

# Cape St. Claire

IMPROVEMENT ASSOCIATION

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## **Annual Membership Meeting**

January 9, 2024

### **Agenda**

President's Remarks

AA County Traffic Engineering Presentation – Nestor Flores & Eric Tabacek

Introduction of Candidates

2025 Budget Discussion

Final Voting

Approval of Minutes

Approval of Financials

Old Business

New Business

Election Results

Comments from the Floor

**Adjournment**

## Quarterly Meeting October 24, 2023

In attendance in person: President Beau Breeden, Governors Joe Angel, Ed Hayes, Mary Lamb, Neil Macindoe, Marissa Mirani, Kim Pollack, Michele Shipley, Town Manager Frank Tewey, residents William Adler, Steve Arnold, William Arnold, Dottie Ballard, Roy & Becky Benner, Lou Biondi, Bob Bishop, Leslie and David Coble, Jennifer Crews-Carey, Todd Dallanegra, Cathy Gazzo, Larry Jennings, Ginny Klocko, Jim Lamb, Brad Knopf, Ron Malfi, Pat McKay, Phil & Sandy Ourisson, Bill Rappoport, Geoff Scheider, Rosemary Stocker, Jen Williams. In attendance online: Governor Jennifer Connor.

President Breeden called the meeting to order at 7:33 pm and thanked all for attending. He noted that there has been a lot of planning work done in the past quarter and then reviewed the agenda. He thanked the committees that have been working on budget, reserve study, end of the summer, and our first Movie on the Beach. Look for activities coming up and volunteers are welcome in many positions. If anyone is interested in serving on the board, please contact the office to get on the ballot by Nov. 15 for the January Annual meeting.

### MINUTES AND FINANCIAL STATEMENTS

Minutes of the July 25, 2023 quarterly meeting were reviewed. A motion was made by Larry Jennings to approve the minutes, seconded by Jen Williams, and approved unanimously.

The financial statements for May through July of 2023 were reviewed. A motion to approve was made by Lou Biondi and seconded by Jen Williams. President Breeden commented that the reports represent the last two months of fiscal year 2023 (FY23) and the first month of FY24. FY23 ended with a small amount to carry over due to higher revenues and lower expenses than budgeted. The motion passed unanimously.

### CAPITAL RESERVE STUDY

President Breeden, Town Manager Tewey and Governor Shipley explained that the 2022 Maryland General Assembly passed a bill HB-107 requiring Homeowners Associations (HOAs) to conduct a reserve study of all community owned assets and save adequate reserves to fully fund repairs and replacement of those assets. The consulting firm of Miller + Dodson was chosen to complete the study. After edits by the board, the final report includes about 250 items, from the clubhouse and piers to the dog bag stations. The full 124 pg. report will be available through the CSCIA website soon. Miller + Dodson completed the Level 1 study to inventory all assets, assess their full and current life expectancies, estimate replacement cost at about \$2.6 million, and create a savings plan amortized over 30 years. The plan accounts for inflation and repair/replacement of assets as needed. As updates are required every 3-5 years or when any major improvement is made, the plan is a working document that will change, but is now part of normal CSCIA business. Future studies should cost less because the initial inventory is complete. About \$1 million of assets, such as the playgrounds, clubhouse, and piers have been replaced/updated in the past 10 years as part of the normal planning and budgeting process. The reserve study accomplishes that for all assets and now funding should be available when needed. The law requires saving but there is no penalty if not done. In Montgomery and Prince Georges counties, where such a law has existed for years, communities not complying have had difficulty getting bonds and permits. Home buyers may have trouble getting federal (FHA) loans and property values could drop as a result. The law applies the same to all mandatory Maryland HOAs. President Breeden will meet with Senator Gile and Delegate Bagnall to discuss concerns. Items excluded from the study are the shopping center, Swim Club and pool, items owned by the Yacht Club and Youth sailing, items under \$1,000 in value or with a life expectancy of longer than 30 years, such as the foundation of the clubhouse. The amount to be saved for 2024 is about \$116,000 and for 2025 is about \$124,000. Further details are in the attached power point report. To reach those goals means an assessment of \$45/yr. per tax account, plus an additional \$55/yr. for pier slip rentals per agreement between the board and the piers committee to split the replacement cost of piers. It is hoped there will not be an increase for FY26. A new study will likely be required by FY27.

### BUDGET

President Breeden and Town Manager Tewey presented the proposed budget for FY25. The proposed increase to the SCBD assessment is \$60/tax lot, \$45 to cover the reserve study and \$15 for operating expense increases, raising it to \$270 per account. The current cap is \$225, and it is proposed to raise that to \$300 to cover the increase for this year and inflationary or emergency increases for FY26. With maintenance fees, clubhouse rentals, slip fees, Caper advertising, reimbursements from the Business Lot Owners Association (BLOA) and Swim Club, rollover from FY23, and SCBD assessments, income is budgeted at \$923,490. The most significant increases in expenses are for maintenance/cleaning resulting from increased use of the clubhouse, pay raises and changes to minimum wage laws, the reserve savings and inflation for repair and maintenance items. With a decrease in legal fees, the proposed budget is balanced. The overall increase to the budget, not including the reserve, is about 6%. Capital expenses for the beaches, parks, and clubhouse were removed from the budget as they are now part of the reserve funding line. President Breeden thanked budget committee members Charlie Moore, Charlie Shoul, and Thor Harris, Governors Angel and Shipley and Town Manager Tewey for their hard work. The proposed budget will be published in the Nov/Dec issue of the Caper and will be voted on at the January 2024 Annual Membership meeting. The \$10 maintenance fee was established in the 1949 deed and cannot be changed without a 2/3 vote of the entire membership, a nearly impossible task. In 1989, the SCBD agreement was created with the county to collect the assessment for CSCIA operations that benefit the community. The SCBD agreement must be updated to allow for savings. If the membership does not approve the increase to the SCBD, private assessments must be made and collected on each lot. Our bylaws and Articles of Incorporation need to be updated as well.

**BREAK** - A break was taken at 8:22 pm, and the meeting reconvened at 8:35 pm.

## TOWN MANAGER

Town Manager Tewey announced that 450 land use and riparian rights certified letters were sent to those homes that are adjacent to community owned properties, but there have been issues with delivery. Copies are available in the office for anyone who owns such a property and has not received a letter. He commended Office Administrator Coble for her continued assistance and her wealth of knowledge. The clubhouse is booked for Saturdays and Sundays for the rest of the year and for many weekends in 2024. He will meet with Governor Lamb and Mrs. Coble to discuss plans for the old office to create file storage, a small conference area and workspace for board members. Pier and bulkhead requests require attorney involvement and may take longer to complete than regular building applications, which is typically about 2 weeks. Please check Cape Building Codes on the website before planning or undertaking projects. The Anne Arundel County Council is considering recommendations by the Planning Advisory Board for Plan 2040. The next Maryland General Assembly session runs January 10 – April 8, 2024. Senate Bill S.2620 to establish the Chesapeake National Recreational Area was introduced, read twice, and referred to the Committee on Energy and Natural Resources. Portable restrooms are to be removed Oct. 25. Life rings and safety ladders were installed at the piers. Aging trees are being addressed on a case-by-case basis. The summer season had no major incidents and the 18 beach attendants did a great job. The first movie night was successful, and the next will be Oct. 29, featuring Hocus Pocus. The state mosquito spraying program concluded for the year on Oct. 3. A proposed balance budget for FY24 was completed by the budget committee and submitted to the board. Miller + Dodson completed the Capital Reserve Study. About 80% of security shifts continue to be covered by off-duty police. All towing enforcement signs were updated.

## OLD BUSINESS

President Breeden reported on several items. The Broadneck Council of Communities (BCC) will hold a meeting Nov. 30 to discuss the Chesapeake National Recreation Area legislation. It is hoped that either Senator Sarbanes, Congressman Van Hollen, or a member of their senior staff will attend. The bill proposes that several areas along the Chesapeake, such as Whitehall estate, Thomas Point Lighthouse and the Burris House, be designated as National Recreation Areas to allow for federal funding. The BCC has been discussing options and concerns over traffic with the Senator and Congressman. The traffic study on Route 50 and College Parkway was a separate but related concern.

Work on the Broadneck Trail was delayed while more thorough soil tests were completed, and the plans reengineered to account for them. Construction should begin again soon. Land acquisition for the extension to Sandy Point State Park is underway. A meeting regarding the South Shore Trail, elsewhere in the county, will be held and details will be made available online.

The final draft of the General Development Plan 2040 for the Office of Planning and Zoning is being presented tonight at the Planning Advisory Board meeting. Public comments can be made online. In the effort to make properties have only one zoning designation, some Cape St. Claire community properties are being recommended for rezoning. For example, different areas of Lake Claire are zoned marina or open space.

The Little Magothy River Association (LMRA) received a \$900,000 state grant for waterway improvement. A large dredge is planned for winter of 2024-2025. A smaller dredge is planned for this winter at the inlet. LMRA wants to partner with CSCIA in the small dredge, using their grant to pay for the removal of sand and CSCIA paying to place the sand on our beach. BioHabitats will have to do new drawings to reflect changes such as retaining walls that were constructed after the original permitting. During earlier discussions of this dredge, beach project funds were approved for use in permitting and placing about 500 yd<sup>3</sup> of sand above the high mean water line on the beach at 1224 and 1226 Riverbay Rd. It is hoped that much more sand will be available from the larger dredge and that cost be within the LMRA grant.

## NEW BUSINESS

President Breeden reported that residents presented a petition asking CSCIA to sponsor a study for the creation of a crosswalk on Cape St Claire Rd near Woodland Circle at a board meeting earlier this year. Traditionally a study would include public meetings, research and discussions, but an email was received from the county that there is potentially an approval of a study already completed to put a crosswalk somewhere between Radoff Rd at Goshen Farm and Forest Terrace. More information has been requested from the county.

Geoff Schneider, instructor for the Youth Sailing program, discussed storage of the 13 program boats and trailers. For over 20 years, they were stored behind Cape Auto on College Parkway East. That property was obtained by the county for the CSC Rd to Sandy Point Broadneck Trail. Initially, Youth Sailing asked for volunteers to store boats. They learned that as a non-profit organization, the boats cannot be stored on residential lots but must be on commercial or marina lots. The boats are at the Deep Creek marina while a permanent solution is sought.

## COMMENTS

Phil Ourisson said the Cape Conservation Corps (CCC) planted trees, shrubs and plants at Little Magothy Beach and will be planting at the Serene Ravine on Oct. 28. David Sikorski from Coastal Conservation will speak about oyster aquaculture, reef building, sport fishing, etc. at the Nov. 3 event which will start with a silent auction of art created at the plein air day. CCC is selling raffle tickets online for a vintage guitar to be awarded that night. On Nov. 11, they will mulch paths at Little Magothy Beach and at Serene Ravine on Nov. 18. Volunteers are welcome.

## ADJOURNMENT

A motion to adjourn was made by Lou Biondi, seconded by Larry Jennings and approved unanimously. The Oct. 24, 2023 CSCIA Quarterly Membership Meeting was adjourned at 9:09 pm.

**Cape St. Claire Improvement Association, Inc.**

**Profit & Loss - Piers**

**August 31, 2023 - Final**

	August	YTD	Annual	Variance	
	Actual	Actual	Budget	Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Interest Income	2.11	4.23	0.00	4.23	
Late Fees	0.00	0.00	100.00	(100.00)	0%
Miscellaneous Income	0.00	0.00	100.00	(100.00)	0%
Piers - Capital Replacement Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Waitlist Fee	400.00	500.00	1,500.00	(1,000.00)	33%
Rentals/ Slips	0.00	255.00	103,055.00	(102,800.00)	0%
<b>Total Income</b>	<b>402.11</b>	<b>759.23</b>	<b>117,790.00</b>	<b>(117,030.77)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
1 Accounting Fees	95.70	191.40	1,000.00	(808.60)	19%
2 Audit Expenses	0.00	0.00	500.00	(500.00)	0%
3 Front Foot Assessment	0.00	0.00	1,170.00	(1,170.00)	0%
4 Insurance	0.00	0.00	6,000.00	(6,000.00)	0%
5 Legal Services	0.00	0.00	5,000.00	(5,000.00)	0%
6 Membrshp(Confrence/Training/Dues)	0.00	0.00	150.00	(150.00)	0%
7 Voluntr Apprec(Refreshments/Misc)	0.00	0.00	150.00	(150.00)	0%
8 Office Supplies/Expense	0.00	0.00	100.00	(100.00)	0%
9 Payroll Expenses & Benefits	36.76	43.62	3,114.30	(3,070.68)	1%
10 Permits	0.00	0.00	1,000.00	(1,000.00)	0%
11 Postage	0.00	0.00	500.00	(500.00)	0%
12 Printing	0.00	0.00	100.00	(100.00)	0%
13 Property Taxes	1,638.72	1,638.72	1,900.00	(261.28)	86%
14 Repairs/Maintenance	128.87	280.44	17,500.00	(17,219.56)	2%
15 Sanitary Services	0.00	0.00	100.00	(100.00)	0%
16 Sewer	0.00	0.00	100.00	(100.00)	0%
17 Signage	0.00	0.00	500.00	(500.00)	0%
18 Telecommunications & Internet	600.00	1,255.61	9,000.00	(7,744.39)	14%
19 Trash Collection	0.00	0.00	350.00	(350.00)	0%
20 Utilities	0.00	656.15	13,000.00	(12,343.85)	5%
21 Wages-Town Manager	0.00	0.00	5,940.66	(5,940.66)	0%
22 Wages-Administrator	0.00	0.00	5,832.70	(5,832.70)	0%
23 Wages-Asst. Administrator	78.38	152.64	4,000.00	(3,847.36)	4%
24 Wages-Handyman	347.69	347.69	4,000.00	(3,652.31)	9%
25 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	988.68	(988.68)	0%
26 Technology/Website	0.00	0.00	250.00	(250.00)	0%
<b>Total General and Administrative</b>	<b>2,926.12</b>	<b>4,566.27</b>	<b>82,246.34</b>	<b>(77,680.07)</b>	<b>6%</b>
<b>Capital Expenditures</b>					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	22,508.66	(22,508.66)	0%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>35,543.66</b>	<b>(35,543.66)</b>	
<b>Total Expenditures</b>	<b>2,926.12</b>	<b>4,566.27</b>	<b>117,790.00</b>	<b>(113,223.73)</b>	
<b>Net Income (Loss)</b>	<b>(2,524.01)</b>	<b>(3,807.04)</b>	<b>0.00</b>	<b>(3,807.04)</b>	

**Cape St. Claire Improvement Association, Inc.**  
**Profit & Loss - Maintenance, Caper, Clubhouse**  
**August 31, 2023 - Final**

	August	YTD	Annual	Variance	
	Actual	Actual	Budget	Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Caper Advertising	4,572.50	10,472.50	42,000.00	(31,527.50)	25%
BLOA Contribution	0.00	0.00	12,000.00	(12,000.00)	0%
CSSC Contribution	767.46	767.46	2,050.00	(1,282.54)	37%
Maintenance Fees	330.00	475.00	25,000.00	(24,525.00)	2%
HOA Packets	1,350.00	1,800.00	11,000.00	(9,200.00)	16%
Interest Income	3.10	6.10	20.00	(13.90)	31%
Late Fees	220.00	530.00	5,500.00	(4,970.00)	10%
Miscellaneous Income	325.00	375.00	4,750.00	(4,375.00)	8%
Non Cash Contribution	0.00	0.00	0.00	0.00	0%
Clubhouse - Rental Income	2,666.11	10,581.11	45,000.00	(34,418.89)	24%
Stickers	60.00	155.00	2,000.00	(1,845.00)	8%
<b>Total Income</b>	<b>10,294.17</b>	<b>25,162.17</b>	<b>149,320.00</b>	<b>(124,157.83)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
1 Accounting Fees	118.80	237.60	2,000.00	(1,762.40)	12%
2 Audit Expenses	0.00	0.00	1,000.00	(1,000.00)	0%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper Print/Edit/Contract&Postage	0.00	0.00	15,000.00	(15,000.00)	0%
5 Clubhouse Custodial Svcs	0.00	0.00	16,500.00	(16,500.00)	0%
6 Insurance	0.00	0.00	9,000.00	(9,000.00)	0%
7 Legal Services	0.00	0.00	20,000.00	(20,000.00)	0%
8 Membrshp(Confrence/Training/Dues)	0.00	0.00	650.00	(650.00)	0%
9 Voluntr Apprec(Refreshments/Misc)	0.00	0.00	300.00	(300.00)	0%
10 Events	0.00	0.00	500.00	(500.00)	0%
11 Office Supplies/Expense	0.00	0.00	1,500.00	(1,500.00)	0%
12 Payroll Expenses & Benefits	303.23	303.23	7,684.19	(7,380.96)	4%
13 Permits	0.00	0.00	500.00	(500.00)	0%
14 Postage	0.00	0.00	1,500.00	(1,500.00)	0%
15 Printing	0.00	0.00	1,500.00	(1,500.00)	0%
16 Property Taxes	5,402.33	5,402.33	5,000.00	402.33	108%
17 Repairs/Maintenance	79.00	156.00	12,807.85	(12,651.85)	1%
18 Sanitary Services	0.00	0.00	1,100.00	(1,100.00)	0%
19 Security Mileage Reimbursement	0.00	0.00	0.00	0.00	
20 Signage	0.00	0.00	500.00	(500.00)	0%
21 Telecommunications & Internet	0.00	38.00	500.00	(462.00)	8%
22 Utilities	0.00	0.00	500.00	(500.00)	0%
23 Wages-Town Manager	0.00	0.00	15,843.05	(15,843.05)	0%
24 Wages-Administrator	0.00	0.00	10,445.49	(10,445.49)	0%
25 Wages-Asst. Administrator	0.00	0.00	2,500.00	(2,500.00)	0%
26 Wages-Beach Attendants	3,277.88	3,277.88	10,000.00	(6,722.12)	33%
27 Wages-Groundskeeper	0.00	0.00	10,000.00	(10,000.00)	0%
28 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	2,439.42	(2,439.42)	0%
<b>Total General and Administrative</b>	<b>9,181.24</b>	<b>9,415.04</b>	<b>149,320.00</b>	<b>(139,904.96)</b>	
<b>Capital Expenditures</b>					
Clubhouse Improvements	0.00	0.00	0.00	0.00	
Beaches and Park Improvements	0.00	0.00	0.00	0.00	
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>9,181.24</b>	<b>9,415.04</b>	<b>149,320.00</b>	<b>(139,904.96)</b>	
<b>Net Income (Loss)</b>	<b>1,112.93</b>	<b>15,747.13</b>	<b>0.00</b>	<b>15,747.13</b>	

**Cape St. Claire Improvement Association, Inc.**  
**Profit Loss - Piers & Maintenance**  
**August 31, 2023 - Final**

	August Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Caper Advertising	4,572.50	10,472.50	42,000.00	(31,527.50)	25%
BLOA Contribution	0.00	0.00	12,000.00	(12,000.00)	0%
CSSC Contribution	767.46	767.46	2,050.00	(1,282.54)	37%
Maintenance Fees	330.00	475.00	25,000.00	(24,525.00)	2%
HOA Packets	1,350.00	1,800.00	11,000.00	(9,200.00)	16%
Interest Income	5.21	10.33	20.00	(9.67)	52%
Late Fees	220.00	530.00	5,600.00	(5,070.00)	9%
Miscellaneous Income	325.00	375.00	4,850.00	(4,475.00)	8%
Clubhouse - Rental Income	2,666.11	10,581.11	45,000.00	(34,418.89)	24%
Rentals/ Slips	0.00	255.00	103,055.00	(102,800.00)	0%
Non Cash Contribution	0.00	0.00	0.00	0.00	
Piers - Capital Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Wait List Fee	400.00	500.00	1,500.00	(1,000.00)	33%
Stickers	60.00	155.00	2,000.00	(1,845.00)	8%
<b>Total Income</b>	<b>10,696.28</b>	<b>25,921.40</b>	<b>267,110.00</b>	<b>(241,188.60)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
1 Accounting Fees	214.50	429.00	3,000.00	(2,571.00)	14%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper/Print/Contract&Postage	0.00	0.00	15,000.00	(15,000.00)	0%
5 Clubhouse Custodial Svcs	0.00	0.00	16,500.00	(16,500.00)	0%
6 Front Foot Assessment	0.00	0.00	1,170.00	(1,170.00)	0%
7 Insurance	0.00	0.00	15,000.00	(15,000.00)	0%
8 Legal Services	0.00	0.00	25,000.00	(25,000.00)	0%
9 Membrshp(Confrence/Training/Dues)	0.00	0.00	800.00	(800.00)	0%
10 Voluntr Apprec(Refreshments/Misc)	0.00	0.00	450.00	(450.00)	0%
11 Events	0.00	0.00	500.00	(500.00)	0%
13 Office Supplies/Expense	0.00	0.00	1,600.00	(1,600.00)	0%
14 Payroll Expenses & Benefits	339.99	346.85	10,798.50	(10,451.65)	3%
15 Permits	0.00	0.00	1,500.00	(1,500.00)	0%
16 Postage	0.00	0.00	2,000.00	(2,000.00)	0%
17 Printing	0.00	0.00	1,600.00	(1,600.00)	0%
18 Property Taxes	7,041.05	7,041.05	6,900.00	141.05	102%
19 Repairs/Maintenance	207.87	436.44	30,307.85	(29,871.41)	1%
20 Sanitary Services	0.00	0.00	1,200.00	(1,200.00)	0%
21 Security Mileage Reimbursement	0.00	0.00	0.00	0.00	
22 Sewer	0.00	0.00	100.00	(100.00)	0%
23 Signage	0.00	0.00	1,000.00	(1,000.00)	0%
24 Technology/Website	0.00	0.00	250.00	(250.00)	0%
25 Telecommunications & Internet	600.00	1,293.61	9,500.00	(8,206.39)	14%
26 Trash Collection	0.00	0.00	350.00	(350.00)	0%
27 Utilities	0.00	656.15	13,500.00	(12,843.85)	5%
28 Wages-Town Manager	0.00	0.00	21,783.70	(21,783.70)	0%
29 Wages-Administrator	0.00	0.00	16,278.19	(16,278.19)	0%
30 Wages-Asst. Administrator	78.38	152.64	6,500.00	(6,347.36)	2%
31 Wages-Beach Attendant	3,277.88	3,277.88	10,000.00	(6,722.12)	33%
32 Wages-Groundskeeper	0.00	0.00	10,000.00	(10,000.00)	0%
33 Wages-Handyman	347.69	347.69	4,000.00	(3,652.31)	9%
34 Wage/Salary Defined Criteria Bosun	0.00	0.00	3,428.10	(3,428.10)	0%
<b>Total General and Administrative</b>	<b>12,107.36</b>	<b>13,981.31</b>	<b>231,566.34</b>	<b>(217,585.03)</b>	
<b>Capital Expenditures</b>					
Beaches and Park Improvements	0.00	0.00	0.00	0.00	0%
Clubhouse Improvements	0.00	0.00	0.00	0.00	0%
Piers Replacement Project	0.00	0.00	22,508.66	(22,508.66)	0%
Piers Improvements	0.00	0.00	13,035.00	(13,035.00)	0%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>35,543.66</b>	<b>(35,543.66)</b>	
<b>Total Expenditures</b>	<b>12,107.36</b>	<b>13,981.31</b>	<b>267,110.00</b>	<b>(253,128.69)</b>	
<b>Net Income (Loss)</b>	<b>(1,411.08)</b>	<b>11,940.09</b>	<b>0.00</b>	<b>11,940.09</b>	

**Cape St. Claire Improvement Association, Inc.**  
**Profit Loss - SCBD**  
**August 31, 2023 - Final**

	August Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
SCBD/Fees	0.00	0.00	487,200.00	-487,200.00	0%
Interest Income	0.00	0.00	20.00	-20.00	0%
Rollover from FY21	0.00	0.00	11,087.56	-11,087.56	0%
<b>Total Income</b>	<b>0.00</b>	<b>0.00</b>	<b>498,307.56</b>	<b>-498,307.56</b>	
Expense					
General and Administrative					
1 Accounting Fees	335.50	671.00	5,500.00	-4,829.00	12%
2 Audit Expenses	0.00	0.00	3,000.00	-3,000.00	0%
Bank Charges	0.00	0.00	150.00	-150.00	0%
4 Caper Print/Edit/Contract&Postage	5,074.77	5,074.77	30,000.00	-24,925.23	17%
5 Collection Fee-AA County	0.00	0.00	2,000.00	-2,000.00	0%
6 Contract Labor	0.00	0.00	1,000.00	-1,000.00	0%
7 Clubhouse Custodial Services	1,609.08	3,218.16	5,500.00	-2,281.84	59%
8 Insurance	1,940.90	3,881.80	25,000.00	-21,118.20	16%
9 Legal Services	0.00	0.00	20,000.00	-20,000.00	0%
10 Membrshp(Confrence/Training/Dues)	0.00	0.00	1,300.00	-1,300.00	0%
11 Voluntr Apprec(Refreshments/Misc)	47.96	47.96	500.00	-452.04	10%
12 Events	0.00	737.66	1,500.00	-762.34	49%
13 Mowing	2,100.00	4,200.00	18,700.00	-14,500.00	22%
14 Office Supplies/Expense	314.70	664.84	5,000.00	-4,335.16	13%
15 Payroll Expenses & Benefits	2,711.69	5,583.76	28,640.60	-23,056.84	19%
16 Permits	0.00	0.00	500.00	-500.00	0%
17 Postage	0.00	0.00	4,000.00	-4,000.00	0%
18 Printing	0.00	0.00	3,500.00	-3,500.00	0%
19 Property Taxes	3,074.42	3,074.42	4,350.00	-1,275.58	71%
20 Repairs/Maintenance	85.12	1,629.59	26,979.62	-25,350.03	6%
21 Sanitary Services	1,665.60	3,331.20	12,500.00	-9,168.80	27%
22 Sewer	0.00	0.00	500.00	-500.00	0%
23 Signage	0.00	0.00	600.00	-600.00	0%
24 Telecommunications & Internet	0.00	107.32	3,500.00	-3,392.68	3%
25 Trash Collection	460.18	920.36	6,650.00	-5,729.64	14%
26 Utilities	15.65	934.21	11,000.00	-10,065.79	8%
27 Vehicle Fuel & Maintenance	0.00	239.14	2,500.00	-2,260.86	10%
28 Wages-Town Manager	6,721.16	13,442.32	65,997.70	-52,555.38	20%
29 Wages-Administrator	4,704.90	9,402.73	45,214.05	-35,811.32	21%
30 Wages-Asst Administrator	0.00	0.00	3,000.00	-3,000.00	0%
31 Wages-Asst Admin (Mtg Spt)	450.00	450.00	2,800.00	-2,350.00	16%
32 Wages-Beach Attendant	6,503.81	16,498.22	16,500.00	-1.78	100%
34 Wages-Custodial Services	181.75	237.00	0.00	237.00	
35 Wages-Groundskeeper	1,412.32	3,107.95	15,000.00	-11,892.05	21%
36 Wages-Security Patrol	2,227.50	3,037.50	35,000.00	-31,962.50	9%
37 Wage/Salary Annual Def Criteria Bonus	0.00	0.00	7,425.59	-7,425.59	0%
38 Website/Technology	132.96	304.08	3,000.00	-2,695.92	10%
<b>Total General and Administrative</b>	<b>41,769.97</b>	<b>80,795.99</b>	<b>418,307.56</b>	<b>-337,511.57</b>	
Capital Expenditures					
Clubhouse Improvements	0.00	0.00	2,500.00	-2,500.00	0%
Beaches and Parks Improvements	0.00	0.00	2,500.00	-2,500.00	0%
Shoreline Erosion Restoration	2,048.61	4,031.14	75,000.00	-70,968.86	5%
<b>Total Capital Expenditures</b>	<b>2,048.61</b>	<b>4,031.14</b>	<b>80,000.00</b>	<b>-75,968.86</b>	
<b>Total Expenditures</b>	<b>43,818.58</b>	<b>84,827.13</b>	<b>498,307.56</b>	<b>-413,480.43</b>	
<b>Net Income (Loss)</b>	<b>-43,818.58</b>	<b>-84,827.13</b>	<b>0.00</b>	<b>-84,827.13</b>	<b>0</b>

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## Balance Sheet

As of August 31, 2023

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	13,235.75
Payroll Checking - BB&T	420.48
Total Checking Accounts	13,656.23
Money Market Accounts	
Maintenance MM - BB&T	142,700.54
Maintenance MM - Grants	203,003.09
Total Maintenance MM - BB&T	345,703.63
Piers MM - BB&T	119,059.40
Piers Capital Improvement - BB&T	127,140.00
Total Piers MM - BB&T	246,199.40
Total Money Market Accounts	591,903.03
Petty Cash	
Maintenance	250.00
Total Petty Cash	250.00
Total Bank Accounts	\$605,809.26
Accounts Receivable	
Accounts Receivable	1,410.33
Total Accounts Receivable	\$1,410.33
Other Current Assets	
Due From SCBD	-384.74
Undeposited Funds	2,487.37
Total Other Current Assets	\$2,102.63
<b>Total Current Assets</b>	<b>\$609,322.22</b>
Fixed Assets	
Maintenance	0.00
Accumulated Depreciation	-64,181.58
Equipment	25,570.51
Furniture & Fixtures	2,000.00
Improvements	4,707.00
Land	105,027.20
Paving/Walls	35,607.28
Total Maintenance	108,730.41



# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## Balance Sheet

As of August 31, 2023

	TOTAL
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
<b>Total Membership</b>	<b>23,634.27</b>
Piers	
Accumulated Depreciation	-168,424.00
Buildings & Piers	220,307.64
<b>Total Piers</b>	<b>51,883.64</b>
<b>Total Fixed Assets</b>	<b>\$184,248.32</b>
Other Assets	
WIP - Shoreline Restoration Project	1,042,172.50
<b>Total Other Assets</b>	<b>\$1,042,172.50</b>
<b>TOTAL ASSETS</b>	<b>\$1,835,743.04</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A/P - State Income Tax	53.00
Grants	236.00
Payroll Liabilities	-2,071.47
Prepaid Advertising	1,147.12
Prepaid Maintenance Fees	685.00
Security Deposit Clubhouse	7,921.68
<b>Total Other Current Liabilities</b>	<b>\$7,971.33</b>
<b>Total Current Liabilities</b>	<b>\$7,971.33</b>
Long-Term Liabilities	
N/P - BB&T	525,172.50
<b>Total Long-Term Liabilities</b>	<b>\$525,172.50</b>
<b>Total Liabilities</b>	<b>\$533,143.83</b>
Equity	
Net Assets	
Net Assets-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
<b>Total Net Assets-Piers &amp; Maintenance</b>	<b>448,653.09</b>
<b>Total Net Assets</b>	<b>448,653.09</b>
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24
Retained Earnings	817,962.03

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## Balance Sheet

As of August 31, 2023

	TOTAL
Net Income	11,940.09
Total Equity	\$1,302,599.21
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$1,835,743.04</b>

# SCBD - Cape St. Claire Improvement Association

## Balance Sheet

As of August 31, 2023

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Cash Held by the County	700.00
Checking Accounts	
BB&T Checking -7627	11,036.40
SCBD Checking - BB&T	184,169.56
Total Checking Accounts	195,205.96
Total Bank Accounts	\$195,905.96
Total Current Assets	\$195,905.96
<b>TOTAL ASSETS</b>	<b>\$195,905.96</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Cape St. Claire	-1,000.00
Total Other Current Liabilities	\$ -1,000.00
Total Current Liabilities	\$ -1,000.00
Total Liabilities	\$ -1,000.00
Equity	
Net Assets-SCBD	271,917.55
Retained Earnings	9,815.54
Net Income	-84,827.13
Total Equity	\$196,905.96
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$195,905.96</b>

**Cape St. Claire Improvement Association, Inc.**  
**Profit & Loss - Piers**  
**September 30, 2023 - Final**

	September Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Interest Income	2.00	6.23	0.00	6.23	
Late Fees	0.00	0.00	100.00	(100.00)	0%
Miscellaneous Income	30.00	30.00	100.00	(70.00)	30%
Piers - Capital Replacement Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Waitlist Fee	100.00	600.00	1,500.00	(900.00)	40%
Rentals/ Slips	0.00	255.00	103,055.00	(102,800.00)	0%
<b>Total Income</b>	<b>132.00</b>	<b>891.23</b>	<b>117,790.00</b>	<b>(116,898.77)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
1 Accounting Fees	95.70	287.10	1,000.00	(712.90)	29%
2 Audit Expenses	0.00	0.00	500.00	(500.00)	0%
3 Front Foot Assessment	0.00	0.00	1,170.00	(1,170.00)	0%
4 Insurance	0.00	0.00	6,000.00	(6,000.00)	0%
5 Legal Services	0.00	0.00	5,000.00	(5,000.00)	0%
6 Membrshp(Confrence/Training/Dues)	0.00	0.00	150.00	(150.00)	0%
7 Voluntr Apprec(Refreshments/Misc)	0.00	0.00	150.00	(150.00)	0%
8 Office Supplies/Expense	0.00	0.00	100.00	(100.00)	0%
9 Payroll Expenses & Benefits	22.61	66.23	3,114.30	(3,048.07)	2%
10 Permits	0.00	0.00	1,000.00	(1,000.00)	0%
11 Postage	0.00	0.00	500.00	(500.00)	0%
12 Printing	0.00	0.00	100.00	(100.00)	0%
13 Property Taxes	0.00	1,638.72	1,900.00	(261.28)	86%
14 Repairs/Maintenance	2,393.43	2,673.87	17,500.00	(14,826.13)	15%
15 Sanitary Services	0.00	0.00	100.00	(100.00)	0%
16 Sewer	0.00	0.00	100.00	(100.00)	0%
17 Signage	0.00	0.00	500.00	(500.00)	0%
18 Telecommunications & Internet	27.77	1,283.38	9,000.00	(7,716.62)	14%
19 Trash Collection	0.00	0.00	350.00	(350.00)	0%
20 Utilities	713.98	1,370.13	13,000.00	(11,629.87)	11%
21 Wages-Town Manager	0.00	0.00	5,940.66	(5,940.66)	0%
22 Wages-Administrator	0.00	0.00	5,832.70	(5,832.70)	0%
23 Wages-Asst. Administrator	57.75	210.39	4,000.00	(3,789.61)	5%
24 Wages-Handyman	229.88	577.57	4,000.00	(3,422.43)	14%
25 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	988.68	(988.68)	0%
26 Technology/Website	1.42	1.42	250.00	(248.58)	1%
<b>Total General and Administrative</b>	<b>3,542.54</b>	<b>8,108.81</b>	<b>82,246.34</b>	<b>(74,137.53)</b>	<b>10%</b>
<b>Capital Expenditures</b>					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	22,508.66	(22,508.66)	0%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>35,543.66</b>	<b>(35,543.66)</b>	
<b>Total Expenditures</b>	<b>3,542.54</b>	<b>8,108.81</b>	<b>117,790.00</b>	<b>(109,681.19)</b>	
<b>Net Income (Loss)</b>	<b>(3,410.54)</b>	<b>(7,217.58)</b>	<b>0.00</b>	<b>(7,217.58)</b>	

**Cape St. Claire Improvement Association, Inc.**  
**Profit & Loss - Maintenance, Caper, Clubhouse**  
**September 30, 2023 - Final**

	September Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Caper Advertising	2,320.00	12,792.50	42,000.00	(29,207.50)	30%
BLOA Contribution	4,372.06	4,372.06	12,000.00	(7,627.94)	36%
CSSC Contribution	0.00	767.46	2,050.00	(1,282.54)	37%
Maintenance Fees	40.00	515.00	25,000.00	(24,485.00)	2%
HOA Packets	600.00	2,400.00	11,000.00	(8,600.00)	22%
Interest Income	2.99	9.09	20.00	(10.91)	45%
Late Fees	40.00	570.00	5,500.00	(4,930.00)	10%
Miscellaneous Income	275.00	650.00	4,750.00	(4,100.00)	14%
Non Cash Contribution	0.00	0.00	0.00	0.00	0%
Clubhouse - Rental Income	6,616.67	17,197.78	45,000.00	(27,802.22)	38%
Stickers	15.00	170.00	2,000.00	(1,830.00)	9%
<b>Total Income</b>	<b>14,281.72</b>	<b>39,443.89</b>	<b>149,320.00</b>	<b>(109,876.11)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
1 Accounting Fees	118.80	356.40	2,000.00	(1,643.60)	18%
2 Audit Expenses	3,718.00	3,718.00	1,000.00	2,718.00	372%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper Print/Edit/Contract&Postage	0.00	0.00	15,000.00	(15,000.00)	0%
5 Clubhouse Custodial Svcs	0.00	0.00	16,500.00	(16,500.00)	0%
6 Insurance	0.00	0.00	9,000.00	(9,000.00)	0%
7 Legal Services	0.00	0.00	20,000.00	(20,000.00)	0%
8 Membrshp(Confrence/Training/Dues)	0.00	0.00	650.00	(650.00)	0%
9 Voluntr Apprec(Refreshments/Misc)	(538.00)	(538.00)	300.00	(838.00)	-179%
10 Events	0.00	0.00	500.00	(500.00)	0%
11 Office Supplies/Expense	0.00	0.00	1,500.00	(1,500.00)	0%
12 Payroll Expenses & Benefits	406.94	710.17	7,684.19	(6,974.02)	9%
13 Permits	0.00	0.00	500.00	(500.00)	0%
14 Postage	0.00	0.00	1,500.00	(1,500.00)	0%
15 Printing	0.00	0.00	1,500.00	(1,500.00)	0%
16 Property Taxes	0.00	5,402.33	5,000.00	402.33	108%
17 Repairs/Maintenance	167.00	323.00	12,807.85	(12,484.85)	3%
18 Sanitary Services	0.00	0.00	1,100.00	(1,100.00)	0%
19 Security Mileage Reimbursement	0.00	0.00	0.00	0.00	0%
20 Signage	0.00	0.00	500.00	(500.00)	0%
21 Telecommunications & Internet	34.47	72.47	500.00	(427.53)	14%
22 Utilites	0.00	0.00	500.00	(500.00)	0%
23 Wages-Town Manager	0.00	0.00	15,843.05	(15,843.05)	0%
24 Wages-Administrator	0.00	0.00	10,445.49	(10,445.49)	0%
25 Wages-Asst. Administrator	0.00	0.00	2,500.00	(2,500.00)	0%
26 Wages-Beach Attendants	4,398.38	7,676.26	10,000.00	(2,323.74)	77%
27 Wages-Groundskeeper	0.00	0.00	10,000.00	(10,000.00)	0%
28 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	2,439.42	(2,439.42)	0%
<b>Total General and Administrative</b>	<b>8,305.59</b>	<b>17,720.63</b>	<b>149,320.00</b>	<b>(131,599.37)</b>	
<b>Capital Expenditures</b>					
Clubhouse Improvements	0.00	0.00	0.00	0.00	
Beaches and Park Improvements	0.00	0.00	0.00	0.00	
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>8,305.59</b>	<b>17,720.63</b>	<b>149,320.00</b>	<b>(131,599.37)</b>	
<b>Net Income (Loss)</b>	<b>5,976.13</b>	<b>21,723.26</b>	<b>0.00</b>	<b>21,723.26</b>	

**Cape St. Claire Improvement Association, Inc.**  
**Profit Loss - Piers & Maintenance**  
**September 30, 2023 - Final**

	September Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Caper Advertising	2,320.00	12,792.50	42,000.00	(29,207.50)	30%
BLOA Contribution	4,372.06	4,372.06	12,000.00	(7,627.94)	36%
CSSC Contribution	0.00	767.46	2,050.00	(1,282.54)	37%
Maintenance Fees	40.00	515.00	25,000.00	(24,485.00)	2%
HOA Packets	600.00	2,400.00	11,000.00	(8,600.00)	22%
Interest Income	4.99	15.32	20.00	(4.68)	77%
Late Fees	40.00	570.00	5,600.00	(5,030.00)	10%
Miscellaneous Income	305.00	680.00	4,850.00	(4,170.00)	14%
Clubhouse - Rental Income	6,616.67	17,197.78	45,000.00	(27,802.22)	38%
Rentals/ Slips	0.00	255.00	103,055.00	(102,800.00)	0%
Non Cash Contribution	0.00	0.00	0.00	0.00	
Piers - Capital Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Wait List Fee	100.00	600.00	1,500.00	(900.00)	40%
Stickers	15.00	170.00	2,000.00	(1,830.00)	9%
<b>Total Income</b>	<b>14,413.72</b>	<b>40,335.12</b>	<b>267,110.00</b>	<b>(226,774.88)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
1 Accounting Fees	214.50	643.50	3,000.00	(2,356.50)	21%
2 Audit Expenses	3,718.00	3,718.00	1,500.00	2,218.00	248%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper/Print/Contract&Postage	0.00	0.00	15,000.00	(15,000.00)	0%
5 Clubhouse Custodial Svcs	0.00	0.00	16,500.00	(16,500.00)	0%
6 Front Foot Assessment	0.00	0.00	1,170.00	(1,170.00)	0%
7 Insurance	0.00	0.00	15,000.00	(15,000.00)	0%
8 Legal Services	0.00	0.00	25,000.00	(25,000.00)	0%
9 Membership(Conference/Training/Dues)	0.00	0.00	800.00	(800.00)	0%
10 Voluntr Apprec(Refreshments/Misc)	(538.00)	(538.00)	450.00	(988.00)	-120%
11 Events	0.00	0.00	500.00	(500.00)	0%
13 Office Supplies/Expense	0.00	0.00	1,600.00	(1,600.00)	0%
14 Payroll Expenses & Benefits	429.55	776.40	10,798.50	(10,022.10)	7%
15 Permits	0.00	0.00	1,500.00	(1,500.00)	0%
16 Postage	0.00	0.00	2,000.00	(2,000.00)	0%
17 Printing	0.00	0.00	1,600.00	(1,600.00)	0%
18 Property Taxes	0.00	7,041.05	6,900.00	141.05	102%
19 Repairs/Maintenance	2,560.43	2,996.87	30,307.85	(27,310.98)	10%
20 Sanitary Services	0.00	0.00	1,200.00	(1,200.00)	0%
21 Security Mileage Reimbursement	0.00	0.00	0.00	0.00	
22 Sewer	0.00	0.00	100.00	(100.00)	0%
23 Signage	0.00	0.00	1,000.00	(1,000.00)	0%
24 Technology/Website	0.00	0.00	250.00	(250.00)	0%
25 Telecommunications & Internet	62.24	1,355.85	9,500.00	(8,144.15)	14%
26 Trash Collection	0.00	0.00	350.00	(350.00)	0%
27 Utilities	713.98	1,370.13	13,500.00	(12,129.87)	10%
28 Web Site	1.42	1.42	0.00	1.42	
29 Wages-Town Manager	0.00	0.00	21,783.70	(21,783.70)	0%
30 Wages-Administrator	0.00	0.00	16,278.19	(16,278.19)	0%
31 Wages-Asst. Administrator	57.75	210.39	6,500.00	(6,289.61)	3%
32 Wages-Beach Attendant	4,398.38	7,676.26	10,000.00	(2,323.74)	77%
33 Wages-Groundskeeper	0.00	0.00	10,000.00	(10,000.00)	0%
34 Wages-Handyman	229.88	577.57	4,000.00	(3,422.43)	14%
35 Wage/Salary Defined Criteria Bosun	0.00	0.00	3,428.10	(3,428.10)	0%
<b>Total General and Administrative</b>	<b>11,848.13</b>	<b>25,829.44</b>	<b>231,566.34</b>	<b>(205,736.90)</b>	
<b>Capital Expenditures</b>					
Beaches and Park Improvements	0.00	0.00	0.00	0.00	0%
Clubhouse Improvements	0.00	0.00	0.00	0.00	0%
Piers Replacement Project	0.00	0.00	22,508.66	(22,508.66)	0%
Piers Improvements	0.00	0.00	13,035.00	(13,035.00)	0%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>35,543.66</b>	<b>(35,543.66)</b>	
<b>Total Expenditures</b>	<b>11,848.13</b>	<b>25,829.44</b>	<b>267,110.00</b>	<b>(241,280.56)</b>	
<b>Net Income (Loss)</b>	<b>2,565.59</b>	<b>14,505.68</b>	<b>0.00</b>	<b>14,505.68</b>	

**Cape St. Claire Improvement Association, Inc.**  
**Profit Loss - SCBD**  
**September 30, 2023 - Final**

	September Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
SCBD/Fees	0.00	0.00	487,200.00	-487,200.00	0%
Interest Income	0.00	0.00	20.00	-20.00	0%
Rollover from FY21	0.00	0.00	11,087.56	-11,087.56	0%
<b>Total Income</b>	<b>0.00</b>	<b>0.00</b>	<b>498,307.56</b>	<b>-498,307.56</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
1    Accounting Fees	335.50	1,006.50	5,500.00	-4,493.50	18%
2    Audit Expenses	0.00	0.00	3,000.00	-3,000.00	0%
Bank Charges	0.00	0.00	150.00	-150.00	0%
4    Caper Print/Edit/Contract&Postage	-4,068.12	9,142.89	30,000.00	-20,857.11	30%
5    Collection Fee-AA County	0.00	0.00	2,000.00	-2,000.00	0%
6    Contract Labor	0.00	0.00	1,000.00	-1,000.00	0%
7    Clubhouse Custodial Services	1,609.08	4,827.24	5,500.00	-672.76	88%
8    Insurance	1,956.35	5,838.15	25,000.00	-19,161.85	23%
9    Legal Services	0.00	0.00	20,000.00	-20,000.00	0%
10   Membrshp(Confrence/Training/Dues)	23.00	23.00	1,300.00	-1,277.00	2%
11   Voluntr Apprec(Refreshments/Misc)	405.78	453.74	500.00	-46.26	91%
12   Events	644.79	1,382.45	1,500.00	-117.55	92%
13   Mowing	2,100.00	6,300.00	18,700.00	-12,400.00	34%
14   Office Supplies/Expense	882.07	1,546.91	5,000.00	-3,453.09	31%
15   Payroll Expenses & Benefits	2,330.05	7,913.81	28,640.60	-20,726.79	28%
16   Permits	0.00	0.00	500.00	-500.00	0%
17   Postage	3,868.30	3,868.30	4,000.00	-131.70	97%
18   Printing	0.00	0.00	3,500.00	-3,500.00	0%
19   Property Taxes	0.00	3,074.42	4,350.00	-1,275.58	71%
20   Repairs/Maintenance	1,352.07	2,981.66	26,979.62	-23,997.96	11%
21   Sanitary Services	1,665.60	4,996.80	12,500.00	-7,503.20	40%
22   Sewer	125.16	125.16	500.00	-374.84	25%
23   Signage	0.00	0.00	600.00	-600.00	0%
24   Telecommunications & Internet	97.36	204.68	3,500.00	-3,295.32	6%
25   Trash Collection	460.18	1,380.54	6,650.00	-5,269.46	21%
26   Utitlities	951.08	1,885.29	11,000.00	-9,114.71	17%
27   Vehicle Fuel & Maintenance	227.79	466.93	2,500.00	-2,033.07	19%
28   Wages-Town Manager	6,721.16	20,163.48	65,997.70	-45,834.22	31%
29   Wages-Administrator	4,768.58	14,171.31	45,214.05	-31,042.74	31%
30   Wages-Asst Administrator	136.50	136.50	3,000.00	-2,863.50	5%
31   Wages-Asst Admin (Mtg Spt)	150.00	600.00	2,800.00	-2,200.00	21%
32   Wages-Beach Attendant	0.00	16,498.22	16,500.00	-1.78	100%
34   Wages-Custodial Services	22.75	259.75	0.00	259.75	
35   Wages-Groundskeeper	1,762.13	4,870.08	15,000.00	-10,129.92	32%
36   Wages-Security Patrol	2,205.00	5,242.50	35,000.00	-29,757.50	15%
37   Wage/Salary Annual Def Criteria Bonus	0.00	0.00	7,425.59	-7,425.59	0%
38   Website/Technology	228.43	532.51	3,000.00	-2,467.49	18%
<b>Total General and Administrative</b>	<b>39,096.83</b>	<b>119,892.82</b>	<b>418,307.56</b>	<b>-298,414.74</b>	
<b>Capital Expenditures</b>					
Clubhouse Improvements	0.00	0.00	2,500.00	-2,500.00	0%
Beaches and Parks Improvements	0.00	0.00	2,500.00	-2,500.00	0%
Shoreline Erosion Restoration	2,048.61	4,031.14	75,000.00	-70,968.86	5%
<b>Total Capital Expenditures</b>	<b>2,048.61</b>	<b>6,079.75</b>	<b>80,000.00</b>	<b>-75,968.86</b>	
<b>Total Expenditures</b>	<b>41,145.44</b>	<b>125,972.57</b>	<b>498,307.56</b>	<b>-374,383.60</b>	
<b>Net Income (Loss)</b>	<b>-41,145.44</b>	<b>-125,972.57</b>	<b>0.00</b>	<b>-123,923.96</b>	<b>0</b>

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## Balance Sheet

As of September 30, 2023

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	14,487.22
Payroll Checking - BB&T	934.63
<b>Total Checking Accounts</b>	<b>15,421.85</b>
Money Market Accounts	
Maintenance MM - BB&T	147,389.11
Maintenance MM - Grants	203,003.09
<b>Total Maintenance MM - BB&amp;T</b>	<b>350,392.20</b>
Piers MM - BB&T	
Piers Capital Improvement - BB&T	115,728.28
<b>Total Piers MM - BB&amp;T</b>	<b>127,140.00</b>
<b>Total Money Market Accounts</b>	<b>593,260.48</b>
Petty Cash	
Maintenance	250.00
<b>Total Petty Cash</b>	<b>250.00</b>
<b>Total Bank Accounts</b>	<b>\$608,932.33</b>
Accounts Receivable	
Accounts Receivable	1,410.33
<b>Total Accounts Receivable</b>	<b>\$1,410.33</b>
Other Current Assets	
Due From SCBD	-898.89
Undeposited Funds	3,257.37
<b>Total Other Current Assets</b>	<b>\$2,358.48</b>
<b>Total Current Assets</b>	<b>\$612,701.14</b>
Fixed Assets	
Maintenance	
Accumulated Depreciation	-64,181.58
Equipment	25,570.51
Furniture & Fixtures	2,000.00
Improvements	4,707.00
Land	105,027.20
Paving/Walls	35,607.28
<b>Total Maintenance</b>	<b>108,730.41</b>



# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## Balance Sheet

As of September 30, 2023

	TOTAL
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
<b>Total Membership</b>	<b>23,634.27</b>
Piers	
Accumulated Depreciation	-168,424.00
Buildings & Piers	220,307.64
<b>Total Piers</b>	<b>51,883.64</b>
<b>Total Fixed Assets</b>	<b>\$184,248.32</b>
Other Assets	
WIP - Shoreline Restoration Project	1,042,172.50
<b>Total Other Assets</b>	<b>\$1,042,172.50</b>
<b>TOTAL ASSETS</b>	<b>\$1,839,121.96</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A/P - State Income Tax	53.00
Grants	236.00
Payroll Liabilities	-2,071.47
Prepaid Advertising	1,147.12
Prepaid Maintenance Fees	685.00
Security Deposit Clubhouse	8,735.01
<b>Total Other Current Liabilities</b>	<b>\$8,784.66</b>
<b>Total Current Liabilities</b>	<b>\$8,784.66</b>
Long-Term Liabilities	
N/P - BB&T	525,172.50
<b>Total Long-Term Liabilities</b>	<b>\$525,172.50</b>
<b>Total Liabilities</b>	<b>\$533,957.16</b>
Equity	
Net Assets	
Net Assets-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
<b>Total Net Assets-Piers &amp; Maintenance</b>	<b>448,653.09</b>
<b>Total Net Assets</b>	<b>448,653.09</b>
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24
Retained Earnings	817,962.03

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## Balance Sheet

As of September 30, 2023

	TOTAL
Net Income	14,505.68
Total Equity	\$1,305,164.80
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$1,839,121.96</b>

# SCBD - Cape St. Claire Improvement Association

## Balance Sheet

As of September 30, 2023

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Cash Held by the County	700.00
Checking Accounts	
BB&T Checking -7627	8,987.79
SCBD Checking - BB&T	144,332.10
Total Checking Accounts	153,319.89
Total Bank Accounts	\$154,019.89
Total Current Assets	\$154,019.89
<b>TOTAL ASSETS</b>	<b>\$154,019.89</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Cape St. Claire	-1,740.63
Total Other Current Liabilities	\$ -1,740.63
Total Current Liabilities	\$ -1,740.63
Total Liabilities	\$ -1,740.63
Equity	
Net Assets-SCBD	271,917.55
Retained Earnings	9,815.54
Net Income	-125,972.57
Total Equity	\$155,760.52
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$154,019.89</b>

**Cape St. Claire Improvement Association, Inc.**  
**Profit & Loss - Piers**  
**October 31, 2023 - Final**

	October Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Interest Income	2.05	8.28	0.00	8.28	
Late Fees	0.00	0.00	100.00	(100.00)	0%
Miscellaneous Income	0.00	30.00	100.00	(70.00)	30%
Piers - Capital Replacement Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Waitlist Fee	0.00	600.00	1,500.00	(900.00)	40%
Rentals/ Slips	0.00	255.00	103,055.00	(102,800.00)	0%
<b>Total Income</b>	<b>2.05</b>	<b>893.28</b>	<b>117,790.00</b>	<b>(116,896.72)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
1 Accounting Fees	95.70	382.80	1,000.00	(617.20)	38%
2 Audit Expenses	0.00	0.00	500.00	(500.00)	0%
3 Front Foot Assessment	0.00	0.00	1,170.00	(1,170.00)	0%
4 Insurance	0.00	0.00	6,000.00	(6,000.00)	0%
5 Legal Services	0.00	0.00	5,000.00	(5,000.00)	0%
6 Membrshp(Confernce/Training/Dues)	0.00	0.00	150.00	(150.00)	0%
7 Voluntr Apprec(Refreshments/Misc)	0.00	0.00	150.00	(150.00)	0%
8 Office Supplies/Expense	0.00	0.00	100.00	(100.00)	0%
9 Payroll Expenses & Benefits	27.00	93.23	3,114.30	(3,021.07)	3%
10 Permits	100.00	100.00	1,000.00	(900.00)	10%
11 Postage	0.00	0.00	500.00	(500.00)	0%
12 Printing	0.00	0.00	100.00	(100.00)	0%
13 Property Taxes	0.00	1,638.72	1,900.00	(261.28)	86%
14 Repairs/Maintenance	121.87	2,795.74	17,500.00	(14,704.26)	16%
15 Sanitary Services	0.00	0.00	100.00	(100.00)	0%
16 Sewer	0.00	0.00	100.00	(100.00)	0%
17 Signage	0.00	0.00	500.00	(500.00)	0%
18 Telecommunications & Internet	1,255.85	2,539.23	9,000.00	(6,460.77)	28%
19 Trash Collection	0.00	0.00	350.00	(350.00)	0%
20 Utilities	730.63	2,100.76	13,000.00	(10,899.24)	16%
21 Wages-Town Manager	0.00	0.00	5,940.66	(5,940.66)	0%
22 Wages-Administrator	0.00	0.00	5,832.70	(5,832.70)	0%
23 Wages-Asst. Administrator	82.50	292.89	4,000.00	(3,707.11)	7%
24 Wages-Handyman	221.25	798.82	4,000.00	(3,201.18)	20%
25 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	988.68	(988.68)	0%
26 Technology/Website	1.92	3.34	250.00	(246.66)	1%
<b>Total General and Administrative</b>	<b>2,636.72</b>	<b>10,745.53</b>	<b>82,246.34</b>	<b>(71,500.81)</b>	<b>13%</b>
<b>Capital Expenditures</b>					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	22,508.66	(22,508.66)	0%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>35,543.66</b>	<b>(35,543.66)</b>	
<b>Total Expenditures</b>	<b>2,636.72</b>	<b>10,745.53</b>	<b>117,790.00</b>	<b>(107,044.47)</b>	
<b>Net Income (Loss)</b>	<b>(2,634.67)</b>	<b>(9,852.25)</b>	<b>0.00</b>	<b>(9,852.25)</b>	

**Cape St. Claire Improvement Association, Inc.**  
**Profit & Loss - Maintenance, Caper, Clubhouse**  
**October 31, 2023 - Final**

	October	YTD	Annual	Variance	
	Actual	Actual	Budget	Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Caper Advertising	4,650.00	17,442.50	42,000.00	(24,557.50)	42%
BLOA Contribution	0.00	4,372.06	12,000.00	(7,627.94)	36%
CSSC Contribution	0.00	767.46	2,050.00	(1,282.54)	37%
Maintenance Fees	105.00	620.00	25,000.00	(24,380.00)	2%
HOA Packets	150.00	2,550.00	11,000.00	(8,450.00)	23%
Interest Income	3.15	12.24	20.00	(7.76)	61%
Late Fees	50.00	620.00	5,500.00	(4,880.00)	11%
Miscellaneous Income	225.00	875.00	4,750.00	(3,875.00)	18%
Non Cash Contribution	0.00	0.00	0.00	0.00	0%
Clubhouse - Rental Income	6,879.26	24,077.04	45,000.00	(20,922.96)	54%
Stickers	30.00	200.00	2,000.00	(1,800.00)	10%
<b>Total Income</b>	<b>12,092.41</b>	<b>51,536.30</b>	<b>149,320.00</b>	<b>(97,783.70)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
1 Accounting Fees	118.80	475.20	2,000.00	(1,524.80)	24%
2 Audit Expenses	0.00	3,718.00	1,000.00	2,718.00	372%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper Print/Edit/Contract&Postage	0.00	0.00	15,000.00	(15,000.00)	0%
5 Clubhouse Custodial Svcs	936.32	936.32	16,500.00	(15,563.68)	6%
6 Insurance	122.74	122.74	9,000.00	(8,877.26)	1%
7 Legal Services	0.00	0.00	20,000.00	(20,000.00)	0%
8 Membrshp(Confernce/Training/Dues)	0.00	0.00	650.00	(650.00)	0%
9 Voluntr Apprec(Refreshments/Misc)	538.00	0.00	300.00	(300.00)	0%
10 Events	0.00	0.00	500.00	(500.00)	0%
11 Office Supplies/Expense	60.00	60.00	1,500.00	(1,440.00)	4%
12 Payroll Expenses & Benefits	0.00	710.17	7,684.19	(6,974.02)	9%
13 Permits	0.00	0.00	500.00	(500.00)	0%
14 Postage	0.00	0.00	1,500.00	(1,500.00)	0%
15 Printing	168.88	168.88	1,500.00	(1,331.12)	11%
16 Property Taxes	0.00	5,402.33	5,000.00	402.33	108%
17 Repairs/Maintenance	225.55	548.55	12,807.85	(12,259.30)	4%
18 Sanitary Services	0.00	0.00	1,100.00	(1,100.00)	0%
19 Security Mileage Reimbursement	0.00	0.00	0.00	0.00	
20 Signage	0.00	0.00	500.00	(500.00)	0%
21 Telecommunications & Internet	69.32	141.79	500.00	(358.21)	28%
22 Utilities	0.00	0.00	500.00	(500.00)	0%
23 Wages-Town Manager	0.00	0.00	15,843.05	(15,843.05)	0%
24 Wages-Administrator	0.00	0.00	10,445.49	(10,445.49)	0%
25 Wages-Asst. Administrator	0.00	0.00	2,500.00	(2,500.00)	0%
26 Wages-Beach Attendants	0.00	7,676.26	10,000.00	(2,323.74)	77%
27 Wages-Groundskeeper	0.00	0.00	10,000.00	(10,000.00)	0%
28 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	2,439.42	(2,439.42)	0%
<b>Total General and Administrative</b>	<b>2,239.61</b>	<b>19,960.24</b>	<b>149,320.00</b>	<b>(129,359.76)</b>	
<b>Capital Expenditures</b>					
Clubhouse Improvements	0.00	0.00	0.00	0.00	
Beaches and Park Improvements	0.00	0.00	0.00	0.00	
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>2,239.61</b>	<b>19,960.24</b>	<b>149,320.00</b>	<b>(129,359.76)</b>	
<b>Net Income (Loss)</b>	<b>9,852.80</b>	<b>31,576.06</b>	<b>0.00</b>	<b>31,576.06</b>	

**Cape St. Claire Improvement Association, Inc.**  
**Profit Loss - Piers & Maintenance**  
**October 31, 2023 - Final**

	October Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Caper Advertising	4,650.00	17,442.50	42,000.00	(24,557.50)	42%
BLOA Contribution	0.00	4,372.06	12,000.00	(7,627.94)	36%
CSSC Contribution	0.00	767.46	2,050.00	(1,282.54)	37%
Maintenance Fees	105.00	620.00	25,000.00	(24,380.00)	2%
HOA Packets	150.00	2,550.00	11,000.00	(8,450.00)	23%
Interest Income	5.20	20.52	20.00	0.52	103%
Late Fees	50.00	620.00	5,600.00	(4,980.00)	11%
Miscellaneous Income	225.00	905.00	4,850.00	(3,945.00)	19%
Clubhouse - Rental Income	6,879.26	24,077.04	45,000.00	(20,922.96)	54%
Rentals/ Slips	0.00	255.00	103,055.00	(102,800.00)	0%
Non Cash Contribution	0.00	0.00	0.00	0.00	
Piers - Capital Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Wait List Fee	0.00	600.00	1,500.00	(900.00)	40%
Stickers	30.00	200.00	2,000.00	(1,800.00)	10%
<b>Total Income</b>	<b>12,094.46</b>	<b>52,429.58</b>	<b>267,110.00</b>	<b>(214,680.42)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
1 Accounting Fees	214.50	858.00	3,000.00	(2,142.00)	29%
2 Audit Expenses	0.00	3,718.00	1,500.00	2,218.00	248%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper/Print/Contract&Postage	0.00	0.00	15,000.00	(15,000.00)	0%
5 Clubhouse Custodial Svcs	936.32	936.32	16,500.00	(15,563.68)	6%
6 Front Foot Assessment	0.00	0.00	1,170.00	(1,170.00)	0%
7 Insurance	122.74	122.74	15,000.00	(14,877.26)	1%
8 Legal Services	0.00	0.00	25,000.00	(25,000.00)	0%
9 Membrshp(Confrence/Training/Dues)	0.00	0.00	800.00	(800.00)	0%
10 Voluntr Apprec(Refreshments/Misc)	538.00	0.00	450.00	(450.00)	0%
11 Events	0.00	0.00	500.00	(500.00)	0%
13 Office Supplies/Expense	60.00	60.00	1,600.00	(1,540.00)	4%
14 Payroll Expenses & Benefits	27.00	803.40	10,798.50	(9,995.10)	7%
15 Permits	100.00	100.00	1,500.00	(1,400.00)	7%
16 Postage	0.00	0.00	2,000.00	(2,000.00)	0%
17 Printing	168.88	168.88	1,600.00	(1,431.12)	11%
18 Property Taxes	0.00	7,041.05	6,900.00	141.05	102%
19 Repairs/Maintenance	347.42	3,344.29	30,307.85	(26,963.56)	11%
20 Sanitary Services	0.00	0.00	1,200.00	(1,200.00)	0%
21 Security Mileage Reimbursement	0.00	0.00	0.00	0.00	
22 Sewer	0.00	0.00	100.00	(100.00)	0%
23 Signage	0.00	0.00	1,000.00	(1,000.00)	0%
24 Technology/Website	0.00	0.00	250.00	(250.00)	0%
25 Telecommunications & Internet	1,325.17	2,661.02	9,500.00	(6,818.98)	28%
26 Trash Collection	0.00	0.00	350.00	(350.00)	0%
27 Utilities	730.63	2,100.76	13,500.00	(11,399.24)	16%
28 Web Site	1.92	3.34	0.00	3.34	
29 Wages-Town Manager	0.00	0.00	21,783.70	(21,783.70)	0%
30 Wages-Administrator	0.00	0.00	16,278.19	(16,278.19)	0%
31 Wages-Asst. Administrator	82.50	292.89	6,500.00	(6,207.11)	5%
32 Wages-Beach Attendant	0.00	7,676.26	10,000.00	(2,323.74)	77%
33 Wages-Groundskeeper	0.00	0.00	10,000.00	(10,000.00)	0%
34 Wages-Handyman	221.25	798.82	4,000.00	(3,201.18)	20%
35 Wage/Salary Defined Criteria Bosun	0.00	0.00	3,428.10	(3,428.10)	0%
<b>Total General and Administrative</b>	<b>4,876.33</b>	<b>30,705.77</b>	<b>231,566.34</b>	<b>(200,860.57)</b>	
<b>Capital Expenditures</b>					
Beaches and Park Improvements	0.00	0.00	0.00	0.00	0%
Clubhouse Improvements	0.00	0.00	0.00	0.00	0%
Piers Replacement Project	0.00	0.00	22,508.66	(22,508.66)	0%
Piers Improvements	0.00	0.00	13,035.00	(13,035.00)	0%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>35,543.66</b>	<b>(35,543.66)</b>	
<b>Total Expenditures</b>	<b>4,876.33</b>	<b>30,705.77</b>	<b>267,110.00</b>	<b>(236,404.23)</b>	
<b>Net Income (Loss)</b>	<b>7,218.13</b>	<b>21,723.81</b>	<b>0.00</b>	<b>21,723.81</b>	

**Cape St. Claire Improvement Association, Inc.**

**Profit Loss - SCBD**

**October 31, 2023 - Final**

	October Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
SCBD/Fees	0.00	0.00	487,200.00	-487,200.00	0%
Interest Income	0.00	0.00	20.00	-20.00	0%
Rollover from FY21	0.00	0.00	11,087.56	-11,087.56	0%
<b>Total Income</b>	<b>0.00</b>	<b>0.00</b>	<b>498,307.56</b>	<b>-498,307.56</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
1 Accounting Fees	335.50	1,342.00	5,500.00	-4,158.00	24%
2 Audit Expenses	4,250.00	4,250.00	3,000.00	1,250.00	142%
Bank Charges	0.00	0.00	150.00	-150.00	0%
4 Caper Print/Edit/Contract&Postage	4,069.90	13,212.79	30,000.00	-16,787.21	44%
5 Collection Fee-AA County	0.00	0.00	2,000.00	-2,000.00	0%
6 Contract Labor	0.00	0.00	1,000.00	-1,000.00	0%
7 Clubhouse Custodial Services	672.76	5,500.00	5,500.00	0.00	100%
8 Insurance	1,940.90	7,779.05	25,000.00	-17,220.95	31%
9 Legal Services	1,162.75	1,162.75	20,000.00	-18,837.25	6%
10 Membrshp(Confernce/Training/Dues)	71.00	94.00	1,300.00	-1,206.00	7%
11 Voluntr Apprec(Refreshments/Misc)	0.00	453.74	500.00	-46.26	91%
12 Events	-187.29	1,195.16	1,500.00	-304.84	80%
13 Mowing	1,575.00	7,875.00	18,700.00	-10,825.00	42%
14 Office Supplies/Expense	867.60	2,414.51	5,000.00	-2,585.49	48%
15 Payroll Expenses & Benefits	1,871.59	9,785.40	28,640.60	-18,855.20	34%
16 Permits	0.00	0.00	500.00	-500.00	0%
17 Postage	68.30	3,936.60	4,000.00	-63.40	98%
18 Printing	0.00	0.00	3,500.00	-3,500.00	0%
19 Property Taxes	0.00	3,074.42	4,350.00	-1,275.58	71%
20 Repairs/Maintenance	627.50	3,609.16	26,979.62	-23,370.46	13%
21 Sanitary Services	2,245.62	7,242.42	12,500.00	-5,257.58	58%
22 Sewer	0.00	125.16	500.00	-374.84	25%
23 Signage	0.00	0.00	600.00	-600.00	0%
24 Telecommunications & Internet	195.79	400.47	3,500.00	-3,099.53	11%
25 Trash Collection	460.18	1,840.72	6,650.00	-4,809.28	28%
26 Utilities	861.28	2,746.57	11,000.00	-8,253.43	25%
27 Vehicle Fuel & Maintenance	40.00	506.93	2,500.00	-1,993.07	20%
28 Wages-Town Manager	6,721.16	26,884.64	65,997.70	-39,113.06	41%
29 Wages-Administrator	4,747.35	18,918.66	45,214.05	-26,295.39	42%
30 Wages-Asst Administrator	327.75	464.25	3,000.00	-2,535.75	15%
31 Wages-Asst Admin (Mtg Spt)	0.00	600.00	2,800.00	-2,200.00	21%
32 Wages-Beach Attendant	0.00	16,498.22	16,500.00	-1.78	100%
34 Wages-Custodial Services	22.75	282.50	0.00	282.50	
35 Wages-Groundskeeper	1,356.76	6,226.84	15,000.00	-8,773.16	42%
36 Wages-Security Patrol	1,170.00	6,412.50	35,000.00	-28,587.50	18%
37 Wage/Salary Annual Def Criteria Bonus	0.00	0.00	7,425.59	-7,425.59	0%
38 Website/Technology	209.48	741.99	3,000.00	-2,258.01	25%
<b>Total General and Administrative</b>	<b>35,683.63</b>	<b>155,576.45</b>	<b>418,307.56</b>	<b>-262,731.11</b>	
<b>Capital Expenditures</b>					
Clubhouse Improvements	0.00	0.00	2,500.00	-2,500.00	0%
Beaches and Parks Improvements	0.00	0.00	2,500.00	-2,500.00	0%
Shoreline Erosion Restoration	1,982.53	8,062.28	75,000.00	-66,937.72	11%
<b>Total Capital Expenditures</b>	<b>1,982.53</b>	<b>8,062.28</b>		<b>6,079.75</b>	<b>11%</b>
<b>Total Expenditures</b>	<b>37,666.16</b>	<b>163,638.73</b>	<b>418,307.56</b>	<b>-256,651.36</b>	
<b>Net Income (Loss)</b>	<b>-37,666.16</b>	<b>-163,638.73</b>	<b>80,000.00</b>	<b>-241,656.20</b>	<b>0</b>

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## Balance Sheet

As of October 31, 2023

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	10,354.09
Payroll Checking - BB&T	11,164.71
<b>Total Checking Accounts</b>	<b>21,518.80</b>
Money Market Accounts	
Maintenance MM - BB&T	161,432.94
Maintenance MM - Grants	203,003.09
<b>Total Maintenance MM - BB&amp;T</b>	<b>364,436.03</b>
Piers MM - BB&T	113,844.19
Piers Capital Improvement - BB&T	127,140.00
<b>Total Piers MM - BB&amp;T</b>	<b>240,984.19</b>
<b>Total Money Market Accounts</b>	<b>605,420.22</b>
Petty Cash	
Maintenance	250.00
<b>Total Petty Cash</b>	<b>250.00</b>
<b>Total Bank Accounts</b>	<b>\$627,189.02</b>
Accounts Receivable	
Accounts Receivable	1,410.33
<b>Total Accounts Receivable</b>	<b>\$1,410.33</b>
Other Current Assets	
Due From SCBD	-11,251.71
Undeposited Funds	1,437.37
<b>Total Other Current Assets</b>	<b>\$ -9,814.34</b>
<b>Total Current Assets</b>	<b>\$618,785.01</b>
Fixed Assets	
Maintenance	
Accumulated Depreciation	-64,181.58
Equipment	25,570.51
Furniture & Fixtures	2,000.00
Improvements	4,707.00
Land	105,027.20
Paving/Walls	35,607.28
<b>Total Maintenance</b>	<b>108,730.41</b>



# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## Balance Sheet As of October 31, 2023

	TOTAL
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
<b>Total Membership</b>	<b>23,634.27</b>
Piers	
Accumulated Depreciation	-168,424.00
Buildings & Piers	220,307.64
<b>Total Piers</b>	<b>51,883.64</b>
<b>Total Fixed Assets</b>	<b>\$184,248.32</b>
Other Assets	
WIP - Shoreline Restoration Project	1,042,172.50
<b>Total Other Assets</b>	<b>\$1,042,172.50</b>
<b>TOTAL ASSETS</b>	<b>\$1,845,205.83</b>
<hr/>	
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A/P - State Income Tax	53.00
Grants	236.00
Payroll Liabilities	-2,071.47
Prepaid Advertising	1,147.12
Prepaid Maintenance Fees	685.00
Security Deposit Clubhouse	7,600.75
<b>Total Other Current Liabilities</b>	<b>\$7,650.40</b>
<b>Total Current Liabilities</b>	<b>\$7,650.40</b>
Long-Term Liabilities	
N/P - BB&T	525,172.50
<b>Total Long-Term Liabilities</b>	<b>\$525,172.50</b>
<b>Total Liabilities</b>	<b>\$532,822.90</b>
Equity	
Net Assets	
Net Assets-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
<b>Total Net Assets-Piers &amp; Maintenance</b>	<b>448,653.09</b>
<b>Total Net Assets</b>	<b>448,653.09</b>
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24
Retained Earnings	817,962.03

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## Balance Sheet

As of October 31, 2023

	TOTAL
Net Income	21,723.81
Total Equity	\$1,312,382.93
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$1,845,205.83</b>

# SCBD - Cape St. Claire Improvement Association

## Balance Sheet

As of October 31, 2023

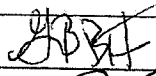
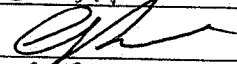
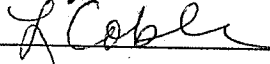
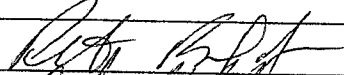

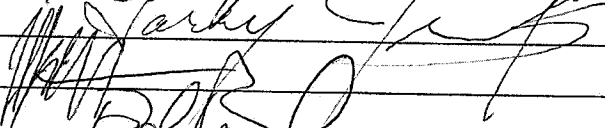

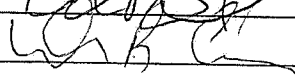

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Cash Held by the County	700.00
Checking Accounts	
BB&T Checking -7627	7,005.26
SCBD Checking - BB&T	99,568.96
<b>Total Checking Accounts</b>	<b>106,574.22</b>
<b>Total Bank Accounts</b>	<b>\$107,274.22</b>
<b>Total Current Assets</b>	<b>\$107,274.22</b>
<b>TOTAL ASSETS</b>	<b>\$107,274.22</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Cape St. Claire	-10,820.14
<b>Total Other Current Liabilities</b>	<b>\$ -10,820.14</b>
<b>Total Current Liabilities</b>	<b>\$ -10,820.14</b>
<b>Total Liabilities</b>	<b>\$ -10,820.14</b>
Equity	
Net Assets-SCBD	271,917.55
Retained Earnings	9,815.54
Net Income	-163,638.73
<b>Total Equity</b>	<b>\$118,094.36</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$107,274.22</b>

# Cape St. Claire Improvement Association, Inc.

## Membership Meeting

Meeting Date: 1/9/2024

**MEMBERS:** SIGN-UP SHEET    ~~PROPERTY OWNERS~~

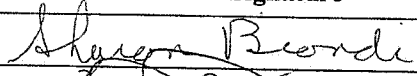

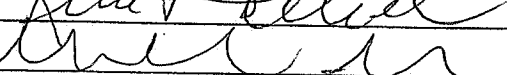
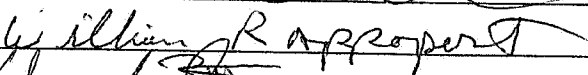

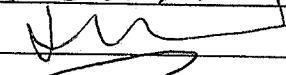
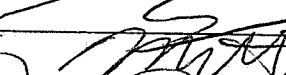
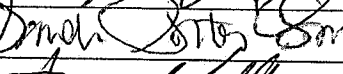
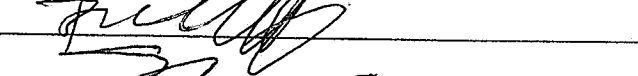
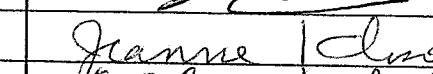
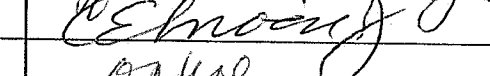
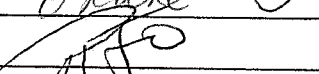
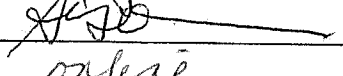
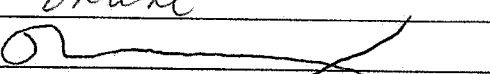

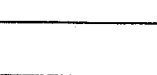
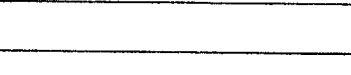

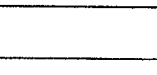

	Printed Name	Signature
1.	George "Beau" Breeden	
2.	Adam "Thor" Harris	
3.	Leslie Coble	
4.	JENNIFER CONNOR	
5.	PETER BLOTTA	
6.	Ed Hayes	
7.	Larry Jennings	
8.	JES HAINES	
9.	Danny Baswell	
10.	William Aucoin	
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# Cape St. Claire Improvement Association, Inc.

## Membership Meeting

Meeting Date: 1/9/2024

### MEMBERS: SIGN-UP SHEET      PROPERTY OWNERS

	Printed Name	Signature
1.	Sharon Biondi	
2.	LOUIS BIONDI	
3.	Kim Pollock	
4.	Geoff Schneider	
5.	WILLIAM RAPPAPORT	
6.	Jerome Zadera	
7.	Blake Morris	
8.	Jennifer Williams	
9.	Mary Lamb	
10.	MAT GAYMAN	
11.	Pamela Parker Smith	
12.	BRAD KNOLL	
13.	Stacy Wildberger	
14.	Jeanne Klingler	
15.	CHARLIE MOORE	
16.	Neil MacIndoe	
17.	Phil Ourisson	
18.	Sandy Ourisson	
19.	Merissa Permenta	
20.	Michele Shipley	
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# Cape St. Claire Improvement Association, Inc.

## Membership Meeting

Meeting Date: 1/9/2024

### GUESTS: SIGN-UP SHEET

	Printed Name	Signature
1.	Francis Teway - Town Mngs.	Francis Teway
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