

Draft Agenda for May 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 4/15/26 Board Meeting** (draft sent out previously)
5. **Financial Reports for April/YTD FY2026** (sent out previously)
 - a. **SCBD Accounts**
 - b. **Piers & Harbors Account: Association Treasurer Stephanie Orr**
6. **Participation Process at Board and Community Meetings**
 - a. **Robert's Rules of Order** (see summary of key provisions at end of this agenda)
 - b. **OHCA Civility in Communications Policy** (see policy at end of this agenda)
 - c. **OHCA Board Members Code of Conduct** (see Code of Conduct at end of this agenda)
 - d. **Proposed Process for Violations of Code of Conduct** (see Proposed Process at end of this agenda)
7. **President's Report**
 - a. **Roads & Drainage Committee**
 - i. **Road Paving – Board vote on quotes** (see President's 5/4/26 email to board which includes PowerPoint presentation from Roads & Drainage Chair and three quotes)
 - ii. **Progress report on Biohabitats Deep Dive & Recommendations on Stormwater Management Hot Spots**
 - b. **Community Property Committee**
 - i. **4 Square & Hopscotch for Harbor Park** (see President's 5/3/26 email)
 - ii. **Tree trimming proposals**
 - iii. **Shed replacement proposals**
 - c. **Security Committee**
 - i. **Work needed on drafting sites** (per Fire Marshall's visit)
 - ii. **Security patrol schedule for this summer**
 - d. **Beach Committee**
 - e. **Social Committee**
 - i. **Social events budget for year**
 - f. **Benevolence & New Neighbor Committee**
 - g. **Harbormaster**
 - h. **Piers & Harbors Committee**
 - i. **Dredging of Channel**
 - ii. **Bulkhead Erosion Control Evaluation** (see attached proposal)
 - iii. **Sinkhole Repair**
8. **Standard Operating Procedures (SOPs) for Board Secretary Position** (see attached SOPs)
9. **Unfinished Business from prior meeting**
10. **New Business**
 - a. **Report on Community Association Summit – Keith Smith**
 - b. **Geese control – Keith Smith**
 - c. **Review of Procurement Policy**
11. **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.

<i>Policy Name</i>	<i>OHCA Board Code of Conduct</i>
<i>Board Adoption Date</i>	<i>November 19, 2024</i>

Oyster Harbor Citizens Association Board Members Code of Conduct

Purpose

The purpose of this Code of Conduct is to establish clear guidelines for the behavior, responsibilities, and expectations of the Oyster Harbor Citizens Association (OHCA) Board Members. It supports the OHCA Constitution requirement that Board Members “be better prepared to give a community service; to improve our sense of duty to the community are entrusted with the development and maintenance of Oyster Harbor through the regulating of its community property and facilities in the best interest of the property owners of the community.”

Core Principles

1. **Leadership**
Board members are responsible for leading by example and promoting a positive and collaborative environment within the community.
2. **Integrity**
Board members must uphold the highest standards of honesty and ethical behavior, acting in the best interests of the entire community.
3. **Transparency**
Board members are expected to communicate openly and honestly, providing full disclosure of association-related matters and decisions to ensure trust and accountability.
4. **Accountability**
Board members are accountable to the association and its members, ensuring that they adhere to the community’s bylaws, governing documents, and this Code of Conduct.
5. **Confidentiality**
Board members must protect the confidentiality of sensitive information discussed during executive session or other association-related communications noted as sensitive, privileged or confidential attorney-client communication.
6. **Fairness**
Board members are expected to make decisions that are fair, unbiased, and in accordance with the governing documents, prioritizing the best interests of the community.

Expectations for Board Member Conduct

1. **Respectful and Professional Behavior**
 - Treat fellow board members, association members, volunteers, vendors, and community members with respect, civility, and courtesy.
 - Avoid personal attacks, condescending language, or any form of harassment.
 - Recognize and respect diverse viewpoints and foster a collaborative decision-making process.
2. **Conflict of Interest**
 - Board members must avoid any conflicts of interest, whether personal or financial, that could compromise their impartiality.
 - Disclose any potential conflicts of interest in advance and recuse oneself from discussions or votes where impartiality could be questioned.
 - Refrain from using board membership for personal gain, special privileges, or advancing personal interests.

3. Confidentiality and Discretion

- Keep confidential information, including financial, legal, or personal information, private and secure.
- Avoid disclosing sensitive matters discussed in executive sessions or other non-public meetings, unless required by law.
- Respect the privacy of community members and fellow board members.

4. Diligence and Preparation

- Attend all board meetings, or notify the board in advance if unable to attend.
- Review meeting materials in advance, including agendas, minutes, and financial reports.
- Participate actively in discussions and decision-making, while ensuring that all decisions are well-informed and reflect the best interests of the community.

5. Communication

- Communicate professionally and clearly with residents, association members, and other board members.
- Respond to inquiries and concerns from community members in a timely and respectful manner.
- Avoid making unilateral decisions or promises on behalf of the board without prior approval.

6. Compliance with Governing Documents

- Adhere to the community's governing documents (constitution, bylaws etc.) and applicable local, state, and federal laws.
- Promote understanding and compliance with the rules and regulations of the community.

7. Decision-Making

- Act in the best interests of the community, rather than any personal or special interests.
- Base decisions on facts, fairness, and what is best for the long-term success and harmony of the community.
- Support board decisions once made, even if you personally disagree, to present a unified front to the community.

Board Member Responsibilities

1. Fiduciary Duty

- Ensure the association's finances are handled responsibly and transparently.
- Review financial reports regularly and ensure that the association's funds are used for community benefits and in accordance with governing documents.

2. Commitment to the Role

- Understand the time and effort required to serve on the board and commit fully to fulfilling these responsibilities.
- Participate actively in meetings, committees, and community events.

3. Promoting a Positive Community Culture

- Serve as a positive example for community members, promoting civility, respect, and cooperation.
- Facilitate constructive dialogue between members and work toward consensus and compromise where necessary.

Violations of the Code of Conduct

Violations of this Code of Conduct by any board member may result in disciplinary action, including:

1. Formal warning or reprimand.
2. Suspension from specific board activities or responsibilities.
3. Removal from the board, in accordance with the association's constitution and bylaws.
4. Legal action, if necessary, to protect the interests of the community.

All violations will be reviewed and addressed by the board or a designated ethics committee, with an emphasis on fairness and resolution.

Amendments

This Code of Conduct may be amended by a majority vote of the board. Any amendments must be communicated to all board members and shared with the community.

PROPOSED PROCESS FOR VIOLATIONS OF OHCA CODE OF CONDUCT¹

Board Members

1. Violations: If a board member violates the Code of Conduct, the Board Chair will issue a formal reprimand.
2. Appeals: If the board member disputes the violation, s/he may request a board vote to affirm or deny the reprimand.
3. Probation and Removal: Upon receiving two reprimands, a board member is placed on probation and must attend board meetings via Zoom for the remainder of the calendar year. A third reprimand in a calendar year will trigger a board executive session for a final vote on removal or other determined recourse.
4. Expiration: Reprimands remain in effect for one calendar year from the date of issuance.

Community Members

1. Community Meetings:
 - a. Violations: The individual will receive a warning from the President for the violation.
 - b. Ejection: After two warnings, the individual must leave the meeting. If an individual is ejected twice in one calendar year, s/he may attend future meetings in person only when an “in-person” vote is required (e.g., for OHCA elections and budget approval). Otherwise the individual is restricted to attending community and board meetings via Zoom for one calendar year.
 - c. Non-compliance: If an individual refuses to leave after being ejected, the meeting will be immediately adjourned, and it will be determined if rescheduling is necessary.
2. Online/Email:
 - a. Violations: The President will issue a formal reprimand for violations occurring on the community Facebook page or via email.
 - b. Appeals: The individual may request a board vote to affirm or deny the reprimand.
 - c. Suspension: After three reprimands, the individual will be removed from the community Facebook page for one calendar year.
 - d. Permanent Ban: If an individual is removed from the community Facebook page more than once, s/he will be permanently banned from the community Facebook page.

¹ Examples of violating the Code of Conduct include speaking out of order at a meeting, failing to follow requests to stop talking when asked by the presiding officer at the meeting, personal attacks or threats toward board or community members either verbally in meetings or through email or social media.

**OHCA Board of Directors
Draft Minutes of Board Meeting, Wednesday April 15, 2026
Eastport Fire Station, 7:00 PM**

Board Members present:

- Victoria Barron, Board Chair (online)
- Trisha Thomas, Board Vice Chair
- Thomasina Coates, Board Member (online)
- Barrett Hill, Board Member (online)
- Arlene Jackson, Board Member (online)
- Nancy Plaxico, Board Member and Board Secretary
- Keith Smith, Board Member

OHCA Officers & Committee Chairs present:

- Don Krause, Vice President & Community Property Committee Chair
- Carol Swan, Special Tax Treasurer

About twenty OHCA residents attended in person or online.

Call to Order and Moment of Silence

Since Chair Victoria Barron was participating online, Vice Chair Trisha Thomas presided at the meeting. She called the meeting to order at 7:03 pm and asked for a moment of silence.

Vice Chair Thomas noted that 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.

Approval of Agenda

A draft agenda for the April 15 board meeting was sent to all board members prior to the meeting and no changes were requested.

**Nancy Plaxico moved and Keith Smith seconded a motion to approve the draft agenda.
UNANIMOUSLY APPROVED BY VOICE VOTE**

Approval of Minutes for March 18 Board Meeting

The draft minutes of the March 18 board meeting were sent to all board members prior to the meeting and no changes were requested.

Financial Reports for March and FY2026 Year-to-Date

Special Community Benefit District (SCBD) Accounts: Special Tax Treasurer Carol Swan reported that account balances on 3/31/26 were as follows:

Truist Accounts

Checking – \$52,345.82

Money Market – \$178,396.58

Total Truist – \$230,742.40

Morgan Stanley CDs Total - \$834,341.51

Grand Total OHCA SCBD Funds: \$1,065,083.91

The Morgan Stanley CDs are invested in a ladder of CDs with different maturity dates as follow:

- \$200,000 matures 3/27/26
- \$125,000 matures 6/16/27
- \$140,000 matures 11/20/27
- \$245,000 matures 2/11/28
- \$105,000 matures 10/31/2028

The Special Tax Treasurer presented options on reinvesting the funds from the \$200,000 CD that matured on 3/27/26. Morgan Stanley recommended a 3 year CD at a rate of 4.0%, since the rate for a 4 year CD is only slightly higher at 4.1%. Carol Swan commented that OHCA is expecting \$180,000 in tax revenue from the County in June so shouldn't need to draw from the maturing CD funds.

Nancy Plaxico moved and Thomasina Coates seconded a motion to approve reinvestment of the funds from the matured \$200,000 CD into a three year CD at Morgan Stanley at an annual interest rate of 4.0%. UNANIMOUSLY APPROVED BY VOICE VOTE.

Piers & Harbors (P&H) Account: The following was reported for the P&H checking account at PNC in March:

- Opening Balance on 3/1/26 – \$15,407.38
- There were two checks totaling \$94.17 to ProCom during the month.
- There were four deposits during the month totaling \$43,893.60, including \$30,000 from settlement of OHCA's suit against Eric Epstein and Anthony Fox, and three deposits totaling \$13,893.60 for slip fees.
- Ending Balance on 3/31/26 – \$59,206.81

The two CDs in the P&H account are currently valued at \$31,190 and \$46,761 and both mature on 7/26/26. There was general agreement that the \$30,000 from the settlement should be invested in a CD when the funds from the CDs maturing on 7/26/26 are reinvested.

President's Report

Community Property Committee – Committee Chair Don Krause reported that he is working with Security Committee Chair Jody Tracey on implementing the recommendations from the Fire Marshall regarding the drafting sites in the community. It will cost about \$10,000 a site for the needed work, which will require permits.

Don noted that the fence at Fishing Creek Park has been repaired, and he has three estimates for repairing the shed at Harbor Lot. He also has two estimates for tree trimming the community (for \$2500 and \$5000) and is getting a third estimate.

Roads & Drainage Committee – Committee member Keith Smith noted that he and committee chair Mike Wierzbicki walked through the community to assess roads and drainage. He reported that Biohabitats is finishing its field work and will then write its report. ProCom has gotten two bids for replacement of the culverts at 3302 and 3300 Shore Drive, and is getting a third bid. The new street signs have arrived at ProCom and Carla will get them installed.

Roads & Drainage Chair Mike Wierzbicki is waiting on the board to give him direction on repaving of the roads in the community, and the board will address that at the May board meeting.

Security Committee – The ICS security patrols will start in mid-May.

Beach Committee – Beach Committee Chair Dan Craig handed out and discussed the Beach Report included at the end of these minutes (see report for all the beach items discussed at the board meeting). Barrett Hill asked that the old lock at the beach gate be removed, and Dan Craig said that we don't know where the key to that lock is. Tom Cagle offered to drill out the lock box.

Social Committee – Arlene Jackson has joined the committee. The committee is planning for the Sock Burning event this Saturday. Barrett Hill asked what the expenses will be for the Sock Burning and was informed that the Mission BBQ catering will cost \$2100 and the music about \$440. Barrett asked for a budget for the Social Committee for the year, and was told that the Social Committee will develop a budget for social events for the year and bring it to the board. The board discussed when the Beach Opening Party should be and decided on May 31.

Benevolence & New Neighbor Committee – Committee Chair Trisha Thomas reported that the committee has offered to deliver meals after the Sock Burning to community members who are unable to get out for the event.

Piers & Harbors Committee – Barrett Hill said he didn't think the agenda should have separate sections for the Harbormaster and Piers & Harbors reports, and he thinks the Harbormaster report should be listed under the Piers & Harbors Committee.

Barrett reported that the dredging company has availability to dredge the channel in May if we have completed the necessary steps in time, including getting the grading permit. Victoria Barron promised to expedite signing of the Atwell contract to get the grading permit and payment of Atwell. Board members asked about the cost of the dredging and Barrett responded that we will not know the cost until the dredging is completed because it depends on the yardage of sand removed, but a ballpark estimate is \$60,000. The estimate from three years ago is 432 cubic yards to be removed, but more material has probably accumulated since then that needs to be removed. Keith Smith asked that Barrett get a bid in writing from the dredging company, with the bid on their letterhead. Keith also asked that the dredging drawings be posted on the Oyster Harbor website, and it was agreed that would be done. Barrett said we have all needed approvals for the dredging from the State and Maryland Department of Environment, and all that's still needed is the County grading permit. He said that there are only two companies that do hydraulic dredging, which this project requires rather than mechanical dredging, and one of those companies said that our job is too small for them, so there is only one company that can dredge the channel. It was asked whether any of the dredged sand will have to go on the Venice Beach beach, and Barrett replied that Venice Beach was

notified about the dredging project two and a half years ago and did not respond or make that request. The board agreed that as soon as it receives the written bid from the dredging company, a special board meeting will be held via Zoom to take action on the bid.

Barrett reported that Crew Cuts is sending OHCA a check for \$1900. That refund is for OHCA's \$3500 down payment to Crew Cuts for work on the Booker Pier sinkhole which was not done, minus the \$1600 Crew Cuts billed OHCA for putting sod at 3329 Shore Drive (\$3500 - \$1600 = \$1900).

Other Old Business

Barrett Hill asked who is in charge of the slip wait list and slip leases. Keith Smith noted that the motion approved at the 10/15/25 board meeting was that Barrett Hill is Piers & Harbors Chair and Joe Madron is Harbormaster, and there has been no board vote since then to change that. It was agreed that once the Audit Committee has completed its audit report on Piers & Harbors for 2023-2025, that report should go to the whole board and an executive session of the board should be held to review and discuss the report. Barrett asked who the chair is of the Audit Committee since the former chair Robin Gilliam resigned from the board in February, and Victoria Barron said she would get a chair named for the committee and get the committee to issue its Piers & Harbors audit report. She committed that once the audit report is available, it will go to the board and an executive session will be held to review it.

Barrett Hill said that he will be resuming his role as Piers & Harbors Chair and will be taking action to fill the unfilled slips. Victoria Barron and Nancy Plaxico said they could not concur with what Barrett said.

Victoria Barron moved and Nancy Plaxico seconded a motion that filling slips be paused until the Piers & Harbors audit report has been issued and sent to the board, and an executive board session has been held to review the report, all of which should occur by May 9. APPROVED BY VOICE VOTE with Thomasina Coates, Victoria Barron, Nancy Plaxico and Trisha Thomas voting in favor, Keith Smith and Barrett Hill voting against, and Arlene Jackson abstaining on the motion.

Keith Smith noted that he voted against the motion because we do not know the status of the Piers & Harbors audit report.

Prior to the vote on the motion, Barrett Hill said he wanted to amend the motion to say that if by May 9 there was no audit report, then the assigning of slips would be his responsibility and he would resume assigning of slips. The maker and seconder of the motion, Victoria and Nancy, did not agree with that amendment and it was not added to the motion.

Keith Smith noted, and other board members including Nancy Plaxico agreed, that the next time the board commissions a report, it should set a deadline for completion of the report.

Adjournment

A motion was made, seconded and approved that the meeting be adjourned, and the meeting was adjourned at 9:10 p.m.

Minutes drafted by Board Secretary Nancy Plaxico

BEACH REPORT for April 15, 2026 Board Meeting

FOCUS HAS BEEN GETTING READY FOR SOCK BURNING PARTY SATURDAY 4-18

Jose will clean beach Thursday or Friday before the party

- including removal of bonfire debris
- metal/wood debris behind garbage shed
- we're leaving the old 4x8 press boards for the time being

New OHCA message board is up at beach gate (Tom Cagle & I installed it Monday)

- Reservations are now live, not tentative, on OHCA's website
- Printed reservation list at beach gate has been updated (30 parties so far)

Beach foot wash is operational:

- Tom C hooked up water tank Monday and we tested the pump – it works
- Carla had water delivered Wednesday April 15; the holding tank is full

Sticky beach gate latch has been adjusted and now operates smoothly – (Tom C)

Fire management in BBQ area: implemented Fire Marshall's recommendations

- Trimmed trees along beach fence next to 3305 Shore Drive
- Installed two new fire extinguisher cases in grill area at beach
- Moved grills away from flammable cedar trees

WiFi at beach is working

- but OHCA still needs to decide how (and which) password and network information to disseminate

Broken weld on Beach Ramp will be repaired on or about Monday, April 30

- estimate = \$350-400 for onsite repair by Shaw Welding Company
- much better than ProCom's contractor who wanted \$1,950 for new ramp

OHCA is signed up for beach water quality testing this summer

- AACC (weekly tests Memorial Day—Labor Day, \$420)
- DoH biweekly testing (irregular) over summer (free)

Dog issue on beach is better

- ProCom’s “friendly” warning letter seems to have worked – at least for now
- Four new ‘No Dogs on Beach’ signs have been posted along the beach fence facing Shore Drive

We have three new heavy duty flags on hand for OHCA’s beach and both piers

- At Joe’s request I installed a new flag at Booker Pier last week

PENDING UNRESOLVED ISSUES

Beach wall along Shore Drive is still not repaired:

- Tom Carroll was a no-show after promising to repair it in February or March
- Not returning calls or texts as of April

Jellyfish net has been patched up as of Tuesday April 14 but is in bad shape

- Working on designing and ordering new nets
- for either this summer or next year.

Vandalism: better this past month but was a problem in early 2026

- Outlets and light switches broken in southern gazebo; most now fixed
- Beach security lights and pier lights turned off
- Padlock sawed off circuit breaker box controlling security lights at gazebo

ACTION ITEMS:

Do we want to order another beach raft

- Size?
- Cost?

There are keys stashed at the beach for the circuit breaker box padlocks and the new message board lock

- I will email the Board and OHCA officers their location

WiFi—who will decide? Please let me know



Financial Report Package

April 2026

Prepared for

Oyster Harbor Citizens Association, Inc.

By

Professional Community Management, Inc.

Assets

CASH - OPERATING

10-1020-00	Truist Operating Checking - 4430	\$14,848.83
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10-1030-00	Truist Operating Money Market - 7029	378,099.88
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Total CASH - OPERATING:	<u>\$392,948.71</u>
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CASH - RESERVES

12-1250-00	Morgan Stanley Investments	836,329.79
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Total CASH - RESERVES:	<u>\$836,329.79</u>
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ACCOUNTS RECEIVABLE

14-1420-00	Cash held by AACO	5,412.16
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14-1430-00	BGE Deposit	100.00
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Total ACCOUNTS RECEIVABLE:	<u>\$5,512.16</u>
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Total Assets:

\$1,234,790.66

Liabilities & Equity

RESERVE EQUITY

30-3020-00	Reserves - Capital Elements	482,691.08
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Total RESERVE EQUITY:	<u>\$482,691.08</u>
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OPERATING EQUITY

35-3510-00	Undesignated Equity	128,733.09
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35-3520-00	Prior Year Net Income	374,599.73
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Total OPERATING EQUITY:	<u>\$503,332.82</u>
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	<u>248,766.76</u>	<u>\$248,766.76</u>
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Total Liabilities & Equity:

\$1,234,790.66

Description	Current Period			Year-to-date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
OPERATING INCOME							
OPERATING INCOME							
4010-00 SCBD Income	\$ 199,588.00	\$ -	\$ 199,588.00	\$458,976.00	\$444,960.00	\$ 14,016.00	\$ 444,960.00
4710-00 Interest Income - Operating	115.30	-	115.30	971.45	-	971.45	-
4720-00 Interest & Valuation Income - Reserves	1,988.28	-	1,988.28	25,305.41	-	25,305.41	-
Total OPERATING INCOME	\$ 201,691.58	\$ -	\$ 201,691.58	\$485,252.86	\$444,960.00	\$40,292.86	\$ 444,960.00
Total OPERATING INCOME	\$ 201,691.58	\$ -	\$ 201,691.58	\$485,252.86	\$444,960.00	\$ 40,292.86	\$ 444,960.00
OPERATING EXPENSE							
GENERAL & ADMINISTRATIVE							
5010-00 Management Fees	1,576.00	1,583.33	7.33	15,670.00	15,833.30	163.30	19,000.00
5030-00 Tax Prep & Audit Fees	-	-	-	6,000.00	8,000.00	2,000.00	8,000.00
5040-00 General Legal	-	1,666.66	1,666.66	11,940.87	16,666.68	4,725.81	20,000.00
5045-00 Lawsuits/Special Projects	-	833.33	833.33	-	8,333.33	8,333.33	10,000.00
5050-00 Administrative Expenses	2,524.12	2,083.33	(440.79)	16,752.88	20,833.33	4,080.45	25,000.00
5053-00 Office Supplies	-	291.66	291.66	-	2,916.68	2,916.68	3,500.00
5054-00 Office Equipment & Services	-	41.66	41.66	-	416.68	416.68	500.00
5080-00 Web Site Administration	800.00	500.00	(300.00)	3,223.64	5,000.00	1,776.36	6,000.00
5090-00 Dues & Subscriptions	424.42	166.66	(257.76)	2,469.60	1,666.68	(802.92)	2,000.00
5100-00 Bank Charges	5.00	41.66	36.66	50.00	416.68	366.68	500.00
5105-00 Anne Arundel County Fees	-	166.66	166.66	-	1,666.68	1,666.68	2,000.00
5110-00 Miscellaneous Expenses	-	41.67	41.67	-	416.67	416.67	500.00
5210-00 Taxes	-	-	-	200.00	-	(200.00)	-
5220-00 Real Estate Taxes	-	-	-	761.37	1,000.00	238.63	1,000.00
5310-00 Insurance Premium	-	-	-	12,938.00	11,000.00	(1,938.00)	11,000.00
5600-00 Rent	-	83.33	83.33	3,600.00	833.34	(2,766.66)	1,000.00
5650-00 Storage Expense	-	-	-	860.00	-	(860.00)	-
5730-00 Security Services	-	2,916.66	2,916.66	10,855.84	29,166.68	18,310.84	35,000.00
5740-00 Extra Security Services/Cameras	-	416.67	416.67	-	4,166.67	4,166.67	5,000.00
Total GENERAL & ADMINISTRATIVE	\$ 5,329.54	\$10,833.28	\$ 5,503.74	\$ 85,322.20	\$128,333.40	\$43,011.20	\$ 150,000.00
UTILITIES							
6010-00 Utilities	292.76	541.66	248.90	3,854.81	5,416.68	1,561.87	6,500.00
6040-00 Phone & Internet	283.16	333.33	50.17	2,796.62	3,333.34	536.72	4,000.00
Total UTILITIES	\$ 575.92	\$ 874.99	\$ 299.07	\$ 6,651.43	\$ 8,750.02	\$2,098.59	\$ 10,500.00

Description	Current Period			Year-to-date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
SITE MAINTENANCE							
7010-00 Landscaping & Cleaning	\$3,750.00	\$4,000.00	\$250.00	\$38,100.00	\$40,000.00	\$1,900.00	\$48,000.00
7030-00 Tree Trimming/Replacement	-	625.00	625.00	2,320.00	6,250.00	3,930.00	7,500.00
7110-00 Piers & Harbors Improvement & Repairs	-	-	-	1,721.79	-	(1,721.79)	-
7150-00 Beach Cleaning	-	2,500.00	2,500.00	-	25,000.00	25,000.00	30,000.00
7160-00 Swimming Area Nets	-	-	-	-	750.00	750.00	1,500.00
7165-00 Gazebo Maintenance & Repair	-	83.33	83.33	3,040.00	833.34	(2,206.66)	1,000.00
7170-00 Portable Toilets	318.00	333.33	15.33	3,816.00	3,333.34	(482.66)	4,000.00
7175-00 Dumpsters	-	-	-	-	2,000.00	2,000.00	2,000.00
7212-00 Community Amenity Repairs & Maintenance	1,329.94	1,250.00	(79.94)	22,050.63	12,500.00	(9,550.63)	15,000.00
7220-00 Trash Removal & Hauling	-	416.66	416.66	101.00	4,166.68	4,065.68	5,000.00
7250-00 Supplies & Dog Waste Stations	299.69	250.00	(49.69)	299.69	2,500.00	2,200.31	3,000.00
7265-00 Lock Maintenance & Repair	-	416.66	416.66	3,026.94	4,166.68	1,139.74	5,000.00
7275-00 Signage	909.08	833.33	(75.75)	4,339.08	8,333.34	3,994.26	10,000.00
7290-00 Lighting Maintenance & Repair	-	166.66	166.66	810.34	1,666.68	856.34	2,000.00
7300-00 Environmental Initiatives & Erosion Control	6,135.00	1,166.66	(4,968.34)	14,308.00	11,666.68	(2,641.32)	14,000.00
7305-00 Dredging	3,500.00	-	(3,500.00)	3,345.00	-	(3,345.00)	-
7330-00 Swale Maintenance & Repair	-	1,250.00	1,250.00	37,300.00	12,500.00	(24,800.00)	15,000.00
7810-00 Snow & Ice Removal	1,948.00	-	(1,948.00)	9,934.00	6,000.00	(3,934.00)	6,000.00
Total SITE MAINTENANCE	\$18,189.71	\$13,291.63	(\$4,898.08)	\$144,512.47	\$141,666.74	(\$2,845.73)	\$169,000.00
Total OPERATING EXPENSE	\$24,095.17	\$24,999.90	\$904.73	\$236,486.10	\$278,750.16	\$42,264.06	\$329,500.00
Net Income:	\$177,596.41	(\$24,999.90)	\$202,596.31	\$248,766.76	\$166,209.84	\$82,556.92	\$115,460.00



General Ledger Trial Balance with Details

Oyster Harbor Citizens Association, Inc.

Accts: 10-1000-90 To: 95-9510-50 Dates: 4/1/2026 - 4/30/2026

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
10-1020-00	Truist Operating Checking - 4430	\$38,944.00	\$1,771.57	\$25,866.74	\$14,848.83
Date	GL Ref #	Debit	Credit	Description	
04/01/2026	1028458	\$ -	\$ 1,576.00	Truist Operating Checking - 4430; Professional Community Management, Inc. Chk # 4670	
04/01/2026	982665	86.00	-	Truist Operating Checking - 4430 (Reversal); Cubesmart #718 Chk # 0	
04/01/2026	996607	1,600.00	-	Truist Operating Checking - 4430 (Reversal); Crew Cut Lawn & Landscaping Chk # 4650	
04/03/2026	1037746	-	85.57	Truist Operating Checking - 4430; BGE Chk # 4672	
04/03/2026	1037746	85.57	-	Truist Operating Checking - 4430 (Reversal); BGE Chk # 4672	
04/07/2026	1042798	-	85.57	Truist Operating Checking - 4430; BGE Chk # 0	
04/07/2026	1042800	-	400.00	Truist Operating Checking - 4430; Mint Media Agency Chk # 4673	
04/07/2026	1042802	-	318.00	Truist Operating Checking - 4430; Jiffy John, Inc. Chk # 4674	
04/08/2026	1043988	-	420.00	Reimbursement - AACO Water Testing; Daniel Craig Chk # 4675	
04/08/2026	1044021	-	65.70	Reimbursement - "No Dogs" Beach Signs; Daniel Craig Chk # 4676	
04/14/2026	1047410	-	843.38	Truist Operating Checking - 4430; ProCom Chk # 4677	
04/14/2026	1047412	-	86.00	Truist Operating Checking - 4430; Cubesmart #718 Chk # 0	
04/15/2026	1048149	-	179.94	Reimbursement - 3 American Flags for beach, Booker Pier, and Fishing Creek Pier; Daniel Cr	
04/17/2026	1049407	-	299.69	Truist Operating Checking - 4430; ProCom Chk # 4679	
04/17/2026	1049409	-	1,150.00	Truist Operating Checking - 4430; R A McGraw LLC Chk # 4680	
04/17/2026	1049411	-	7,315.00	Truist Operating Checking - 4430; Biohabitats, Inc. Chk # 4681	
04/24/2026	1051843	-	3,750.00	Truist Operating Checking - 4430; LB Landscaping Chk # 4682	
04/24/2026	1051845	-	3,500.00	Truist Operating Checking - 4430; Atwell LLC Chk # 4683	
04/28/2026	1062699	-	1,948.00	check #4661 dated 3/3/2026; LB Landscaping Chk # 0	
04/28/2026	1062701	-	400.00	check #4662 dated 3/3/2026; Mint Media Agency Chk # 0	
04/29/2026	1054047	-	2,524.12	Truist Operating Checking - 4430; Professional Community Management, Inc. Chk # 4684	
04/30/2026	1062679	-	20.95	Truist Operating Checking - 4430; BGE Chk # 0	
04/30/2026	1062681	-	22.38	Truist Operating Checking - 4430; BGE Chk # 0	
04/30/2026	1062683	-	33.82	Truist Operating Checking - 4430; BGE Chk # 0	
04/30/2026	1062685	-	63.35	Truist Operating Checking - 4430; BGE Chk # 0	
04/30/2026	1062687	-	66.69	Truist Operating Checking - 4430; BGE Chk # 0	
04/30/2026	1062689	-	141.58	Truist Operating Checking - 4430; Comcast Chk # 0	
04/30/2026	1062691	-	141.58	Truist Operating Checking - 4430; Comcast Chk # 0	
04/30/2026	1062693	-	396.86	Truist Operating Checking - 4430; Google Chk # 0	
04/30/2026	1062695	-	27.56	Truist Operating Checking - 4430; Constant Contact Chk # 0	
04/30/2026	1062697	-	5.00	Truist Operating Checking - 4430; Truist Chk # 0	
10-1030-00	Truist Operating Money Market - 7029	178,396.58	199,703.30	-	378,099.88
Date	GL Ref #	Debit	Credit	Description	
04/30/2026	1061438	\$ 199,588.00	\$ -	AACO SCBD Disbursement	
04/30/2026	1062560	115.30	-	Truist Monthly Interest	
12-1250-00	Morgan Stanley Investments	834,341.51	1,988.28	-	836,329.79
Date	GL Ref #	Debit	Credit	Description	
04/30/2026	1062562	\$ 1,988.28	\$ -	Morgan Stanley Monthly Interest & Valuation	
14-1420-00	Cash held by AACO	5,412.16	-	-	5,412.16
Date	GL Ref #	Debit	Credit	Description	
14-1430-00	BGE Deposit	100.00	-	-	100.00
Date	GL Ref #	Debit	Credit	Description	
30-3020-00	Reserves - Capital Elements	(482,691.08)	-	-	(482,691.08)
Date	GL Ref #	Debit	Credit	Description	
35-3510-00	Undesignated Equity	(128,733.09)	-	-	(128,733.09)
Date	GL Ref #	Debit	Credit	Description	



General Ledger Trial Balance with Details

Oyster Harbor Citizens Association, Inc.

Accts: 10-1000-90 To: 95-9510-50 Dates: 4/1/2026 - 4/30/2026

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
35-3520-00	Prior Year Net Income	(374,599.73)	-	-	(374,599.73)
Date	GL Ref #	Debit	Credit	Description	
40-4010-00	SCBD Income	(259,388.00)	-	199,588.00	(458,976.00)
Date	GL Ref #	Debit	Credit	Description	
04/30/2026	1061438	\$ -	\$ 199,588.00	AACO SCBD Disbursement	
40-4710-00	Interest Income - Operating	(856.15)	-	115.30	(971.45)
Date	GL Ref #	Debit	Credit	Description	
04/30/2026	1062560	\$ -	\$ 115.30	Truist Monthly Interest	
40-4720-00	Interest & Valuation Income - Reserves	(23,317.13)	-	1,988.28	(25,305.41)
Date	GL Ref #	Debit	Credit	Description	
04/30/2026	1062562	\$ -	\$ 1,988.28	Morgan Stanley Monthly Interest & Valuation	
50-5010-00	Management Fees	14,094.00	1,576.00	-	15,670.00
Date	GL Ref #	Debit	Credit	Description	
04/01/2026	1028458	\$ 1,576.00	\$ -	Management Fee; Professional Community Management, Inc. Chk # 4670	
50-5030-00	Tax Prep & Audit Fees	6,000.00	-	-	6,000.00
Date	GL Ref #	Debit	Credit	Description	
50-5040-00	General Legal	11,940.87	-	-	11,940.87
Date	GL Ref #	Debit	Credit	Description	
50-5050-00	Administrative Expenses	14,228.76	2,524.12	-	16,752.88
Date	GL Ref #	Debit	Credit	Description	
04/29/2026	1054047	\$ 2,110.42	\$ -	Administrative Costs - Administratvie cost; Professional Community Management, Inc. Chk # 4	
04/29/2026	1054047	413.70	-	postage; Professional Community Management, Inc. Chk # 4684	
50-5080-00	Web Site Administration	2,423.64	800.00	-	3,223.64
Date	GL Ref #	Debit	Credit	Description	
04/07/2026	1042800	\$ 400.00	\$ -	Web Site Administration; Mint Media Agency Chk # 4673	
04/28/2026	1062701	400.00	-	check #4662 dated 3/3/2026; Mint Media Agency Chk # 0	
50-5090-00	Dues & Subscriptions	2,045.18	424.42	-	2,469.60
Date	GL Ref #	Debit	Credit	Description	
04/30/2026	1062693	\$ 396.86	\$ -	Dues & Subscriptions; Google Chk # 0	
04/30/2026	1062695	27.56	-	Dues & Subscriptions; Constant Contact Chk # 0	
50-5100-00	Bank Charges	45.00	5.00	-	50.00
Date	GL Ref #	Debit	Credit	Description	
04/30/2026	1062697	\$ 5.00	\$ -	Bank Charges; Truist Chk # 0	
50-5210-00	Taxes	200.00	-	-	200.00
Date	GL Ref #	Debit	Credit	Description	
50-5220-00	Real Estate Taxes	761.37	-	-	761.37
Date	GL Ref #	Debit	Credit	Description	
50-5310-00	Insurance Premium	12,938.00	-	-	12,938.00
Date	GL Ref #	Debit	Credit	Description	
50-5600-00	Rent	3,600.00	-	-	3,600.00
Date	GL Ref #	Debit	Credit	Description	
50-5650-00	Storage Expense	860.00	86.00	86.00	860.00
Date	GL Ref #	Debit	Credit	Description	
04/01/2026	982665	\$ -	\$ 86.00	Storage Expense (Reversal); Cubesmart #718 Chk # 0	
04/14/2026	1047412	86.00	-	Storage Expense; Cubesmart #718 Chk # 0	
50-5730-00	Security Services	10,855.84	-	-	10,855.84
Date	GL Ref #	Debit	Credit	Description	
60-6010-00	Utilities	3,562.05	378.33	85.57	3,854.81
Date	GL Ref #	Debit	Credit	Description	
04/03/2026	1037746	\$ 85.57	\$ -	Utilities; BGE Chk # 4672	
04/03/2026	1037746	-	85.57	Utilities (Reversal); BGE Chk # 4672	



General Ledger Trial Balance with Details

Oyster Harbor Citizens Association, Inc.

Accts: 10-1000-90 To: 95-9510-50 Dates: 4/1/2026 - 4/30/2026

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
04/07/2026	1042798	\$ 85.57	\$ -	Utilities; BGE Chk # 0	
04/30/2026	1062679	20.95	-	Utilities; BGE Chk # 0	
04/30/2026	1062681	22.38	-	Utilities; BGE Chk # 0	
04/30/2026	1062683	33.82	-	Utilities; BGE Chk # 0	
04/30/2026	1062685	63.35	-	Utilities; BGE Chk # 0	
04/30/2026	1062687	66.69	-	Utilities; BGE Chk # 0	
60-6040-00	Phone & Internet	2,513.46	283.16	-	2,796.62
Date	GL Ref #	Debit	Credit	Description	
04/30/2026	1062689	\$ 141.58	\$ -	Phone & Internet; Comcast Chk # 0	
04/30/2026	1062691	141.58	-	Phone & Internet; Comcast Chk # 0	
70-7010-00	Landscaping & Cleaning	34,350.00	3,750.00	-	38,100.00
Date	GL Ref #	Debit	Credit	Description	
04/24/2026	1051843	\$ 3,750.00	\$ -	Landscaping & Cleaning; LB Landscaping Chk # 4682	
70-7030-00	Tree Trimming/Replacement	2,320.00	-	-	2,320.00
Date	GL Ref #	Debit	Credit	Description	
70-7110-00	Piers & Harbors Improvement & Repairs	1,721.79	-	-	1,721.79
Date	GL Ref #	Debit	Credit	Description	
70-7165-00	Gazebo Maintenance & Repair	3,040.00	-	-	3,040.00
Date	GL Ref #	Debit	Credit	Description	
70-7170-00	Portable Toilets	3,498.00	318.00	-	3,816.00
Date	GL Ref #	Debit	Credit	Description	
04/07/2026	1042802	\$ 318.00	\$ -	Portable Toilets; Jiffy John, Inc. Chk # 4674	
70-7212-00	Community Amenity Repairs & Maintenance	20,720.69	1,329.94	-	22,050.63
Date	GL Ref #	Debit	Credit	Description	
04/15/2026	1048149	\$ 179.94	\$ -	Reimbursement - 3 American Flags for beach, Booker Pier, and Fishing Creek Pier; Daniel Cr	
04/17/2026	1049409	1,150.00	-	Community Amenity Repairs & Maintenance; R A McGraw LLC Chk # 4680	
70-7220-00	Trash Removal & Hauling	101.00	-	-	101.00
Date	GL Ref #	Debit	Credit	Description	
70-7250-00	Supplies & Dog Waste Stations	-	299.69	-	299.69
Date	GL Ref #	Debit	Credit	Description	
04/17/2026	1049407	\$ 299.69	\$ -	Supplies & Dog Waste Stations; ProCom Chk # 4679	
70-7265-00	Lock Maintenance & Repair	3,026.94	-	-	3,026.94
Date	GL Ref #	Debit	Credit	Description	
70-7275-00	Signage	3,430.00	909.08	-	4,339.08
Date	GL Ref #	Debit	Credit	Description	
04/08/2026	1044021	\$ 65.70	\$ -	Reimbursement - "No Dogs" Beach Signs; Daniel Craig Chk # 4676	
04/14/2026	1047410	843.38	-	Signage; ProCom Chk # 4677	
70-7290-00	Lighting Maintenance & Repair	810.34	-	-	810.34
Date	GL Ref #	Debit	Credit	Description	
70-7300-00	Environmental Initiatives & Erosion Control	8,173.00	7,735.00	1,600.00	14,308.00
Date	GL Ref #	Debit	Credit	Description	
04/01/2026	996607	\$ -	\$ 1,600.00	Environmental Initiatives & Erosion Control (Reversal); Crew Cut Lawn & Landscaping Chk # 4	
04/08/2026	1043988	420.00	-	Reimbursement - AACO Water Testing; Daniel Craig Chk # 4675	
04/17/2026	1049411	7,315.00	-	Environmental Initiatives & Erosion Control; Biohabitats, Inc. Chk # 4681	
70-7305-00	Dredging	(155.00)	3,500.00	-	3,345.00
Date	GL Ref #	Debit	Credit	Description	
04/24/2026	1051845	\$ 3,500.00	\$ -	Dredging; Atwell LLC Chk # 4683	
70-7330-00	Swale Maintenance & Repair	37,300.00	-	-	37,300.00
Date	GL Ref #	Debit	Credit	Description	



General Ledger Trial Balance with Details

Oyster Harbor Citizens Association, Inc.

Accts: 10-1000-90 To: 95-9510-50 Dates: 4/1/2026 - 4/30/2026

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
70-7810-00	Snow & Ice Removal	7,986.00	1,948.00	-	9,934.00
Date	GL Ref #	Debit	Credit	Description	
04/28/2026	1062699	\$ 1,948.00	\$ -	check #4661 dated 3/3/2026; LB Landscaping Chk # 0	
		Totals:	\$0.00	\$229,329.89	\$229,329.89
					\$0.00

Paid Date	Invoice Number	Invoice Date	Auth Date	Status	Last Payment	Invoice Amount	Payment Type	Balance Due
Atwell LLC								
04/24/2026	OHHRetainer010426	04/24/2026	04/24/2026	Paid (check)		\$3,500.00		\$ -
			Gena Teano				Payment Type: Check	
	70-7305-00 - Dredging				\$3,500.00			
					Atwell LLC Total:	\$ 3,500.00	\$	0.00
BGE								
04/07/2026	OHHFishing04261	04/03/2026	04/07/2026	Paid (EFT)		\$85.57		-
			Tracy Denny				Payment Type: EFT	
	60-6010-00 - Utilities				\$85.57			
04/30/2026		04/30/2026	05/05/2026	Paid (EFT)		\$20.95		-
			Amy Cummings				Payment Type: EFT	
	60-6010-00 - Utilities				\$20.95			
04/30/2026		04/30/2026	05/05/2026	Paid (EFT)		\$22.38		-
			Amy Cummings				Payment Type: EFT	
	60-6010-00 - Utilities				\$22.38			
04/30/2026		04/30/2026	05/05/2026	Paid (EFT)		\$33.82		-
			Amy Cummings				Payment Type: EFT	
	60-6010-00 - Utilities				\$33.82			
04/30/2026		04/30/2026	05/05/2026	Paid (EFT)		\$63.35		-
			Amy Cummings				Payment Type: EFT	
	60-6010-00 - Utilities				\$63.35			
04/30/2026		04/30/2026	05/05/2026	Paid (EFT)		\$66.69		-
			Amy Cummings				Payment Type: EFT	
	60-6010-00 - Utilities				\$66.69			
					BGE Total:	\$ 292.76	\$	0.00
Biohabitats, Inc.								
04/17/2026	13033-01-002 3	04/16/2026	04/17/2026	Paid (check)		\$7,315.00		-
			Tracy Denny				Payment Type: Check	
	70-7300-00 - Environmental Initiatives & Erosion Control				\$7,315.00			
					Biohabitats, Inc. Total:	\$ 7,315.00	\$	0.00
Comcast								
04/30/2026		04/30/2026	05/05/2026	Paid (EFT)		\$141.58		-
			Amy Cummings				Payment Type: EFT	
	60-6040-00 - Phone & Internet				\$141.58			
04/30/2026		04/30/2026	05/05/2026	Paid (EFT)		\$141.58		-
			Amy Cummings				Payment Type: EFT	
	60-6040-00 - Phone & Internet				\$141.58			
					Comcast Total:	\$ 283.16	\$	0.00
Constant Contact								
04/30/2026		04/30/2026	05/05/2026	Paid (EFT)		\$27.56		-
			Amy Cummings				Payment Type: EFT	

Paid Date	Invoice Number	Invoice Date	Auth Date	Status	Last Payment	Invoice Amount	Balance Due
	50-5090-00 - Dues & Subscriptions					\$27.56	
					Constant Contact Total:	\$ 27.56	\$ 0.00
Cubsmart, LLP							
04/14/2026		04/13/2026	04/14/2026 Gena Teano	Paid (EFT)		\$86.00	-
						Payment Type: EFT	
	50-5650-00 - Storage Expense					\$86.00	
					Cubsmart, LLP Total:	\$ 86.00	\$ 0.00
Gibbs Unlimited LLC							
04/07/2026	0002071	04/03/2026	04/07/2026 Tracy Denny	Paid (check)		\$400.00	-
						Payment Type: Check	
	50-5080-00 - Web Site Administration					\$400.00	
					Gibbs Unlimited LLC Total:	\$ 400.00	\$ 0.00
Google							
04/30/2026		04/30/2026	05/05/2026 Amy Cummings	Paid (EFT)		\$396.86	-
						Payment Type: EFT	
	50-5090-00 - Dues & Subscriptions					\$396.86	
					Google Total:	\$ 396.86	\$ 0.00
Jiffy John, Inc.							
04/07/2026	OHHJiffyJohn0426	04/06/2026	04/07/2026 Tracy Denny	Paid (check)		\$318.00	-
						Payment Type: Check	
	70-7170-00 - Portable Toilets					\$318.00	
					Jiffy John, Inc. Total:	\$ 318.00	\$ 0.00
Jose A. Lemus							
04/24/2026	OHHLandscaping0426	04/21/2026	04/24/2026 Gena Teano	Paid (check)		\$3,750.00	-
						Payment Type: Check	
	70-7010-00 - Landscaping & Cleaning					\$3,750.00	
					Jose A. Lemus Total:	\$ 3,750.00	\$ 0.00
ProCom							
04/14/2026	OHHStreetSigns0426	04/13/2026	04/14/2026 Gena Teano	Paid (check)		\$843.38	-
						Payment Type: Check	
	70-7275-00 - Signage					\$843.38	
04/17/2026	43475031	04/16/2026	04/17/2026 Tracy Denny	Paid (check)		\$299.69	-
						Payment Type: Check	
	70-7250-00 - Supplies & Dog Waste Stations					\$299.69	
					ProCom Total:	\$ 1,143.07	\$ 0.00
Professional Community Management (Do Not Use - Management Module)							
04/01/2026	38027	04/01/2026	04/01/2026 Amy Cummings	Paid (check)		\$1,576.00	-
						Payment Type: Check	
	50-5010-00 - Management Fee					\$1,576.00	
04/29/2026	38855	04/29/2026	04/29/2026 Amy Cummings	Paid (check)		\$2,524.12	-
						Payment Type: Check	



Invoice List

Oyster Harbor Citizens Association, Inc.

Invoice Status - Paid

Paid Date: 4/1/2026 - 4/30/2026

Payment Type: All

Paid Date	Invoice Number	Invoice Date	Auth Date	Status	Last Payment	Invoice Amount	Payment Type	Balance Due	
	50-5050-00 - Administrative Costs - Administratvie cost				\$2,110.42				
	50-5050-00 - postage				\$413.70				
	Professional Community Management (Do Not Use - Management Module) Total:						\$ 4,100.12		\$ 0.00
R A McGraw LLC									
04/17/2026	2089	04/16/2026	04/17/2026	Paid (check)		\$1,150.00		-	
				Tracy Denny			Payment Type: Check		
	70-7212-00 - Community Amenity Repairs & Maintenance				\$1,150.00				
	R A McGraw LLC Total:						\$ 1,150.00		\$ 0.00
Truist									
04/30/2026		04/30/2026	05/05/2026	Paid (EFT)		\$5.00		-	
				Amy Cummings			Payment Type: EFT		
	50-5100-00 - Bank Charges				\$5.00				
	Truist Total:						\$ 5.00		\$ 0.00
	Oyster Harbor Citizens Association, Inc. 22 Invoice(s) Totaling:						\$ 22,767.53		\$ 0.00
GRAND 22 Invoice(s) Totaling:						\$22,767.53		\$ 0.00	



Financial Report Package

April 2026

Prepared for

Oyster Harbor Piers & Harbors

By

Professional Community Management, Inc.



Balance Sheet - Operating

Oyster Harbor Piers & Harbors

End Date: 04/30/2026

Assets

CASH - OPERATING

10-1020-00	PNC Bank Operating Checking - 4178	\$57,458.90
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Total CASH - OPERATING:	<u>\$57,458.90</u>
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CASH - RESERVES

12-1220-00	PNC Bank 4-Month CD 2997 07/26/26	31,190.35
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12-1225-00	PNC Bank 8-Month CD 3311 07/26/26	46,200.86
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Total CASH - RESERVES:	<u>\$77,391.21</u>
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Total Assets:	<u><u>\$134,850.11</u></u>
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Liabilities & Equity

OWNER EQUITY

35-3510-00	Undesignated Equity	10,828.62
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35-3520-00	Prior Year Net Income	81,663.05
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Total OWNER EQUITY:	<u>\$92,491.67</u>
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	<u>42,358.44</u>	
Net Income Gain / Loss		<u>\$42,358.44</u>

Total Liabilities & Equity:	<u><u>\$134,850.11</u></u>
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Description	Current Period			Year-to-date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
OPERATING INCOME							
OPERATING INCOME							
4010-00 Slip Fees	\$ 1,152.00	\$ -	\$ 1,152.00	\$ 15,045.60	\$ -	\$ 15,045.60	\$ -
4420-00 Miscellaneous Income	-	-	-	30,000.00	-	30,000.00	-
4710-00 Interest Income	-	-	-	386.74	-	386.74	-
Total OPERATING INCOME	\$ 1,152.00	\$ -	\$ 1,152.00	\$ 45,432.34	\$ -	\$45,432.34	\$ -
Total OPERATING INCOME	\$ 1,152.00	\$ -	\$ 1,152.00	\$ 45,432.34	\$ -	\$ 45,432.34	\$ -
OPERATING EXPENSE							
GENERAL & ADMINISTRATIVE							
5010-00 Management Fees	20.00	-	(20.00)	80.00	-	(80.00)	-
5050-00 Administrative Expenses	9.56	-	(9.56)	94.03	-	(94.03)	-
5410-00 Community/Social Activities	2,292.53	-	(2,292.53)	2,899.87	-	(2,899.87)	-
Total GENERAL & ADMINISTRATIVE	\$ 2,322.09	\$ -	(\$ 2,322.09)	\$ 3,073.90	\$ -	(\$3,073.90)	\$ -
Total OPERATING EXPENSE	\$ 2,322.09	\$ -	(\$ 2,322.09)	\$ 3,073.90	\$ -	(\$ 3,073.90)	\$ -
Net Income:	(\$ 1,170.09)	\$ 0.00	(\$ 1,170.09)	\$ 42,358.44	\$ 0.00	\$ 42,358.44	\$ 0.00



General Ledger Trial Balance with Details

Oyster Harbor Piers & Harbors

Accts: 10-1010-00 To: 95-9510-50 Dates: 4/1/2026 - 4/30/2026

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
10-1020-00	PNC Bank Operating Checking - 4178	\$58,628.99	\$1,320.52	\$2,490.61	\$57,458.90
Date	GL Ref #	Debit	Credit	Description	
04/01/2026	1028456	\$ -	\$ 20.00	PNC Bank Operating Checking - 4178 Inv # 38028; Professional Community Management, Inc Inv: 38028 Professional Community Management, Inc.	
04/01/2026	990258	43.52	-	Reimbursement - Burgee Competition (Reversal); Joseph Madron Chk # 1111	
04/08/2026	1043741	1,152.00	-	slip fee 2-01 & 2-03 PNC Bank Operating Checking - 4178	
04/17/2026	1049405	-	2,104.49	PNC Bank Operating Checking - 4178 Inv # 3504297; ProCom Chk # 1120 Inv: 3504297 ProCom	
04/17/2026	1049435	-	48.65	Reimbursement - Sock Burning Event; Nancy Plaxico Chk # 1121	
04/22/2026	1051091	-	21.16	Reimbursement - Sock Burning Ice; Nancy Plaxico Chk # 1122	
04/24/2026	1052199	-	43.52	Reimbursement - Burgee Competition; Joe Madron Chk # 1123	
04/24/2026	1052514	125.00	-	T-Shirts & Raffle Tickets PNC Bank Operating Checking - 4178	
04/28/2026	1052866	-	243.23	Reimbursement - Sock Burning Expenses; Heather Doherty Chk # 1124	
04/29/2026	1054045	-	9.56	PNC Bank Operating Checking - 4178 Inv # 38856; Professional Community Management, Inc Inv: 38856 Professional Community Management, Inc.	
12-1220-00	PNC Bank 4-Month CD 2997 07/26/26	31,190.35	-	-	31,190.35
Date	GL Ref #	Debit	Credit	Description	
12-1225-00	PNC Bank 8-Month CD 3311 07/26/26	46,200.86	-	-	46,200.86
Date	GL Ref #	Debit	Credit	Description	
20-2010-00	Accounts Payable	-	2,134.05	2,134.05	-
Date	GL Ref #	Debit	Credit	Description	
04/01/2026	1028290	\$ -	\$ 20.00	Accounts Payable Inv # 38028 Inv: 38028 Professional Community Management (Do Not Use - Management Module)	
04/01/2026	1028456	20.00	-	Accounts Payable Inv # 38028; Professional Community Management, Inc. Chk # 1118 Inv: 38028 Professional Community Management, Inc.	
04/16/2026	1049273	-	2,104.49	Accounts Payable Inv # 3504297 Inv: 3504297 ProCom	
04/17/2026	1049405	2,104.49	-	Accounts Payable Inv # 3504297; ProCom Chk # 1120 Inv: 3504297 ProCom	
04/29/2026	1053772	-	9.56	Accounts Payable Inv # 38856 Inv: 38856 Professional Community Management (Do Not Use - Management Module)	
04/29/2026	1054045	9.56	-	Accounts Payable Inv # 38856; Professional Community Management, Inc. Chk # 1125 Inv: 38856 Professional Community Management, Inc.	
35-3510-00	Undesignated Equity	(10,828.62)	-	-	(10,828.62)
Date	GL Ref #	Debit	Credit	Description	
35-3520-00	Prior Year Net Income	(81,663.05)	-	-	(81,663.05)
Date	GL Ref #	Debit	Credit	Description	
40-4010-00	Slip Fees	(13,893.60)	-	1,152.00	(15,045.60)
Date	GL Ref #	Debit	Credit	Description	
04/08/2026	1043741	\$ -	\$ 1,152.00	slip fee 2-01 & 2-03 Slip Fees	
40-4420-00	Miscellaneous Income	(30,000.00)	-	-	(30,000.00)
Date	GL Ref #	Debit	Credit	Description	
40-4710-00	Interest Income	(386.74)	-	-	(386.74)
Date	GL Ref #	Debit	Credit	Description	



General Ledger Trial Balance with Details

Oyster Harbor Piers & Harbors

Accts: 10-1010-00 To: 95-9510-50 Dates: 4/1/2026 - 4/30/2026

Account No	Description	Prior Balance	Current Debit	Current Credit	End Balance
50-5010-00	Management Fees	60.00	20.00	-	80.00
Date	GL Ref #	Debit	Credit	Description	
04/01/2026	1028290	\$ 20.00	\$ -	Management Fee Inv: 38028 Professional Community Management (Do Not Use - Management Module)	
50-5050-00	Administrative Expenses	84.47	9.56	-	94.03
Date	GL Ref #	Debit	Credit	Description	
04/29/2026	1053772	\$ 2.96	\$ -	postage Inv: 38856 Professional Community Management (Do Not Use - Management Module)	
04/29/2026	1053772	6.60	-	Administrative Costs - Administrative cost Inv: 38856 Professional Community Management (Do Not Use - Management Module)	
50-5410-00	Community/Social Activities	607.34	2,461.05	168.52	2,899.87
Date	GL Ref #	Debit	Credit	Description	
04/01/2026	990258	\$ -	\$ 43.52	Reimbursement - Burgee Competition (Reversal); Joseph Madron Chk # 1111	
04/16/2026	1049273	2,104.49	-	Community/Social Activities Inv: 3504297 ProCom	
04/17/2026	1049435	48.65	-	Reimbursement - Sock Burning Event; Nancy Plaxico Chk # 1121	
04/22/2026	1051091	21.16	-	Reimbursement - Sock Burning Ice; Nancy Plaxico Chk # 1122	
04/24/2026	1052199	43.52	-	Reimbursement - Burgee Competition; Joe Madron Chk # 1123	
04/24/2026	1052514	-	125.00	T-Shirts & Raffle Tickets	
04/28/2026	1052866	243.23	-	Reimbursement - Sock Burning Expenses; Heather Doherty Chk # 1124	
Totals:		\$0.00	\$5,945.18	\$5,945.18	\$0.00