



Cape St. Claire

IMPROVEMENT ASSOCIATION

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Quarterly Membership Meeting

July 28, 2020

Agenda

President's Remarks

**Beach Restoration Project Update
Biohabitats and Alliance for the Chesapeake Bay**

Review of Minutes

Review of Financials

Old Business

New Business

Comments from the Floor

Adjournment

**CAPE ST. CLAIRE IMPROVEMENT ASSOCIATION
ANNUAL MEMBERSHIP MEETING
JANUARY 14, 2020**

The January Annual Membership Meeting of the Cape St. Claire Improvement Association was convened on January 14, 2020 in the Main Room of the Cape St. Claire Clubhouse. President Szczytko called the meeting to order at 7:33 P.M. and thanked all for attending, wishing everyone a happy new year, and hoping that all had a great holiday. He said it's been a good year with an amazing Strawberry Festival, a new logo, two new playgrounds, and our first annual Christmas tree lighting. He noted maintenance bills are due before March 1 to avoid paying a late fee. He introduced the candidates for the Board of Governors: Cheri Fairchild, Neil Macindoe, Jeffrey Roche, and Dawn Myers.

Governor Breeden thanked the Budget Committee, Mike Buchet, Charlie Moore, Brad Medley, and Governors Zadera and Szczytko, for their work on finalizing a budget. There were no questions or comments regarding budget issues so he gave a brief summary. He noted that we are asking for a \$5.00 increase this year, from \$190.00 to \$195.00. This money pays our employees and maintenance and improvements on our beaches and parks. He noted that minimum wage is going up and that will affect some salaries we pay. He said that almost all capital improvement money, \$75,000 a year, from 2021 on will be used to pay off our beach project loan, at a 4.35% interest rate. We have paid out about \$214,000 so far towards the project. He noted the recent capital improvements to the piers, playgrounds and Clubhouse. We are getting about \$298,000 from Chesapeake Bay Trust and another \$25,000 from the County. He noted that with minimum wage and costs in general going up, we may have to raise fees again once the beach project is done. We still have \$5.00 in the cap we can raise.

Voting on the candidates, cap, and budget was closed.

Abbi Huntzinger, from the Alliance for the Chesapeake (ACB) gave updates on the beach project. Once work begins, she will become the face of the project, managing resources and dealing with day to day tasks. The ACB helped us get a \$295,000 grant. She has worked with other communities on the Bay on similar projects. She was on today's walk-through at Lake Claire. That site is still in the permitting stage but we are getting more of a green light on that project. She said site 1, the Main Beach, should be done this spring and work on site 2, Lake Claire, could begin in the fall. She will be updating us with information and timelines.

Governor Breeden noted that we first submitted permits over a year ago and have been dealing with comments and some redesign. This is a \$974,000 project and we will be chipping in \$650,000. He noted that the Anne Arundel County Council will take up our loan application on Tuesday, January 21. With the support we have, it should be a positive vote. We will be paying the ACB directly to manage the project. This has been in the works for 12 years and we are hoping to kick off in early April and be largely done before the Strawberry Festival.

Abbi noted that she is landscape architect and has been working in construction since 2005. The site 1 project work will be done from barges on the river rather than digging up trees and creating roads on the main Beach.

Regarding site 2, Lake Claire, she said restoration will occur from the boat pier to the end of Lake Claire Drive. There will be batten boards on the pier at the mud slips to hold sand in, plantings and marsh planting further up, and reef balls and upside down tree trunks in the water to break waves and create fish habitat. We will be using the latest ideas in creating living shorelines. All of this could begin in late 2020 and be done by early 2021.

She added that the CSCIA is talking with the Little Magothy River association (LMRA) about getting the sand they dredge out of the channel. MDE is supportive of our getting the permits to do this. This will help build up our beach which has lost 40 feet or so in the last 15 years, largely due to its bearing the brunt of Bay wave action. Both the MDE and Corps of Engineers are looking at ways to use dredged sand more locally.

In response to a question, she said there will be markers on any jetties that are installed. She answered a few questions about security during construction, noting that the staging area will be out in the water, workers will be arriving and leaving by water, and parking for workers will be worked out. The site 1 project should be about 8 to 12 weeks long, with the heavy construction work lasting about 4 to 6 weeks. The work will not affect day to day activities at the Main Beach. She said the middle cobble bar will probably not be in the final design, and that issues with neighbors have been largely resolved. Governor Breeden led a round of thanks to Abbi, noting that she has done a great job and that ACB has been a great partner. Abbi added that ACB will be planning events and plantings, and will be a presence at the Strawberry Festival.

The Minutes of the October 27, 2019 Quarterly Meeting: Mike Buchet moved that these minutes be approved as written. The motion was seconded by Larry Jennings and the minutes were approved unanimously.

Treasurer's Report / Approval of Profit & Loss (P&L) Statements:

The August 31, September 30, and October 31, 2019 P&Ls: Bob Bishop moved that these P&L statements be approved as presented. The motion was seconded by Mike Buchet and was approved unanimously.

A break was taken from 8:05 to 8:20 P.M.

OLD BUSINESS

Governor Breeden updated us on the progress of the Broadneck Trail. The completion target date for Cape St. Claire Road to Bay Dale Drive is sometime in March, when the entire stretch will be opened at once. The County is using porous pavement for the first time, and there have been some challenges. The next phases from Bay Dale Drive to AACC and Cape St. Claire to Sandy Point are in aggressive planning stages. This work is all part of a 1997 Greenway Initiative with trails linking the country from coast to coast.

Governor Szczytko noted we have upgraded to Quickbooks online, and thanked Administrator Coble, Town Manager Anderson, Dottie Ballard, and Jen Williams for helping recover lost data.

NEW BUSINESS

Governor Breeden said that the Broadneck Council of Communities (BCC) will be meeting this week, with a quarterly meeting coming up in February or March. They will be discussing the Bay Bridge and expanding the National Environmental Policy Act (NEPA) to include more options than just siting a third span here. We have until October to get the powers that be to come up with alternative decisions.

ELECTIONS

All 4 candidates, Jeffrey Roche, Cheri Fairchild, Neil Macindoe, and Dawn Myers were elected to the Board of Governors. Charlie Moore and Brad Medley were re-elected to the Budget Committee.

The budget was approved, as was raising the fee from \$190.00 to \$195.00.

COMMENTS

There was a question about getting public transportation from the shopping center to AACC. It was suggested that this was something that should be posed before the County Council. There used to be buses but they were inefficient and under-utilized. There may be some long range plans and studies, but there is no money for it.

Phil Ourisson noted that next Wednesday Broadneck Grill will be donating 10% of its proceeds to the Cape Conservation Corps.

Mike Buchet said the Goshen Farm annual meeting is tomorrow night at the Clubhouse at 7:30 P.M.

A resident noted a new house on Cape St. Claire Road that he thought did not fit in. It was noted that neither the Cape nor the County has an architectural review board, and people are free to build whatever style they like, as long as it meets code and our rules.

ADJOURNMENT

Mike Buchet moved that the meeting be adjourned. The motion was seconded by Phil Ourisson and passed unanimously. The January 14, 2020 Annual Meeting of the Cape St. Claire Improvement Association was adjourned at 8:37 P.M.

MEMBERS PRESENT

Governors Breeden, Fairchild, Lamb, Layman, Macindoe, Roche, Szczytko, Schmidt, and Zadera were present.

Cape St. Claire Improvement Association, Inc.

Profit & Loss - Piers

November 30, 2019 - Final

	November	YTD	Annual	Variance	
	Actual	Actual	Budget	Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Interest Income	1.38	7.38	0.00	1.59	
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	100.00	1,000.00	1,500.00	(500.00)	67%
Rentals/ Slips	100.00	668.00	99,040.00	(98,372.00)	1%
Total Income	201.38	1,675.38	113,775.00	(112,105.41)	
Expense					
General and Administrative					
1 Accounting Fees	95.70	478.50	1,500.00	(1,021.50)	32%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Front Foot Assessment	0.00	0.00	1,700.00	(1,700.00)	0%
4 Insurance	0.00	0.00	7,200.00	(7,200.00)	0%
5 Legal Services	0.00	0.00	3,000.00	(3,000.00)	0%
6 Membrshp(Confernce/Training/Dues)	0.00	0.00	150.00	(150.00)	0%
7 Voluntr Apprec(Refreshments/Misc)	0.00	0.00	500.00	(500.00)	0%
8 Office Supplies/Expense	0.00	0.00	500.00	(500.00)	0%
9 Payroll Expenses & Benefits	18.31	167.59	2,600.00	(2,432.41)	6%
10 Permits	0.00	0.00	250.00	(250.00)	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	1,611.38	1,900.00	(288.62)	85%
14 Repairs/Maintenance	817.98	3,189.84	15,590.00	(12,400.16)	20%
15 Sanitary Services	0.00	0.00	250.00	(250.00)	0%
16 Sewer	0.00	0.00	250.00	(250.00)	0%
17 Signage	0.00	0.00	1,000.00	(1,000.00)	0%
18 Telecommunications & Internet	634.31	3,170.46	8,000.00	(4,829.54)	40%
19 Trash Collection	0.00	0.00	250.00	(250.00)	0%
20 Utilities	0.00	2,858.69	14,000.00	(11,141.31)	20%
21 Wages-Town Manager	0.00	0.00	5,000.00	(5,000.00)	0%
22 Wages-Administrator	0.00	0.00	5,000.00	(5,000.00)	0%
23 Wages-Asst. Administrator	154.00	487.50	6,000.00	(5,512.50)	8%
24 Wages-Handyman	85.50	1,691.00	3,500.00	(1,809.00)	48%
25 Wages-Pumpout Attendant	0.00	0.00	500.00	(500.00)	0%
Total General and Administrative	1,805.80	13,654.96	80,740.00	(67,085.04)	17%
Capital Expenditures					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	0.00	0.00	33,035.00	(33,035.00)	
Total Expenditures	1,805.80	13,654.96	113,775.00	(100,120.04)	
Net Income (Loss)	(1,604.42)	(11,979.58)	0.00	(11,985.37)	

Cape St. Claire Improvement Association, Inc.
Profit & Loss - Maintenance, Caper, Clubhouse
November 30, 2019 - Final

	November Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	3,023.25	18,913.00	40,000.00	(21,087.00)	47%
BLOA Contribution	0.00	0.00	5,079.00	(5,079.00)	0%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	50.00	930.00	25,000.00	(24,070.00)	4%
HOA Packets	900.00	4,950.00	10,500.00	(5,550.00)	47%
Interest Income	1.77	11.97	100.00	(88.03)	12%
Late Fees	40.00	795.00	5,500.00	(4,705.00)	14%
Miscellaneous Income	125.00	1,725.00	4,000.00	(2,275.00)	43%
Clubhouse - Rental Income	5,250.00	21,277.50	38,500.00	(17,222.50)	55%
Stickers	30.00	265.00	2,000.00	(1,735.00)	13%
Total Income	9,420.02	48,867.47	133,731.00	(84,863.53)	
Expense					
General and Administrative					
1 Accounting Fees	118.80	594.00	2,000.00	(1,406.00)	30%
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/Edit/Contract&Postage	0.00	0.00	20,000.00	(20,000.00)	0%
5 Clubhouse Custodial Svcs	1,609.08	6,511.11	11,500.00	(4,988.89)	57%
6 Insurance	0.00	0.00	11,000.00	(11,000.00)	0%
7 Legal Services	0.00	0.00	2,000.00	(2,000.00)	0%
8 Membrshp(Confernce/Training/Dues)	0.00	0.00	650.00	(650.00)	0%
9 Voluntr Apprec(Refreshments/Misc)	0.00	146.17	100.00	46.17	146%
10 Events	0.00	0.00	500.00	(500.00)	0%
11 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
12 Office Supplies/Expense	0.00	626.07	1,500.00	(873.93)	42%
13 Payroll Expenses & Benefits	0.00	61.04	6,648.20	(6,587.16)	1%
14 Permits	0.00	0.00	500.00	(500.00)	0%
15 Postage	0.00	0.00	1,000.00	(1,000.00)	0%
16 Printing	179.41	179.41	2,000.00	(1,820.59)	9%
17 Property Taxes	0.00	0.00	100.00	(100.00)	0%
18 Repairs/Maintenance	430.25	1,602.42	12,500.00	(10,897.58)	13%
19 Sanitary Services	0.00	0.00	1,000.00	(1,000.00)	0%
20 Signage	0.00	0.00	500.00	(500.00)	0%
21 Telecommunications & Internet	42.59	211.61	350.00	(138.39)	60%
22 Utilities	0.00	147.58	200.00	(52.42)	74%
23 Wages-Town Manager	0.00	0.00	14,500.00	(14,500.00)	0%
24 Wages-Administrator	0.00	0.00	9,560.00	(9,560.00)	0%
25 Wages-Asst. Administrator	0.00	0.00	2,500.00	(2,500.00)	0%
26 Wages-Beach Attendants	0.00	798.00	13,000.00	(12,202.00)	6%
27 Wages-Code Enforcement	0.00	0.00	2,080.00	(2,080.00)	0%
28 Wages-Groundskeeper	0.00	0.00	9,500.00	(9,500.00)	0%
29 Vehicle Fuel & Maintenance	0.00	0.00	2,000.00	(2,000.00)	0%
30 Website/Technology	0.00	0.00	3,900.00	(3,900.00)	0%
Total General and Administrative	2,380.13	10,877.41	133,638.20	(122,760.79)	
Capital Expenditures					
Clubhouse Improvements	0.00	0.00	0.00	0.00	
Beaches and Park Improvements	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	0.00	0.00	
Total Expenditures	2,380.13	10,877.41	133,638.20	(122,760.79)	
Net Income (Loss)	7,039.89	37,990.06	92.80	37,897.26	

Cape St. Claire Improvement Association, Inc.

Profit Loss - Piers & Maintenance

November 30, 2019 - Final

	November Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	3,023.25	18,913.00	40,000.00	(21,087.00)	47%
BLOA Contribution	0.00	0.00	5,079.00	(5,079.00)	0%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	50.00	930.00	25,000.00	(24,070.00)	4%
HOA Packets	900.00	4,950.00	10,500.00	(5,550.00)	47%
Interest Income	3.15	19.35	100.00	(80.65)	19%
Late Fees	40.00	795.00	5,600.00	(4,805.00)	14%
Miscellaneous Income	125.00	1,725.00	4,100.00	(2,375.00)	42%
Clubhouse - Rental Income	5,250.00	21,277.50	38,500.00	(17,222.50)	55%
Rentals/ Slips	100.00	668.00	99,040.00	(98,372.00)	1%
Piers - Capital Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Wait List Fee	100.00	1,000.00	1,500.00	(500.00)	67%
Stickers	30.00	265.00	2,000.00	(1,735.00)	13%
Total Income	9,621.40	50,542.85	247,506.00	(196,963.15)	
Expense					
General and Administrative					
1 Accounting Fees	214.50	1,072.50	3,500.00	(2,427.50)	31%
2 Audit Expenses	0.00	0.00	3,000.00	(3,000.00)	0%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper/Print/Contract&Postage	0.00	0.00	20,000.00	(20,000.00)	0%
5 Clubhouse Custodial Svcs	1,609.08	6,511.11	11,500.00	(4,988.89)	57%
6 Front Foot Assessment	0.00	0.00	1,700.00	(1,700.00)	0%
7 Insurance	0.00	0.00	18,200.00	(18,200.00)	0%
8 Legal Services	0.00	0.00	5,000.00	(5,000.00)	0%
9 Membrshp(Confernce/Training/Dues)	0.00	0.00	800.00	(800.00)	0%
10 Voluntr Apprec(Refreshments/Misc)	0.00	146.17	600.00	(453.83)	24%
11 Events	0.00	0.00	500.00	(500.00)	0%
12 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
13 Office Supplies/Expense	0.00	626.07	2,000.00	(1,373.93)	31%
14 Payroll Expenses & Benefits	18.31	228.63	9,248.20	(9,019.57)	2%
15 Permits	0.00	0.00	750.00	(750.00)	0%
16 Postage	0.00	0.00	1,500.00	(1,500.00)	0%
17 Printing	179.41	179.41	2,100.00	(1,920.59)	9%
18 Property Taxes	0.00	1,611.38	2,000.00	(388.62)	81%
19 Repairs/Maintenance	1,248.23	4,792.26	28,090.00	(23,297.74)	17%
20 Sanitary Services	0.00	0.00	1,250.00	(1,250.00)	0%
21 Sewer	0.00	0.00	250.00	(250.00)	0%
22 Signage	0.00	0.00	1,500.00	(1,500.00)	0%
23 Telecommunications & Internet	676.90	3,382.07	8,350.00	(4,967.93)	41%
24 Trash Collection	0.00	0.00	250.00	(250.00)	0%
25 Utilities	0.00	3,006.27	14,200.00	(11,193.73)	21%
26 Vehicle Fuel & Maintenance	0.00	0.00	2,000.00	(2,000.00)	0%
27 Wages-Town Manager	0.00	0.00	19,500.00	(19,500.00)	0%
28 Wages-Administrator	0.00	0.00	14,560.00	(14,560.00)	0%
29 Wages-Asst. Administrator	154.00	487.50	8,500.00	(8,012.50)	6%
30 Wages-Beach Attendant	0.00	798.00	13,000.00	(12,202.00)	6%
31 Wages-Code Enforcement	0.00	0.00	2,080.00	(2,080.00)	0%
32 Wages-Groundskeeper	0.00	0.00	9,500.00	(9,500.00)	0%
33 Wages-Handyman	85.50	1,691.00	3,500.00	(1,809.00)	48%
34 Wages-Pumpout Attendant	0.00	0.00	500.00	(500.00)	0%
35 Website/Technology	0.00	0.00	3,900.00	(3,900.00)	0%
Total General and Administrative	4,185.93	24,532.37	214,378.20	(189,845.83)	
Capital Expenditures					
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	13,035.00	(13,035.00)	0%
Piers Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	0.00	0.00	33,035.00	(33,035.00)	
Total Expenditures	4,185.93	24,532.37	247,413.20	(222,880.83)	
Net Income (Loss)	5,435.47	26,010.48	92.80	25,917.68	

Cape St. Claire Improvement Association, Inc.

Profit & Loss - SCBD

November 30, 2019 - Final

	November Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
SCBD/Fees	0.00	0.00	438,710.00	-438,710.00	0%
Interest Income	0.00	0.00	20.00	-20.00	0%
Rollover from FY18	0.00	0.00	11,333.90	-11,333.90	0%
Total Income	0.00	0.00	450,063.90	-450,063.90	
Expense					
General and Administrative					
1 Accounting Fees	335.50	2,346.01	5,500.00	-3,153.99	43%
2 Audit Expenses	0.00	3,750.00	5,300.00	-1,550.00	71%
3 Bank Charges	20.97	102.89	0.00	102.89	
4 Caper Print/Edit/Contract&Postage	4,234.64	19,299.76	30,000.00	-10,700.24	64%
5 Collection Fee-AA County	0.00	0.00	2,000.00	-2,000.00	0%
6 Contract Labor	0.00	800.00	1,500.00	-700.00	53%
7 Clubhouse Custodial Services	0.00	0.00	2,500.00	-2,500.00	0%
8 Insurance	1,654.00	12,695.00	17,600.00	-4,905.00	72%
9 Legal Services	3,049.27	7,016.17	10,000.00	-2,983.83	70%
10 Membrshp(Confrence/Training/Dues)	400.00	476.00	1,300.00	-824.00	37%
11 Voluntr Apprec(Refreshments/Misc)	0.00	510.03	500.00	10.03	102%
12 Events	73.11	555.35	1,525.00	-969.65	36%
13 Mowing	1,440.00	6,720.00	14,000.00	-7,280.00	48%
14 Office Supplies/Expense	502.45	1,597.62	5,000.00	-3,402.38	32%
15 Payroll Expenses & Benefits	1,861.87	10,268.39	22,991.80	-12,723.41	45%
16 Permits	93.99	93.99	500.00	-406.01	19%
17 Postage	295.65	405.65	2,500.00	-2,094.35	16%
18 Printing	6.99	6.99	4,000.00	-3,993.01	0%
19 Property Taxes	0.00	2,963.49	4,350.00	-1,386.51	68%
20 Repairs/Maintenance	5,356.56	7,967.92	37,500.00	-29,532.08	21%
21 Sanitary Services	0.00	5,022.50	8,000.00	-2,977.50	63%
22 Sewer	0.00	219.51	500.00	-280.49	44%
23 Signage	0.00	0.00	600.00	-600.00	0%
24 Telecommunications & Internet	120.29	597.61	3,700.00	-3,102.39	16%
25 Trash Collection	417.76	2,374.25	5,000.00	-2,625.75	47%
26 Utilities	0.00	3,310.32	10,000.00	-6,689.68	33%
27 Vehicle Fuel & Maintenance	61.87	385.90	2,000.00	-1,614.10	19%
28 Wages-Town Manager	6,000.02	32,884.72	58,500.00	-25,615.28	56%
29 Wages-Administrator	3,982.32	21,852.65	35,360.00	-13,507.35	62%
30 Wages-Asst Administrator	111.00	692.88	3,000.00	-2,307.12	23%
31 Wages-Asst Admin (Mtg Spt)	300.00	1,050.00	2,400.00	-1,350.00	44%
32 Wages-Beach Attendant	0.00	13,453.76	13,500.00	-46.24	100%
33 Wages-Code Enforcement	0.00	0.00	520.00	-520.00	0%
34 Wages-Custodial Services	220.50	426.50	2,080.00	-1,653.50	21%
35 Wages-Groundskeeper	1,737.00	8,718.39	15,500.00	-6,781.61	56%
36 Wages-Security Patrol	924.00	11,844.00	46,000.00	-34,156.00	26%
37 Website/Technology	0.00	1,581.57	6,100.00	-4,518.43	26%
Total General and Administrative	33,199.76	181,989.82	381,326.80	-199,336.98	
Capital Expenditures					
Beaches & Parks Improvements	0.00	0.00	12,500.00	-12,500.00	0%
Clubhouse Improvements	0.00	1,531.74	15,000.00	-13,468.26	10%
Shoreline Erosion Restoration	0.00	32,877.83	41,000.00	-8,122.17	80%
Total Capital Expenditures	0.00	34,409.57	68,500.00	-34,090.43	
Total Expenditures	33,199.76	216,399.39	449,826.80	-233,427.41	
Net Income (Loss)	-33,199.76	-216,399.39	237.10	-216,636.49	

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

BALANCE SHEET

As of November 30, 2019

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	46,728.95
Payroll Checking - BB&T	1,187.69
Total Checking Accounts	47,916.64
Money Market Accounts	
Maintenance MM - BB&T	89,422.22
Piers MM - BB&T	83,548.11
Total Money Market Accounts	172,970.33
Petty Cash	
Maintenance	250.00
Total Petty Cash	250.00
Total Bank Accounts	\$221,136.97
Accounts Receivable	
Accounts Receivable	1,556.00
Total Accounts Receivable	\$1,556.00
Other Current Assets	
Due From SCBD	75,254.81
Undeposited Funds	1,662.37
Total Other Current Assets	\$76,917.18
Total Current Assets	\$299,610.15
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
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
Total Membership	23,634.27
Piers	
Accumulated Depreciation	-168,424.00
Buildings & Piers	220,307.64
Total Piers	51,883.64
Total Fixed Assets	\$184,248.32

	TOTAL
TOTAL ASSETS	\$483,858.47
LIABILITIES AND EQUITY	
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	3,285.01
Total Other Current Liabilities	\$3,334.66
Total Current Liabilities	\$3,334.66
Total Liabilities	\$3,334.66
Equity	
Net Assets	
Net Assets-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
Total Net Assets-Piers & Maintenance	448,653.09
Total Net Assets	448,653.09
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24
Retained Earnings	-18,183.76
Net Income	26,010.48
Total Equity	\$480,523.81
TOTAL LIABILITIES AND EQUITY	\$483,858.47

SCBD - Cape St. Claire Improvement Association

BALANCE SHEET

As of November 30, 2019

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Cash Held by the County	54.98
Checking Accounts	
SCBD Checking - BB&T	19,515.72
Total Checking Accounts	19,515.72
Money Market Accounts	
SCBD MM - BB&T	705.51
Total Money Market Accounts	705.51
Petty Cash	
SCBD	0.00
Total Petty Cash	0.00
Total Bank Accounts	\$20,276.21
Accounts Receivable	
Accounts Receivable	607.50
Total Accounts Receivable	\$607.50
Other Current Assets	
*Undeposited Funds	0.00
Due from Cape St. Claire	-40.00
Total Other Current Assets	\$ -40.00
Total Current Assets	\$20,843.71
TOTAL ASSETS	\$20,843.71
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0.00
Total Accounts Payable	\$0.00
Other Current Liabilities	
Due to Cape St. Claire	75,189.13
Payroll Liabilities	
SCBD	0.00
Total Payroll Liabilities	0.00
SCBD Rainy Day Fund	0.00
Total Other Current Liabilities	\$75,189.13
Total Current Liabilities	\$75,189.13
Total Liabilities	\$75,189.13
Equity	
Net Assets-SCBD	170,531.03
Net Assets-Caper	0.00

	TOTAL
Net Assets-Clubhouse	0.00
Net Assets-Regular	0.00
Total Net Assets-SCBD	170,531.03
Retained Earnings	-8,477.06
Net Income	-216,399.39
Total Equity	\$ -54,345.42
TOTAL LIABILITIES AND EQUITY	\$20,843.71

Cape St. Claire Improvement Association, Inc.

Profit & Loss - Piers

December 31, 2019 - Final

	December Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Interest Income	1.35	8.73	0.00	1.59	
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	0.00	1,000.00	1,500.00	(500.00)	67%
Rentals/ Slips	0.00	668.00	99,040.00	(98,372.00)	1%
Total Income	1.35	1,676.73	113,775.00	(112,105.41)	
Expense					
General and Administrative					
1 Accounting Fees	95.70	574.20	1,500.00	(925.80)	38%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Front Foot Assessment	0.00	0.00	1,700.00	(1,700.00)	0%
4 Insurance	3,472.50	3,472.50	7,200.00	(3,727.50)	48%
5 Legal Services	0.00	0.00	3,000.00	(3,000.00)	0%
6 Membrshp(Confernce/Training/Dues)	0.00	0.00	150.00	(150.00)	0%
7 Voluntr Apprec(Refreshments/Misc)	0.00	0.00	500.00	(500.00)	0%
8 Office Supplies/Expense	0.00	0.00	500.00	(500.00)	0%
9 Payroll Expenses & Benefits	50.57	218.16	2,600.00	(2,381.84)	8%
10 Permits	0.00	0.00	250.00	(250.00)	0%
11 Postage	182.65	182.65	500.00	(317.35)	37%
12 Printing	0.00	0.00	100.00	(100.00)	0%
13 Property Taxes	0.00	1,611.38	1,900.00	(288.62)	85%
14 Repairs/Maintenance	772.61	3,962.45	15,590.00	(11,627.55)	25%
15 Sanitary Services	0.00	0.00	250.00	(250.00)	0%
16 Sewer	0.00	0.00	250.00	(250.00)	0%
17 Signage	0.00	0.00	1,000.00	(1,000.00)	0%
18 Telecommunications & Internet	1,268.72	4,439.18	8,000.00	(3,560.82)	55%
19 Trash Collection	0.00	0.00	250.00	(250.00)	0%
20 Utilities	1,477.23	4,335.92	14,000.00	(9,664.08)	31%
21 Wages-Town Manager	0.00	0.00	5,000.00	(5,000.00)	0%
22 Wages-Administrator	0.00	0.00	5,000.00	(5,000.00)	0%
23 Wages-Asst. Administrator	432.00	919.50	6,000.00	(5,080.50)	15%
24 Wages-Handyman	229.00	1,920.00	3,500.00	(1,580.00)	55%
25 Wages-Pumpout Attendant	0.00	0.00	500.00	(500.00)	0%
Total General and Administrative	7,980.98	21,635.94	80,740.00	(59,104.06)	27%
Capital Expenditures					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	0.00	0.00	33,035.00	(33,035.00)	
Total Expenditures	7,980.98	21,635.94	113,775.00	(92,139.06)	
Net Income (Loss)	(7,979.63)	(19,959.21)	0.00	(19,966.35)	

Cape St. Claire Improvement Association, Inc.
Profit & Loss - Maintenance, Caper, Clubhouse
December 31, 2019 - Final

	December Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	745.00	19,588.00	40,000.00	(20,412.00)	49%
BLOA Contribution	0.00	0.00	5,079.00	(5,079.00)	0%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	115.00	1,115.00	25,000.00	(23,885.00)	4%
HOA Packets	300.00	5,250.00	10,500.00	(5,250.00)	50%
Interest Income	2.14	14.11	100.00	(85.89)	14%
Late Fees	40.00	835.00	5,500.00	(4,665.00)	15%
Miscellaneous Income	(199.80)	1,525.20	4,000.00	(2,474.80)	38%
Clubhouse - Rental Income	4,815.00	26,092.50	38,500.00	(12,407.50)	68%
Stickers	10.00	275.00	2,000.00	(1,725.00)	14%
Total Income	5,827.34	54,694.81	133,731.00	(79,036.19)	
Expense					
General and Administrative					
1 Accounting Fees	118.80	712.80	2,000.00	(1,287.20)	36%
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/Edit/Contract&Postage	0.00	0.00	20,000.00	(20,000.00)	0%
5 Clubhouse Custodial Svcs	1,609.08	8,120.19	11,500.00	(3,379.81)	71%
6 Insurance	781.82	781.82	11,000.00	(10,218.18)	7%
7 Legal Services	0.00	0.00	2,000.00	(2,000.00)	0%
8 Membrshp(Confernce/Training/Dues)	0.00	0.00	650.00	(650.00)	0%
9 Voluntr Apprec(Refreshments/Misc)	0.00	146.17	100.00	46.17	146%
10 Events	0.00	0.00	500.00	(500.00)	0%
11 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
12 Office Supplies/Expense	0.00	626.07	1,500.00	(873.93)	42%
13 Payroll Expenses & Benefits	0.00	61.04	6,648.20	(6,587.16)	1%
14 Permits	0.00	0.00	500.00	(500.00)	0%
15 Postage	910.00	910.00	1,000.00	(90.00)	91%
16 Printing	0.00	179.41	2,000.00	(1,820.59)	9%
17 Property Taxes	0.00	0.00	100.00	(100.00)	0%
18 Repairs/Maintenance	735.11	2,337.53	12,500.00	(10,162.47)	19%
19 Sanitary Services	0.00	0.00	1,000.00	(1,000.00)	0%
20 Signage	0.00	0.00	500.00	(500.00)	0%
21 Telecommunications & Internet	85.31	296.92	350.00	(53.08)	85%
22 Utilities	75.83	223.41	200.00	23.41	112%
23 Wages-Town Manager	0.00	0.00	14,500.00	(14,500.00)	0%
24 Wages-Administrator	0.00	0.00	9,560.00	(9,560.00)	0%
25 Wages-Asst. Administrator	0.00	0.00	2,500.00	(2,500.00)	0%
26 Wages-Beach Attendants	0.00	798.00	13,000.00	(12,202.00)	6%
27 Wages-Code Enforcement	0.00	0.00	2,080.00	(2,080.00)	0%
28 Wages-Groundskeeper	0.00	0.00	9,500.00	(9,500.00)	0%
29 Vehicle Fuel & Maintenance	0.00	0.00	2,000.00	(2,000.00)	0%
30 Website/Technology	0.00	0.00	3,900.00	(3,900.00)	0%
Total General and Administrative	4,315.95	15,193.36	133,638.20	(118,444.84)	
Capital Expenditures					
Clubhouse Improvements	0.00	0.00	0.00	0.00	
Beaches and Park Improvements	3,500.00	3,500.00	0.00	0.00	
Total Capital Expenditures	3,500.00	3,500.00	0.00	0.00	
Total Expenditures	7,815.95	18,693.36	133,638.20	(118,444.84)	
Net Income (Loss)	(1,988.61)	36,001.45	92.80	39,408.65	

Cape St. Claire Improvement Association, Inc.
Profit Loss - Piers & Maintenance
December 31, 2019 - Final

	December Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	750.00	19,663.00	40,000.00	(20,337.00)	49%
BLOA Contribution	0.00	0.00	5,079.00	(5,079.00)	0%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	110.00	1,040.00	25,000.00	(23,960.00)	4%
HOA Packets	300.00	5,250.00	10,500.00	(5,250.00)	50%
Interest Income	3.49	22.84	100.00	(77.16)	23%
Late Fees	40.00	835.00	5,600.00	(4,765.00)	15%
Miscellaneous Income	(199.80)	1,525.20	4,100.00	(2,574.80)	37%
Clubhouse - Rental Income	4,815.00	26,092.50	38,500.00	(12,407.50)	68%
Rentals/ Slips	0.00	668.00	99,040.00	(98,372.00)	1%
Piers - Capital Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Wait List Fee	0.00	1,000.00	1,500.00	(500.00)	67%
Stickers	10.00	275.00	2,000.00	(1,725.00)	14%
Total Income	5,828.69	56,371.54	247,506.00	(191,134.46)	
Expense					
General and Administrative					
1 Accounting Fees	214.50	1,287.00	3,500.00	(2,213.00)	37%
2 Audit Expenses	0.00	0.00	3,000.00	(3,000.00)	0%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper/Print/Contract&Postage	0.00	0.00	20,000.00	(20,000.00)	0%
5 Clubhouse Custodial Svcs	1,609.08	8,120.19	11,500.00	(3,379.81)	71%
6 Front Foot Assessment	0.00	0.00	1,700.00	(1,700.00)	0%
7 Insurance	4,254.32	4,254.32	18,200.00	(13,945.68)	23%
8 Legal Services	0.00	0.00	5,000.00	(5,000.00)	0%
9 Membrshp(Confrence/Training/Dues)	0.00	0.00	800.00	(800.00)	0%
10 Voluntr Apprec(Refreshments/Misc)	0.00	146.17	600.00	(453.83)	24%
11 Events	0.00	0.00	500.00	(500.00)	0%
12 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
13 Office Supplies/Expense	0.00	626.07	2,000.00	(1,373.93)	31%
14 Payroll Expenses & Benefits	50.57	279.20	9,248.20	(8,969.00)	3%
15 Permits	0.00	0.00	750.00	(750.00)	0%
16 Postage	1,092.65	1,092.65	1,500.00	(407.35)	73%
17 Printing	0.00	179.41	2,100.00	(1,920.59)	9%
18 Property Taxes	0.00	1,611.38	2,000.00	(388.62)	81%
19 Repairs/Maintenance	1,507.72	6,299.98	28,090.00	(21,790.02)	22%
20 Sanitary Services	0.00	0.00	1,250.00	(1,250.00)	0%
21 Sewer	0.00	0.00	250.00	(250.00)	0%
22 Signage	0.00	0.00	1,500.00	(1,500.00)	0%
23 Telecommunications & Internet	1,354.03	4,736.10	8,350.00	(3,613.90)	57%
24 Trash Collection	0.00	0.00	250.00	(250.00)	0%
25 Utilities	1,553.06	4,559.33	14,200.00	(9,640.67)	32%
26 Vehicle Fuel & Maintenance	0.00	0.00	2,000.00	(2,000.00)	0%
27 Wages-Town Manager	0.00	0.00	19,500.00	(19,500.00)	0%
28 Wages-Administrator	0.00	0.00	14,560.00	(14,560.00)	0%
29 Wages-Asst. Administrator	432.00	919.50	8,500.00	(7,580.50)	11%
30 Wages-Beach Attendant	0.00	798.00	13,000.00	(12,202.00)	6%
31 Wages-Code Enforcement	0.00	0.00	2,080.00	(2,080.00)	0%
32 Wages-Groundskeeper	0.00	0.00	9,500.00	(9,500.00)	0%
33 Wages-Handyman	229.00	1,920.00	3,500.00	(1,580.00)	55%
34 Wages-Pumpout Attendant	0.00	0.00	500.00	(500.00)	0%
35 Website/Technology	0.00	0.00	3,900.00	(3,900.00)	0%
Total General and Administrative	12,296.93	36,829.30	214,378.20	(177,548.90)	
Capital Expenditures					
Beaches and Park Improvements	3,500.00	3,500.00	0.00	0.00	0%
Clubhouse Improvements	0.00	0.00	0.00	0.00	0%
Piers Replacement Project	0.00	0.00	13,035.00	(13,035.00)	0%
Piers Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	3,500.00	3,500.00	33,035.00	(33,035.00)	
Total Expenditures	15,796.93	40,329.30	247,413.20	(210,583.90)	
Net Income (Loss)	(9,968.24)	16,042.24	92.80	19,449.44	

Cape St. Claire Improvement Association, Inc.

Profit & Loss - SCBD

December 31, 2019 - Final

	December Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
SCBD/Fees	267,000.00	267,000.00	438,710.00	-171,710.00	61%
Interest Income	0.00	0.00	20.00	-20.00	0%
Rollover from FY18	0.00	0.00	11,333.90	-11,333.90	0%
Total Income	267,000.00	267,000.00	450,063.90	-183,063.90	
Expense					
General and Administrative					
1 Accounting Fees	335.50	2,681.51	5,500.00	-2,818.49	49%
2 Audit Expenses	0.00	3,750.00	5,300.00	-1,550.00	71%
3 Bank Charges	20.98	123.87	0.00	123.87	
4 Caper Print/Edit/Contract&Postage	6,898.92	26,198.68	30,000.00	-3,801.32	87%
5 Collection Fee-AA County	0.00	0.00	2,000.00	-2,000.00	0%
6 Contract Labor	0.00	800.00	1,500.00	-700.00	53%
7 Clubhouse Custodial Services	0.00	0.00	2,500.00	-2,500.00	0%
8 Insurance	4,905.00	17,600.00	17,600.00	0.00	100%
9 Legal Services	880.00	7,896.17	10,000.00	-2,103.83	79%
10 Membrshp(Confrence/Training/Dues)	90.00	566.00	1,300.00	-734.00	44%
11 Voluntr Apprec(Refreshments/Misc)	0.00	510.03	500.00	10.03	102%
12 Events	80.54	635.89	1,525.00	-889.11	42%
13 Mowing	960.00	7,680.00	14,000.00	-6,320.00	55%
14 Office Supplies/Expense	117.77	1,715.39	5,000.00	-3,284.61	34%
15 Payroll Expenses & Benefits	1,822.24	12,090.63	22,991.80	-10,901.17	53%
16 Permits	0.00	93.99	500.00	-406.01	19%
17 Postage	0.00	405.65	2,500.00	-2,094.35	16%
18 Printing	0.00	6.99	4,000.00	-3,993.01	0%
19 Property Taxes	0.00	2,963.49	4,350.00	-1,386.51	68%
20 Repairs/Maintenance	1,968.47	9,936.39	37,500.00	-27,563.61	26%
21 Sanitary Services	0.00	5,022.50	8,000.00	-2,977.50	63%
22 Sewer	106.71	326.22	500.00	-173.78	65%
23 Signage	0.00	0.00	600.00	-600.00	0%
24 Telecommunications & Internet	240.93	838.54	3,700.00	-2,861.46	23%
25 Trash Collection	417.76	2,792.01	5,000.00	-2,207.99	56%
26 Utilities	1,478.10	4,788.42	10,000.00	-5,211.58	48%
27 Vehicle Fuel & Maintenance	0.00	385.90	2,000.00	-1,614.10	19%
28 Wages-Town Manager	7,073.22	39,957.94	58,500.00	-18,542.06	68%
29 Wages-Administrator	4,811.45	26,664.10	35,360.00	-8,695.90	75%
30 Wages-Asst Administrator	505.40	1,198.28	3,000.00	-1,801.72	40%
31 Wages-Asst Admin (Mtg Spt)	150.00	1,200.00	2,400.00	-1,200.00	50%
32 Wages-Beach Attendant	0.00	13,453.76	13,500.00	-46.24	100%
33 Wages-Code Enforcement	0.00	0.00	520.00	-520.00	0%
34 Wages-Custodial Services	595.00	1,021.50	2,080.00	-1,058.50	49%
35 Wages-Groundskeeper	1,578.55	10,296.94	15,500.00	-5,203.06	66%
36 Wages-Security Patrol	90.00	11,934.00	46,000.00	-34,066.00	26%
37 Website/Technology	1,512.02	3,093.59	6,100.00	-3,006.41	51%
Total General and Administrative	36,638.56	218,628.38	381,326.80	-162,698.42	
Capital Expenditures					
Beaches & Parks Improvements	0.00	0.00	12,500.00	-12,500.00	0%
Clubhouse Improvements	0.00	1,531.74	15,000.00	-13,468.26	10%
Shoreline Erosion Restoration	8,122.17	41,000.00	41,000.00	0.00	100%
Total Capital Expenditures	8,122.17	42,531.74	68,500.00	-25,968.26	
Total Expenditures	44,760.73	261,160.12	449,826.80	-188,666.68	
Net Income (Loss)	222,239.27	5,839.88	237.10	5,602.78	

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

BALANCE SHEET

As of December 31, 2019

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	44,573.20
Payroll Checking - BB&T	8,348.29
Total Checking Accounts	52,921.49
Money Market Accounts	
Maintenance MM - BB&T	164,424.36
Piers MM - BB&T	75,461.79
Total Money Market Accounts	239,886.15
Petty Cash	
Maintenance	250.00
Total Petty Cash	250.00
Total Bank Accounts	\$293,057.64
Accounts Receivable	
Accounts Receivable	1,595.33
Total Accounts Receivable	\$1,595.33
Other Current Assets	
Due From SCBD	-6,699.10
Undeposited Funds	1,777.37
Total Other Current Assets	\$ -4,921.73
Total Current Assets	\$289,731.24
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
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
Total Membership	23,634.27
Piers	
Accumulated Depreciation	-168,424.00
Buildings & Piers	220,307.64
Total Piers	51,883.64
Total Fixed Assets	\$184,248.32

	TOTAL
TOTAL ASSETS	\$473,979.56
LIABILITIES AND EQUITY	
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	2,785.01
Total Other Current Liabilities	\$2,834.66
Total Current Liabilities	\$2,834.66
Total Liabilities	\$2,834.66
Equity	
Net Assets	
Net Assets-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
Total Net Assets-Piers & Maintenance	448,653.09
Total Net Assets	448,653.09
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24
Retained Earnings	-17,594.43
Net Income	16,042.24
Total Equity	\$471,144.90
TOTAL LIABILITIES AND EQUITY	\$473,979.56

SCBD - Cape St. Claire Improvement Association

BALANCE SHEET

As of December 31, 2019

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Cash Held by the County	54.98
Checking Accounts	
SCBD Checking - BB&T	159,822.06
Total Checking Accounts	159,822.06
Money Market Accounts	
SCBD MM - BB&T	684.53
Total Money Market Accounts	684.53
Total Bank Accounts	\$160,561.57
Accounts Receivable	
Accounts Receivable	607.50
Total Accounts Receivable	\$607.50
Other Current Assets	
Due from Cape St. Claire	-40.00
Total Other Current Assets	\$ -40.00
Total Current Assets	\$161,129.07
TOTAL ASSETS	\$161,129.07
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Cape St. Claire	-6,764.78
Total Other Current Liabilities	\$ -6,764.78
Total Current Liabilities	\$ -6,764.78
Total Liabilities	\$ -6,764.78
Equity	
Net Assets-SCBD	170,531.03
Retained Earnings	-8,477.06
Net Income	5,839.88
Total Equity	\$167,893.85
TOTAL LIABILITIES AND EQUITY	\$161,129.07

Cape St. Claire Improvement Association, Inc.
Profit & Loss - Piers
January 31, 2020 - Final

	January	YTD	Annual	Variance	
	Actual	Actual	Budget	Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Interest Income	1.27	10.00	0.00	1.59	
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	100.00	1,100.00	1,500.00	(400.00)	73%
Rentals/ Slips	0.00	668.00	99,040.00	(98,372.00)	1%
Total Income	101.27	1,778.00	113,775.00	(112,005.41)	
Expense					
General and Administrative					
1 Accounting Fees	95.70	669.90	1,500.00	(830.10)	45%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Front Foot Assessment	1,170.00	1,170.00	1,700.00	(530.00)	69%
4 Insurance	0.00	3,472.50	7,200.00	(3,727.50)	48%
5 Legal Services	0.00	0.00	3,000.00	(3,000.00)	0%
6 Membrshp(Confernce/Training/Dues)	0.00	0.00	150.00	(150.00)	0%
7 Voluntr Apprec(Refreshments/Misc)	0.00	0.00	500.00	(500.00)	0%
8 Office Supplies/Expense	0.00	0.00	500.00	(500.00)	0%
9 Payroll Expenses & Benefits	37.43	255.59	2,600.00	(2,344.41)	10%
10 Permits	0.00	0.00	250.00	(250.00)	0%
11 Postage	150.50	333.15	500.00	(166.85)	67%
12 Printing	0.00	0.00	100.00	(100.00)	0%
13 Property Taxes	0.00	1,611.38	1,900.00	(288.62)	85%
14 Repairs/Maintenance	16.43	3,978.88	15,590.00	(11,611.12)	26%
15 Sanitary Services	0.00	0.00	250.00	(250.00)	0%
16 Sewer	0.00	0.00	250.00	(250.00)	0%
17 Signage	0.00	0.00	1,000.00	(1,000.00)	0%
18 Telecommunications & Internet	785.70	5,224.88	8,000.00	(2,775.12)	65%
19 Trash Collection	0.00	0.00	250.00	(250.00)	0%
20 Utilities	1,542.94	5,878.86	14,000.00	(8,121.14)	42%
21 Wages-Town Manager	0.00	0.00	5,000.00	(5,000.00)	0%
22 Wages-Administrator	0.00	0.00	5,000.00	(5,000.00)	0%
23 Wages-Asst. Administrator	332.50	1,252.00	6,000.00	(4,748.00)	21%
24 Wages-Handyman	156.75	2,076.75	3,500.00	(1,423.25)	59%
25 Wages-Pumpout Attendant	0.00	0.00	500.00	(500.00)	0%
Total General and Administrative	4,287.95	25,923.89	80,740.00	(54,816.11)	32%
Capital Expenditures					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	0.00	0.00	33,035.00	(33,035.00)	
Total Expenditures	4,287.95	25,923.89	113,775.00	(87,851.11)	
Net Income (Loss)	(4,186.68)	(24,145.89)	0.00	(24,154.30)	

Cape St. Claire Improvement Association, Inc.
Profit & Loss - Maintenance, Caper, Clubhouse
January 31, 2020 - Final

	January Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	600.00	20,258.00	40,000.00	(19,742.00)	51%
BLOA Contribution	0.00	0.00	5,079.00	(5,079.00)	0%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	9,899.00	10,944.00	25,000.00	(14,056.00)	44%
HOA Packets	750.00	6,000.00	10,500.00	(4,500.00)	57%
Interest Income	2.79	16.90	100.00	(83.10)	17%
Late Fees	150.00	985.00	5,500.00	(4,515.00)	18%
Miscellaneous Income	75.00	1,600.20	4,000.00	(2,399.80)	40%
Clubhouse - Rental Income	4,345.00	30,437.50	38,500.00	(8,062.50)	79%
Stickers	455.00	730.00	2,000.00	(1,270.00)	37%
Total Income	16,276.79	70,971.60	133,731.00	(62,759.40)	
Expense					
General and Administrative					
1 Accounting Fees	118.80	831.60	2,000.00	(1,168.40)	42%
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/Edit/Contract&Postage	0.00	0.00	20,000.00	(20,000.00)	0%
5 Clubhouse Custodial Svcs	1,609.08	9,729.27	11,500.00	(1,770.73)	85%
6 Insurance	2,421.00	3,202.82	11,000.00	(7,797.18)	29%
7 Legal Services	0.00	0.00	2,000.00	(2,000.00)	0%
8 Membrshp(Confernce/Training/Dues)	0.00	0.00	650.00	(650.00)	0%
9 Voluntr Apprec(Refreshments/Misc)	25.00	171.17	100.00	71.17	171%
10 Events	0.00	0.00	500.00	(500.00)	0%
11 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
12 Office Supplies/Expense	0.00	626.07	1,500.00	(873.93)	42%
13 Payroll Expenses & Benefits	0.00	61.04	6,648.20	(6,587.16)	1%
14 Permits	0.00	0.00	500.00	(500.00)	0%
15 Postage	0.00	910.00	1,000.00	(90.00)	91%
16 Printing	2,550.00	2,729.41	2,000.00	729.41	136%
17 Property Taxes	0.00	0.00	100.00	(100.00)	0%
18 Repairs/Maintenance	102.16	2,439.69	12,500.00	(10,060.31)	20%
19 Sanitary Services	0.00	0.00	1,000.00	(1,000.00)	0%
20 Signage	0.00	0.00	500.00	(500.00)	0%
21 Telecommunications & Internet	42.82	339.74	350.00	(10.26)	97%
22 Utilities	0.00	223.41	200.00	23.41	112%
23 Wages-Town Manager	0.00	0.00	14,500.00	(14,500.00)	0%
24 Wages-Administrator	0.00	0.00	9,560.00	(9,560.00)	0%
25 Wages-Asst. Administrator	0.00	0.00	2,500.00	(2,500.00)	0%
26 Wages-Beach Attendants	0.00	798.00	13,000.00	(12,202.00)	6%
27 Wages-Code Enforcement	0.00	0.00	2,080.00	(2,080.00)	0%
28 Wages-Groundskeeper	0.00	0.00	9,500.00	(9,500.00)	0%
29 Vehicle Fuel & Maintenance	0.00	0.00	2,000.00	(2,000.00)	0%
30 Website/Technology	0.00	0.00	3,900.00	(3,900.00)	0%
Total General and Administrative	6,868.86	22,062.22	133,638.20	(111,575.98)	
Capital Expenditures					
Clubhouse Improvements	0.00	0.00	0.00	0.00	
Beaches and Park Improvements	0.00	3,500.00	0.00	0.00	
Total Capital Expenditures	0.00	3,500.00	0.00	0.00	
Total Expenditures	6,868.86	25,562.22	133,638.20	(111,575.98)	
Net Income (Loss)	9,407.93	45,409.38	92.80	48,816.58	

Cape St. Claire Improvement Association, Inc.

Profit Loss - Piers & Maintenance

January 31, 2020 - Final

	January Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	600.00	20,258.00	40,000.00	(19,742.00)	51%
BLOA Contribution	0.00	0.00	5,079.00	(5,079.00)	0%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	9,899.00	10,944.00	25,000.00	(14,056.00)	44%
HOA Packets	750.00	6,000.00	10,500.00	(4,500.00)	57%
Interest Income	4.06	26.90	100.00	(73.10)	27%
Late Fees	150.00	985.00	5,800.00	(4,815.00)	18%
Miscellaneous Income	75.00	1,600.20	4,100.00	(2,499.80)	39%
Clubhouse - Rental Income	4,345.00	30,437.50	38,500.00	(8,062.50)	79%
Rentals/ Slips	0.00	668.00	99,040.00	(98,372.00)	1%
Piers - Capital Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Wait List Fee	100.00	1,100.00	1,500.00	(400.00)	73%
Stickers	455.00	730.00	2,000.00	(1,270.00)	37%
Total Income	16,378.06	72,749.60	247,506.00	(174,756.40)	
Expense					
General and Administrative					
1 Accounting Fees	214.50	1,501.50	3,500.00	(1,998.50)	43%
2 Audit Expenses	0.00	0.00	3,000.00	(3,000.00)	0%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper/Print/Contract&Postage	0.00	0.00	20,000.00	(20,000.00)	0%
5 Clubhouse Custodial Svcs	1,609.08	9,729.27	11,500.00	(1,770.73)	85%
6 Front Foot Assessment	1,170.00	1,170.00	1,700.00	(530.00)	69%
7 Insurance	2,421.00	6,675.32	18,200.00	(11,524.68)	37%
8 Legal Services	0.00	0.00	5,000.00	(5,000.00)	0%
9 Membrshp(Confernce/Training/Dues)	0.00	0.00	800.00	(800.00)	0%
10 Voluntr Apprec(Refreshments/Misc)	25.00	171.17	600.00	(428.83)	29%
11 Events	0.00	0.00	500.00	(500.00)	0%
12 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
13 Office Supplies/Expense	0.00	626.07	2,000.00	(1,373.93)	31%
14 Payroll Expenses & Benefits	37.43	316.63	9,248.20	(8,931.57)	3%
15 Permits	0.00	0.00	750.00	(750.00)	0%
16 Postage	150.50	1,243.15	1,500.00	(256.85)	83%
17 Printing	2,550.00	2,729.41	2,100.00	629.41	130%
18 Property Taxes	0.00	1,611.38	2,000.00	(388.62)	81%
19 Repairs/Maintenance	118.59	6,418.57	28,090.00	(21,671.43)	23%
20 Sanitary Services	0.00	0.00	1,250.00	(1,250.00)	0%
21 Sewer	0.00	0.00	250.00	(250.00)	0%
22 Signage	0.00	0.00	1,500.00	(1,500.00)	0%
23 Telecommunications & Internet	677.32	5,413.42	8,350.00	(2,936.58)	65%
24 Trash Collection	0.00	0.00	250.00	(250.00)	0%
25 Utilities	1,542.94	6,102.27	14,200.00	(8,097.73)	43%
26 Vehicle Fuel & Maintenance	0.00	0.00	2,000.00	(2,000.00)	0%
27 Wages-Town Manager	0.00	0.00	19,500.00	(19,500.00)	0%
28 Wages-Administrator	0.00	0.00	14,560.00	(14,560.00)	0%
29 Wages-Asst. Administrator	332.50	1,252.00	8,500.00	(7,248.00)	15%
30 Wages-Beach Attendant	0.00	798.00	13,000.00	(12,202.00)	6%
31 Wages-Code Enforcement	0.00	0.00	2,080.00	(2,080.00)	0%
32 Wages-Groundskeeper	0.00	0.00	9,500.00	(9,500.00)	0%
33 Wages-Handyman	156.75	2,076.75	3,500.00	(1,423.25)	59%
34 Wages-Pumpout Attendant	0.00	0.00	500.00	(500.00)	0%
35 Website/Technology	151.20	151.20	3,900.00	(3,748.80)	4%
Total General and Administrative	11,156.81	47,986.11	214,378.20	(166,392.09)	
Capital Expenditures					
Beaches and Park Improvements	0.00	3,500.00	0.00	0.00	0%
Clubhouse Improvements	0.00	0.00	0.00	0.00	0%
Piers Replacement Project	0.00	0.00	13,035.00	(13,035.00)	0%
Piers Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	0.00	3,500.00	33,035.00	(33,035.00)	
Total Expenditures	11,156.81	51,486.11	247,413.20	(199,427.09)	
Net Income (Loss)	5,221.25	21,263.49	92.80	24,670.69	

Cape St. Claire Improvement Association, Inc.

Profit & Loss - SCBD

January 31, 2020 - Final

	January Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
SCBD/Fees	0.00	267,000.00	438,710.00	-171,710.00	61%
Interest Income	0.00	0.00	20.00	-20.00	0%
Rollover from FY18	0.00	0.00	11,333.90	-11,333.90	0%
Total Income	0.00	267,000.00	450,063.90	-183,063.90	
Expense					
General and Administrative					
1 Accounting Fees	335.50	3,017.01	5,500.00	-2,482.99	55%
2 Audit Expenses	0.00	3,750.00	5,300.00	-1,550.00	71%
3 Bank Charges	20.98	144.85	0.00	144.85	
4 Caper Print/Edit/Contract&Postage	0.00	26,198.68	30,000.00	-3,801.32	87%
5 Collection Fee-AA County	0.00	0.00	2,000.00	-2,000.00	0%
6 Contract Labor	0.00	800.00	1,500.00	-700.00	53%
7 Clubhouse Custodial Services	0.00	0.00	2,500.00	-2,500.00	0%
8 Insurance	0.00	17,600.00	17,600.00	0.00	100%
9 Legal Services	1,492.60	9,388.77	10,000.00	-611.23	94%
10 Membrshp(Confernce/Training/Dues)	0.00	566.00	1,300.00	-734.00	44%
11 Voluntr Apprec(Refreshments/Misc)	0.00	510.03	500.00	10.03	102%
12 Events	402.69	1,038.58	1,525.00	-486.42	68%
13 Mowing	0.00	7,680.00	14,000.00	-6,320.00	55%
14 Office Supplies/Expense	63.94	1,779.33	5,000.00	-3,220.67	36%
15 Payroll Expenses & Benefits	2,643.52	14,734.15	22,991.80	-8,257.65	64%
16 Permits	0.00	93.99	500.00	-406.01	19%
17 Postage	55.00	460.65	2,500.00	-2,039.35	18%
18 Printing	426.23	433.22	4,000.00	-3,566.78	11%
19 Property Taxes	0.00	2,963.49	4,350.00	-1,386.51	68%
20 Repairs/Maintenance	1,184.39	11,120.78	37,500.00	-26,379.22	30%
21 Sanitary Services	0.00	5,022.50	8,000.00	-2,977.50	63%
22 Sewer	0.00	326.22	500.00	-173.78	65%
23 Signage	0.00	0.00	600.00	-600.00	0%
24 Telecommunications & Internet	120.95	959.49	3,700.00	-2,740.51	26%
25 Trash Collection	417.76	3,209.77	5,000.00	-1,790.23	64%
26 Utilities	1,231.39	6,019.81	10,000.00	-3,980.19	60%
27 Vehicle Fuel & Maintenance	62.09	447.99	2,000.00	-1,552.01	22%
28 Wages-Town Manager	9,000.03	48,957.97	58,500.00	-9,542.03	84%
29 Wages-Administrator	6,211.69	32,875.79	35,360.00	-2,484.21	93%
30 Wages-Asst Administrator	569.88	1,768.16	3,000.00	-1,231.84	59%
31 Wages-Asst Admin (Mtg Spt)	300.00	1,500.00	2,400.00	-900.00	63%
32 Wages-Beach Attendant	0.00	13,453.76	13,500.00	-46.24	100%
33 Wages-Code Enforcement	0.00	0.00	520.00	-520.00	0%
34 Wages-Custodial Services	320.00	1,341.50	2,080.00	-738.50	64%
35 Wages-Groundskeeper	1,379.89	11,676.83	15,500.00	-3,823.17	75%
36 Wages-Security Patrol	1,731.00	13,665.00	46,000.00	-32,335.00	30%
37 Website/Technology	203.04	3,296.63	6,100.00	-2,803.37	54%
Total General and Administrative	28,172.57	246,800.95	381,326.80	-134,525.85	
Capital Expenditures					
Beaches & Parks Improvements	0.00	0.00	12,500.00	-12,500.00	0%
Clubhouse Improvements	0.00	1,531.74	15,000.00	-13,468.26	10%
Shoreline Erosion Restoration	0.00	41,000.00	41,000.00	0.00	100%
Total Capital Expenditures	0.00	42,531.74	68,500.00	-25,968.26	
Total Expenditures	28,172.57	289,332.69	449,826.80	-160,494.11	
Net Income (Loss)	-28,172.57	-22,332.69	237.10	-22,569.79	

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

BALANCE SHEET As of January 31, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	55,505.28
Payroll Checking - BB&T	1,376.62
Total Checking Accounts	56,881.90
Money Market Accounts	
Maintenance MM - BB&T	164,427.15
Piers MM - BB&T	71,544.86
Total Money Market Accounts	235,972.01
Petty Cash	
Maintenance	250.00
Total Petty Cash	250.00
Total Bank Accounts	\$293,103.91
Accounts Receivable	
Accounts Receivable	1,605.33
Total Accounts Receivable	\$1,605.33
Other Current Assets	
Due From Cape St. Claire	14,863.10
Due From SCBD	-14,415.44
Undeposited Funds	1,187.37
Total Other Current Assets	\$1,635.03
Total Current Assets	\$296,344.27
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
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
Total Membership	23,634.27

	TOTAL
Piers	
Accumulated Depreciation	-168,424.00
Buildings & Piers	220,307.64
Total Piers	51,883.64
Total Fixed Assets	\$184,248.32
TOTAL ASSETS	\$480,592.59
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A/P - State Income Tax	53.00
Grants	236.00
Payroll Liabilities	-1,689.69
Prepaid Advertising	1,147.12
Prepaid Maintenance Fees	685.00
Security Deposit Clubhouse	3,785.01
Total Other Current Liabilities	\$4,216.44
Total Current Liabilities	\$4,216.44
Total Liabilities	\$4,216.44
Equity	
Net Assets	
Net Assets-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
Total Net Assets-Piers & Maintenance	448,653.09
Total Net Assets	448,653.09
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24
Retained Earnings	-17,584.43
Net Income	21,263.49
Total Equity	\$476,376.15
TOTAL LIABILITIES AND EQUITY	\$480,592.59

SCBD - Cape St. Claire Improvement Association

BALANCE SHEET

As of January 31, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Cash Held by the County	54.98
Checking Accounts	
SCBD Checking - BB&T	138,435.45
Total Checking Accounts	138,435.45
Money Market Accounts	
SCBD MM - BB&T	663.55
Total Money Market Accounts	663.55
Total Bank Accounts	\$139,153.98
Accounts Receivable	
Accounts Receivable	607.50
Total Accounts Receivable	\$607.50
Other Current Assets	
Due from Cape St. Claire	-40.00
Total Other Current Assets	\$ -40.00
Total Current Assets	\$139,721.48
TOTAL ASSETS	\$139,721.48
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Cape St. Claire	0.20
Total Other Current Liabilities	\$0.20
Total Current Liabilities	\$0.20
Total Liabilities	\$0.20
Equity	
Net Assets-SCBD	170,531.03
Retained Earnings	-8,477.06
Net Income	-22,332.69
Total Equity	\$139,721.28
TOTAL LIABILITIES AND EQUITY	\$139,721.48

Cape St. Claire Improvement Association, Inc.

Profit & Loss - Piers

February 29, 2020 - Final

	February Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Interest Income	1.20	11.20	0.00	1.59	
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	200.00	1,300.00	1,500.00	(200.00)	87%
Rentals/ Slips	24,745.00	25,413.00	99,040.00	(73,627.00)	26%
Total Income	24,946.20	26,724.20	113,775.00	(87,060.41)	
Expense					
General and Administrative					
1 Accounting Fees	0.00	669.90	1,500.00	(830.10)	45%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Front Foot Assessment	0.00	1,170.00	1,700.00	(530.00)	69%
4 Insurance	0.00	3,472.50	7,200.00	(3,727.50)	48%
5 Legal Services	0.00	0.00	3,000.00	(3,000.00)	0%
6 Membrshp(Confernce/Training/Dues)	0.00	0.00	150.00	(150.00)	0%
7 Voluntr Apprec(Refreshments/Misc)	0.00	0.00	500.00	(500.00)	0%
8 Office Supplies/Expense	0.00	0.00	500.00	(500.00)	0%
9 Payroll Expenses & Benefits	14.99	270.58	2,600.00	(2,329.42)	10%
10 Permits	0.00	0.00	250.00	(250.00)	0%
11 Postage	0.00	333.15	500.00	(166.85)	67%
12 Printing	0.00	0.00	100.00	(100.00)	0%
13 Property Taxes	0.00	1,611.38	1,900.00	(288.62)	85%
14 Repairs/Maintenance	0.00	3,978.88	15,590.00	(11,611.12)	26%
15 Sanitary Services	0.00	0.00	250.00	(250.00)	0%
16 Sewer	0.00	0.00	250.00	(250.00)	0%
17 Signage	0.00	0.00	1,000.00	(1,000.00)	0%
18 Telecommunications & Internet	633.97	5,707.65	8,000.00	(2,292.35)	71%
19 Trash Collection	0.00	0.00	250.00	(250.00)	0%
20 Utilities	1,601.79	7,480.65	14,000.00	(6,519.35)	53%
21 Wages-Town Manager	0.00	0.00	5,000.00	(5,000.00)	0%
22 Wages-Administrator	0.00	0.00	5,000.00	(5,000.00)	0%
23 Wages-Asst. Administrator	196.00	1,448.00	6,000.00	(4,552.00)	24%
24 Wages-Handyman	0.00	2,076.75	3,500.00	(1,423.25)	59%
25 Wages-Pumpout Attendant	0.00	0.00	500.00	(500.00)	0%
26 Web Site	0.00	151.20	0.00	151.20	
Total General and Administrative	2,446.75	28,370.64	80,740.00	(52,369.36)	35%
Capital Expenditures					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	0.00	0.00	33,035.00	(33,035.00)	
Total Expenditures	2,446.75	28,370.64	113,775.00	(85,404.36)	
Net Income (Loss)	22,499.45	(1,646.44)	0.00	(1,656.05)	

Cape St. Claire Improvement Association, Inc.
Profit & Loss - Maintenance, Caper, Clubhouse
February 29, 2020 - Final

	February Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	5,080.00	25,338.00	40,000.00	(14,662.00)	63%
BLOA Contribution	0.00	0.00	5,079.00	(5,079.00)	0%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	8,025.00	19,499.00	25,000.00	(5,501.00)	78%
HOA Packets	1,200.00	7,200.00	10,500.00	(3,300.00)	69%
Interest Income	2.60	19.50	100.00	(80.50)	20%
Late Fees	435.00	1,430.00	5,500.00	(4,070.00)	26%
Miscellaneous Income	1,325.00	2,925.20	4,000.00	(1,074.80)	73%
Clubhouse - Rental Income	3,170.00	33,607.50	38,500.00	(4,892.50)	87%
Stickers	660.00	1,400.00	2,000.00	(600.00)	70%
Total Income	19,897.60	91,419.20	133,731.00	(42,311.80)	
Expense					
General and Administrative					
1 Accounting Fees	0.00	831.60	2,000.00	(1,168.40)	42%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Bank Charges	184.00	184.00	50.00	134.00	368%
4 Caper Print/Edit/Contract&Postage	129.02	129.02	20,000.00	(19,870.98)	1%
5 Clubhouse Custodial Svcs	1,609.08	11,338.35	11,500.00	(161.65)	99%
6 Insurance	5,588.00	8,790.82	11,000.00	(2,209.18)	80%
7 Legal Services	362.87	362.87	2,000.00	(1,637.13)	18%
8 Membrshp(Confernce/Training/Dues)	0.00	0.00	650.00	(650.00)	0%
9 Voluntr Apprec(Refreshments/Misc)	(3.99)	167.18	100.00	67.18	167%
10 Events	0.00	0.00	500.00	(500.00)	0%
11 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
12 Office Supplies/Expense	0.00	626.07	1,500.00	(873.93)	42%
13 Payroll Expenses & Benefits	127.95	188.99	6,648.20	(6,459.21)	3%
14 Permits	0.00	0.00	500.00	(500.00)	0%
15 Postage	0.00	910.00	1,000.00	(90.00)	91%
16 Printing	0.00	2,729.41	2,000.00	729.41	136%
17 Property Taxes	0.00	0.00	100.00	(100.00)	0%
18 Repairs/Maintenance	185.00	2,624.69	12,500.00	(9,875.31)	21%
19 Sanitary Services	0.00	0.00	1,000.00	(1,000.00)	0%
20 Signage	0.00	0.00	500.00	(500.00)	0%
21 Telecommunications & Internet	42.16	381.90	350.00	31.90	109%
22 Utilities	62.41	285.82	200.00	85.82	143%
23 Wages-Town Manager	0.00	0.00	14,500.00	(14,500.00)	0%
24 Wages-Administrator	1,672.50	1,672.50	9,560.00	(7,887.50)	17%
25 Wages-Asst. Administrator	0.00	0.00	2,500.00	(2,500.00)	0%
26 Wages-Beach Attendants	0.00	798.00	13,000.00	(12,202.00)	6%
27 Wages-Code Enforcement	0.00	0.00	2,080.00	(2,080.00)	0%
28 Wages-Groundskeeper	0.00	0.00	9,500.00	(9,500.00)	0%
29 Vehicle Fuel & Maintenance	0.00	0.00	2,000.00	(2,000.00)	0%
30 Website/Technology	0.00	0.00	3,900.00	(3,900.00)	0%
Total General and Administrative	9,959.00	32,021.22	133,638.20	(101,616.98)	
Capital Expenditures					
Clubhouse Improvements	0.00	0.00	0.00	0.00	
Beaches and Park Improvements	0.00	3,500.00	0.00	0.00	
Total Capital Expenditures	0.00	3,500.00	0.00	0.00	
Total Expenditures	9,959.00	35,521.22	133,638.20	(101,616.98)	
Net Income (Loss)	9,938.60	55,897.98	92.80	59,305.18	

Cape St. Claire Improvement Association, Inc.

Profit Loss - Piers & Maintenance

February 29, 2020 - Final

	February Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	5,080.00	25,338.00	40,000.00	(14,662.00)	63%
BLOA Contribution	0.00	0.00	5,079.00	(5,079.00)	0%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	8,025.00	19,499.00	25,000.00	(5,501.00)	78%
HOA Packets	1,200.00	7,200.00	10,500.00	(3,300.00)	69%
Interest Income	3.80	30.70	100.00	(69.30)	31%
Late Fees	435.00	1,430.00	5,600.00	(4,170.00)	26%
Miscellaneous Income	1,325.00	2,925.20	4,100.00	(1,174.80)	71%
Clubhouse - Rental Income	3,170.00	33,607.50	38,500.00	(4,892.50)	87%
Rentals/ Slips	24,745.00	25,413.00	99,040.00	(73,627.00)	26%
Piers - Capital Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Wait List Fee	200.00	1,300.00	1,500.00	(200.00)	87%
Stickers	660.00	1,400.00	2,000.00	(600.00)	70%
Total Income	44,843.80	118,143.40	247,506.00	(129,362.60)	
Expense					
General and Administrative					
1 Accounting Fees	0.00	1,501.50	3,500.00	(1,998.50)	43%
2 Audit Expenses	0.00	0.00	3,000.00	(3,000.00)	0%
3 Bank Charges	184.00	184.00	50.00	134.00	368%
4 Caper/Print/Contract&Postage	129.02	129.02	20,000.00	(19,870.98)	1%
5 Clubhouse Custodial Svcs	1,609.08	11,338.35	11,500.00	(161.65)	99%
6 Front Foot Assessment	0.00	1,170.00	1,700.00	(530.00)	69%
7 Insurance	5,588.00	12,263.32	18,200.00	(5,936.68)	67%
8 Legal Services	362.87	362.87	5,000.00	(4,637.13)	7%
9 Membrshp(Confernce/Training/Dues)	0.00	0.00	800.00	(800.00)	0%
10 Voluntr Apprec(Refreshments/Misc)	(3.99)	167.18	600.00	(432.82)	28%
11 Events	0.00	0.00	500.00	(500.00)	0%
12 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
13 Office Supplies/Expense	0.00	626.07	2,000.00	(1,373.93)	31%
14 Payroll Expenses & Benefits	142.94	459.57	9,248.20	(8,788.63)	5%
15 Permits	0.00	0.00	750.00	(750.00)	0%
16 Postage	0.00	1,243.15	1,500.00	(256.85)	83%
17 Printing	0.00	2,729.41	2,100.00	629.41	130%
18 Property Taxes	0.00	1,611.38	2,000.00	(388.62)	81%
19 Repairs/Maintenance	185.00	6,603.57	28,090.00	(21,486.43)	24%
20 Sanitary Services	0.00	0.00	1,250.00	(1,250.00)	0%
21 Sewer	0.00	0.00	250.00	(250.00)	0%
22 Signage	0.00	0.00	1,500.00	(1,500.00)	0%
23 Telecommunications & Internet	676.13	6,089.55	8,350.00	(2,260.45)	73%
24 Trash Collection	0.00	0.00	250.00	(250.00)	0%
25 Utilities	1,664.20	7,766.47	14,200.00	(6,433.53)	55%
26 Vehicle Fuel & Maintenance	0.00	0.00	2,000.00	(2,000.00)	0%
27 Wages-Town Manager	0.00	0.00	19,500.00	(19,500.00)	0%
28 Wages-Administrator	1,672.50	1,672.50	14,560.00	(12,887.50)	11%
29 Wages-Asst. Administrator	196.00	1,448.00	8,500.00	(7,052.00)	17%
30 Wages-Beach Attendant	0.00	798.00	13,000.00	(12,202.00)	6%
31 Wages-Code Enforcement	0.00	0.00	2,080.00	(2,080.00)	0%
32 Wages-Groundskeeper	0.00	0.00	9,500.00	(9,500.00)	0%
33 Wages-Handyman	0.00	2,076.75	3,500.00	(1,423.25)	59%
34 Wages-Pumpout Attendant	0.00	0.00	500.00	(500.00)	0%
35 Website/Technology	0.00	151.20	3,900.00	(3,748.80)	4%
Total General and Administrative	12,405.75	60,391.86	214,378.20	(153,986.34)	
Capital Expenditures					
Beaches and Park Improvements	0.00	3,500.00	0.00	0.00	0%
Clubhouse Improvements	0.00	0.00	0.00	0.00	0%
Piers Replacement Project	0.00	0.00	13,035.00	(13,035.00)	0%
Piers Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	0.00	3,500.00	33,035.00	(33,035.00)	
Total Expenditures	12,405.75	63,891.86	247,413.20	(187,021.34)	
Net Income (Loss)	32,438.05	54,251.54	92.80	57,658.74	

Cape St. Claire Improvement Association, Inc.

Profit & Loss - SCBD

February 29, 2020 - Final

	February Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
SCBD/Fees	0.00	267,000.00	438,710.00	-171,710.00	61%
Interest Income	0.00	0.00	20.00	-20.00	0%
Rollover from FY18	0.00	0.00	11,333.90	-11,333.90	0%
Total Income	0.00	267,000.00	450,063.90	-183,063.90	
Expense					
General and Administrative					
1 Accounting Fees	0.00	3,017.01	5,500.00	-2,482.99	55%
2 Audit Expenses	0.00	3,750.00	5,300.00	-1,550.00	71%
3 Bank Charges	20.98	165.83	0.00	165.83	
4 Caper Print/Edit/Contract&Postage	3,801.32	30,000.00	30,000.00	0.00	100%
5 Collection Fee-AA County	0.00	0.00	2,000.00	-2,000.00	0%
6 Contract Labor	0.00	800.00	1,500.00	-700.00	53%
7 Clubhouse Custodial Services	0.00	0.00	2,500.00	-2,500.00	0%
8 Insurance	0.00	17,600.00	17,600.00	0.00	100%
9 Legal Services	181.43	9,570.20	10,000.00	-429.80	96%
10 Membrshp(Confrence/Training/Dues)	0.00	566.00	1,300.00	-734.00	44%
11 Voluntr Apprec(Refreshments/Misc)	0.00	510.03	500.00	10.03	102%
12 Events	0.00	1,038.58	1,525.00	-486.42	68%
13 Mowing	0.00	7,680.00	14,000.00	-6,320.00	55%
14 Office Supplies/Expense	0.00	1,779.33	5,000.00	-3,220.67	36%
15 Payroll Expenses & Benefits	1,497.17	16,231.32	22,991.80	-6,760.48	71%
16 Permits	0.00	93.99	500.00	-406.01	19%
17 Postage	0.00	460.65	2,500.00	-2,039.35	18%
18 Printing	0.00	433.22	4,000.00	-3,566.78	11%
19 Property Taxes	254.03	3,217.52	4,350.00	-1,132.48	74%
20 Repairs/Maintenance	679.12	11,799.90	37,500.00	-25,700.10	31%
21 Sanitary Services	0.00	5,022.50	8,000.00	-2,977.50	63%
22 Sewer	0.00	326.22	500.00	-173.78	65%
23 Signage	0.00	0.00	600.00	-600.00	0%
24 Telecommunications & Internet	252.11	1,211.60	3,700.00	-2,488.40	33%
25 Trash Collection	417.76	3,627.53	5,000.00	-1,372.47	73%
26 Utilities	1,307.83	7,327.64	10,000.00	-2,672.36	73%
27 Vehicle Fuel & Maintenance	0.00	447.99	2,000.00	-1,552.01	22%
28 Wages-Town Manager	3,000.01	51,957.98	58,500.00	-6,542.02	89%
29 Wages-Administrator	2,476.88	35,352.67	35,360.00	-7.33	100%
30 Wages-Asst Administrator	544.88	2,313.04	3,000.00	-686.96	77%
31 Wages-Asst Admin (Mtg Spt)	0.00	1,500.00	2,400.00	-900.00	63%
32 Wages-Beach Attendant	0.00	13,453.76	13,500.00	-46.24	100%
33 Wages-Code Enforcement	0.00	0.00	520.00	-520.00	0%
34 Wages-Custodial Services	66.50	1,408.00	2,080.00	-672.00	68%
35 Wages-Groundskeeper	914.13	12,590.96	15,500.00	-2,909.04	81%
36 Wages-Security Patrol	4,232.01	17,897.01	46,000.00	-28,102.99	39%
37 Website/Technology	0.00	3,296.63	6,100.00	-2,803.37	54%
Total General and Administrative	19,646.16	266,447.11	381,326.80	-114,879.69	
Capital Expenditures					
Beaches & Parks Improvements	0.00	0.00	12,500.00	-12,500.00	0%
Clubhouse Improvements	0.00	1,531.74	15,000.00	-13,468.26	10%
Shoreline Erosion Restoration	0.00	41,000.00	41,000.00	0.00	100%
Total Capital Expenditures	0.00	42,531.74	68,500.00	-25,968.26	
Total Expenditures	19,646.16	308,978.85	449,826.80	-140,847.95	
Net Income (Loss)	-19,646.16	-41,978.85	237.10	-42,215.95	

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

BALANCE SHEET

As of February 29, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Cash Held by the County	0.00
Checking Accounts	
General Checking - BB&T	74,266.73
Payroll Checking - BB&T	1,227.69
Transfer Account	0.00
Total Checking Accounts	75,494.42
Money Market Accounts	
Maintenance MM - BB&T	162,629.30
Piers MM - BB&T	86,729.31
Total Money Market Accounts	249,358.61
Petty Cash	
Maintenance	250.00
Piers	0.00
Total Petty Cash	250.00
Total Bank Accounts	\$325,103.03
Accounts Receivable	
Accounts Receivable	1,605.33
Total Accounts Receivable	\$1,605.33
Other Current Assets	
Due From Cape St. Claire	14,863.10
Due From SCBD	-14,266.51
Receivable - SCBD	0.00
Undeposited Funds	1,742.37
Total Other Current Assets	\$2,338.96
Total Current Assets	\$329,047.32

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

BALANCE SHEET As of February 29, 2020

	TOTAL
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
Software	0.00
Total Maintenance	108,730.41
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
Total Membership	23,634.27
Piers	
Accumulated Depreciation	-168,424.00
Buildings & Piers	220,307.64
Equipment	0.00
Total Piers	51,883.64
SCBD	
Buildings	0.00
Equipment	0.00
Furniture & Fixtures	0.00
Land & Improvements	0.00
Roads & Piers	0.00
Total SCBD	0.00
Total Fixed Assets	\$184,248.32
Other Assets	
Prepaid Income Taxes	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$513,295.64

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

BALANCE SHEET As of February 29, 2020

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0.00
Total Accounts Payable	\$0.00
Other Current Liabilities	
A/P - Federal Income Tax	0.00
A/P - State Income Tax	53.00
Accounts Payable - Misc.	0.00
Accounts Payable - SCBD	0.00
Due to SCBD	0.00
Grants	236.00
Payroll Liabilities	-1,689.69
Prepaid Advertising	1,147.12
Prepaid Maintenance Fees	685.00
Security Deposit Clubhouse	4,050.01
Total Other Current Liabilities	\$4,481.44
Total Current Liabilities	\$4,481.44
Long-Term Liabilities	
Note Payable - Land	0.00
Note Payable - VA Escrow	0.00
Total Long-Term Liabilities	\$0.00
Total Liabilities	\$4,481.44
Equity	
Net Assets	
Net Assets-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
Total Net Assets-Piers & Maintenance	448,653.09
Total Net Assets	448,653.09
Net Assets-Brady Memorial	0.00
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24
Opening Bal Equity	0.00
Retained Earnings	-18,134.43
Net Income	54,251.54
Total Equity	\$508,814.20
TOTAL LIABILITIES AND EQUITY	\$513,295.64

SCBD - Cape St. Claire Improvement Association

BALANCE SHEET As of February 29, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Cash Held by the County	54.98
Checking Accounts	
SCBD Checking - BB&T	118,810.27
Total Checking Accounts	118,810.27
Money Market Accounts	
SCBD MM - BB&T	642.57
Total Money Market Accounts	642.57
Petty Cash	
SCBD	0.00
Total Petty Cash	0.00
Total Bank Accounts	\$119,507.82
Accounts Receivable	
Accounts Receivable	607.50
Total Accounts Receivable	\$607.50
Other Current Assets	
*Undeposited Funds	0.00
Due from Cape St. Claire	-40.00
Total Other Current Assets	\$ -40.00
Total Current Assets	\$120,075.32
TOTAL ASSETS	\$120,075.32
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0.00
Total Accounts Payable	\$0.00
Other Current Liabilities	
Due to Cape St. Claire	0.20
Payroll Liabilities	
SCBD	0.00
Total Payroll Liabilities	0.00
SCBD Rainy Day Fund	0.00
Total Other Current Liabilities	\$0.20
Total Current Liabilities	\$0.20
Total Liabilities	\$0.20

SCBD - Cape St. Claire Improvement Association

BALANCE SHEET

As of February 29, 2020

	TOTAL
Equity	
Net Assets-SCBD	170,531.03
Net Assets-Caper	0.00
Net Assets-Clubhouse	0.00
Net Assets-Regular	0.00
Total Net Assets-SCBD	170,531.03
Retained Earnings	-8,477.06
Net Income	-41,978.85
Total Equity	\$120,075.12
TOTAL LIABILITIES AND EQUITY	\$120,075.32

Cape St. Claire Improvement Association, Inc.

Profit & Loss - Piers

March 31, 2020 - Final

	March	YTD	Annual	Variance	
	Actual	Actual	Budget	Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Interest Income	1.90	13.10	0.00	1.59	
Late Fees	0.00	0.00	100.00	(100.00)	0%
Miscellaneous Income	200.00	200.00	100.00	100.00	200%
Piers - Capital Replacement Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Waitlist Fee	100.00	1,400.00	1,500.00	(100.00)	93%
Rentals/ Slips	67,415.00	92,828.00	99,040.00	(6,212.00)	94%
Total Income	67,716.90	94,441.10	113,775.00	(19,345.41)	
Expense					
General and Administrative					
1 Accounting Fees	95.70	765.60	1,500.00	(734.40)	51%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Front Foot Assessment	0.00	1,170.00	1,700.00	(530.00)	69%
4 Insurance	0.00	3,472.50	7,200.00	(3,727.50)	48%
5 Legal Services	0.00	0.00	3,000.00	(3,000.00)	0%
6 Membrshp(Confernce/Training/Dues)	0.00	0.00	150.00	(150.00)	0%
7 Voluntr Apprec(Refreshments/Misc)	0.00	0.00	500.00	(500.00)	0%
8 Office Supplies/Expense	0.00	0.00	500.00	(500.00)	0%
9 Payroll Expenses & Benefits	89.98	360.56	2,600.00	(2,239.44)	14%
10 Permits	0.00	0.00	250.00	(250.00)	0%
11 Postage	0.00	333.15	500.00	(166.85)	67%
12 Printing	0.00	0.00	100.00	(100.00)	0%
13 Property Taxes	0.00	1,611.38	1,900.00	(288.62)	85%
14 Repairs/Maintenance	27.55	4,006.43	15,590.00	(11,583.57)	26%
15 Sanitary Services	0.00	0.00	250.00	(250.00)	0%
16 Sewer	0.00	0.00	250.00	(250.00)	0%
17 Signage	0.00	0.00	1,000.00	(1,000.00)	0%
18 Telecommunications & Internet	600.00	6,307.65	8,000.00	(1,692.35)	79%
19 Trash Collection	0.00	0.00	250.00	(250.00)	0%
20 Utilities	1,400.73	8,881.38	14,000.00	(5,118.62)	63%
21 Wages-Town Manager	0.00	0.00	5,000.00	(5,000.00)	0%
22 Wages-Administrator	0.00	0.00	5,000.00	(5,000.00)	0%
23 Wages-Asst. Administrator	567.00	2,015.00	6,000.00	(3,985.00)	34%
24 Wages-Handyman	96.25	2,173.00	3,500.00	(1,327.00)	62%
25 Wages-Pumpout Attendant	0.00	0.00	500.00	(500.00)	0%
26 Web Site	0.00	151.20	0.00	151.20	
Total General and Administrative	2,877.21	31,247.85	80,740.00	(49,492.15)	39%
Capital Expenditures					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	0.00	0.00	33,035.00	(33,035.00)	
Total Expenditures	2,877.21	31,247.85	113,775.00	(82,527.15)	
Net Income (Loss)	64,839.69	63,193.25	0.00	63,181.74	

Cape St. Claire Improvement Association, Inc.
Profit & Loss - Maintenance, Caper, Clubhouse
March 31, 2020 - Final

	March Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	1,155.00	26,493.00	40,000.00	(13,507.00)	66%
BLOA Contribution	0.00	0.00	5,079.00	(5,079.00)	0%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	2,630.00	22,129.00	25,000.00	(2,871.00)	89%
HOA Packets	1,050.00	8,250.00	10,500.00	(2,250.00)	79%
Interest Income	2.72	22.22	100.00	(77.78)	22%
Late Fees	1,380.00	2,810.00	5,500.00	(2,690.00)	51%
Miscellaneous Income	100.00	3,025.20	4,000.00	(974.80)	76%
Clubhouse - Rental Income	1,715.00	35,322.50	38,500.00	(3,177.50)	92%
Stickers	130.00	1,530.00	2,000.00	(470.00)	77%
Total Income	8,162.72	99,581.92	133,731.00	(34,149.08)	
Expense					
General and Administrative					
1 Accounting Fees	118.80	950.40	2,000.00	(1,049.60)	48%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Bank Charges	71.50	255.50	50.00	205.50	511%
4 Caper Print/Edit/Contract&Postage	3,966.30	4,095.32	20,000.00	(15,904.68)	20%
5 Clubhouse Custodial Svcs	1,609.08	12,947.43	11,500.00	1,447.43	113%
6 Insurance	2,269.00	11,059.82	11,000.00	59.82	101%
7 Legal Services	477.70	840.57	2,000.00	(1,159.43)	42%
8 Membrshp(Confernce/Training/Dues)	0.00	0.00	650.00	(650.00)	0%
9 Voluntr Apprec(Refreshments/Misc)	0.00	167.18	100.00	67.18	167%
10 Events	0.00	0.00	500.00	(500.00)	0%
11 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
12 Office Supplies/Expense	0.00	626.07	1,500.00	(873.93)	42%
13 Payroll Expenses & Benefits	633.21	822.20	6,648.20	(5,826.00)	12%
14 Permits	0.00	0.00	500.00	(500.00)	0%
15 Postage	0.00	910.00	1,000.00	(90.00)	91%
16 Printing	0.00	2,729.41	2,000.00	729.41	136%
17 Property Taxes	0.00	0.00	100.00	(100.00)	0%
18 Repairs/Maintenance	102.71	2,727.40	12,500.00	(9,772.60)	22%
19 Sanitary Services	0.00	0.00	1,000.00	(1,000.00)	0%
20 Signage	0.00	0.00	500.00	(500.00)	0%
21 Telecommunications & Internet	0.00	381.90	350.00	31.90	109%
22 Utilities	47.33	333.15	200.00	133.15	167%
23 Wages-Town Manager	0.00	0.00	14,500.00	(14,500.00)	0%
24 Wages-Administrator	4,223.63	5,896.13	9,560.00	(3,663.87)	62%
25 Wages-Asst. Administrator	0.00	0.00	2,500.00	(2,500.00)	0%
26 Wages-Beach Attendants	0.00	798.00	13,000.00	(12,202.00)	6%
27 Wages-Code Enforcement	0.00	0.00	2,080.00	(2,080.00)	0%
28 Wages-Groundskeeper	0.00	0.00	9,500.00	(9,500.00)	0%
29 Vehicle Fuel & Maintenance	0.00	0.00	2,000.00	(2,000.00)	0%
30 Website/Technology	0.00	0.00	3,900.00	(3,900.00)	0%
Total General and Administrative	13,519.26	45,540.48	133,638.20	(88,097.72)	
Capital Expenditures					
Clubhouse Improvements	0.00	0.00	0.00	0.00	
Beaches and Park Improvements	0.00	3,500.00	0.00	0.00	
Total Capital Expenditures	0.00	3,500.00	0.00	0.00	
Total Expenditures	13,519.26	49,040.48	133,638.20	(88,097.72)	
Net Income (Loss)	(5,356.54)	50,541.44	92.80	53,948.64	

Cape St. Claire Improvement Association, Inc.
Profit Loss - Piers & Maintenance
March 31, 2020 - Final

	March Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	1,155.00	26,493.00	40,000.00	(13,507.00)	66%
BLOA Contribution	0.00	0.00	5,079.00	(5,079.00)	0%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	2,630.00	22,129.00	25,000.00	(2,871.00)	89%
HOA Packets	1,050.00	8,250.00	10,500.00	(2,250.00)	79%
Interest Income	4.62	35.32	100.00	(64.68)	35%
Late Fees	1,380.00	2,810.00	5,600.00	(2,790.00)	50%
Miscellaneous Income	300.00	3,225.20	4,100.00	(874.80)	79%
Clubhouse - Rental Income	1,715.00	35,322.50	38,500.00	(3,177.50)	92%
Rentals/ Slips	67,415.00	92,828.00	99,040.00	(6,212.00)	94%
Piers - Capital Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Wait List Fee	100.00	1,400.00	1,500.00	(100.00)	93%
Stickers	130.00	1,530.00	2,000.00	(470.00)	77%
Total Income	75,879.62	194,023.02	247,506.00	(53,482.98)	
Expense					
General and Administrative					
1 Accounting Fees	214.50	1,716.00	3,500.00	(1,784.00)	49%
2 Audit Expenses	0.00	0.00	3,000.00	(3,000.00)	0%
3 Bank Charges	71.50	255.50	50.00	205.50	511%
4 Caper/Print/Contract&Postage	3,966.30	4,095.32	20,000.00	(15,904.68)	20%
5 Clubhouse Custodial Svcs	1,609.08	12,947.43	11,500.00	1,447.43	113%
6 Front Foot Assessment	0.00	1,170.00	1,700.00	(530.00)	69%
7 Insurance	2,269.00	14,532.32	18,200.00	(3,667.68)	80%
8 Legal Services	477.70	840.57	5,000.00	(4,159.43)	17%
9 Membrshp(Confrence/Training/Dues)	0.00	0.00	800.00	(800.00)	0%
10 Voluntr Apprec(Refreshments/Misc)	0.00	167.18	600.00	(432.82)	28%
11 Events	0.00	0.00	500.00	(500.00)	0%
12 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
13 Office Supplies/Expense	0.00	626.07	2,000.00	(1,373.93)	31%
14 Payroll Expenses & Benefits	723.19	1,182.76	9,248.20	(8,065.44)	13%
15 Permits	0.00	0.00	750.00	(750.00)	0%
16 Postage	0.00	1,243.15	1,500.00	(256.85)	83%
17 Printing	0.00	2,729.41	2,100.00	629.41	130%
18 Property Taxes	0.00	1,611.38	2,000.00	(388.62)	81%
19 Repairs/Maintenance	130.26	6,733.83	28,090.00	(21,356.17)	24%
20 Sanitary Services	0.00	0.00	1,250.00	(1,250.00)	0%
21 Sewer	0.00	0.00	250.00	(250.00)	0%
22 Signage	0.00	0.00	1,500.00	(1,500.00)	0%
23 Telecommunications & Internet	600.00	6,689.55	8,350.00	(1,660.45)	80%
24 Trash Collection	0.00	0.00	250.00	(250.00)	0%
25 Utilities	1,448.06	9,214.53	14,200.00	(4,985.47)	65%
26 Vehicle Fuel & Maintenance	0.00	0.00	2,000.00	(2,000.00)	0%
27 Wages-Town Manager	0.00	0.00	19,500.00	(19,500.00)	0%
28 Wages-Administrator	4,223.63	5,896.13	14,560.00	(8,663.87)	40%
29 Wages-Asst. Administrator	567.00	2,015.00	8,500.00	(6,485.00)	24%
30 Wages-Beach Attendant	0.00	798.00	13,000.00	(12,202.00)	6%
31 Wages-Code Enforcement	0.00	0.00	2,080.00	(2,080.00)	0%
32 Wages-Groundskeeper	0.00	0.00	9,500.00	(9,500.00)	0%
33 Wages-Handyman	96.25	2,173.00	3,500.00	(1,327.00)	62%
34 Wages-Pumpout Attendant	0.00	0.00	500.00	(500.00)	0%
35 Website/Technology	0.00	151.20	3,900.00	(3,748.80)	4%
Total General and Administrative	16,396.47	76,788.33	214,378.20	(137,589.87)	
Capital Expenditures					
Beaches and Park Improvements	0.00	3,500.00	0.00	0.00	0%
Clubhouse Improvements	0.00	0.00	0.00	0.00	0%
Piers Replacement Project	0.00	0.00	13,035.00	(13,035.00)	0%
Piers Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	0.00	3,500.00	33,035.00	(33,035.00)	
Total Expenditures	16,396.47	80,288.33	247,413.20	(170,624.87)	
Net Income (Loss)	59,483.15	113,734.69	92.80	117,141.89	

Cape St. Claire Improvement Association, Inc.

Profit & Loss - SCBD

March 31, 2020 - Final

	March Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
SCBD/Fees	140,030.00	407,030.00	438,710.00	-31,680.00	93%
Interest Income	0.00	0.00	20.00	-20.00	0%
Rollover from FY18	0.00	0.00	11,333.90	-11,333.90	0%
Total Income	140,030.00	407,030.00	450,063.90	-43,033.90	
Expense					
General and Administrative					
1 Accounting Fees	335.50	3,352.51	5,500.00	-2,147.49	61%
2 Audit Expenses	0.00	3,750.00	5,300.00	-1,550.00	71%
3 Bank Charges	41.96	207.79	0.00	207.79	
4 Caper Print/Edit/Contract&Postage	0.00	30,000.00	30,000.00	0.00	100%
5 Collection Fee-AA County	0.00	0.00	2,000.00	-2,000.00	0%
6 Contract Labor	0.00	800.00	1,500.00	-700.00	53%
7 Clubhouse Custodial Services	0.00	0.00	2,500.00	-2,500.00	0%
8 Insurance	0.00	17,600.00	17,600.00	0.00	100%
9 Legal Services	429.80	10,000.00	10,000.00	0.00	100%
10 Membrshp(Confernce/Training/Dues)	0.00	566.00	1,300.00	-734.00	44%
11 Voluntr Apprec(Refreshments/Misc)	0.00	510.03	500.00	10.03	102%
12 Events	0.00	1,038.58	1,525.00	-486.42	68%
13 Mowing	0.00	7,680.00	14,000.00	-6,320.00	55%
14 Office Supplies/Expense	755.76	2,535.09	5,000.00	-2,464.91	51%
15 Payroll Expenses & Benefits	1,196.44	17,427.76	22,991.80	-5,564.04	76%
16 Permits	0.00	93.99	500.00	-406.01	19%
17 Postage	110.00	570.65	2,500.00	-1,929.35	23%
18 Printing	0.00	433.22	4,000.00	-3,566.78	11%
19 Property Taxes	0.00	3,217.52	4,350.00	-1,132.48	74%
20 Repairs/Maintenance	4,627.45	16,427.35	37,500.00	-21,072.65	44%
21 Sanitary Services	0.00	5,022.50	8,000.00	-2,977.50	63%
22 Sewer	0.00	326.22	500.00	-173.78	65%
23 Signage	0.00	0.00	600.00	-600.00	0%
24 Telecommunications & Internet	0.00	1,211.60	3,700.00	-2,488.40	33%
25 Trash Collection	417.76	4,045.29	5,000.00	-954.71	81%
26 Utilities	1,058.08	8,385.72	10,000.00	-1,614.28	84%
27 Vehicle Fuel & Maintenance	0.00	447.99	2,000.00	-1,552.01	22%
28 Wages-Town Manager	6,000.02	57,958.00	58,500.00	-542.00	99%
29 Wages-Administrator	0.00	35,352.67	35,360.00	-7.33	100%
30 Wages-Asst Administrator	652.50	2,965.54	3,000.00	-34.46	99%
31 Wages-Asst Admin (Mtg Spt)	150.00	1,650.00	2,400.00	-750.00	69%
32 Wages-Beach Attendant	0.00	13,453.76	13,500.00	-46.24	100%
33 Wages-Code Enforcement	0.00	0.00	520.00	-520.00	0%
34 Wages-Custodial Services	77.00	1,485.00	2,080.00	-595.00	71%
35 Wages-Groundskeeper	910.63	13,501.59	15,500.00	-1,998.41	87%
36 Wages-Security Patrol	1,232.00	19,129.01	46,000.00	-26,870.99	42%
37 Website/Technology	428.74	3,725.37	6,100.00	-2,374.63	61%
Total General and Administrative	18,423.64	284,870.75	381,326.80	-96,456.05	
Capital Expenditures					
Beaches & Parks Improvements	1,095.01	1,095.01	12,500.00	-11,404.99	9%
Clubhouse Improvements	7,104.36	8,636.10	15,000.00	-6,363.90	58%
Shoreline Erosion Restoration	297.88	41,297.88	41,000.00	297.88	101%
Total Capital Expenditures	8,497.25	51,028.99	68,500.00	-17,471.01	
Total Expenditures	26,920.89	335,899.74	449,826.80	-113,927.06	
Net Income (Loss)	113,109.11	71,130.26	237.10	70,893.16	

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

BALANCE SHEET

As of March 31, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	78,264.31
Payroll Checking - BB&T	1,044.32
Total Checking Accounts	79,308.63
Money Market Accounts	
Maintenance MM - BB&T	157,958.55
Piers MM - BB&T	146,754.00
Total Money Market Accounts	304,712.55
Petty Cash	
Maintenance	250.00
Total Petty Cash	250.00
Total Bank Accounts	\$384,271.18
Accounts Receivable	
Accounts Receivable	1,605.33
Total Accounts Receivable	\$1,605.33
Other Current Assets	
Due From Cape St. Claire	14,863.10
Due From SCBD	-14,266.51
Undeposited Funds	1,807.37
Total Other Current Assets	\$2,403.96
Total Current Assets	\$388,280.47
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
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
Total Membership	23,634.27
Piers	
Accumulated Depreciation	-168,424.00
Buildings & Piers	220,307.64
Total Piers	51,883.64

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

BALANCE SHEET

As of March 31, 2020

	TOTAL
Total Fixed Assets	\$184,248.32
TOTAL ASSETS	\$572,528.79
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A/P - State Income Tax	53.00
Grants	236.00
Payroll Liabilities	-1,689.69
Prepaid Advertising	1,147.12
Prepaid Maintenance Fees	685.00
Security Deposit Clubhouse	3,800.01
Total Other Current Liabilities	\$4,231.44
Total Current Liabilities	\$4,231.44
Total Liabilities	\$4,231.44
Equity	
Net Assets	
Net Assets-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
Total Net Assets-Piers & Maintenance	448,653.09
Total Net Assets	448,653.09
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24
Retained Earnings	-18,134.43
Net Income	113,734.69
Total Equity	\$568,297.35
TOTAL LIABILITIES AND EQUITY	\$572,528.79

SCBD - Cape St. Claire Improvement Association

BALANCE SHEET

As of March 31, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Cash Held by the County	54.98
Checking Accounts	
SCBD Checking - BB&T	231,961.34
Total Checking Accounts	231,961.34
Money Market Accounts	-20.98
SCBD MM - BB&T	621.59
Total Money Market Accounts	600.61
Total Bank Accounts	\$232,616.93
Accounts Receivable	
Accounts Receivable	607.50
Total Accounts Receivable	\$607.50
Other Current Assets	
Due from Cape St. Claire	-40.00
Total Other Current Assets	\$ -40.00
Total Current Assets	\$233,184.43
TOTAL ASSETS	\$233,184.43
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Cape St. Claire	0.20
Total Other Current Liabilities	\$0.20
Total Current Liabilities	\$0.20
Total Liabilities	\$0.20
Equity	
Net Assets-SCBD	170,531.03
Retained Earnings	-8,477.06
Net Income	71,130.26
Total Equity	\$233,184.23
TOTAL LIABILITIES AND EQUITY	\$233,184.43

Cape St. Claire Improvement Association, Inc.
Profit & Loss - Piers
April 30, 2020 - Final

	April	YTD	Annual	Variance	
	Actual	Actual	Budget	Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Interest Income	2.33	15.43	0.00	1.59	
Late Fees	0.00	0.00	100.00	(100.00)	0%
Miscellaneous Income	0.00	200.00	100.00	100.00	200%
Piers - Capital Replacement Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Waitlist Fee	0.00	1,400.00	1,500.00	(100.00)	93%
Rentals/ Slips	3,765.00	96,593.00	99,040.00	(2,447.00)	98%
Total Income	3,767.33	98,208.43	113,775.00	(15,580.41)	
Expense					
General and Administrative					
1 Accounting Fees	95.70	861.30	1,500.00	(638.70)	57%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Front Foot Assessment	0.00	1,170.00	1,700.00	(530.00)	69%
4 Insurance	0.00	3,472.50	7,200.00	(3,727.50)	48%
5 Legal Services	0.00	0.00	3,000.00	(3,000.00)	0%
6 Membrshp(Confernce/Training/Dues)	0.00	0.00	150.00	(150.00)	0%
7 Voluntr Apprec(Refreshments/Misc)	0.00	0.00	500.00	(500.00)	0%
8 Office Supplies/Expense	0.00	0.00	500.00	(500.00)	0%
9 Payroll Expenses & Benefits	158.91	519.47	2,600.00	(2,080.53)	20%
10 Permits	575.00	575.00	250.00	325.00	230%
11 Postage	0.00	333.15	500.00	(166.85)	67%
12 Printing	0.00	0.00	100.00	(100.00)	0%
13 Property Taxes	0.00	1,611.38	1,900.00	(288.62)	85%
14 Repairs/Maintenance	72.71	4,079.14	15,590.00	(11,510.86)	26%
15 Sanitary Services	0.00	0.00	250.00	(250.00)	0%
16 Sewer	0.00	0.00	250.00	(250.00)	0%
17 Signage	0.00	0.00	1,000.00	(1,000.00)	0%
18 Telecommunications & Internet	634.15	6,941.80	8,000.00	(1,058.20)	87%
19 Trash Collection	0.00	0.00	250.00	(250.00)	0%
20 Utilities	941.81	9,823.19	14,000.00	(4,176.81)	70%
21 Wages-Town Manager	0.00	0.00	5,000.00	(5,000.00)	0%
22 Wages-Administrator	297.00	297.00	5,000.00	(4,703.00)	6%
23 Wages-Asst. Administrator	630.00	2,645.00	6,000.00	(3,355.00)	44%
24 Wages-Handyman	913.13	3,086.13	3,500.00	(413.87)	88%
25 Wages-Pumpout Attendant	0.00	0.00	500.00	(500.00)	0%
26 Web Site	0.00	151.20	0.00	151.20	
Total General and Administrative	4,318.41	35,566.26	80,740.00	(45,173.74)	44%
Capital Expenditures					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	0.00	0.00	33,035.00	(33,035.00)	
Total Expenditures	4,318.41	35,566.26	113,775.00	(78,208.74)	
Net Income (Loss)	(551.08)	62,642.17	0.00	62,628.33	

Cape St. Claire Improvement Association, Inc.
Profit & Loss - Maintenance, Caper, Clubhouse
April 30, 2020 - Final

	April Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	1,345.00	27,838.00	40,000.00	(12,162.00)	70%
BLOA Contribution	2,500.00	2,500.00	5,079.00	(2,579.00)	49%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	680.00	22,809.00	25,000.00	(2,191.00)	91%
HOA Packets	600.00	8,850.00	10,500.00	(1,650.00)	84%
Interest Income	2.44	24.66	100.00	(75.34)	25%
Late Fees	625.00	3,435.00	5,500.00	(2,065.00)	62%
Miscellaneous Income	50.00	3,075.20	4,000.00	(924.80)	77%
Clubhouse - Rental Income	85.00	35,407.50	38,500.00	(3,092.50)	92%
Stickers	80.00	1,610.00	2,000.00	(390.00)	81%
Total Income	5,967.44	105,549.36	133,731.00	(28,181.64)	
Expense					
General and Administrative					
1 Accounting Fees	118.80	1,069.20	2,000.00	(930.80)	53%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Bank Charges	0.00	255.50	50.00	205.50	511%
4 Caper Print/Edit/Contract&Postage	3,959.05	8,054.37	20,000.00	(11,945.63)	40%
5 Clubhouse Custodial Svcs	1,609.08	14,556.51	11,500.00	3,056.51	127%
6 Insurance	(3,061.00)	7,998.82	11,000.00	(3,001.18)	73%
7 Legal Services	1,761.20	2,601.77	2,000.00	601.77	130%
8 Membrshp(Confernce/Training/Dues)	0.00	0.00	650.00	(650.00)	0%
9 Voluntr Apprec(Refreshments/Misc)	0.00	167.18	100.00	67.18	167%
10 Events	0.00	0.00	500.00	(500.00)	0%
11 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
12 Office Supplies/Expense	0.00	626.07	1,500.00	(873.93)	42%
13 Payroll Expenses & Benefits	1,196.19	2,018.39	6,648.20	(4,629.81)	30%
14 Permits	0.00	0.00	500.00	(500.00)	0%
15 Postage	0.00	910.00	1,000.00	(90.00)	91%
16 Printing	0.00	2,729.41	2,000.00	729.41	136%
17 Property Taxes	0.00	0.00	100.00	(100.00)	0%
18 Repairs/Maintenance	182.11	2,909.51	12,500.00	(9,590.49)	23%
19 Sanitary Services	0.00	0.00	1,000.00	(1,000.00)	0%
20 Signage	0.00	0.00	500.00	(500.00)	0%
21 Telecommunications & Internet	42.40	424.30	350.00	74.30	121%
22 Utilities	28.15	361.30	200.00	161.30	181%
23 Wages-Town Manager	6,000.02	6,000.02	14,500.00	(8,499.98)	41%
24 Wages-Administrator	3,660.56	9,556.69	9,560.00	(3.31)	100%
25 Wages-Asst. Administrator	87.75	87.75	2,500.00	(2,412.25)	4%
26 Wages-Beach Attendants	0.00	798.00	13,000.00	(12,202.00)	6%
27 Wages-Code Enforcement	0.00	0.00	2,080.00	(2,080.00)	0%
28 Wages-Groundskeeper	0.00	0.00	9,500.00	(9,500.00)	0%
29 Vehicle Fuel & Maintenance	0.00	0.00	2,000.00	(2,000.00)	0%
30 Website/Technology	0.00	0.00	3,900.00	(3,900.00)	0%
Total General and Administrative	15,584.31	61,124.79	133,638.20	(72,513.41)	
Capital Expenditures					
Clubhouse Improvements	0.00	0.00	0.00	0.00	
Beaches and Park Improvements	0.00	3,500.00	0.00	0.00	
Total Capital Expenditures	0.00	3,500.00	0.00	0.00	
Total Expenditures	15,584.31	64,624.79	133,638.20	(72,513.41)	
Net Income (Loss)	(9,616.87)	40,924.57	92.80	44,331.77	

Cape St. Claire Improvement Association, Inc.

Profit Loss - Piers & Maintenance

April 30, 2020 - Final

	April Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	1,345.00	27,838.00	40,000.00	(12,162.00)	70%
BLOA Contribution	2,500.00	2,500.00	5,079.00	(2,579.00)	49%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	680.00	22,809.00	25,000.00	(2,191.00)	91%
HOA Packets	600.00	8,850.00	10,500.00	(1,650.00)	84%
Interest Income	4.77	40.09	100.00	(59.91)	40%
Late Fees	625.00	3,435.00	5,600.00	(2,165.00)	61%
Miscellaneous Income	50.00	3,275.20	4,100.00	(824.80)	80%
Clubhouse - Rental Income	85.00	35,407.50	38,500.00	(3,092.50)	92%
Rentals/ Slips	3,765.00	96,593.00	99,040.00	(2,447.00)	98%
Piers - Capital Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Wait List Fee	0.00	1,400.00	1,500.00	(100.00)	93%
Stickers	80.00	1,610.00	2,000.00	(390.00)	81%
Total Income	9,734.77	203,757.79	247,506.00	(43,748.21)	
Expense					
General and Administrative					
1 Accounting Fees	214.50	1,930.50	3,500.00	(1,569.50)	55%
2 Audit Expenses	0.00	0.00	3,000.00	(3,000.00)	0%
3 Bank Charges	0.00	255.50	50.00	205.50	511%
4 Caper/Print/Contract&Postage	3,959.05	8,054.37	20,000.00	(11,945.63)	40%
5 Clubhouse Custodial Svcs	1,609.08	14,556.51	11,500.00	3,056.51	127%
6 Front Foot Assessment	0.00	1,170.00	1,700.00	(530.00)	69%
7 Insurance	(3,061.00)	11,471.32	18,200.00	(6,728.68)	63%
8 Legal Services	1,761.20	2,601.77	5,000.00	(2,398.23)	52%
9 Membrshp(Confrence/Training/Dues)	0.00	0.00	800.00	(800.00)	0%
10 Voluntr Apprec(Refreshments/Misc)	0.00	167.18	600.00	(432.82)	28%
11 Events	0.00	0.00	500.00	(500.00)	0%
12 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
13 Office Supplies/Expense	0.00	626.07	2,000.00	(1,373.93)	31%
14 Payroll Expenses & Benefits	1,355.10	2,537.86	9,248.20	(6,710.34)	27%
15 Permits	575.00	575.00	750.00	(175.00)	77%
16 Postage	0.00	1,243.15	1,500.00	(256.85)	83%
17 Printing	0.00	2,729.41	2,100.00	629.41	130%
18 Property Taxes	0.00	1,611.38	2,000.00	(388.62)	81%
19 Repairs/Maintenance	254.82	6,988.65	28,090.00	(21,101.35)	25%
20 Sanitary Services	0.00	0.00	1,250.00	(1,250.00)	0%
21 Sewer	0.00	0.00	250.00	(250.00)	0%
22 Signage	0.00	0.00	1,500.00	(1,500.00)	0%
23 Telecommunications & Internet	676.55	7,366.10	8,350.00	(983.90)	88%
24 Trash Collection	0.00	0.00	250.00	(250.00)	0%
25 Utilities	969.96	10,184.49	14,200.00	(4,015.51)	72%
26 Vehicle Fuel & Maintenance	0.00	0.00	2,000.00	(2,000.00)	0%
27 Wages-Town Manager	6,000.02	6,000.02	19,500.00	(13,499.98)	31%
28 Wages-Administrator	3,957.56	9,853.69	14,560.00	(4,706.31)	68%
29 Wages-Asst. Administrator	717.75	2,732.75	8,500.00	(5,767.25)	32%
30 Wages-Beach Attendant	0.00	798.00	13,000.00	(12,202.00)	6%
31 Wages-Code Enforcement	0.00	0.00	2,080.00	(2,080.00)	0%
32 Wages-Groundskeeper	0.00	0.00	9,500.00	(9,500.00)	0%
33 Wages-Handyman	913.13	3,086.13	3,500.00	(413.87)	88%
34 Wages-Pumpout Attendant	0.00	0.00	500.00	(500.00)	0%
35 Website/Technology	0.00	151.20	3,900.00	(3,748.80)	4%
Total General and Administrative	19,902.72	96,691.05	214,378.20	(117,687.15)	
Capital Expenditures					
Beaches and Park Improvements	0.00	3,500.00	0.00	0.00	0%
Clubhouse Improvements	0.00	0.00	0.00	0.00	0%
Piers Replacement Project	0.00	0.00	13,035.00	(13,035.00)	0%
Piers Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	0.00	3,500.00	33,035.00	(33,035.00)	
Total Expenditures	19,902.72	100,191.05	247,413.20	(150,722.15)	
Net Income (Loss)	(10,167.95)	103,566.74	92.80	106,973.94	

Cape St. Claire Improvement Association, Inc.

**Profit Loss - SCBD
April 30, 2020 - Final**

	April Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
SCBD/Fees	0.00	407,030.00	438,710.00	-31,680.00	93%
Interest Income	0.00	0.00	20.00	-20.00	0%
Rollover from FY18	0.00	0.00	11,333.90	-11,333.90	0%
Total Income	0.00	407,030.00	450,063.90	-43,033.90	
Expense					
General and Administrative					
1 Accounting Fees	335.50	3,688.01	5,500.00	-1,811.99	67%
2 Audit Expenses	0.00	3,750.00	5,300.00	-1,550.00	71%
3 Bank Charges	20.98	207.79	0.00	207.79	
4 Caper Print/Edit/Contract&Postage	0.00	30,000.00	30,000.00	0.00	100%
5 Collection Fee-AA County	0.00	0.00	2,000.00	-2,000.00	0%
6 Contract Labor	0.00	800.00	1,500.00	-700.00	53%
7 Clubhouse Custodial Services	0.00	0.00	2,500.00	-2,500.00	0%
8 Insurance	0.00	17,600.00	17,600.00	0.00	100%
9 Legal Services	0.00	10,000.00	10,000.00	0.00	100%
10 Membrshp(Confernce/Training/Dues)	0.00	566.00	1,300.00	-734.00	44%
11 Voluntr Apprec(Refreshments/Misc)	0.00	510.03	500.00	10.03	102%
12 Events	0.00	1,038.58	1,525.00	-486.42	68%
13 Mowing	1,920.00	9,600.00	14,000.00	-4,400.00	69%
14 Office Supplies/Expense	291.62	2,826.71	5,000.00	-2,173.29	57%
15 Payroll Expenses & Benefits	345.93	17,773.69	22,991.80	-5,218.11	77%
16 Permits	0.00	93.99	500.00	-406.01	19%
17 Postage	1,101.80	1,672.45	2,500.00	-827.55	67%
18 Printing	0.00	433.22	4,000.00	-3,566.78	11%
19 Property Taxes	0.00	3,217.52	4,350.00	-1,132.48	74%
20 Repairs/Maintenance	951.16	17,378.51	37,500.00	-20,121.49	46%
21 Sanitary Services	0.00	5,022.50	8,000.00	-2,977.50	63%
22 Sewer	106.71	432.93	500.00	-67.07	87%
23 Signage	0.00	0.00	600.00	-600.00	0%
24 Telecommunications & Internet	119.74	1,331.34	3,700.00	-2,368.66	36%
25 Trash Collection	417.76	4,463.05	5,000.00	-536.95	89%
26 Utilities	883.55	9,069.27	10,000.00	-930.73	91%
27 Vehicle Fuel & Maintenance	830.04	1,278.03	2,000.00	-721.97	64%
28 Wages-Town Manager	0.00	57,958.00	58,500.00	-542.00	99%
29 Wages-Administrator	0.00	35,352.67	35,360.00	-7.33	100%
30 Wages-Asst Administrator	0.00	2,965.54	3,000.00	-34.46	99%
31 Wages-Asst Admin (Mtg Spt)	150.00	1,800.00	2,400.00	-600.00	75%
32 Wages-Beach Attendant	0.00	13,453.76	13,500.00	-46.24	100%
33 Wages-Code Enforcement	0.00	0.00	520.00	-520.00	0%
34 Wages-Custodial Services	0.00	1,485.00	2,080.00	-595.00	71%
35 Wages-Groundskeeper	1,010.50	14,512.09	15,500.00	-987.91	94%
36 Wages-Security Patrol	2,926.00	22,055.01	46,000.00	-23,944.99	48%
37 Website/Technology	70.00	3,795.37	6,100.00	-2,304.63	62%
Total General and Administrative	11,281.29	296,131.06	381,326.80	-85,195.74	
Capital Expenditures					
Beaches & Parks Improvements	10,800.00	11,895.01	12,500.00	-604.99	95%
Clubhouse Improvements	0.00	8,636.10	15,000.00	-6,363.90	58%
Shoreline Erosion Restoration	0.00	41,297.88	41,000.00	297.88	101%
Total Capital Expenditures	10,800.00	61,828.99	68,500.00	-6,671.01	
Total Expenditures	22,081.29	357,960.05	449,826.80	-91,866.75	
Net Income (Loss)	-22,081.29	49,069.95	237.10	48,832.85	

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

BALANCE SHEET

As of April 30, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	66,658.31
Payroll Checking - BB&T	1,227.69
Total Checking Accounts	67,886.00
Money Market Accounts	
Maintenance MM - BB&T	147,374.20
Piers MM - BB&T	157,878.03
Total Money Market Accounts	305,252.23
Petty Cash	
Maintenance	250.00
Total Petty Cash	250.00
Total Bank Accounts	\$373,388.23
Accounts Receivable	
Accounts Receivable	1,605.33
Total Accounts Receivable	\$1,605.33
Other Current Assets	
Due From Cape St. Claire	14,863.10
Due From SCBD	-14,266.51
Undeposited Funds	2,022.37
Total Other Current Assets	\$2,618.96
Total Current Assets	\$377,612.52
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
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
Total Membership	23,634.27

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

BALANCE SHEET

As of April 30, 2020

	TOTAL
Piers	
Accumulated Depreciation	-168,424.00
Buildings & Piers	220,307.64
Total Piers	51,883.64
Total Fixed Assets	\$184,248.32
TOTAL ASSETS	\$561,860.84
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A/P - State Income Tax	53.00
Grants	236.00
Payroll Liabilities	-1,689.69
Prepaid Advertising	1,147.12
Prepaid Maintenance Fees	685.00
Security Deposit Clubhouse	3,300.01
Total Other Current Liabilities	\$3,731.44
Total Current Liabilities	\$3,731.44
Total Liabilities	\$3,731.44
Equity	
Net Assets	
Net Assets-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
Total Net Assets-Piers & Maintenance	448,653.09
Total Net Assets	448,653.09
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24
Retained Earnings	-18,134.43
Net Income	103,566.74
Total Equity	\$558,129.40
TOTAL LIABILITIES AND EQUITY	\$561,860.84

SCBD - Cape St. Claire Improvement Association

BALANCE SHEET

As of April 30, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Cash Held by the County	54.98
Checking Accounts	
SCBD Checking - BB&T	209,901.03
Total Checking Accounts	209,901.03
Money Market Accounts	
SCBD MM - BB&T	600.61
Total Money Market Accounts	600.61
Total Bank Accounts	\$210,556.62
Accounts Receivable	
Accounts Receivable	607.50
Total Accounts Receivable	\$607.50
Other Current Assets	
Due from Cape St. Claire	-40.00
Total Other Current Assets	\$ -40.00
Total Current Assets	\$211,124.12
TOTAL ASSETS	\$211,124.12
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Cape St. Claire	0.20
Total Other Current Liabilities	\$0.20
Total Current Liabilities	\$0.20
Total Liabilities	\$0.20
Equity	
Net Assets-SCBD	170,531.03
Retained Earnings	-8,477.06
Net Income	49,069.95
Total Equity	\$211,123.92
TOTAL LIABILITIES AND EQUITY	\$211,124.12