



# Cape St. Claire

IMPROVEMENT ASSOCIATION

1223 River Bay Road • Annapolis, MD 21409-4999

Phone: 410-757-1223 • Fax: 410-757-1697 • Email: [office@cscia.org](mailto:office@cscia.org) • Website: [www.cscia.org](http://www.cscia.org)

## Quarterly Membership Meeting

October 27, 2020

### Agenda

President's Remarks

Approval of Minutes

Approval of Financials

Budget FY 2022 Discussion

Old Business

New Business

Comments from the Floor

**Adjournment**

CAPE ST CLAIRE IMPROVEMENT ASSOCIATION  
QUARTERLY MEMBERSHIP MEETING  
July 28, 2020

The July Quarterly Membership Meeting was convened on July 28, 2020 in a virtual meeting via GoToMeeting. President Szczytko called the meeting to order at 7:34pm, thanking everyone for attending and pointing out the historical significance of the unprecedented online CSCIA membership meeting. He thanked the beach attendants for their work maintaining the security of the beaches.

**PRESENTATION OF MINUTES and PROFIT & LOSS (P&L) STATEMENTS:**

The Minutes of the January 30 Quarterly Meeting and the P&Ls for January 31, February 29 and March 31 were reviewed. The vote to approve will occur when an acceptable method to hold the vote online is obtained or an in-person meeting can be held.

**OLD BUSINESS**

Town Manager Ryan Anderson reported the following: Several vegetation management plans were satisfied, mostly regarding dead trees in critical area or on steep slopes. There have been a few issues with the beaches and parks including people in the parks after closing and beach attendants trying to stop non-residents entering being undermined by residents allowing strangers in as guests. Maintenance personnel were employed as parking lot attendants for a few weekends, increasing security and reducing issues at the main beach gate. Mosquito spraying resumed July 22 after a hiring freeze and shut down by the state. The PDK horticulturist has permits to continue phragmite spraying. CCC took over maintaining the Serene Ravine to more surgically remove weeds and Mr. Anderson thanked them for their Wednesday night weedings. The lower part of the parking lot at the Deep Creek boat ramp was paved. The mowing contract was rebid with little change, but a recent change was made to include the Green Holly entrance sign area because the volunteer who used to mow it moved. The playgrounds were closed for several weeks due to the pandemic, were sanitized and are now open. There was a July 4<sup>th</sup> firework viewing but no parade. CSCIA is sponsoring a duck blind off Lake Claire at the request of several residents in the area. As the owners of the riparian rights, CSCIA had first right of refusal. It cannot be rented. Portable restrooms were delivered to the beaches with one having to be reserved for the beach attendants at each location. Pier vacancy reports are being conducted and the piers budget is in process. The Deep Creek bulkhead pier was damaged by a fallen tree and repaired. Pump outs continue by request, contact Mr. Anderson or the piers committee for the service. The Cape Clean Up is scheduled for September. The clubhouse will reopen at 50% capacity which allows for just over 60 people in the clubhouse. The rental contract now includes a COVID clause and a cleaning fee has been added for all rentals. Primary election voting was not held in the clubhouse. A survey was received regarding the November 3 election and voting could potentially be allowed if an acceptable plan is presented. Recommendations have been made for modifying the office spaces to allow for an office for the Town Manager to be added in FY22. The CSCIA office remains open by appointment only and business is being conducted well via the drop box. Final fiscal year 2020 financial reports are expected soon. Two FY20 SCBD checks from the county were received after the end of the fiscal year and the auditor will be consulted regarding in which year to include those funds. The BLOA is up to date with all payments with one property tax bill due in September. Restaurants at the shopping center are successfully using tents in the parking lot for outdoor seating. CSCIA had to be included in their

insurance policies and all has been going well with minimal complaint. Road surfaces of the streets near the Graul's ball fields are being repaved with the tar and chip method used elsewhere in the Cape and those with questions are being directed to the county website. An effort with the Atlantis community to remove bamboo along the Southview Drive border between the communities is underway and we are awaiting word from Atlantis. Due to COVID, the county has half their usual zoning inspectors so complaints can be made but few are being addressed. Health inspections not related to COVID are not occurring. The Board is following up on some violations including Cape property paved by a resident, multiple dwellings on one lot and certain businesses being run out of homes. Pool building permits are required for any pool and more detailed policies regarding pools will be developed by next year. Our senior security office retired in November and there has been other officer turnover as well. Three of four officer positions are filled, and they are covering most of the budgeted shifts.

#### OLD BUSINESS

Governor Lamb reported that the 2020 Strawberry Festival will not happen and the next is scheduled for June 5, 2021. Halloween Happenings looks doubtful, but plans are being made for Breakfast with Santa. Power lines will be installed to the guard shack to provide electricity for the Christmas tree lighting. The Cape Clean Up is scheduled for September 18 and 19. The clubhouse opens for 50% capacity rentals August 1.

Governor Breeden presented an update on the beach restoration project. He showed the document tracking the progress of the project from conception in 2007 to the present and expected future milestones. This is a joint effort between the community, the federal, state and local governments, Alliance for the Chesapeake, the Chesapeake Bay Trust and the Little Magothy River Association. Funding has been secured through a loan and several grants. Permitting is well underway, with several in hand, and others should be received soon. The contractor had to move on to other scheduled projects while waiting for permits. There is a restriction on waterway projects during waterfowl hunting season (Nov 15 to March 15) and construction cannot be completed before November 15. The new goal is to start in March of 2021 and do both sites (Main Beach and Lake Claire) concurrently. Governor Breeden thanked and commended the current and past CSCIA boards, Town Manager Anderson, state Senator Reilly, Delegates Bagnall, Saab and Malone and others who were instrumental in making the idea a reality. There have been many challenges during the process and he expects more before it is finished, as well as ongoing maintenance after completion. President Szczytko stressed that the document presented was summarized in simple bullet points but that each of those bullets represented a lot of work, time and energy by many people over several years. He thanked the board and Town Manager Anderson for stepping up to deal with the many issues, extra meetings, calls and reviews that have arisen this year that would have been difficult even without the pandemic.

#### NEW BUSINESS

President Szczytko reported on the legal chain of events regarding the construction of a pier at 1224 Riverbay Road. Discussions with three homeowners began in the summer of 2019 trying to come to a resolution that would accommodate all parties. Before an agreement was made, construction on the pier began on April 7 and a temporary restraining order was issued on April 9 to halt construction and was extended while in litigation. The pier will not affect the beach restoration project. The process has been arduous, costing significant amounts to defend the rights of the Cape community, and is not over.

A hearing was scheduled for August but was rescheduled for January. No further pier construction can occur before then.

#### COMMENTS FROM THE FLOOR

Mary Alice Ross thanked everyone for their hard work and dedication.

Brad Knopf announced the Cape Conservation Corps Native Plant Sale scheduled for Saturday Sept 26, with plants being sold at very low prices to encourage residents to use native species. He added that the oyster nursery is up and running and that he is hoping for approval for homeowner growers to have oysters on home and community piers.

Bob Bishop moved to adjourn and was seconded by Governor Breeden. The July 28, 2020 CSCIA Quarterly Membership meeting was adjourned at 8:33 pm.

#### ATTENDANCE

Bill Szczytko  
Ryan Anderson  
Beau Breeden  
Mary Lamb  
Jerome Zadera  
Jeff Roche  
Cheri Fairchild  
Matt Layman  
Sarah Layman  
Dawn Myers  
Neil Macindoe  
Jean Macindoe  
Michele Shipley  
Dottie Ballard  
Philippe Ourisson  
Sandy Ourisson  
Bob Bishop  
Brad Knopf  
Tanya Vander Kolk  
Roy Benner  
Becky Benner  
Duane Herr  
Jane Barss  
Barbara Breeden  
Mary Alice Ross  
Jonathan Seale  
Jeffrey Haines  
Pamela Smith

## CAPE ST. CLAIRE IMPROVEMENT ASSOCIATION FY 2022 Budget, Assessment and Cap

Each year the Cape St. Claire Improvement Association, Inc. (CSCIA) Budget Committee develops a proposed consolidated budget for the community. The Committee is composed of up to three members elected by the community at large and two members appointed by vote of the CSCIA Board of Governors (BOG). The committee appreciates Beau Breeden's and Jerome Zadera's insights as well as those from other Board members and our Town Manager who attended Budget Committee meetings. Input from Community members is always welcome. The Committee presents a proposed draft budget to the BOG for review, comment, modification and recommendation. BOG presents the draft to CSCIA members for their approval. Once approved the budget is submitted to the County government. The BOG has reviewed and recommends the enclosed consolidated FY 2022 budget summary for CSCIA membership approval at the January 2021 annual membership meeting.

This summary includes the Cape Special Community Benefit District (SCBD) budget and two other budgets. SCBD revenues are from tax fees collected, appropriated and remitted to CSCIA by the County. The County retains an annual \$2,000 processing fee and monthly amounts for loan repayments. The CSCIA collects non-SCBD revenues from Maintenance (including Caper advertising and Clubhouse rental, other miscellaneous revenue sources) and Marina Pier slip rental and other fees. Each year, the community votes to approve these budgets. Maintenance and Marina Pier budget approval by the community is not required but has been for years as a best practice for transparency. At the annual January membership meeting Cape members can vote for, modify, reject or do nothing for all the budgets.

The attached consolidated budget spread sheet shows SCBD and non-SCBD revenues, expenses and totals by line item amount and dollar amount change. The Revenues & Expense sections of the Budget have been separated to make it easier to read. For comparison purposed separate columns show FY 2019, and FY 2020 actual amounts, as well as the county approved FY 2021 budget amounts.

The **current SCBD assessment cap is \$200 per tax account.** Based on **2,308 County counted tax accounts** in Cape St. Claire, the Board of Governors **recommends increasing the assessment cap by \$25.00. However, it recommends maintaining the actual assessment at \$195 for the FY 2022 budget year.** The Budget Committee and Board of Governors have worked diligently to maintain the assessment by **finding savings, addressing cost increases and priorities, while maintaining service levels, and finding financing for the Shoreline Restoration Project's Site 1 and Site 2.** Cape members can only raise the SCBD assessment Cap every two years; this provides assessment flexibility in the interim year.

Your vote for or against the consolidated SCBD and Non-SCBD budget is by ballot. **For your convenience a Ballot is enclosed in the Caper's Dec/Jan Issue.** Under the CSCIA Bylaws and SCBD Rules **if lot owners fail to approve the proposed budget,** CSCIA will be required to operate at the previous level. Using the last county approved year numbers from FY 2021 could result in spending cuts as well as jeopardize assets and overall service levels.

Please plan on attending the January 2021 CSCIA Membership meeting. Your comments are welcomed. **Vote for your Board of Governors recommended FY 2022 budget; it is vitally important to Cape St. Claire.**

**BACKGROUND:** Community members petition their county government to form an SCBD. The County approves an SCBD and, then annually the SCBD budget. An SCBD provides community approved services, which are paid for collectively by community approved annual assessments. The benefits are NOT available to the County at large. Furthermore, Cape St. Claire SCBD funds may only be spent on the four major purposes approved by the County for our SCBD. The purposes are:

- Maintenance of community property (Beaches and Parks, Playground equipment, Fishing pier, Deep Creek bulkhead, shoreline restoration, and the 30 plus acres of CSCIA owned parcels of land in the Cape)
- Special security for community property (Off duty police security patrols, and Beach attendants)
- Acquisition, improvement and construction of real and personal property (Like: The Clubhouse, Sidewalks, main beach walkway/steps, parking lots, fishing pier)
- Administrative expenses for these purposes (Wages, Benefits, Utilities, Sewer, Insurance, Legal fees)



**Cape St. Claire Improvement Association, Inc.**  
**Profit & Loss - Piers**  
**November 30, 2019 - Final**

	November Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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%
<b>Total Income</b>	<b>201.38</b>	<b>1,675.38</b>	<b>113,775.00</b>	<b>(112,105.41)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
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 Repalrs/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%
<b>Total General and Administrative</b>	<b>1,805.80</b>	<b>13,654.96</b>	<b>80,740.00</b>	<b>(67,085.04)</b>	<b>17%</b>
<b>Capital Expenditures</b>					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>33,035.00</b>	<b>(33,035.00)</b>	
<b>Total Expenditures</b>	<b>1,805.80</b>	<b>13,654.96</b>	<b>113,775.00</b>	<b>(100,120.04)</b>	
<b>Net Income (Loss)</b>	<b>(1,604.42)</b>	<b>(11,979.58)</b>	<b>0.00</b>	<b>(11,985.37)</b>	

**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
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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	5,260.00	21,277.50	38,500.00	(17,222.50)	55%
Stickers	30.00	285.00	2,000.00	(1,735.00)	13%
<b>Total Income</b>	<b>9,420.02</b>	<b>48,867.47</b>	<b>133,731.00</b>	<b>(84,863.53)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
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(Conferece/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%
<b>Total General and Administrative</b>	<b>2,380.13</b>	<b>10,877.41</b>	<b>133,638.20</b>	<b>(122,760.79)</b>	
<b>Capital Expenditures</b>					
Clubhouse Improvements	0.00	0.00	0.00	0.00	
Beaches and Park Improvements	0.00	0.00	0.00	0.00	
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>2,380.13</b>	<b>10,877.41</b>	<b>133,638.20</b>	<b>(122,760.79)</b>	
<b>Net Income (Loss)</b>	<b>7,039.89</b>	<b>37,990.06</b>	<b>92.80</b>	<b>37,897.26</b>	



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

	November	YTD	Annual	Variance	
	Actual	Actual	Budget	Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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	5,800.00	(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%
<b>Total Income</b>	<b>9,621.40</b>	<b>50,542.85</b>	<b>247,506.00</b>	<b>(198,963.15)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
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(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	628.07	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	28,080.00	(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	788.00	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%
<b>Total General and Administrative</b>	<b>4,185.93</b>	<b>24,532.37</b>	<b>214,378.20</b>	<b>(189,845.83)</b>	
<b>Capital Expenditures</b>					
Beaches and Park Improvements	0.00	0.00	0.00	0.00	0%
Clubhouse Improvements	0.00	0.00	0.00	0.00	0%
Piers Replacement Project	0.00	0.00	13,035.00	(13,035.00)	0%
Piers Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>33,035.00</b>	<b>(33,035.00)</b>	
<b>Total Expenditures</b>	<b>4,185.93</b>	<b>24,532.37</b>	<b>247,413.20</b>	<b>(222,880.83)</b>	
<b>Net Income (Loss)</b>	<b>5,435.47</b>	<b>26,010.48</b>	<b>92.80</b>	<b>25,917.68</b>	

**Cape St. Claire Improvement Association, Inc.**  
**Profit & Loss - SCBD**  
**November 30, 2019 - Final**

	November Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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%
<b>Total Income</b>	<b>0.00</b>	<b>0.00</b>	<b>450,063.90</b>	<b>-450,063.90</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
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(Conferece/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%
<b>Total General and Administrative</b>	<b>33,199.76</b>	<b>181,989.82</b>	<b>381,326.80</b>	<b>-199,336.98</b>	
<b>Capital Expenditures</b>					
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%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>34,409.57</b>	<b>68,500.00</b>	<b>-34,090.43</b>	
<b>Total Expenditures</b>	<b>33,199.76</b>	<b>216,399.39</b>	<b>449,826.80</b>	<b>-233,427.41</b>	
<b>Net Income (Loss)</b>	<b>-33,199.76</b>	<b>-216,399.39</b>	<b>237.10</b>	<b>-216,636.49</b>	

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## BALANCE SHEET

As of November 30, 2019

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	46,728.95
Payroll Checking - BB&T	1,187.69
<b>Total Checking Accounts</b>	<b>47,916.64</b>
Money Market Accounts	
Maintenance MM - BB&T	89,422.22
Piers MM - BB&T	83,548.11
<b>Total Money Market Accounts</b>	<b>172,970.33</b>
Petty Cash	
Maintenance	250.00
<b>Total Petty Cash</b>	<b>250.00</b>
<b>Total Bank Accounts</b>	<b>\$221,136.97</b>
Accounts Receivable	
Accounts Receivable	1,556.00
<b>Total Accounts Receivable</b>	<b>\$1,556.00</b>
Other Current Assets	
Due From SCBD	75,254.81
Undeposited Funds	1,662.37
<b>Total Other Current Assets</b>	<b>\$76,917.18</b>
<b>Total Current Assets</b>	<b>\$299,610.15</b>
Fixed Assets	
Maintenance	0.00
Accumulated Depreciation	-64,181.58
Equipment	25,570.51
Furniture & Fixtures	2,000.00
Improvements	4,707.00
Land	105,027.20
Paving/Walls	35,607.28
<b>Total Maintenance</b>	<b>108,730.41</b>
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
<b>Total Membership</b>	<b>23,634.27</b>
Piers	
Accumulated Depreciation	-168,424.00
Buildings & Piers	220,307.64
<b>Total Piers</b>	<b>51,883.64</b>
<b>Total Fixed Assets</b>	<b>\$184,248.32</b>

	TOTAL
<b>TOTAL ASSETS</b>	<b>\$483,858.47</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A/P - State Income Tax	53.00
Grants	236.00
Payroll Liabilities	-2,071.47
Prepaid Advertising	1,147.12
Prepaid Maintenance Fees	685.00
Security Deposit Clubhouse	3,285.01
<b>Total Other Current Liabilities</b>	<b>\$3,334.66</b>
<b>Total Current Liabilities</b>	<b>\$3,334.66</b>
<b>Total Liabilities</b>	<b>\$3,334.66</b>
Equity	
Net Assets	
Net Assets-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
<b>Total Net Assets-Piers &amp; Maintenance</b>	<b>448,653.09</b>
<b>Total Net Assets</b>	<b>448,653.09</b>
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24
Retained Earnings	-18,183.76
Net Income	26,010.48
<b>Total Equity</b>	<b>\$480,523.81</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$483,858.47</b>

# SCBD - Cape St. Claire Improvement Association

## BALANCE SHEET

As of November 30, 2019

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

---

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

---

---

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

	December	YTD	Annual	Variance	
	Actual	Actual	Budget	Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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%
<b>Total Income</b>	<b>1.35</b>	<b>1,676.73</b>	<b>113,775.00</b>	<b>(112,105.41)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
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(Conference/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	182.85	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%
<b>Total General and Administrative</b>	<b>7,980.98</b>	<b>21,635.94</b>	<b>80,740.00</b>	<b>(59,104.06)</b>	<b>27%</b>
<b>Capital Expenditures</b>					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>33,035.00</b>	<b>(33,035.00)</b>	
<b>Total Expenditures</b>	<b>7,980.98</b>	<b>21,635.94</b>	<b>113,775.00</b>	<b>(92,139.06)</b>	
<b>Net Income (Loss)</b>	<b>(7,979.63)</b>	<b>(19,959.21)</b>	<b>0.00</b>	<b>(19,966.35)</b>	

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

	December	YTD	Annual	Variance	
	Actual	Actual	Budget	Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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%
<b>Total Income</b>	<b>5,827.34</b>	<b>54,694.81</b>	<b>133,731.00</b>	<b>(79,036.19)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
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(Confrence/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%
<b>Total General and Administrative</b>	<b>4,315.95</b>	<b>15,193.36</b>	<b>133,638.20</b>	<b>(118,444.84)</b>	
<b>Capital Expenditures</b>					
Clubhouse Improvements	0.00	0.00	0.00	0.00	
Beaches and Park Improvements	3,500.00	3,500.00	0.00	0.00	
<b>Total Capital Expenditures</b>	<b>3,500.00</b>	<b>3,500.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>7,815.95</b>	<b>18,693.36</b>	<b>133,638.20</b>	<b>(118,444.84)</b>	
<b>Net Income (Loss)</b>	<b>(1,988.61)</b>	<b>36,001.45</b>	<b>92.80</b>	<b>39,408.65</b>	



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

	December	YTD	Annual	Variance	
	Actual	Actual	Budget	Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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%
<b>Total Income</b>	<b>5,828.69</b>	<b>56,371.54</b>	<b>247,506.00</b>	<b>(191,134.46)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
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	14,580.00	(14,580.00)	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%
<b>Total General and Administrative</b>	<b>12,296.93</b>	<b>36,829.30</b>	<b>214,378.20</b>	<b>(177,548.90)</b>	
<b>Capital Expenditures</b>					
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%
<b>Total Capital Expenditures</b>	<b>3,500.00</b>	<b>3,500.00</b>	<b>33,035.00</b>	<b>(33,035.00)</b>	
<b>Total Expenditures</b>	<b>15,796.93</b>	<b>40,329.30</b>	<b>247,413.20</b>	<b>(210,583.90)</b>	
<b>Net Income (Loss)</b>	<b>(9,968.24)</b>	<b>16,042.24</b>	<b>92.80</b>	<b>10,449.44</b>	

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

	December Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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%
<b>Total Income</b>	<b>267,000.00</b>	<b>267,000.00</b>	<b>450,063.90</b>	<b>-183,063.90</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
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	800.00	-800.00	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%
<b>Total General and Administrative</b>	<b>36,638.56</b>	<b>218,628.38</b>	<b>381,326.80</b>	<b>-162,698.42</b>	
<b>Capital Expenditures</b>					
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%
<b>Total Capital Expenditures</b>	<b>8,122.17</b>	<b>42,531.74</b>	<b>68,500.00</b>	<b>-25,968.26</b>	
<b>Total Expenditures</b>	<b>44,760.73</b>	<b>261,160.12</b>	<b>449,826.80</b>	<b>-188,666.68</b>	
<b>Net Income (Loss)</b>	<b>222,239.27</b>	<b>5,839.88</b>	<b>237.10</b>	<b>5,802.78</b>	

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## BALANCE SHEET As of December 31, 2019

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	44,573.20
Payroll Checking - BB&T	8,348.29
<b>Total Checking Accounts</b>	<b>52,921.49</b>
Money Market Accounts	
Maintenance MM - BB&T	164,424.36
Piers MM - BB&T	75,461.79
<b>Total Money Market Accounts</b>	<b>239,886.15</b>
Petty Cash	
Maintenance	250.00
<b>Total Petty Cash</b>	<b>250.00</b>
<b>Total Bank Accounts</b>	<b>\$293,057.64</b>
Accounts Receivable	
Accounts Receivable	1,595.33
<b>Total Accounts Receivable</b>	<b>\$1,595.33</b>
Other Current Assets	
Due From SCBD	-6,699.10
Undeposited Funds	1,777.37
<b>Total Other Current Assets</b>	<b>\$ -4,921.73</b>
<b>Total Current Assets</b>	<b>\$289,731.24</b>
Fixed Assets	
Maintenance	0.00
Accumulated Depreciation	-64,181.58
Equipment	25,570.51
Furniture & Fixtures	2,000.00
Improvements	4,707.00
Land	105,027.20
Paving/Walls	35,607.28
<b>Total Maintenance</b>	<b>108,730.41</b>
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
<b>Total Membership</b>	<b>23,634.27</b>
Piers	
Accumulated Depreciation	-168,424.00
Buildings & Piers	220,307.64
<b>Total Piers</b>	<b>51,883.64</b>
<b>Total Fixed Assets</b>	<b>\$184,248.32</b>

	TOTAL
<b>TOTAL ASSETS</b>	<b>\$473,979.56</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A/P - State Income Tax	53.00
Grants	236.00
Payroll Liabilities	-2,071.47
Prepaid Advertising	1,147.12
Prepaid Maintenance Fees	685.00
Security Deposit Clubhouse	2,785.01
<b>Total Other Current Liabilities</b>	<b>\$2,834.66</b>
<b>Total Current Liabilities</b>	<b>\$2,834.66</b>
<b>Total Liabilities</b>	<b>\$2,834.66</b>
Equity	
Net Assets	
Net Assets-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
<b>Total Net Assets-Piers &amp; Maintenance</b>	<b>448,653.09</b>
<b>Total Net Assets</b>	<b>448,653.09</b>
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24
Retained Earnings	-17,594.43
Net Income	16,042.24
<b>Total Equity</b>	<b>\$471,144.90</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$473,979.56</b>

# SCBD - Cape St. Claire Improvement Association

## BALANCE SHEET As of December 31, 2019

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

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

	January Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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%
<b>Total Income</b>	<b>101.27</b>	<b>1,778.00</b>	<b>113,775.00</b>	<b>(112,005.41)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
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(Confrence/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%
<b>Total General and Administrative</b>	<b>4,287.95</b>	<b>25,923.89</b>	<b>80,740.00</b>	<b>(54,816.11)</b>	<b>32%</b>
<b>Capital Expenditures</b>					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>33,035.00</b>	<b>(33,035.00)</b>	
<b>Total Expenditures</b>	<b>4,287.95</b>	<b>25,923.89</b>	<b>113,775.00</b>	<b>(87,851.11)</b>	
<b>Net Income (Loss)</b>	<b>(4,186.68)</b>	<b>(24,145.89)</b>	<b>0.00</b>	<b>(24,154.30)</b>	

**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
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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	(14,058.00)	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%
<b>Total Income</b>	<b>16,276.79</b>	<b>70,971.60</b>	<b>133,731.00</b>	<b>(62,759.40)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
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)	28%
7 Legal Services	0.00	0.00	2,000.00	(2,000.00)	0%
8 Membrshp(Confemnce/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	42.62	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%
<b>Total General and Administrative</b>	<b>6,868.86</b>	<b>22,062.22</b>	<b>133,638.20</b>	<b>(111,575.98)</b>	
<b>Capital Expenditures</b>					
Clubhouse Improvements	0.00	0.00	0.00	0.00	
Beaches and Park Improvements	0.00	3,500.00	0.00	0.00	
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>3,500.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>6,868.86</b>	<b>25,562.22</b>	<b>133,638.20</b>	<b>(111,575.98)</b>	
<b>Net Income (Loss)</b>	<b>9,407.93</b>	<b>45,409.38</b>	<b>92.80</b>	<b>48,816.58</b>	

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
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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	8,000.00	10,500.00	(4,500.00)	57%
Interest Income	4.06	26.90	100.00	(73.10)	27%
Late Fees	150.00	985.00	5,600.00	(4,615.00)	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%
<b>Total Income</b>	<b>16,378.06</b>	<b>72,749.60</b>	<b>247,506.00</b>	<b>(174,756.40)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
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	8,875.32	18,200.00	(11,524.68)	37%
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)	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	826.07	2,000.00	(1,373.93)	31%
14 Payroll Expenses & Benefits	37.43	316.83	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	3,800.00	(3,748.80)	4%
<b>Total General and Administrative</b>	<b>11,156.81</b>	<b>47,986.11</b>	<b>214,378.20</b>	<b>(166,392.09)</b>	
<b>Capital Expenditures</b>					
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%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>3,500.00</b>	<b>33,035.00</b>	<b>(33,035.00)</b>	
<b>Total Expenditures</b>	<b>11,156.81</b>	<b>51,486.11</b>	<b>247,413.20</b>	<b>(199,427.09)</b>	
<b>Net Income (Loss)</b>	<b>5,221.25</b>	<b>21,263.49</b>	<b>92.80</b>	<b>24,670.69</b>	



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

	January Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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%
<b>Total Income</b>	<b>0.00</b>	<b>267,000.00</b>	<b>450,063.90</b>	<b>-183,063.90</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
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(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	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	2,843.52	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	589.88	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%
<b>Total General and Administrative</b>	<b>28,172.57</b>	<b>246,800.95</b>	<b>381,326.80</b>	<b>-134,525.85</b>	
<b>Capital Expenditures</b>					
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%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>42,531.74</b>	<b>68,500.00</b>	<b>-25,968.26</b>	
<b>Total Expenditures</b>	<b>28,172.57</b>	<b>289,332.69</b>	<b>449,826.80</b>	<b>-160,494.11</b>	
<b>Net Income (Loss)</b>	<b>-28,172.57</b>	<b>-22,332.69</b>	<b>237.10</b>	<b>-22,569.79</b>	

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## BALANCE SHEET As of January 31, 2020

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	55,505.28
Payroll Checking - BB&T	1,376.62
<b>Total Checking Accounts</b>	<b>56,881.90</b>
Money Market Accounts	
Maintenance MM - BB&T	164,427.15
Piers MM - BB&T	71,544.86
<b>Total Money Market Accounts</b>	<b>235,972.01</b>
Petty Cash	
Maintenance	250.00
<b>Total Petty Cash</b>	<b>250.00</b>
<b>Total Bank Accounts</b>	<b>\$293,103.91</b>
Accounts Receivable	
Accounts Receivable	1,605.33
<b>Total Accounts Receivable</b>	<b>\$1,605.33</b>
Other Current Assets	
Due From Cape St. Claire	14,863.10
Due From SCBD	-14,415.44
Undeposited Funds	1,187.37
<b>Total Other Current Assets</b>	<b>\$1,635.03</b>
<b>Total Current Assets</b>	<b>\$296,344.27</b>
Fixed Assets	
Maintenance	
Accumulated Depreciation	-64,181.58
Equipment	25,570.51
Furniture & Fixtures	2,000.00
Improvements	4,707.00
Land	105,027.20
Paving/Walls	35,607.28
<b>Total Maintenance</b>	<b>108,730.41</b>
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
<b>Total Membership</b>	<b>23,634.27</b>

	TOTAL
<b>Piers</b>	
Accumulated Depreciation	-168,424.00
Buildings & Piers	220,307.64
<b>Total Piers</b>	51,883.64
<b>Total Fixed Assets</b>	<b>\$184,248.32</b>
<b>TOTAL ASSETS</b>	<b>\$480,592.59</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
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
<b>Total Other Current Liabilities</b>	<b>\$4,216.44</b>
<b>Total Current Liabilities</b>	<b>\$4,216.44</b>
<b>Total Liabilities</b>	<b>\$4,216.44</b>
<b>Equity</b>	
<b>Net Assets</b>	
Net Assets-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
<b>Total Net Assets-Piers &amp; Maintenance</b>	<b>448,653.09</b>
<b>Total Net Assets</b>	<b>448,653.09</b>
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24
Retained Earnings	-17,584.43
Net Income	21,263.49
<b>Total Equity</b>	<b>\$476,376.15</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$480,592.59</b>

# SCBD - Cape St. Claire Improvement Association

## BALANCE SHEET

As of January 31, 2020

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

**Cape St. Claire Improvement Association, Inc.**  
**Profit & Loss - Piers**  
**February 29, 2020 - Final**

	February Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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%
<b>Total Income</b>	<b>24,946.20</b>	<b>26,724.20</b>	<b>113,775.00</b>	<b>(87,060.41)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
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(Confrence/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	
<b>Total General and Administrative</b>	<b>2,446.75</b>	<b>28,370.64</b>	<b>80,740.00</b>	<b>(52,369.36)</b>	<b>35%</b>
<b>Capital Expenditures</b>					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>33,035.00</b>	<b>(33,035.00)</b>	
<b>Total Expenditures</b>	<b>2,446.75</b>	<b>28,370.64</b>	<b>113,775.00</b>	<b>(85,404.36)</b>	
<b>Net Income (Loss)</b>	<b>22,499.45</b>	<b>(1,646.44)</b>	<b>0.00</b>	<b>(1,656.05)</b>	

**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
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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%
<b>Total Income</b>	<b>19,897.60</b>	<b>91,419.20</b>	<b>133,731.00</b>	<b>(42,311.80)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
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(Conference/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)	8%
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%
<b>Total General and Administrative</b>	<b>9,959.00</b>	<b>32,021.22</b>	<b>133,638.20</b>	<b>(101,616.98)</b>	
<b>Capital Expenditures</b>					
Clubhouse Improvements	0.00	0.00	0.00	0.00	
Beaches and Park Improvements	0.00	3,500.00	0.00	0.00	
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>3,500.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>9,959.00</b>	<b>35,521.22</b>	<b>133,638.20</b>	<b>(101,616.98)</b>	
<b>Net Income (Loss)</b>	<b>9,938.60</b>	<b>55,897.98</b>	<b>92.80</b>	<b>59,305.18</b>	

**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
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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%
<b>Total Income</b>	<b>44,843.80</b>	<b>118,143.40</b>	<b>247,506.00</b>	<b>(129,362.60)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
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 Capar/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(Confrence/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%
<b>Total General and Administrative</b>	<b>12,405.75</b>	<b>60,391.86</b>	<b>214,378.20</b>	<b>(153,986.34)</b>	
<b>Capital Expenditures</b>					
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%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>3,500.00</b>	<b>33,035.00</b>	<b>(33,035.00)</b>	
<b>Total Expenditures</b>	<b>12,405.75</b>	<b>63,891.86</b>	<b>247,413.20</b>	<b>(187,021.34)</b>	
<b>Net Income (Loss)</b>	<b>32,438.05</b>	<b>54,251.54</b>	<b>92.80</b>	<b>57,658.74</b>	

**Cape St. Claire Improvement Association, Inc.**  
**Profit & Loss - SCBD**  
**February 29, 2020 - Final**

	February Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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%
<b>Total Income</b>	<b>0.00</b>	<b>267,000.00</b>	<b>450,063.90</b>	<b>-183,063.90</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
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%
<b>Total General and Administrative</b>	<b>19,646.16</b>	<b>266,447.11</b>	<b>381,326.80</b>	<b>-114,879.69</b>	
<b>Capital Expenditures</b>					
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%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>42,531.74</b>	<b>68,500.00</b>	<b>-25,968.26</b>	
<b>Total Expenditures</b>	<b>19,646.16</b>	<b>308,978.85</b>	<b>449,826.80</b>	<b>-140,847.95</b>	
<b>Net Income (Loss)</b>	<b>-19,646.16</b>	<b>-41,978.85</b>	<b>237.10</b>	<b>-42,215.95</b>	



# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## BALANCE SHEET

As of February 29, 2020

	TOTAL
<b>ASSETS</b>	
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
<b>Total Checking Accounts</b>	<b>75,494.42</b>
Money Market Accounts	
Maintenance MM - BB&T	162,629.30
Piers MM - BB&T	86,729.31
<b>Total Money Market Accounts</b>	<b>249,358.61</b>
Petty Cash	
Maintenance	250.00
Piers	0.00
<b>Total Petty Cash</b>	<b>250.00</b>
<b>Total Bank Accounts</b>	<b>\$325,103.03</b>
Accounts Receivable	
Accounts Receivable	1,605.33
<b>Total Accounts Receivable</b>	<b>\$1,605.33</b>
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
<b>Total Other Current Assets</b>	<b>\$2,338.96</b>
<b>Total Current Assets</b>	<b>\$329,047.32</b>

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## BALANCE SHEET

As of February 29, 2020

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

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## BALANCE SHEET As of February 29, 2020

	TOTAL
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0.00
<b>Total Accounts Payable</b>	<b>\$0.00</b>
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
<b>Total Other Current Liabilities</b>	<b>\$4,481.44</b>
<b>Total Current Liabilities</b>	<b>\$4,481.44</b>
Long-Term Liabilities	
Note Payable - Land	0.00
Note Payable - VA Escrow	0.00
<b>Total Long-Term Liabilities</b>	<b>\$0.00</b>
<b>Total Liabilities</b>	<b>\$4,481.44</b>
Equity	
Net Assets	
Net Assots-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
<b>Total Net Assets-Piers &amp; Maintenance</b>	<b>448,653.09</b>
<b>Total Net Assets</b>	<b>448,653.09</b>
Net Assets-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
<b>Total Equity</b>	<b>\$508,814.20</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$513,295.64</b>

# SCBD - Cape St. Claire Improvement Association

BALANCE SHEET  
As of February 29, 2020

	TOTAL
<b>ASSETS</b>	
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
<b>TOTAL ASSETS</b>	<b>\$120,075.32</b>
<b>LIABILITIES AND EQUITY</b>	
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
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$120,075.32</b>

# Cape St. Claire Improvement Association, Inc.

## Profit & Loss - Piers

March 31, 2020 - Final

	March Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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%
<b>Total Income</b>	<b>67,716.90</b>	<b>94,441.10</b>	<b>113,775.00</b>	<b>(19,345.41)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
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	
<b>Total General and Administrative</b>	<b>2,877.21</b>	<b>31,247.85</b>	<b>80,740.00</b>	<b>(49,492.15)</b>	<b>39%</b>
<b>Capital Expenditures</b>					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>33,035.00</b>	<b>(33,035.00)</b>	
<b>Total Expenditures</b>	<b>2,877.21</b>	<b>31,247.85</b>	<b>113,775.00</b>	<b>(82,527.15)</b>	
<b>Net Income (Loss)</b>	<b>64,839.69</b>	<b>63,193.25</b>	<b>0.00</b>	<b>63,181.74</b>	

**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
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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%
<b>Total Income</b>	<b>8,162.72</b>	<b>99,581.92</b>	<b>133,731.00</b>	<b>(34,149.08)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
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(Confrence/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%
<b>Total General and Administrative</b>	<b>13,519.26</b>	<b>45,540.48</b>	<b>133,638.20</b>	<b>(88,097.72)</b>	
<b>Capital Expenditures</b>					
Clubhouse Improvements	0.00	0.00	0.00	0.00	
Beaches and Park Improvements	0.00	3,500.00	0.00	0.00	
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>3,500.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>13,519.26</b>	<b>49,040.48</b>	<b>133,638.20</b>	<b>(88,097.72)</b>	
<b>Net Income (Loss)</b>	<b>(5,356.54)</b>	<b>50,541.44</b>	<b>92.80</b>	<b>53,948.64</b>	

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

	March	YTD	Annual	Variance	
	Actual	Actual	Budget	Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Caper Advertising	1,155.00	28,493.00	40,000.00	(13,507.00)	86%
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	2,830.00	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%
<b>Total Income</b>	<b>75,879.62</b>	<b>194,023.02</b>	<b>247,506.00</b>	<b>(53,482.98)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
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(Conference/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%
<b>Total General and Administrative</b>	<b>16,396.47</b>	<b>76,788.33</b>	<b>214,376.20</b>	<b>(137,589.87)</b>	
<b>Capital Expenditures</b>					
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%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>3,500.00</b>	<b>33,035.00</b>	<b>(33,035.00)</b>	
<b>Total Expenditures</b>	<b>16,396.47</b>	<b>80,288.33</b>	<b>247,413.20</b>	<b>(170,624.87)</b>	
<b>Net Income (Loss)</b>	<b>59,483.15</b>	<b>113,734.69</b>	<b>92.80</b>	<b>117,141.89</b>	



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

	March Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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%
<b>Total Income</b>	<b>140,030.00</b>	<b>407,030.00</b>	<b>450,063.90</b>	<b>-43,033.90</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
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(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	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%
<b>Total General and Administrative</b>	<b>18,423.64</b>	<b>284,870.75</b>	<b>381,326.80</b>	<b>-96,456.05</b>	
<b>Capital Expenditures</b>					
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%
<b>Total Capital Expenditures</b>	<b>8,497.25</b>	<b>51,028.99</b>	<b>68,500.00</b>	<b>-17,471.01</b>	
<b>Total Expenditures</b>	<b>26,920.89</b>	<b>335,899.74</b>	<b>449,826.80</b>	<b>-113,927.06</b>	
<b>Net Income (Loss)</b>	<b>113,109.11</b>	<b>71,130.26</b>	<b>237.10</b>	<b>70,893.16</b>	

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## BALANCE SHEET

As of March 31, 2020

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	78,264.31
Payroll Checking - BB&T	1,044.32
<b>Total Checking Accounts</b>	<b>79,308.63</b>
Money Market Accounts	
Maintenance MM - BB&T	157,958.55
Piers MM - BB&T	146,754.00
<b>Total Money Market Accounts</b>	<b>304,712.55</b>
Petty Cash	
Maintenance	250.00
<b>Total Petty Cash</b>	<b>250.00</b>
<b>Total Bank Accounts</b>	<b>\$384,271.18</b>
Accounts Receivable	
Accounts Receivable	1,605.33
<b>Total Accounts Receivable</b>	<b>\$1,605.33</b>
Other Current Assets	
Due From Cape St. Claire	14,863.10
Due From SCBD	-14,266.51
Undeposited Funds	1,807.37
<b>Total Other Current Assets</b>	<b>\$2,403.96</b>
<b>Total Current Assets</b>	<b>\$388,280.47</b>
Fixed Assets	
Maintenance	0.00
Accumulated Depreciation	-64,181.58
Equipment	25,570.51
Furniture & Fixtures	2,000.00
Improvements	4,707.00
Land	105,027.20
Paving/Walls	35,607.28
<b>Total Maintenance</b>	<b>108,730.41</b>
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
<b>Total Membership</b>	<b>23,634.27</b>
Piers	
Accumulated Depreciation	-168,424.00
Buildings & Piers	220,307.64
<b>Total Piers</b>	<b>51,883.64</b>

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## BALANCE SHEET

As of March 31, 2020

	TOTAL
Total Fixed Assets	\$184,248.32
<b>TOTAL ASSETS</b>	<b>\$572,528.79</b>
<b>LIABILITIES AND EQUITY</b>	
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	<b>\$4,231.44</b>
Total Current Liabilities	<b>\$4,231.44</b>
Total Liabilities	<b>\$4,231.44</b>
Equity	
Net Assets	
Net Assets-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
Total Net Assets-Piers & Maintenance	<b>448,653.09</b>
Total Net Assets	<b>448,653.09</b>
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	<b>\$568,297.35</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$572,528.79</b>

# SCBD - Cape St. Claire Improvement Association

## BALANCE SHEET

As of March 31, 2020

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

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

	April Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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%
<b>Total Income</b>	<b>3,767.33</b>	<b>98,208.43</b>	<b>113,775.00</b>	<b>(15,580.41)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
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(Confrence/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	
<b>Total General and Administrative</b>	<b>4,318.41</b>	<b>35,566.26</b>	<b>80,740.00</b>	<b>(45,173.74)</b>	<b>44%</b>
<b>Capital Expenditures</b>					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>33,035.00</b>	<b>(33,035.00)</b>	
<b>Total Expenditures</b>	<b>4,318.41</b>	<b>35,566.26</b>	<b>113,775.00</b>	<b>(78,208.74)</b>	
<b>Net Income (Loss)</b>	<b>(551.08)</b>	<b>62,642.17</b>	<b>0.00</b>	<b>62,628.33</b>	

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

	April	YTD	Annual	Variance	
	Actual	Actual	Budget	Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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%
<b>Total Income</b>	<b>5,967.44</b>	<b>105,549.36</b>	<b>133,731.00</b>	<b>(28,181.64)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
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(Confrence/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-Asst. Administrator	3,660.56	9,556.69	9,560.00	(3.31)	100%
25 Wages-Adminstrator	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%
<b>Total General and Administrative</b>	<b>15,584.31</b>	<b>61,124.79</b>	<b>133,638.20</b>	<b>(72,513.41)</b>	
<b>Capital Expenditures</b>					
Clubhouse Improvements	0.00	0.00	0.00	0.00	
Beaches and Park Improvements	0.00	3,500.00	0.00	0.00	
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>3,500.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>15,584.31</b>	<b>64,624.79</b>	<b>133,638.20</b>	<b>(72,513.41)</b>	
<b>Net Income (Loss)</b>	<b>(9,616.87)</b>	<b>40,924.57</b>	<b>92.80</b>	<b>44,331.77</b>	

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

	April	YTD	Annual	Variance	
	Actual	Actual	Budget	Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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	10,600.00	(1,650.00)	84%
Interest Income	4.77	40.09	100.00	(59.91)	40%
Late Fees	825.00	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	96,583.00	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	1,810.00	2,000.00	(390.00)	81%
<b>Total Income</b>	<b>9,734.77</b>	<b>203,757.79</b>	<b>247,506.00</b>	<b>(43,748.21)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
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	(3,081.00)	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(Conferece/Training/Dues)	0.00	0.00	800.00	(800.00)	0%
10 Voluntr Apprec(Refreshments/Misc)	0.00	187.18	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%
<b>Total General and Administrative</b>	<b>19,902.72</b>	<b>96,691.05</b>	<b>214,378.20</b>	<b>(117,687.15)</b>	
<b>Capital Expenditures</b>					
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%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>3,500.00</b>	<b>33,035.00</b>	<b>(33,035.00)</b>	
<b>Total Expenditures</b>	<b>19,902.72</b>	<b>100,191.05</b>	<b>247,413.20</b>	<b>(150,722.15)</b>	
<b>Net Income (Loss)</b>	<b>(10,167.95)</b>	<b>103,566.74</b>	<b>92.80</b>	<b>106,973.94</b>	

**Cape St. Claire Improvement Association, Inc.**  
**Profit Loss - SCBD**  
**April 30, 2020 - Final**

	April Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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%
<b>Total Income</b>	0.00	407,030.00	450,063.90	-43,033.90	
<b>Expense</b>					
<b>General and Administrative</b>					
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	20.88	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(Conferece/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	683.55	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	36,352.67	35,360.00	-7.33	100%
30 Wages-Assst Administrator	0.00	2,965.54	3,000.00	-34.46	99%
31 Wages-Assst 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	1,465.00	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%
<b>Total General and Administrative</b>	11,281.29	296,131.06	381,326.80	-85,195.74	
<b>Capital Expenditures</b>					
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%
<b>Total Capital Expenditures</b>	10,800.00	61,828.99	68,500.00	-6,671.01	
<b>Total Expenditures</b>	22,081.29	357,960.05	449,826.80	-91,866.75	
<b>Net Income (Loss)</b>	-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
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	66,658.31
Payroll Checking - BB&T	1,227.69
<b>Total Checking Accounts</b>	<b>67,886.00</b>
Money Market Accounts	
Maintenance MM - BB&T	147,374.20
Piers MM - BB&T	157,878.03
<b>Total Money Market Accounts</b>	<b>305,252.23</b>
Petty Cash	
Maintenance	250.00
<b>Total Petty Cash</b>	<b>250.00</b>
<b>Total Bank Accounts</b>	<b>\$373,388.23</b>
Accounts Receivable	
Accounts Receivable	1,605.33
<b>Total Accounts Receivable</b>	<b>\$1,605.33</b>
Other Current Assets	
Due From Cape St. Claire	14,863.10
Due From SCBD	-14,266.51
Undeposited Funds	2,022.37
<b>Total Other Current Assets</b>	<b>\$2,618.96</b>
<b>Total Current Assets</b>	<b>\$377,612.52</b>
Fixed Assets	
Maintenance	0.00
Accumulated Depreciation	-64,181.58
Equipment	25,570.51
Furniture & Fixtures	2,000.00
Improvements	4,707.00
Land	105,027.20
Paving/Walls	35,607.28
<b>Total Maintenance</b>	<b>108,730.41</b>
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
<b>Total Membership</b>	<b>23,634.27</b>

# 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
<b>Total Piers</b>	<b>51,883.64</b>
<b>Total Fixed Assets</b>	<b>\$184,248.32</b>
<b>TOTAL ASSETS</b>	<b>\$561,860.84</b>
<b>LIABILITIES AND EQUITY</b>	
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
<b>Total Other Current Liabilities</b>	<b>\$3,731.44</b>
<b>Total Current Liabilities</b>	<b>\$3,731.44</b>
<b>Total Liabilities</b>	<b>\$3,731.44</b>
Equity	
Net Assets	
Net Assets-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
<b>Total Net Assets-Piers &amp; Maintenance</b>	<b>448,653.09</b>
<b>Total Net Assets</b>	<b>448,653.09</b>
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24
Retained Earnings	-18,134.43
Net Income	103,566.74
<b>Total Equity</b>	<b>\$558,129.40</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$561,860.84</b>

# SCBD - Cape St. Claire Improvement Association

## BALANCE SHEET

As of April 30, 2020

	TOTAL
<b>ASSETS</b>	
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
<b>TOTAL ASSETS</b>	<b>\$211,124.12</b>
<b>LIABILITIES AND EQUITY</b>	
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
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$211,124.12</b>

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

	May	YTD	Annual	Variance	
	Actual	Actual	Budget	Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Interest Income	1.32	16.75	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	300.00	1,700.00	1,500.00	200.00	113%
Rentals/ Slips	2,425.00	99,103.00	99,040.00	63.00	100%
<b>Total Income</b>	<b>2,726.32</b>	<b>101,019.75</b>	<b>113,775.00</b>	<b>(12,770.41)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
1 Accounting Fees	95.70	957.00	1,500.00	(543.00)	64%
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	486.23	1,005.70	2,600.00	(1,594.30)	39%
10 Permits	0.00	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	1,182.57	5,261.71	15,590.00	(10,328.29)	34%
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	33.86	6,975.66	8,000.00	(1,024.34)	87%
19 Trash Collection	0.00	0.00	250.00	(250.00)	0%
20 Utilities	0.00	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	3,969.94	4,266.94	5,000.00	(733.06)	85%
23 Wages-Asst. Administrator	381.50	3,026.50	6,000.00	(2,973.50)	50%
24 Wages-Handyman	298.19	3,384.32	3,500.00	(115.68)	97%
25 Wages-Pumpout Attendant	0.00	0.00	500.00	(500.00)	0%
26 Web Site	0.00	151.20	0.00	151.20	
<b>Total General and Administrative</b>	<b>6,447.99</b>	<b>42,014.25</b>	<b>80,740.00</b>	<b>(38,725.75)</b>	<b>52%</b>
<b>Capital Expenditures</b>					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>33,035.00</b>	<b>(33,035.00)</b>	
<b>Total Expenditures</b>	<b>6,447.99</b>	<b>42,014.25</b>	<b>113,775.00</b>	<b>(71,760.75)</b>	
<b>Net Income (Loss)</b>	<b>(3,721.67)</b>	<b>59,005.50</b>	<b>0.00</b>	<b>58,990.34</b>	

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

	May	YTD	Annual	Variance	
	Actual	Actual	Budget	Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Caper Advertising	1,010.00	28,848.00	40,000.00	(11,152.00)	72%
BLOA Contribution	0.00	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	854.99	23,663.99	25,000.00	(1,336.01)	95%
HOA Packets	1,200.00	10,050.00	10,500.00	(450.00)	96%
Interest Income	1.00	25.66	100.00	(74.34)	26%
Late Fees	760.01	4,195.01	5,500.00	(1,304.99)	76%
Miscellaneous Income	300.00	3,375.20	4,000.00	(624.80)	84%
Clubhouse - Rental Income	0.00	35,322.50	38,500.00	(3,177.50)	92%
Stickers	170.00	1,780.00	2,000.00	(220.00)	89%
<b>Total Income</b>	<b>4,296.00</b>	<b>109,780.36</b>	<b>133,731.00</b>	<b>(23,970.64)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
1 Accounting Fees	118.80	1,188.00	2,000.00	(812.00)	59%
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	3,650.59	11,704.96	20,000.00	(8,295.04)	59%
5 Clubhouse Custodial Svcs	1,609.08	16,165.59	11,500.00	4,665.59	141%
6 Insurance	2,762.00	10,760.82	11,000.00	(239.18)	98%
7 Legal Services	26,754.93	29,356.70	2,000.00	27,356.70	1468%
8 Membrshp(Confrence/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	1,316.15	3,334.54	6,648.20	(3,313.66)	50%
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	387.00	3,296.51	12,500.00	(9,203.49)	26%
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	42.04	466.34	350.00	116.34	133%
22 Utilities	0.00	361.30	200.00	161.30	181%
23 Wages-Town Manager	6,000.02	12,000.04	14,500.00	(2,499.96)	83%
24 Wages-Administrator	0.00	9,556.69	9,560.00	(3.31)	100%
25 Wages-Asst. Administrator	0.00	87.75	2,500.00	(2,412.25)	4%
26 Wages-Beach Attendants	481.00	1,279.00	13,000.00	(11,721.00)	10%
27 Wages-Code Enforcement	0.00	0.00	2,080.00	(2,080.00)	0%
28 Wages-Groundskeeper	985.19	985.19	9,500.00	(8,514.81)	10%
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%
<b>Total General and Administrative</b>	<b>44,106.80</b>	<b>105,231.59</b>	<b>133,638.20</b>	<b>(28,406.61)</b>	
<b>Capital Expenditures</b>					
Clubhouse Improvements	0.00	0.00	0.00	0.00	
Beaches and Park Improvements	0.00	3,500.00	0.00	0.00	
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>3,500.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>44,106.80</b>	<b>108,731.59</b>	<b>133,638.20</b>	<b>(28,406.61)</b>	
<b>Net Income (Loss)</b>	<b>(39,810.80)</b>	<b>1,028.77</b>	<b>92.80</b>	<b>4,435.97</b>	

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

	May Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Caper Advertising	1,010.00	28,848.00	40,000.00	(11,152.00)	72%
BLOA Contribution	0.00	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	854.99	23,663.99	25,000.00	(1,336.01)	95%
HOA Packets	1,200.00	10,050.00	10,500.00	(450.00)	96%
Interest Income	2.32	42.41	100.00	(57.59)	42%
Late Fees	760.01	4,195.01	5,600.00	(1,404.99)	75%
Miscellaneous Income	300.00	3,575.20	4,100.00	(524.80)	87%
Clubhouse - Rental Income	0.00	35,407.50	38,500.00	(3,092.50)	92%
Rentals/ Slips	2,425.00	99,018.00	99,040.00	(22.00)	100%
Piers - Capital Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Wait List Fee	300.00	1,700.00	1,500.00	200.00	113%
Stickers	170.00	1,780.00	2,000.00	(220.00)	89%
<b>Total Income</b>	<b>7,022.32</b>	<b>210,780.11</b>	<b>247,506.00</b>	<b>(36,725.89)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
1 Accounting Fees	214.50	2,145.00	3,500.00	(1,355.00)	61%
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	3,650.59	11,704.96	20,000.00	(8,295.04)	59%
5 Clubhouse Custodial Svcs	1,609.08	16,165.59	11,500.00	4,665.59	141%
6 Front Foot Assessment	0.00	1,170.00	1,700.00	(530.00)	69%
7 Insurance	2,762.00	14,233.32	18,200.00	(3,966.68)	78%
8 Legal Services	26,754.93	29,356.70	5,000.00	24,356.70	587%
9 Membrshp(Confrence/Training/Dues)	0.00	0.00	800.00	(800.00)	0%
10 Voluntr Apprac(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	1,802.38	4,340.24	9,248.20	(4,907.96)	47%
15 Permits	0.00	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	1,569.57	8,558.22	28,090.00	(19,531.78)	30%
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	75.90	7,442.00	8,350.00	(908.00)	89%
24 Trash Collection	0.00	0.00	250.00	(250.00)	0%
25 Utilities	0.00	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	12,000.04	19,500.00	(7,499.96)	62%
28 Wages-Administrator	3,989.94	13,823.63	14,560.00	(736.37)	95%
29 Wages-Asst. Administrator	381.50	3,114.25	8,500.00	(5,385.75)	37%
30 Wages-Beach Attendant	481.00	1,279.00	13,000.00	(11,721.00)	10%
31 Wages-Code Enforcement	0.00	0.00	2,080.00	(2,080.00)	0%
32 Wages-Groundskeeper	985.19	985.19	9,500.00	(8,514.81)	10%
33 Wages-Handyman	298.19	3,384.32	3,500.00	(115.68)	97%
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%
<b>Total General and Administrative</b>	<b>50,554.79</b>	<b>147,245.84</b>	<b>214,378.20</b>	<b>(67,132.36)</b>	
<b>Capital Expenditures</b>					
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%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>3,500.00</b>	<b>33,035.00</b>	<b>(33,035.00)</b>	
<b>Total Expenditures</b>	<b>50,554.79</b>	<b>150,745.84</b>	<b>247,413.20</b>	<b>(100,167.36)</b>	
<b>Net Income (Loss)</b>	<b>(43,532.47)</b>	<b>60,034.27</b>	<b>92.80</b>	<b>63,441.47</b>	

**Cape St. Claire Improvement Association, Inc.**  
**Profit Loss - SCBD**  
**May 31, 2020 - Final**

	May Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
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%
<b>Total Income</b>	<b>0.00</b>	<b>407,030.00</b>	<b>450,063.90</b>	<b>-43,033.90</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
1 Accounting Fees	335.50	4,023.51	5,500.00	-1,476.49	73%
2 Audit Expenses	0.00	3,750.00	5,300.00	-1,550.00	71%
3 Bank Charges	20.98	228.77	0.00	228.77	
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(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	1,920.00	11,520.00	14,000.00	-2,480.00	82%
14 Office Supplies/Expense	194.87	3,021.58	5,000.00	-1,978.42	60%
15 Payroll Expenses & Benefits	268.06	17,896.26	22,991.80	-5,095.54	78%
16 Permits	0.00	93.99	500.00	-406.01	19%
17 Postage	0.00	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	1,103.47	18,481.98	37,500.00	-19,018.02	49%
21 Sanitary Services	465.00	5,487.50	8,000.00	-2,512.50	69%
22 Sewer	0.00	432.93	500.00	-67.07	87%
23 Signage	0.00	0.00	600.00	-600.00	0%
24 Telecommunications & Internet	118.72	1,450.06	3,700.00	-2,249.94	39%
25 Trash Collection	417.76	4,880.81	5,000.00	-119.19	98%
26 Utilities	0.00	9,069.27	10,000.00	-930.73	91%
27 Vehicle Fuel & Maintenance	0.00	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	1,950.00	2,400.00	-450.00	81%
32 Wages-Beach Attendant	44.00	13,497.76	13,500.00	-2.24	100%
33 Wages-Code Enforcement	0.00	0.00	520.00	-520.00	0%
34 Wages-Custodial Services	0.00	1,465.00	2,060.00	-595.00	71%
35 Wages-Groundskeeper	968.20	15,480.29	15,500.00	-19.71	100%
36 Wages-Security Patrol	2,002.00	24,057.01	46,000.00	-21,942.99	52%
37 Website/Technology	362.21	4,157.58	6,100.00	-1,942.42	68%
<b>Total General and Administrative</b>	<b>8,370.77</b>	<b>304,356.34</b>	<b>381,326.80</b>	<b>-76,970.46</b>	
<b>Capital Expenditures</b>					
Beaches & Parks Improvements	0.00	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	41,082.13	41,000.00	82.13	100%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>61,613.24</b>	<b>68,500.00</b>	<b>-6,886.76</b>	
<b>Total Expenditures</b>	<b>8,370.77</b>	<b>365,969.58</b>	<b>449,826.80</b>	<b>-83,857.22</b>	
<b>Net Income (Loss)</b>	<b>-8,370.77</b>	<b>41,060.42</b>	<b>237.10</b>	<b>40,823.32</b>	

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## BALANCE SHEET

As of May 31, 2020

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	67,658.31
Payroll Checking - BB&T	1,547.79
<b>Total Checking Accounts</b>	<b>69,206.10</b>
Money Market Accounts	
Maintenance MM - BB&T	105,358.40
Piers MM - BB&T	154,646.36
<b>Total Money Market Accounts</b>	<b>260,004.76</b>
Petty Cash	
Maintenance	250.00
<b>Total Petty Cash</b>	<b>250.00</b>
<b>Total Bank Accounts</b>	<b>\$329,460.86</b>
Accounts Receivable	
Accounts Receivable	1,705.33
<b>Total Accounts Receivable</b>	<b>\$1,705.33</b>
Other Current Assets	
Due From SCBD	-105.29
Undeposited Funds	1,487.37
<b>Total Other Current Assets</b>	<b>\$1,382.08</b>
<b>Total Current Assets</b>	<b>\$332,548.27</b>



# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## BALANCE SHEET

As of May 31, 2020

	TOTAL
<b>Fixed Assets</b>	
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
<b>Total Maintenance</b>	<b>108,730.41</b>
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
<b>Total Membership</b>	<b>23,634.27</b>
Piers	
Accumulated Depreciation	-168,424.00
Buildings & Piers	220,307.64
<b>Total Piers</b>	<b>-51,883.64</b>
<b>Total Fixed Assets</b>	<b>\$184,248.32</b>
<b>TOTAL ASSETS</b>	<b>\$516,796.59</b>

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## BALANCE SHEET

As of May 31, 2020

	TOTAL
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A/P - State Income Tax	53.00
Grants	236.00
Payroll Liabilities	-2,071.47
Prepaid Advertising	1,147.12
Prepaid Maintenance Fees	685.00
Security Deposit Clubhouse	2,050.01
<b>Total Other Current Liabilities</b>	<b>\$2,099.66</b>
<b>Total Current Liabilities</b>	<b>\$2,099.66</b>
<b>Total Liabilities</b>	<b>\$2,099.66</b>
Equity	
Net Assets	
Net Assets-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
<b>Total Net Assets-Piers &amp; Maintenance</b>	<b>448,653.09</b>
<b>Total Net Assets</b>	<b>448,653.09</b>
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24
Retained Earnings	-18,034.43
Net Income	60,034.27
<b>Total Equity</b>	<b>\$514,696.93</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$516,796.59</b>

# SCBD - Cape St. Claire Improvement Association

## BALANCE SHEET

As of May 31, 2020

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Cash Held by the County	54.98
Checking Accounts	
BB&T Checking -7627	215.75
SCBD Checking - BB&T	201,551.24
<b>Total Checking Accounts</b>	<b>201,766.99</b>
Money Market Accounts	
SCBD MM - BB&T	579.63
<b>Total Money Market Accounts</b>	<b>579.63</b>
Petty Cash	
SCBD	0.00
<b>Total Petty Cash</b>	<b>0.00</b>
<b>Total Bank Accounts</b>	<b>\$202,401.60</b>
Accounts Receivable	
Accounts Receivable	607.50
<b>Total Accounts Receivable</b>	<b>\$607.50</b>
Other Current Assets	
*Undeposited Funds	0.00
Due from Cape St. Claire	0.00
<b>Total Other Current Assets</b>	<b>\$0.00</b>
<b>Total Current Assets</b>	<b>\$203,009.10</b>
Other Assets	
WIP - Shoreline Erosion Restoration	132,172.50
<b>Total Other Assets</b>	<b>\$132,172.50</b>
<b>TOTAL ASSETS</b>	<b>\$335,181.60</b>

# SCBD - Cape St. Claire Improvement Association

## BALANCE SHEET

As of May 31, 2020

	TOTAL
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0.00
<b>Total Accounts Payable</b>	<b>\$0.00</b>
Other Current Liabilities	
Due to Cape St. Claire	-105.29
Payroll Liabilities	
SCBD	0.00
<b>Total Payroll Liabilities</b>	<b>0.00</b>
SCBD Rainy Day Fund	0.00
<b>Total Other Current Liabilities</b>	<b>\$-105.29</b>
<b>Total Current Liabilities</b>	<b>\$-165.29</b>
Long-Term Liabilities	
N/P - BB&T	132,172.50
<b>Total Long-Term Liabilities</b>	<b>\$132,172.50</b>
<b>Total Liabilities</b>	<b>\$132,007.21</b>
Equity	
Net Assets-SCBD	170,531.03
Net Assets-Caper	0.00
Net Assets-Clubhouse	0.00
Net Assets-Regular	0.00
<b>Total Net Assets-SCBD</b>	<b>170,531.03</b>
Retained Earnings	-8,477.06
Net Income	41,060.42
<b>Total Equity</b>	<b>\$203,114.39</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$335,181.60</b>

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

	June Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Interest Income	14.59	31.34	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	200.00	1,900.00	1,500.00	400.00	127%
Rentals/ Slips	2,350.00	101,453.00	99,040.00	2,413.00	102%
<b>Total Income</b>	<b>2,564.59</b>	<b>103,584.34</b>	<b>113,775.00</b>	<b>(10,220.41)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
1 Accounting Fees	191.40	1,148.40	1,500.00	(351.60)	77%
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	518.45	518.45	3,000.00	(2,481.55)	17%
6 Membrshp(Confrence/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	1,210.13	2,215.83	2,600.00	(384.17)	85%
10 Permits	0.00	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	5,128.78	10,390.49	15,590.00	(5,199.51)	67%
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	1,267.76	8,243.42	8,000.00	243.42	103%
19 Trash Collection	298.57	298.57	250.00	48.57	119%
20 Utilities	995.78	10,818.97	14,000.00	(3,181.03)	77%
21 Wages-Town Manager	5,000.00	5,000.00	5,000.00	0.00	100%
22 Wages-Administrator	355.13	4,622.07	5,000.00	(377.93)	92%
23 Wages-Asst. Administrator	434.00	3,460.50	6,000.00	(2,539.50)	58%
24 Wages-Handyman	320.25	3,704.57	3,500.00	204.57	106%
25 Wages-Pumpout Attendant	0.00	0.00	500.00	(500.00)	0%
26 Web Site	0.00	151.20	0.00	151.20	
<b>Total General and Administrative</b>	<b>15,720.25</b>	<b>57,734.50</b>	<b>80,740.00</b>	<b>(23,005.50)</b>	<b>72%</b>
<b>Capital Expenditures</b>					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>33,035.00</b>	<b>(33,035.00)</b>	
<b>Total Expenditures</b>	<b>15,720.25</b>	<b>57,734.50</b>	<b>113,775.00</b>	<b>(56,040.50)</b>	
<b>Net Income (Loss)</b>	<b>(13,155.66)</b>	<b>45,849.84</b>	<b>0.00</b>	<b>45,820.09</b>	

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

	June Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Caper Advertising	4,265.00	33,113.00	40,000.00	(6,887.00)	83%
BLOA Contribution	0.00	2,500.00	5,079.00	(2,579.00)	49%
CSSC Contribution	1,250.00	1,250.00	3,052.00	(1,802.00)	41%
Maintenance Fees	1,210.00	24,873.99	25,000.00	(126.01)	99%
HOA Packets	1,800.00	11,850.00	10,500.00	1,350.00	113%
Interest Income	9.24	34.90	100.00	(65.10)	35%
Late Fees	1,075.00	5,270.01	5,500.00	(229.99)	96%
Miscellaneous Income	225.00	3,600.20	4,000.00	(399.80)	90%
Clubhouse - Rental Income	(680.00)	34,642.50	38,500.00	(3,857.50)	90%
Stickers	180.00	1,960.00	2,000.00	(40.00)	98%
<b>Total Income</b>	<b>9,334.24</b>	<b>119,094.60</b>	<b>133,731.00</b>	<b>(14,636.40)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
1 Accounting Fees	237.60	1,425.60	2,000.00	(574.40)	71%
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	3,650.50	15,355.46	20,000.00	(4,644.54)	77%
5 Clubhouse Custodial Svcs	1,609.08	17,774.67	11,500.00	6,274.67	155%
6 Insurance	2,252.00	13,012.82	11,000.00	2,012.82	118%
7 Legal Services	5,904.14	35,260.84	2,000.00	33,260.84	1763%
8 Membrshp(Conference/Training/Dues)	0.00	0.00	650.00	(650.00)	0%
9 Voluntr Apprec(Refreshments/Misc)	15.03	182.21	100.00	82.21	182%
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	2,675.88	6,010.42	6,648.20	(637.78)	90%
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	279.00	3,575.51	12,500.00	(8,924.49)	29%
19 Sanitary Services	0.00	0.00	1,000.00	(1,000.00)	0%
20 Sewer	106.71	106.71	0.00	106.71	
21 Signage	0.00	0.00	500.00	(500.00)	0%
22 Telecommunications & Internet	84.12	550.46	350.00	200.46	157%
23 Utilities	44.34	405.64	200.00	205.64	203%
24 Wages-Town Manager	3,458.03	15,458.07	14,500.00	958.07	107%
25 Wages-Administrator	(1,148.81)	8,407.88	9,560.00	(1,152.12)	88%
26 Wages-Asst. Administrator	185.25	273.00	2,500.00	(2,227.00)	11%
27 Wages-Beach Attendants	5,103.00	6,382.00	13,000.00	(6,618.00)	49%
28 Wages-Code Enforcement	0.00	0.00	2,080.00	(2,080.00)	0%
29 Wages-Groundskeeper	1,261.38	2,246.57	9,500.00	(7,253.43)	24%
30 Vehicle Fuel & Maintenance	0.00	0.00	2,000.00	(2,000.00)	0%
31 Website/Technology	0.00	0.00	3,900.00	(3,900.00)	0%
<b>Total General and Administrative</b>	<b>25,717.25</b>	<b>130,948.84</b>	<b>133,638.20</b>	<b>(2,689.36)</b>	
<b>Capital Expenditures</b>					
Clubhouse Improvements	0.00	0.00	0.00	0.00	
Beaches and Park Improvements	0.00	3,500.00	0.00	0.00	
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>3,500.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>25,717.25</b>	<b>134,448.84</b>	<b>133,638.20</b>	<b>(2,689.36)</b>	
<b>Net Income (Loss)</b>	<b>(16,383.01)</b>	<b>(15,354.24)</b>	<b>92.80</b>	<b>(11,947.04)</b>	

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

	June	YTD	Annual	Variance	
	Actual	Actual	Budget	Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Caper Advertising	4,265.00	33,113.00	40,000.00	(6,887.00)	83%
BLOA Contribution	0.00	2,500.00	5,079.00	(2,579.00)	49%
CSSC Contribution	1,250.00	1,250.00	3,052.00	(1,802.00)	41%
Maintenance Fees	1,210.00	24,873.99	25,000.00	(126.01)	99%
HOA Packets	1,800.00	11,850.00	10,500.00	1,350.00	113%
Interest Income	23.83	66.24	100.00	(33.76)	66%
Late Fees	1,075.00	5,270.01	5,600.00	(329.99)	94%
Miscellaneous Income	225.00	3,800.20	4,100.00	(299.80)	93%
Clubhouse - Rental Income	(680.00)	34,642.50	38,500.00	(3,857.50)	90%
Rentals/ Slips	2,350.00	101,453.00	99,040.00	2,413.00	102%
Piers - Capital Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Wait List Fee	200.00	1,900.00	1,500.00	400.00	127%
Stickers	180.00	1,860.00	2,000.00	(40.00)	98%
<b>Total Income</b>	<b>11,898.83</b>	<b>222,678.94</b>	<b>247,506.00</b>	<b>(24,827.06)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
1 Accounting Fees	429.00	2,574.00	3,500.00	(926.00)	74%
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	3,650.50	15,355.46	20,000.00	(4,644.54)	77%
5 Clubhouse Custodial Svcs	1,609.08	17,774.67	11,500.00	6,274.67	155%
6 Front Foot Assessment	0.00	1,170.00	1,700.00	(530.00)	69%
7 Insurance	2,252.00	16,485.32	18,200.00	(1,714.68)	91%
8 Legal Services	6,422.59	35,779.29	5,000.00	30,779.29	716%
9 Membrshp(Confrence/Training/Dues)	0.00	0.00	800.00	(800.00)	0%
10 Voluntr Apprec(Refreshments/Misc)	15.03	182.21	600.00	(417.79)	30%
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	3,886.01	8,226.25	9,248.20	(1,021.95)	89%
15 Permits	0.00	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	5,407.78	13,966.00	28,090.00	(14,124.00)	50%
20 Sanitary Services	0.00	0.00	1,250.00	(1,250.00)	0%
21 Sewer	106.71	106.71	250.00	(143.29)	43%
22 Signage	0.00	0.00	1,500.00	(1,500.00)	0%
23 Telecommunications & Internet	1,351.88	8,793.88	8,350.00	443.88	105%
24 Trash Collection	298.57	298.57	250.00	48.57	119%
25 Utilities	1,040.12	11,224.61	14,200.00	(2,975.39)	79%
26 Vehicle Fuel & Maintenance	0.00	0.00	2,000.00	(2,000.00)	0%
27 Wages-Town Manager	8,458.03	20,458.07	19,500.00	958.07	105%
28 Wages-Administrator	(793.68)	13,029.95	14,560.00	(1,530.05)	89%
29 Wages-Assl. Administrator	619.25	3,733.50	8,500.00	(4,766.50)	44%
30 Wages-Beach Attendant	5,103.00	6,382.00	13,000.00	(6,618.00)	49%
31 Wages-Code Enforcement	0.00	0.00	2,080.00	(2,080.00)	0%
32 Wages-Groundskeeper	1,261.38	2,246.57	9,500.00	(7,253.43)	24%
33 Wages-Handyman	320.25	3,704.57	3,500.00	204.57	106%
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%
<b>Total General and Administrative</b>	<b>41,437.50</b>	<b>188,683.34</b>	<b>214,378.20</b>	<b>(25,694.86)</b>	
<b>Capital Expenditures</b>					
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%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>3,500.00</b>	<b>33,035.00</b>	<b>(33,035.00)</b>	
<b>Total Expenditures</b>	<b>41,437.50</b>	<b>192,183.34</b>	<b>247,413.20</b>	<b>(58,729.86)</b>	
<b>Net Income (Loss)</b>	<b>(29,538.67)</b>	<b>30,495.60</b>	<b>92.80</b>	<b>33,902.80</b>	

Cape St. Claire Improvement Association, Inc.

Profit Loss - SCBD  
June 30, 2020 - Final

	June Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
SCBD/Fees	29,997.91	437,027.91	438,710.00	-1,682.09	100%
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%
<b>Total Income</b>	<b>29,997.91</b>	<b>437,027.91</b>	<b>450,063.90</b>	<b>-13,035.99</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
1 Accounting Fees	671.00	4,694.51	5,500.00	-805.49	85%
2 Audit Expenses	0.00	3,750.00	5,300.00	-1,550.00	71%
3 Bank Charges	56.97	285.74	0.00	285.74	
4 Caper Print/Edit/Contract&Postage	0.00	30,000.00	30,000.00	0.00	100%
5 Collection Fee-AA County	2,000.00	2,000.00	2,000.00	0.00	100%
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(Confrence/Training/Dues)	5.00	571.00	1,300.00	-729.00	44%
11 Voluntr Apprec(Refreshments/Misc)	-10.03	500.00	500.00	0.00	100%
12 Events	0.00	1,038.58	1,525.00	-486.42	68%
13 Mowing	2,400.00	13,920.00	14,000.00	-80.00	99%
14 Office Supplies/Expense	143.63	3,165.21	5,000.00	-1,834.79	63%
15 Payroll Expenses & Benefits	3,299.29	21,195.55	22,991.80	-1,796.25	92%
16 Permits	75.00	168.99	500.00	-331.01	34%
17 Postage	0.00	1,672.45	2,500.00	-827.55	67%
18 Printing	238.04	671.26	4,000.00	-3,328.74	17%
19 Property Taxes	0.00	3,217.52	4,350.00	-1,132.48	74%
20 Repairs/Maintenance	1,552.97	20,034.95	37,500.00	-17,465.05	53%
21 Sanitary Services	1,556.70	7,044.20	8,000.00	-955.80	88%
22 Sewer	0.00	432.93	500.00	-67.07	87%
23 Signage	0.00	0.00	600.00	-600.00	0%
24 Telecommunications & Internet	237.57	1,687.63	3,700.00	-2,012.37	46%
25 Trash Collection	119.19	5,000.00	5,000.00	0.00	100%
26 Utilities	1,146.60	10,215.87	10,000.00	215.87	102%
27 Vehicle Fuel & Maintenance	68.09	1,346.12	2,000.00	-653.88	67%
28 Wages-Town Manager	542.00	58,500.00	58,500.00	0.00	100%
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	2,100.00	2,400.00	-300.00	88%
32 Wages-Beach Attendant	0.00	13,497.76	13,500.00	-2.24	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	0.00	15,480.29	15,500.00	-19.71	100%
36 Wages-Security Patrol	-690.01	23,367.00	46,000.00	-22,633.00	51%
37 Website/Technology	544.14	4,701.72	6,100.00	-1,398.28	77%
<b>Total General and Administrative</b>	<b>14,106.15</b>	<b>318,462.49</b>	<b>381,326.80</b>	<b>-62,864.31</b>	
<b>Capital Expenditures</b>					
Beaches & Parks Improvements	0.00	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	295.38	41,377.51	41,000.00	377.51	101%
<b>Total Capital Expenditures</b>	<b>295.38</b>	<b>61,908.62</b>	<b>68,500.00</b>	<b>-6,591.38</b>	
<b>Total Expenditures</b>	<b>14,401.53</b>	<b>380,371.11</b>	<b>449,826.80</b>	<b>-69,455.69</b>	
<b>Net Income (Loss)</b>	<b>15,596.38</b>	<b>56,656.80</b>	<b>237.10</b>	<b>56,419.70</b>	



# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## BALANCE SHEET

As of June 30, 2020

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	61,200.82
Payroll Checking - BB&T	12,741.19
<b>Total Checking Accounts</b>	<b>73,942.01</b>
Money Market Accounts	
Maintenance MM - BB&T	91,488.12
Piers MM - BB&T	130,242.07
Piers Capital Improvement - BB&T	13,035.00
<b>Total Piers MM - BB&amp;T</b>	<b>143,277.07</b>
<b>Total Money Market Accounts</b>	<b>234,765.19</b>
Petty Cash	
Maintenance	250.00
<b>Total Petty Cash</b>	<b>250.00</b>
<b>Total Bank Accounts</b>	<b>\$308,957.20</b>
Accounts Receivable	
Accounts Receivable	1,705.33
<b>Total Accounts Receivable</b>	<b>\$1,705.33</b>
Other Current Assets	
Due From SCBD	-10,550.30
Undeposited Funds	1,347.37
<b>Total Other Current Assets</b>	<b>\$-9,202.93</b>
<b>Total Current Assets</b>	<b>\$301,459.60</b>

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## BALANCE SHEET

As of June 30, 2020

	TOTAL
<b>Fixed Assets</b>	
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
<b>Total Maintenance</b>	<b>108,730.41</b>
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
<b>Total Membership</b>	<b>23,634.27</b>
Piers	
Accumulated Depreciation	-168,424.00
Buildings & Piers	220,307.64
<b>Total Piers</b>	<b>51,883.64</b>
<b>Total Fixed Assets</b>	<b>\$184,248.32</b>
<b>TOTAL ASSETS</b>	<b>\$485,707.92</b>

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## BALANCE SHEET

As of June 30, 2020

	TOTAL
<hr/>	
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A/P - State Income Tax	53.00
Grants	236.00
Payroll Liabilities	-2,071.47
Prepaid Advertising	1,147.12
Prepaid Maintenance Fees	685.00
Security Deposit Clubhouse	500.01
<b>Total Other Current Liabilities</b>	<b>\$549.66</b>
<b>Total Current Liabilities</b>	<b>\$549.66</b>
<b>Total Liabilities</b>	<b>\$549.66</b>
Equity	
Net Assets	
Net Assets-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
<b>Total Net Assets-Piers &amp; Maintenance</b>	<b>448,653.09</b>
<b>Total Net Assets</b>	<b>448,653.09</b>
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24
Retained Earnings	-18,034.43
Net Income	30,495.60
<b>Total Equity</b>	<b>\$485,158.26</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$485,702.92</b>
<hr/>	

# SCBD - Cape St. Claire Improvement Association

## BALANCE SHEET

As of June 30, 2020

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Cash Held by the County	22,473.89
Checking Accounts	
BB&T Checking - 7627	2,679.75
SCBD Checking - BB&T	182,399.34
<b>Total Checking Accounts</b>	<b>185,079.09</b>
<b>Total Bank Accounts</b>	<b>\$207,552.98</b>
Accounts Receivable	
Accounts Receivable	607.50
<b>Total Accounts Receivable</b>	<b>\$607.50</b>
<b>Total Current Assets</b>	<b>\$208,160.48</b>
Other Assets	
WIP - Shoreline Erosion Restoration	132,172.50
<b>Total Other Assets</b>	<b>\$132,172.50</b>
<b>TOTAL ASSETS</b>	<b>\$340,332.98</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Cape St. Claire	-10,550.29
<b>Total Other Current Liabilities</b>	<b>\$-10,550.29</b>
<b>Total Current Liabilities</b>	<b>\$-10,550.29</b>
Long-Term Liabilities	
N/P - BB&T	132,172.50
<b>Total Long-Term Liabilities</b>	<b>\$132,172.50</b>
<b>Total Liabilities</b>	<b>\$121,622.21</b>
Equity	
Net Assets-SCBD	162,053.97
Retained Earnings	0.00
Net Income	56,656.80
<b>Total Equity</b>	<b>\$218,710.77</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$340,332.98</b>

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

	July	YTD	Annual	Variance	
	Actual	Actual	Budget	Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Interest Income	24.81	24.81	0.00	24.81	
Late Fees	0.00	0.00	100.00	(100.00)	0%
Miscellaneous Income	0.00	0.00	200.00	(200.00)	0%
Piers - Capital Replacement Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Waitlist Fee	700.00	700.00	1,500.00	(800.00)	47%
Rentals/ Slips	1,145.00	1,145.00	99,040.00	(97,895.00)	1%
<b>Total Income</b>	<b>1,869.81</b>	<b>1,869.81</b>	<b>113,875.00</b>	<b>(112,005.19)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
1 Accounting Fees	95.70	95.70	1,500.00	(1,404.30)	6%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Front Foot Assessment	0.00	0.00	1,170.00	(1,170.00)	0%
4 Insurance	0.00	0.00	8,000.00	(8,000.00)	0%
5 Legal Services	137.60	137.60	3,000.00	(2,862.40)	5%
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	45.99	45.99	2,236.00	(2,190.01)	2%
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	0.00	1,900.00	(1,900.00)	0%
14 Repairs/Maintenance	192.46	192.46	17,724.00	(17,531.54)	1%
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	634.45	634.45	8,000.00	(7,365.55)	8%
19 Trash Collection	0.00	0.00	250.00	(250.00)	0%
20 Utilities	600.01	600.01	14,000.00	(13,399.99)	4%
21 Wages-Town Manager	0.00	0.00	5,100.00	(5,100.00)	0%
22 Wages-Administrator	0.00	0.00	5,100.00	(5,100.00)	0%
23 Wages-Asst. Administrator	323.38	323.38	3,000.00	(2,676.62)	11%
24 Wages-Handyman	234.01	234.01	4,000.00	(3,765.99)	6%
25 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	860.00	(860.00)	0%
<b>Total General and Administrative</b>	<b>2,263.60</b>	<b>2,263.60</b>	<b>80,840.00</b>	<b>(78,576.40)</b>	<b>3%</b>
<b>Capital Expenditures</b>					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>33,035.00</b>	<b>(33,035.00)</b>	
<b>Total Expenditures</b>	<b>2,263.60</b>	<b>2,263.60</b>	<b>113,875.00</b>	<b>(111,611.40)</b>	
<b>Net Income (Loss)</b>	<b>(393.79)</b>	<b>(393.79)</b>	<b>0.00</b>	<b>(393.79)</b>	

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

	July Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Caper Advertising	7,275.00	7,275.00	40,000.00	(32,725.00)	18%
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	571.66	571.66	25,000.00	(24,428.34)	2%
HOA Packets	600.00	600.00	10,500.00	(9,900.00)	6%
Interest Income	16.29	16.29	100.00	(83.71)	16%
Late Fees	540.00	540.00	5,500.00	(4,960.00)	10%
Miscellaneous Income	75.00	75.00	4,100.00	(4,025.00)	2%
Clubhouse - Rental Income	0.00	0.00	42,000.00	(42,000.00)	0%
Stickers	150.00	150.00	2,000.00	(1,850.00)	8%
<b>Total Income</b>	<b>9,227.95</b>	<b>9,227.95</b>	<b>137,331.00</b>	<b>(128,103.05)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
1 Accounting Fees	118.80	118.80	2,000.00	(1,881.20)	6%
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	20,600.00	(20,600.00)	0%
5 Clubhouse Custodial Svcs	1,609.08	1,609.08	14,000.00	(12,390.92)	11%
6 Insurance	0.00	0.00	13,000.00	(13,000.00)	0%
7 Legal Services	0.00	0.00	2,000.00	(2,000.00)	0%
8 Membrshp(Confrence/Training/Dues)	0.00	0.00	650.00	(650.00)	0%
9 Voluntr Apprec(Refreshments/Misc)	0.00	0.00	100.00	(100.00)	0%
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	0.00	1,500.00	(1,500.00)	0%
13 Payroll Expenses & Benefits	0.00	0.00	6,765.36	(6,765.36)	0%
14 Permits	0.00	0.00	500.00	(500.00)	0%
15 Postage	0.00	0.00	1,500.00	(1,500.00)	0%
16 Printing	0.00	0.00	2,000.00	(2,000.00)	0%
17 Property Taxes	0.00	0.00	100.00	(100.00)	0%
18 Repairs/Maintenance	72.00	72.00	12,500.00	(12,428.00)	1%
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	42.76	42.76	350.00	(307.24)	12%
22 Utilities	26.21	26.21	200.00	(173.79)	13%
23 Wages-Town Manager	0.00	0.00	14,790.00	(14,790.00)	0%
24 Wages-Administrator	0.00	0.00	9,751.20	(9,751.20)	0%
25 Wages-Asst. Administrator	0.00	0.00	2,500.00	(2,500.00)	0%
26 Wages-Beach Attendants	0.00	0.00	13,000.00	(13,000.00)	0%
27 Wages-Groundskeeper	0.00	0.00	12,000.00	(12,000.00)	0%
28 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	2,602.06	(2,602.06)	0%
<b>Total General and Administrative</b>	<b>1,868.85</b>	<b>1,868.85</b>	<b>136,958.62</b>	<b>(135,089.77)</b>	
<b>Capital Expenditures</b>					
Clubhouse Improvements	0.00	0.00	372.38	(372.38)	
Beaches and Park Improvements	0.00	0.00	0.00	0.00	
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>372.38</b>	<b>(372.38)</b>	
<b>Total Expenditures</b>	<b>1,868.85</b>	<b>1,868.85</b>	<b>137,331.00</b>	<b>(135,462.15)</b>	
<b>Net Income (Loss)</b>	<b>7,359.10</b>	<b>7,359.10</b>	<b>0.00</b>	<b>7,359.10</b>	

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

	July	YTD	Annual	Variance	
	Actual	Actual	Budget	Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Caper Advertising	7,275.00	7,275.00	40,000.00	(32,725.00)	18%
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	571.66	571.66	25,000.00	(24,428.34)	2%
HOA Packets	600.00	600.00	10,500.00	(9,900.00)	6%
Interest Income	41.10	41.10	100.00	(58.90)	41%
Late Fees	540.00	540.00	5,600.00	(5,060.00)	10%
Miscellaneous Income	75.00	75.00	4,300.00	(4,225.00)	2%
Clubhouse - Rental Income	0.00	0.00	42,000.00	(42,000.00)	0%
Rentals/ Slips	1,145.00	1,145.00	99,040.00	(97,895.00)	1%
Piers - Capital Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Wait List Fee	700.00	700.00	1,500.00	(800.00)	47%
Stickers	150.00	150.00	2,000.00	(1,850.00)	8%
<b>Total Income</b>	<b>11,097.76</b>	<b>11,097.76</b>	<b>251,206.00</b>	<b>(240,108.24)</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
1 Accounting Fees	214.50	214.50	3,500.00	(3,285.50)	6%
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	20,600.00	(20,600.00)	0%
6 Clubhouse Custodial Svcs	1,609.08	1,609.08	14,000.00	(12,390.92)	11%
6 Front Foot Assessment	0.00	0.00	1,170.00	(1,170.00)	0%
7 Insurance	0.00	0.00	21,000.00	(21,000.00)	0%
8 Legal Services	137.60	137.60	5,000.00	(4,862.40)	3%
9 Membrshp(Confrence/Training/Dues)	0.00	0.00	800.00	(800.00)	0%
10 Voluntr Apprec(Refreshments/Misc)	0.00	0.00	600.00	(600.00)	0%
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	0.00	2,000.00	(2,000.00)	0%
14 Payroll Expenses & Benefits	45.99	45.99	9,001.36	(8,955.37)	1%
15 Permits	0.00	0.00	750.00	(750.00)	0%
16 Postage	0.00	0.00	2,000.00	(2,000.00)	0%
17 Printing	0.00	0.00	2,100.00	(2,100.00)	0%
18 Property Taxes	0.00	0.00	2,000.00	(2,000.00)	0%
19 Repairs/Maintenance	264.46	264.46	30,224.00	(29,959.54)	1%
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	677.21	677.21	8,350.00	(7,672.79)	8%
24 Trash Collection	0.00	0.00	250.00	(250.00)	0%
25 Utilities	626.22	626.22	14,200.00	(13,573.78)	4%
26 Wages-Town Manager	0.00	0.00	19,890.00	(19,890.00)	0%
27 Wages-Administrator	0.00	0.00	14,851.20	(14,851.20)	0%
28 Wages-Ast. Administrator	323.38	323.38	5,500.00	(5,176.62)	6%
29 Wages-Beach Attendant	0.00	0.00	13,000.00	(13,000.00)	0%
30 Wages-Groundskeeper	0.00	0.00	12,000.00	(12,000.00)	0%
31 Wages-Handyman	234.01	234.01	4,000.00	(3,765.99)	6%
32 Wage/Salary Defined Criteria Bosun	0.00	0.00	3,462.06	(3,462.06)	0%
<b>Total General and Administrative</b>	<b>4,132.45</b>	<b>4,132.45</b>	<b>217,798.62</b>	<b>(213,666.17)</b>	
<b>Capital Expenditures</b>					
Beaches and Park Improvements	0.00	0.00	0.00	0.00	0%
Clubhouse Improvements	0.00	0.00	372.38	(372.38)	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%
<b>Total Capital Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>33,407.38</b>	<b>(33,407.38)</b>	
<b>Total Expenditures</b>	<b>4,132.45</b>	<b>4,132.45</b>	<b>251,206.00</b>	<b>(247,073.55)</b>	
<b>Net Income (Loss)</b>	<b>6,965.31</b>	<b>6,965.31</b>	<b>0.00</b>	<b>6,965.31</b>	

**Cape St. Claire Improvement Association, Inc.**  
**Profit Loss - SCBD**  
**July 31, 2020 - Final**

	July Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
SCBD/Fees	0.00	0.00	450,645.00	-450,645.00	0%
Interest Income	0.00	0.00	20.00	-20.00	0%
Rollover from FY19	0.00	0.00	18,059.46	-18,059.46	0%
<b>Total Income</b>	<b>0.00</b>	<b>0.00</b>	<b>468,724.46</b>	<b>-468,724.46</b>	
<b>Expense</b>					
<b>General and Administrative</b>					
1 Accounting Fees	335.50	335.50	5,500.00	-5,164.50	6%
2 Audit Expenses	0.00	0.00	5,300.00	-5,300.00	0%
4 Caper Print/Edit/Contract&Postage	3,650.50	3,650.50	30,900.00	-27,249.50	12%
5 Collection Fee-AA County	0.00	0.00	2,000.00	-2,000.00	0%
6 Contract Labor	800.00	800.00	1,000.00	-200.00	80%
7 Clubhouse Custodial Services	0.00	0.00	2,500.00	-2,500.00	0%
8 Insurance	2,269.00	2,269.00	19,000.00	-16,731.00	12%
9 Legal Services	8,457.96	8,457.96	10,000.00	-1,542.04	85%
10 Membrshp(Confrence/Training/Dues)	0.00	0.00	1,300.00	-1,300.00	0%
11 Voluntr Apprec(Refreshments/Misc)	0.00	0.00	500.00	-500.00	0%
12 Events	0.00	0.00	1,525.00	-1,525.00	0%
13 Mowing	2,520.00	2,520.00	14,000.00	-11,480.00	18%
14 Office Supplies/Expense	70.00	70.00	5,000.00	-4,930.00	1%
15 Payroll Expenses & Benefits	3,676.16	3,676.16	23,178.84	-19,502.68	16%
16 Permits	500.00	500.00	500.00	0.00	100%
17 Postage	6.95	6.95	3,500.00	-3,493.05	0%
18 Printing	36.63	36.63	4,000.00	-3,963.37	1%
19 Property Taxes	0.00	0.00	4,350.00	-4,350.00	0%
20 Repairs/Maintenance	2,165.68	2,165.68	31,000.00	-28,834.32	7%
21 Sanitary Services	1,849.84	1,849.84	8,000.00	-6,150.16	23%
22 Sewer	0.00	0.00	500.00	-500.00	0%
23 Signage	0.00	0.00	600.00	-600.00	0%
24 Telecommunications & Internet	120.77	120.77	3,700.00	-3,579.23	3%
25 Trash Collection	417.76	417.76	5,000.00	-4,582.24	8%
26 Utilities	649.06	649.06	10,000.00	-9,350.94	6%
27 Vehicle Fuel & Maintenance	26.02	26.02	2,000.00	-1,973.98	1%
28 Wages-Town Manager	9,120.03	9,120.03	59,670.00	-50,549.97	15%
29 Wages-Administrator	5,867.87	5,867.87	36,148.80	-30,280.93	16%
30 Wages-Asst Administrator	381.76	381.76	3,000.00	-2,618.24	13%
31 Wages-Asst Admin (Mtg Spt)	150.00	150.00	2,400.00	-2,250.00	6%
32 Wages-Beach Attendant	9,526.82	9,526.82	13,500.00	-3,973.18	71%
34 Wages-Custodial Services	0.00	0.00	2,080.00	-2,080.00	0%
35 Wages-Groundskeeper	1,822.74	1,822.74	15,500.00	-13,677.26	12%
36 Wages-Security Patrol	2,926.00	2,926.00	46,000.00	-43,074.00	6%
37 Wage/Salary Annual Def Criteria Bonus	0.00	0.00	6,614.94	-6,614.94	0%
38 Website/Technology	0.00	0.00	3,000.00	-3,000.00	0%
<b>Total General and Administrative</b>	<b>57,347.05</b>	<b>57,347.05</b>	<b>382,767.58</b>	<b>-325,420.53</b>	
<b>Capital Expenditures</b>					
Beaches & Parks Improvements	0.00	0.00	5,400.00	-5,400.00	0%
Clubhouse Improvements	0.00	0.00	5,556.88	-5,556.88	0%
Shoreline Erosion Restoration	498.95	498.95	75,000.00	-74,501.05	1%
<b>Total Capital Expenditures</b>	<b>498.95</b>	<b>498.95</b>	<b>85,956.88</b>	<b>-85,457.93</b>	
<b>Total Expenditures</b>	<b>57,846.00</b>	<b>57,846.00</b>	<b>468,724.46</b>	<b>-410,878.46</b>	
<b>Net Income (Loss)</b>	<b>-57,846.00</b>	<b>-57,846.00</b>	<b>0.00</b>	<b>-57,846.00</b>	



# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## BALANCE SHEET

As of July 31, 2020

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	65,384.71
Payroll Checking - BB&T	1,547.79
<b>Total Checking Accounts</b>	<b>66,932.50</b>
Money Market Accounts	
Maintenance MM - BB&T	94,923.33
Piers MM - BB&T	126,661.89
Piers Capital Improvement - BB&T	13,035.00
<b>Total Piers MM - BB&amp;T</b>	<b>139,696.89</b>
<b>Total Money Market Accounts</b>	<b>234,620.22</b>
Petty Cash	
Maintenance	250.00
<b>Total Petty Cash</b>	<b>250.00</b>
<b>Total Bank Accounts</b>	<b>\$301,802.72</b>
Accounts Receivable	
Accounts Receivable	1,705.33
<b>Total Accounts Receivable</b>	<b>\$1,705.33</b>
Other Current Assets	
Due From SCBD	3,729.49
Undeposited Funds	1,187.37
<b>Total Other Current Assets</b>	<b>\$4,916.86</b>
<b>Total Current Assets</b>	<b>\$308,424.91</b>

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## BALANCE SHEET

As of July 31, 2020

	TOTAL
<b>Fixed Assets</b>	
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
<b>Total Maintenance</b>	<b>108,730.41</b>
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
<b>Total Membership</b>	<b>23,634.27</b>
Piers	
Accumulated Depreciation	-168,424.00
Buildings & Piers	220,307.64
<b>Total Piers</b>	<b>-51,883.64</b>
<b>Total Fixed Assets</b>	<b>\$184,248.32</b>
<b>TOTAL ASSETS</b>	<b>\$492,673.23</b>

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## BALANCE SHEET

As of July 31, 2020

	TOTAL
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A/P - State Income Tax	53.00
Grants	236.00
Payroll Liabilities	-2,071.47
Prepaid Advertising	1,147.12
Prepaid Maintenance Fees	685.00
Security Deposit Clubhouse	500.01
<b>Total Other Current Liabilities</b>	<b>\$549.66</b>
<b>Total Current Liabilities</b>	<b>\$549.66</b>
<b>Total Liabilities</b>	<b>\$549.66</b>
Equity	
Net Assets	
Net Assets-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
<b>Total Net Assets-Piers &amp; Maintenance</b>	<b>448,653.09</b>
<b>Total Net Assets</b>	<b>448,653.09</b>
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24
Retained Earnings	12,461.17
Net Income	6,965.31
<b>Total Equity</b>	<b>\$492,123.57</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$492,673.23</b>

# SCBD - Cape St. Claire Improvement Association

## BALANCE SHEET

As of July 31, 2020

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Cash Held by the County	22,473.89
Checking Accounts	
BB&T Checking -7627	2,180.80
SCBD Checking - BB&T	139,332.08
<b>Total Checking Accounts</b>	<b>141,512.88</b>
<b>Total Bank Accounts</b>	<b>\$163,986.77</b>
Accounts Receivable	
Accounts Receivable	607.50
<b>Total Accounts Receivable</b>	<b>\$607.50</b>
<b>Total Current Assets</b>	<b>\$164,594.27</b>
Other Assets	
WIP - Shoreline Erosion Restoration	132,172.50
<b>Total Other Assets</b>	<b>\$132,172.50</b>
<b>TOTAL ASSETS</b>	<b>\$296,766.77</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Cape St. Claire	3,729.50
<b>Total Other Current Liabilities</b>	<b>\$3,729.50</b>
<b>Total Current Liabilities</b>	<b>\$3,729.50</b>
Long-Term Liabilities	
N/P - BB&T	132,172.50
<b>Total Long-Term Liabilities</b>	<b>\$132,172.50</b>
<b>Total Liabilities</b>	<b>\$135,902.00</b>
Equity	
Net Assets-SCBD	162,053.97
Retained Earnings	56,656.80
Net Income	-57,846.00
<b>Total Equity</b>	<b>\$160,864.77</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$296,766.77</b>

**GoToWebinar**

**Engagement Report**

Report Generated: 10/27/2020 08:41PM ED

10/27/2020 08:41PM ED

**Webinar ID & Title**

Webinar ID	Title	Last Name	First Name
667139091	Cape St. Claire Quarterly Meeting	Tannenbaum	Ari
667139091	Cape St. Claire Quarterly Meeting	Tannenbaum	Ari
667139091	Cape St. Claire Quarterly Meeting	Tannenbaum	Ari
667139091	Cape St. Claire Quarterly Meeting	Moore	Charles and Carol
667139091	Cape St. Claire Quarterly Meeting	Moore	Charles and Carol
667139091	Cape St. Claire Quarterly Meeting	Moore	Charles and Carol
667139091	Cape St. Claire Quarterly Meeting	Moore	Charles and Carol
667139091	Cape St. Claire Quarterly Meeting	Moore	Charles and Carol

667139091	Cape St. Claire Quarterly Meeting	Kime	Jay
667139091	Cape St. Claire Quarterly Meeting	Hester	Julie
667139091	Cape St. Claire Quarterly Meeting	Biondi	Louis & Sharon
667139091	Cape St. Claire Quarterly Meeting	Biondi	Louis & Sharon
667139091	Cape St. Claire Quarterly Meeting	Biondi	Louis & Sharon
667139091	Cape St. Claire Quarterly Meeting	Ross	Mary Alice
667139091	Cape St. Claire Quarterly Meeting	Ross	Mary Alice
667139091	Cape St. Claire Quarterly Meeting	Ross	Mary Alice
667139091	Cape St. Claire Quarterly Meeting	Shipley	Michele
667139091	Cape St. Claire Quarterly Meeting	Shipley	Michele
667139091	Cape St. Claire Quarterly Meeting	Shipley	Michele
667139091	Cape St. Claire Quarterly Meeting	Shipley	Michele
667139091	Cape St. Claire Quarterly Meeting	Shipley	Michele
667139091	Cape St. Claire Quarterly Meeting	Porter Smith	Pamela
667139091	Cape St. Claire Quarterly Meeting	Porter Smith	Pamela
667139091	Cape St. Claire Quarterly Meeting	Porter Smith	Pamela

667139091	Cape St. Claire Quarterly Meeting	Barss	Reg
667139091	Cape St. Claire Quarterly Meeting	Barss	Reg
667139091	Cape St. Claire Quarterly Meeting	Barss	Reg
667139091	Cape St. Claire Quarterly Meeting	Bishop	Robert
667139091	Cape St. Claire Quarterly Meeting	Bishop	Robert
667139091	Cape St. Claire Quarterly Meeting	Bishop	Robert
667139091	Cape St. Claire Quarterly Meeting	Perry	Roxana
667139091	Cape St. Claire Quarterly Meeting	Perry	Roxana
667139091	Cape St. Claire Quarterly Meeting	Perry	Roxana
667139091	Cape St. Claire Quarterly Meeting	Benner	Roy
667139091	Cape St. Claire Quarterly Meeting	Benner	Roy
667139091	Cape St. Claire Quarterly Meeting	Benner	Roy
667139091	Cape St. Claire Quarterly Meeting	Wildberger	Stacey
667139091	Cape St. Claire Quarterly Meeting	Wildberger	Stacey
667139091	Cape St. Claire Quarterly Meeting	Wildberger	Stacey
667139091	Cape St. Claire Quarterly Meeting	Schmidt	Thomas

667139091	Cape St. Claire Quarterly Meeting	Myers	Thomas
667139091	Cape St. Claire Quarterly Meeting	Myers	Thomas
667139091	Cape St. Claire Quarterly Meeting	Myers	Thomas
667139091	Cape St. Claire Quarterly Meeting	Chalk	Vita
667139091	Cape St. Claire Quarterly Meeting	Chalk	Vita
667139091	Cape St. Claire Quarterly Meeting	Chalk	Vita