01	Truist Operating Checking - 4430; Investigative Consulting & Services, Inc. Chk # 4779
09/29/2026	1160049	-	754.80	Truist Operating Checking - 4430; Investigative Consulting & Services, Inc. Chk # 4780
09/29/2026	1160051	-	1,275.22	Truist Operating Checking - 4430; Investigative Consulting & Services, Inc. Chk # 4781
09/29/2026	1160935	-	4,973.74	Truist Operating Checking - 4430; Professional Community Management, Inc. Chk # 4782
09/30/2026	1171890	-	22.11	Truist Operating Checking - 4430; BGE Chk # 0
09/30/2026	1171892	-	36.82	Truist Operating Checking - 4430; BGE Chk # 0
09/30/2026	1171894	-	101.16	Truist Operating Checking - 4430; BGE Chk # 0
09/30/2026	1171896	-	49.84	Truist Operating Checking - 4430; BGE Chk # 0
09/30/2026	1171898	-	24.29	Truist Operating Checking - 4430; BGE Chk # 0

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Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
10-1030-00	Truist Operating Money Market - 7029	282,965.18	162.85	-	283,128.03
12-1250-00	Morgan Stanley Investments	842,832.93	-	3,588.32	839,244.61
14-1420-00	Cash held by AACO	1,161.48	-	-	1,161.48
14-1430-00	BGE Deposit	100.00	-	-	100.00
30-3020-00	Reserves - Capital Elements	(482,691.08)	-	-	(482,691.08)
35-3510-00	Undesignated Operating Equity	(503,332.82)	-	-	(503,332.82)
35-3520-00	Prior Year Net Income	(230,104.74)	-	-	(230,104.74)
40-4710-00	Interest Income - Operating	(377.02)	-	162.85	(539.87)
40-4720-00	Interest & Valuation Income - Reserves	(5,267.12)	3,588.32	-	(1,678.80)
50-5010-00	Management Fees	3,152.00	1,576.00	-	4,728.00
50-5030-00	Tax Prep & Audit Fees	-	6,000.00	-	6,000.00
50-5050-00	Administrative Expenses	1,115.11	5,163.47	189.73	6,088.85
50-5080-00	Web Site Administration	800.00	423.64	-	1,223.64
50-5090-00	Dues & Subscriptions	974.70	487.35	-	1,462.05
50-5100-00	Bank Charges	10.00	5.00	-	15.00

Date	GL Ref #	Debit	Credit	Description
09/30/2026	1171900	$ -	$ 141.58	Truist Operating Checking - 4430; Comcast Chk # 0
09/30/2026	1171902	-	141.58	Truist Operating Checking - 4430; Comcast Chk # 0
09/30/2026	1171904	-	459.79	Truist Operating Checking - 4430; Google Chk # 0
09/30/2026	1171906	-	27.56	Truist Operating Checking - 4430; Constant Contact Chk # 0
09/30/2026	1171908	-	5.00	Truist Operating Checking - 4430; Truist Chk # 0
Date	**GL Ref #**	**Debit**	**Credit**	**Description**
09/30/2026	1171446	$ 162.85	$ -	Truist Monthly Interest
Date	**GL Ref #**	**Debit**	**Credit**	**Description**
09/30/2026	1171448	$ -	$ 3,588.32	Morgan Stanley Monthly Interest & Valuation
Date	**GL Ref #**	**Debit**	**Credit**	**Description**
Date	**GL Ref #**	**Debit**	**Credit**	**Description**
Date	**GL Ref #**	**Debit**	**Credit**	**Description**
09/30/2026	1171446	$ -	$ 162.85	Truist Monthly Interest
Date	**GL Ref #**	**Debit**	**Credit**	**Description**
09/30/2026	1171448	$ 3,588.32	$ -	Morgan Stanley Monthly Interest & Valuation
Date	**GL Ref #**	**Debit**	**Credit**	**Description**
09/01/2026	1141303	$ 1,576.00	$ -	Management Fee; Professional Community Management, Inc. Chk # 4748
Date	**GL Ref #**	**Debit**	**Credit**	**Description**
09/25/2026	1159264	$ 6,000.00	$ -	Tax Prep & Audit Fees; Klosterman & Associates P.A. Chk # 4776
Date	**GL Ref #**	**Debit**	**Credit**	**Description**
09/18/2026	1157132	$ 189.73	$ -	Administrative Expenses - Benevolent Card Reimbursement ; ProCom Chk # 4767
09/18/2026	1157132	-	189.73	Administrative Expenses - Benevolent Card Reimbursement (Reversal); ProCom Chk # 4767
09/29/2026	1160935	3,838.30	-	Administrative Costs - Admin; Professional Community Management, Inc. Chk # 4782
09/29/2026	1160935	1,135.44	-	Postage; Professional Community Management, Inc. Chk # 4782
Date	**GL Ref #**	**Debit**	**Credit**	**Description**
09/18/2026	1157134	$ 23.64	$ -	Web Site Administration - Reimbursement for domain Renewal; ProCom Chk # 4768
09/18/2026	1157136	400.00	-	Web Site Administration; Mint Media Agency Chk # 4769
Date	**GL Ref #**	**Debit**	**Credit**	**Description**
09/30/2026	1171904	$ 459.79	$ -	Dues & Subscriptions; Google Chk # 0
09/30/2026	1171906	27.56	-	Dues & Subscriptions; Constant Contact Chk # 0
Date	**GL Ref #**	**Debit**	**Credit**	**Description**
09/30/2026	1171908	$ 5.00	$ -	Bank Charges; Truist Chk # 0

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Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
50-5230-00	Stormwater Taxes	$-	$6,682.24	$-	$6,682.24

Date	GL Ref #	Debit	Credit	Description
09/01/2026	1141863	$ 13.66	$ -	Stormwater Taxes; Anne Arundel County Chk # 4750
09/01/2026	1141865	5,542.99	-	Stormwater Taxes; Anne Arundel County Chk # 4751
09/01/2026	1141867	693.00	-	Stormwater Taxes; Anne Arundel County Chk # 4752
09/01/2026	1141869	134.18	-	Stormwater Taxes; Anne Arundel County Chk # 4753
09/01/2026	1141871	73.67	-	Stormwater Taxes; Anne Arundel County Chk # 4754
09/01/2026	1141873	140.74	-	Stormwater Taxes; Anne Arundel County Chk # 4755
09/01/2026	1141875	84.00	-	Stormwater Taxes; Anne Arundel County Chk # 4756

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
50-5310-00	Insurance Premium	8,494.00	4,634.00	-	13,128.00

Date	GL Ref #	Debit	Credit	Description
09/01/2026	1141861	$ 4,634.00	$ -	Insurance Premium; Travelers Chk # 4749

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
50-5420-00	Storage Expense	196.00	106.00	-	302.00

Date	GL Ref #	Debit	Credit	Description
09/01/2026	1141889	$ 106.00	$ -	Storage Expense; Cubesmart #718 Chk # 0

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
60-6010-00	Utilities	766.04	470.55	-	1,236.59

Date	GL Ref #	Debit	Credit	Description
09/04/2026	1148968	$ 86.03	$ -	Utilities; BGE Chk # 0
09/25/2026	1159260	150.30	-	Utilities; AA CO. OFFICE OF FINANCE Chk # 4774
09/30/2026	1171890	22.11	-	Utilities; BGE Chk # 0
09/30/2026	1171892	36.82	-	Utilities; BGE Chk # 0
09/30/2026	1171894	101.16	-	Utilities; BGE Chk # 0
09/30/2026	1171896	49.84	-	Utilities; BGE Chk # 0
09/30/2026	1171898	24.29	-	Utilities; BGE Chk # 0

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
60-6040-00	Phone & Internet	566.32	283.16	-	849.48

Date	GL Ref #	Debit	Credit	Description
09/30/2026	1171900	$ 141.58	$ -	Phone & Internet; Comcast Chk # 0
09/30/2026	1171902	141.58	-	Phone & Internet; Comcast Chk # 0

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
70-7010-00	Landscaping & Cleaning	7,950.00	3,935.00	-	11,885.00

Date	GL Ref #	Debit	Credit	Description
09/01/2026	1141877	$ 3,935.00	$ -	Landscaping & Cleaning; LB Landscaping Chk # 4757

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
70-7170-00	Portable Toilets	318.00	424.00	-	742.00

Date	GL Ref #	Debit	Credit	Description
09/01/2026	1141879	$ 212.00	$ -	Unit rent for event - portable toilets ; Jiffy John, Inc. Chk # 4758
09/01/2026	1141881	212.00	-	Unit rent- portable toilets ; Jiffy John, Inc. Chk # 4759

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
70-7212-00	Community Amenity Repairs & Maintenance	1,317.45	212.10	95.52	1,434.03

Date	GL Ref #	Debit	Credit	Description
09/09/2026	1152736	$ 116.58	$ -	Reimbursement - Paddle Replacement; Trisha Thomas Chk # 4766
09/21/2026	1157460	95.52	-	Reimbursement - 8 Boxes of Flags; Heather Doherty Chk # 4771
09/21/2026	1157460	-	95.52	Reimbursement - 8 Boxes of Flags (Reversal); Heather Doherty Chk # 4771

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
70-7275-00	Signage	(106.08)	-	-	(106.08)

Date	GL Ref #	Debit	Credit	Description

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
70-7290-00	Lighting Maintenance & Repair	1,435.00	-	-	1,435.00

Date	GL Ref #	Debit	Credit	Description

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
70-7300-00	Environmental Initiatives & Erosion Control	7,700.00	6,160.00	-	13,860.00

Date	GL Ref #	Debit	Credit	Description
09/01/2026	1141891	$ 6,160.00	$ -	Environmental Initiatives & Erosion Control; Biohabitats, Inc. Chk # 4763

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
84-8410-00	Security Services	5,235.79	9,349.40	-	14,585.19

Date	GL Ref #	Debit	Credit	Description
09/01/2026	1141883	$ 984.40	$ -	Security Services; Investigative Consulting & Services, Inc. Chk # 4760

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Account No	Description			Prior Balance	Current Debit	Current Credit	End Balance
09/01/2026	1141885	$ 999.71	$ -	Security Services; Investigative Consulting & Services, Inc. Chk # 4761			
09/08/2026	1157533	1,214.00	-	Security Services; Investigative Consulting & Services, Inc. Chk # 4772			
09/08/2026	1157537	747.15	-	Security Services; Investigative Consulting & Services, Inc. Chk # 4773			
09/18/2026	1157138	1,374.71	-	Security Services; Investigative Consulting & Services, Inc. Chk # 4770			
09/29/2026	1160045	984.40	-	Security Services; Investigative Consulting & Services, Inc. Chk # 4778			
09/29/2026	1160047	1,015.01	-	Security Services; Investigative Consulting & Services, Inc. Chk # 4779			
09/29/2026	1160049	754.80	-	Security Services; Investigative Consulting & Services, Inc. Chk # 4780			
09/29/2026	1160051	1,275.22	-	Security Services; Investigative Consulting & Services, Inc. Chk # 4781			
84-8420-00	Extra Security Services/Cameras			-	3,186.15	1,961.15	1,225.00
Date	**GL Ref #**	**Debit**	**Credit**	**Description**			
09/09/2026	1152690	$ 1,214.00	$ -	Extra Security Services/Cameras; Investigative Consulting & Services, Inc. Chk # 4764			
09/09/2026	1152692	747.15	-	Extra Security Services/Cameras; Investigative Consulting & Services, Inc. Chk # 4765			
09/09/2026	1152690	-	1,214.00	Extra Security Services/Cameras (Reversal); Investigative Consulting & Services, Inc. Chk # 4			
09/09/2026	1152692	-	747.15	Extra Security Services/Cameras (Reversal); Investigative Consulting & Services, Inc. Chk # 4			
09/25/2026	1159262	1,225.00	-	Extra Security Services/Cameras; Wireworx, Inc. Chk # 4775			
84-8430-00	Lock Maintenance & Repair			23.31	-	-	23.31
Date	**GL Ref #**	**Debit**	**Credit**	**Description**			
90-9010-00	Piers & Harbors Improvement & Repairs			1,355.00	950.00	-	2,305.00
Date	**GL Ref #**	**Debit**	**Credit**	**Description**			
09/25/2026	1159266	$ 950.00	$ -	Piers & Harbors Improvement & Repairs; Krohs Nest Creations LLC Chk # 4777			
90-9030-00	Bulkhead Improvements & Repairs			-	2,238.75	-	2,238.75
Date	**GL Ref #**	**Debit**	**Credit**	**Description**			
09/01/2026	1141887	$ 2,238.75	$ -	Bulkhead Improvements & Repairs; Gardener General, Inc. Chk # 4762			
			Totals:	**$0.00**	**$58,284.38**	**$58,284.38**	**$0.00**

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ProCom
Professional Community Management

Invoice List

Oyster Harbor Citizens Association, Inc.
Invoice Status - Paid
Paid Date: 9/1/2026 - 9/30/2026
Payment Type: All

Paid Date	Invoice Number	Invoice Date	Auth Date	Status	Last Payment	Invoice Amount / Payment Type	Balance Due
AA CO. OFFICE OF FINANCE							
09/25/2026		09/22/2026	09/25/2026 Gena Teano	Paid (check)		$150.30 **Payment Type:** Check	$ -
	60-6010-00 - Utilities				$150.30		
				AA CO. OFFICE OF FINANCE Total:		**$ 150.30**	**$ 0.00**
Anne Arundel County Office of Finance							
09/01/2026	Wastewater1	08/20/2026	09/01/2026 Tracy Denny	Paid (check)		$13.66 **Payment Type:** Check	-
	50-5230-00 - Stormwater Taxes				$13.66		
09/01/2026	Wastewater2	08/20/2026	09/01/2026 Tracy Denny	Paid (check)		$5,542.99 **Payment Type:** Check	-
	50-5230-00 - Stormwater Taxes				$5,542.99		
09/01/2026	Wastewater3	08/20/2026	09/01/2026 Tracy Denny	Paid (check)		$693.00 **Payment Type:** Check	-
	50-5230-00 - Stormwater Taxes				$693.00		
09/01/2026	Wastewater4	08/20/2026	09/01/2026 Tracy Denny	Paid (check)		$134.18 **Payment Type:** Check	-
	50-5230-00 - Stormwater Taxes				$134.18		
09/01/2026	Wastewater5	08/20/2026	09/01/2026 Tracy Denny	Paid (check)		$73.67 **Payment Type:** Check	-
	50-5230-00 - Stormwater Taxes				$73.67		
09/01/2026	Wastewater6	08/20/2026	09/01/2026 Tracy Denny	Paid (check)		$140.74 **Payment Type:** Check	-
	50-5230-00 - Stormwater Taxes				$140.74		
09/01/2026	Wastewater7	08/20/2026	09/01/2026 Tracy Denny	Paid (check)		$84.00 **Payment Type:** Check	-
	50-5230-00 - Stormwater Taxes				$84.00		
				Anne Arundel County Office of Finance Total:		**$ 6,682.24**	**$ 0.00**
BGE							
09/04/2026	ohhbgefishing0926	09/03/2026	09/04/2026 Tracy Denny	Paid (EFT)		$86.03 **Payment Type:** EFT	-
	60-6010-00 - Utilities				$86.03		
09/30/2026		09/01/2026	10/06/2026 Amy Cummings	Paid (EFT)		$22.11 **Payment Type:** EFT	-
	60-6010-00 - Utilities				$22.11		
09/30/2026		09/01/2026	10/06/2026 Amy Cummings	Paid (EFT)		$36.82 **Payment Type:** EFT	-
	60-6010-00 - Utilities				$36.82		
09/30/2026		09/01/2026	10/06/2026 Amy Cummings	Paid (EFT)		$101.16 **Payment Type:** EFT	-

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Paid Date	Invoice Number	Invoice Date	Auth Date	Status	Last Payment	Invoice Amount Payment Type	Balance Due
	60-6010-00 - Utilities				$101.16		
09/30/2026		09/03/2026	10/06/2026 Amy Cummings	Paid (EFT)		$49.84 **Payment Type:** EFT	-
	60-6010-00 - Utilities				$49.84		
09/30/2026		09/04/2026	10/06/2026 Amy Cummings	Paid (EFT)		$24.29 **Payment Type:** EFT	-
	60-6010-00 - Utilities				$24.29		
					BGE Total:	**$ 320.25**	**$ 0.00**
Biohabitats, Inc.							
09/01/2026	13033-01-002-7	08/20/2026	09/01/2026 Tracy Denny	Paid (check)		$6,160.00 **Payment Type:** Check	-
	70-7300-00 - Environmental Initiatives & Erosion Control				$6,160.00		
					Biohabitats, Inc. Total:	**$ 6,160.00**	**$ 0.00**
Comcast							
09/30/2026		09/08/2026	10/06/2026 Amy Cummings	Paid (EFT)		$141.58 **Payment Type:** EFT	-
	60-6040-00 - Phone & Internet				$141.58		
09/30/2026		09/28/2026	10/06/2026 Amy Cummings	Paid (EFT)		$141.58 **Payment Type:** EFT	-
	60-6040-00 - Phone & Internet				$141.58		
					Comcast Total:	**$ 283.16**	**$ 0.00**
Constant Contact							
09/30/2026		09/15/2026	10/06/2026 Amy Cummings	Paid (EFT)		$27.56 **Payment Type:** EFT	-
	50-5090-00 - Dues & Subscriptions				$27.56		
					Constant Contact Total:	**$ 27.56**	**$ 0.00**
Cubesmart, LLP							
09/01/2026		08/19/2026	09/01/2026 Tracy Denny	Paid (EFT)		$106.00 **Payment Type:** EFT	-
	50-5420-00 - Storage Expense				$106.00		
					Cubesmart, LLP Total:	**$ 106.00**	**$ 0.00**
Gardener General, Inc.							
09/01/2026	14956	08/19/2026	09/01/2026 Tracy Denny	Paid (check)		$2,238.75 **Payment Type:** Check	-
	90-9030-00 - Bulkhead Improvements & Repairs				$2,238.75		
					Gardener General, Inc. Total:	**$ 2,238.75**	**$ 0.00**
Gibbs Unlimited LLC							
09/18/2026	0002115	09/16/2026	09/18/2026 Gena Teano	Paid (check)		$400.00 **Payment Type:** Check	-
	50-5080-00 - Web Site Administration				$400.00		

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Paid Date	Invoice Number	Invoice Date	Auth Date	Status	Last Payment	Invoice Amount Payment Type	Balance Due
				Gibbs Unlimited LLC Total:		**$ 400.00**	**$ 0.00**
Google							
09/30/2026		09/08/2026	10/06/2026 Amy Cummings	Paid (EFT)		$459.79 **Payment Type:** EFT	$ -
	50-5090-00 - Dues & Subscriptions				$459.79		
				Google Total:		**$ 459.79**	**$ 0.00**
Investigative Consulting & Services, Inc.							
09/01/2026	OH-010	08/19/2026	09/01/2026 Tracy Denny	Paid (check)		$984.40 **Payment Type:** Check	-
	84-8410-00 - Security Services				$984.40		
09/01/2026	OH-011	08/19/2026	09/01/2026 Tracy Denny	Paid (check)		$999.71 **Payment Type:** Check	-
	84-8410-00 - Security Services				$999.71		
09/09/2026	OH-013	09/08/2026	09/09/2026 Gena Teano	Paid (check)		$1,214.00 **Payment Type:** Check	-
	84-8410-00 - Security Services				$1,214.00		
09/09/2026	OH-014	09/08/2026	09/09/2026 Gena Teano	Paid (check)		$747.15 **Payment Type:** Check	-
	84-8410-00 - Security Services				$747.15		
09/18/2026	OH-015	09/16/2026	09/18/2026 Gena Teano	Paid (check)		$1,374.71 **Payment Type:** Check	-
	84-8410-00 - Security Services				$1,374.71		
09/29/2026	OH-007	09/29/2026	09/29/2026 Tracy Denny	Paid (check)		$1,275.22 **Payment Type:** Check	-
	84-8410-00 - Security Services				$1,275.22		
09/29/2026	oh-008	09/29/2026	09/29/2026 Tracy Denny	Paid (check)		$984.40 **Payment Type:** Check	-
	84-8410-00 - Security Services				$984.40		
09/29/2026	oh-012	09/29/2026	09/29/2026 Tracy Denny	Paid (check)		$1,015.01 **Payment Type:** Check	-
	84-8410-00 - Security Services				$1,015.01		
09/29/2026	OH-016	09/29/2026	09/29/2026 Tracy Denny	Paid (check)		$754.80 **Payment Type:** Check	-
	84-8410-00 - Security Services				$754.80		
				Investigative Consulting & Services, Inc. Total:		**$ 9,349.40**	**$ 0.00**
Jiffy John, Inc.							
09/01/2026	32558	08/26/2026	09/01/2026 Tracy Denny	Paid (check)		$212.00 **Payment Type:** Check	-
	70-7170-00 - Unit rent for event - portable toilets				$212.00		

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Invoice List

Oyster Harbor Citizens Association, Inc.
Invoice Status - Paid
Paid Date: 9/1/2026 - 9/30/2026
Payment Type: All

Paid Date	Invoice Number	Invoice Date	Auth Date	Status	Last Payment	Invoice Amount Payment Type	Balance Due
09/01/2026	325529	08/26/2026	09/01/2026 Tracy Denny	Paid (check)		$212.00 **Payment Type:** Check	$ -
	70-7170-00 - Unit rent- portable toilets				$212.00		
					Jiffy John, Inc. Total:	**$ 424.00**	**$ 0.00**
Jose A. Lemus							
09/01/2026	OHHLandscaping0926	09/01/2026	09/01/2026 Tracy Denny	Paid (check)		$3,935.00 **Payment Type:** Check	-
	70-7010-00 - Landscaping & Cleaning				$3,935.00		
					Jose A. Lemus Total:	**$ 3,935.00**	**$ 0.00**
Klosterman & Associates P.A.							
09/25/2026	Klosterman0926	09/22/2026	09/25/2026 Gena Teano	Paid (check)		$6,000.00 **Payment Type:** Check	-
	50-5030-00 - Tax Prep & Audit Fees				$6,000.00		
					Klosterman & Associates P.A. Total:	**$ 6,000.00**	**$ 0.00**
Krohs Nest Creations LLC							
09/25/2026	1080	09/22/2026	09/25/2026 Gena Teano	Paid (check)		$950.00 **Payment Type:** Check	-
	90-9010-00 - Piers & Harbors Improvement & Repairs				$950.00		
					Krohs Nest Creations LLC Total:	**$ 950.00**	**$ 0.00**
ProCom							
09/18/2026	216302	09/16/2026	09/18/2026 Gena Teano	Paid (check)		$23.64 **Payment Type:** Check	-
	50-5080-00 - Web Site Administration - Reimbursement for domain R				$23.64		
					ProCom Total:	**$ 23.64**	**$ 0.00**
Professional Community Management (Do Not Use - Management Module)							
09/01/2026	42615	09/01/2026	09/01/2026 Amy Cummings	Paid (check)		$1,576.00 **Payment Type:** Check	-
	50-5010-00 - Management Fee				$1,576.00		
09/29/2026	43389	09/29/2026	09/30/2026 Gena Teano	Paid (check)		$4,973.74 **Payment Type:** Check	-
	50-5050-00 - Administrative Costs - Admin				$3,838.30		
	50-5050-00 - Postage				$1,135.44		
					Professional Community Management (Do Not Use - Management Module) Total:	**$ 6,549.74**	**$ 0.00**
Travelers							
09/01/2026	OHHTravelers0826	08/19/2026	09/01/2026 Tracy Denny	Paid (check)		$4,634.00 **Payment Type:** Check	-
	50-5310-00 - Insurance Premium				$4,634.00		
					Travelers Total:	**$ 4,634.00**	**$ 0.00**
Truist							
09/30/2026		09/21/2026	10/06/2026 Amy Cummings	Paid (EFT)		$5.00 **Payment Type:** EFT	-

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Invoice List

Oyster Harbor Citizens Association, Inc.
Invoice Status - Paid
Paid Date: 9/1/2026 - 9/30/2026
Payment Type: All

Paid Date	Invoice Number	Invoice Date	Auth Date	Status	Last Payment	Invoice Amount Payment Type	Balance Due
	50-5100-00 - Bank Charges				$5.00		
					Truist Total:	**$ 5.00**	**$ 0.00**
Wireworx, Inc.							
09/25/2026	10747	09/22/2026	09/25/2026 Gena Teano	Paid (check)		$1,225.00 **Payment Type:** Check	-
	84-8420-00 - Extra Security Services/Cameras				$1,225.00		
					Wireworx, Inc. Total:	**$ 1,225.00**	**$ 0.00**
				Oyster Harbor Citizens Association, Inc. 42 Invoice(s) Totaling:		**$ 49,923.83**	**$ 0.00**
				GRAND 42 Invoice(s) Totaling:		**$49,923.83**	**$ 0.00**

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Financial Report Package

September 2026

Prepared for

Oyster Harbor Piers & Harbors

By

Professional Community Management, Inc.

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Balance Sheet - Operating

Oyster Harbor Piers & Harbors

End Date: 09/30/2026

Assets			
CASH - OPERATING			
10-1020-00	PNC Bank Operating Checking - 4178	$66,255.54	
Total CASH - OPERATING:			$66,255.54
CASH - RESERVES			
12-1220-00	PNC Bank 8-Month CD 2997 03/26/27	31,551.26	
12-1225-00	PNC Bank 8-Month CD 3311 03/26/27	47,327.69	
Total CASH - RESERVES:			$78,878.95
Total Assets:			**$145,134.49**
Liabilities & Equity			
OWNER EQUITY			
35-3510-00	Undesignated Equity	10,828.62	
35-3520-00	Prior Year Net Income	81,663.05	
Total OWNER EQUITY:			$92,491.67
	Net Income Gain / Loss	52,642.82	
			$52,642.82
Total Liabilities & Equity:			**$145,134.49**

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ProCom
Professional Community Management

Income Statement - Operating

Oyster Harbor Piers & Harbors

From 09/01/2026 to 09/30/2026

Description	Current Period Actual	Current Period Budget	Current Period Variance	Year-to-date Actual	Year-to-date Budget	Year-to-date Variance	Annual Budget
OPERATING INCOME							
OPERATING INCOME							
4010-00 Slip Fees	$ -	$ -	$ -	$ 17,325.60	$ -	$ 17,325.60	$ -
4420-00 Miscellaneous Income	-	-	-	40,000.00	-	40,000.00	-
4710-00 Interest Income	-	-	-	1,874.48	-	1,874.48	-
Total OPERATING INCOME	$ -	$ -	$ -	$ 59,200.08	$ -	$59,200.08	$ -
Total OPERATING INCOME	**$ 0.00**	**$ -**	**$ -**	**$ 59,200.08**	**$ -**	**$ 59,200.08**	**$ -**
OPERATING EXPENSE							
GENERAL & ADMINISTRATIVE							
5010-00 Management Fees	20.00	-	(20.00)	180.00	-	(180.00)	-
5050-00 Administrative Expenses	1.56	-	(1.56)	112.31	-	(112.31)	-
5410-00 Community/Social Activities	306.00	-	(306.00)	6,264.95	-	(6,264.95)	-
Total GENERAL & ADMINISTRATIVE	$ 327.56	$ -	($ 327.56)	$ 6,557.26	$ -	($6,557.26)	$ -
Total OPERATING EXPENSE	**$ 327.56**	**$ -**	**($ 327.56)**	**$ 6,557.26**	**$ -**	**($ 6,557.26)**	**$ -**
Net Income:	**($ 327.56)**	**$ 0.00**	**($ 327.56)**	**$ 52,642.82**	**$ 0.00**	**$ 52,642.82**	**$ 0.00**

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Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
10-1020-00	PNC Bank Operating Checking - 4178	$66,583.10	$-	$327.56	$66,255.54

Date	GL Ref #	Debit	Credit	Description
09/01/2026	1141301	$ -	$ 20.00	PNC Bank Operating Checking - 4178 Inv # 42616; Professional Community Management, Inc **Inv: 42616 Professional Community Management, Inc.**
09/25/2026	1159258	-	306.00	PNC Bank Operating Checking - 4178 Inv # FiestaFever0926; ProCom Chk # 1140 **Inv: FiestaFever0926 ProCom**
09/29/2026	1160933	-	1.56	PNC Bank Operating Checking - 4178 Inv # 43390; Professional Community Management, Inc **Inv: 43390 Professional Community Management, Inc.**

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
12-1220-00	PNC Bank 8-Month CD 2997 03/26/27	31,551.26	-	-	31,551.26

Date	GL Ref #	Debit	Credit	Description

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
12-1225-00	PNC Bank 8-Month CD 3311 03/26/27	47,327.69	-	-	47,327.69

Date	GL Ref #	Debit	Credit	Description

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
20-2010-00	Accounts Payable	-	327.56	327.56	-

Date	GL Ref #	Debit	Credit	Description
09/01/2026	1141145	$ -	$ 20.00	Accounts Payable Inv # 42616 **Inv: 42616 Professional Community Management (Do Not Use - Management Module)**
09/01/2026	1141301	20.00	-	Accounts Payable Inv # 42616; Professional Community Management, Inc. Chk # 1139 **Inv: 42616 Professional Community Management, Inc.**
09/22/2026	1158985	-	306.00	Accounts Payable Inv # FiestaFever0926 **Inv: FiestaFever0926 ProCom**
09/25/2026	1159258	306.00	-	Accounts Payable Inv # FiestaFever0926; ProCom Chk # 1140 **Inv: FiestaFever0926 ProCom**
09/29/2026	1160735	-	1.56	Accounts Payable Inv # 43390 **Inv: 43390 Professional Community Management (Do Not Use - Management Module)**
09/29/2026	1160933	1.56	-	Accounts Payable Inv # 43390; Professional Community Management, Inc. Chk # 1141 **Inv: 43390 Professional Community Management, Inc.**

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
35-3510-00	Undesignated Equity	(10,828.62)	-	-	(10,828.62)

Date	GL Ref #	Debit	Credit	Description

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
35-3520-00	Prior Year Net Income	(81,663.05)	-	-	(81,663.05)

Date	GL Ref #	Debit	Credit	Description

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
40-4010-00	Slip Fees	(17,325.60)	-	-	(17,325.60)

Date	GL Ref #	Debit	Credit	Description

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
40-4420-00	Miscellaneous Income	(40,000.00)	-	-	(40,000.00)

Date	GL Ref #	Debit	Credit	Description

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
40-4710-00	Interest Income	(1,874.48)	-	-	(1,874.48)

Date	GL Ref #	Debit	Credit	Description

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
50-5010-00	Management Fees	160.00	20.00	-	180.00

Date	GL Ref #	Debit	Credit	Description
09/01/2026	1141145	$ 20.00	$ -	Management Fee **Inv: 42616 Professional Community Management (Do Not Use - Management Module)**

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
50-5050-00	Administrative Expenses	110.75	1.56	-	112.31

Date	GL Ref #	Debit	Credit	Description
09/29/2026	1160735	$ 1.56	$ -	Postage **Inv: 43390 Professional Community Management (Do Not Use - Management Module)**

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
50-5410-00	Community/Social Activities	5,958.95	306.00	-	6,264.95

Date	GL Ref #	Debit	Credit	Description

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Account No	Description			Prior Balance	Current Debit	Current Credit	End Balance
09/22/2026	1158985	$ 306.00	$ -	Community/Social Activities **Inv: FiestaFever0926 ProCom**			
			Totals:	**$0.00**	**$655.12**	**$655.12**	**$0.00**

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