

Cape St. Claire

IMPROVEMENT ASSOCIATION

1223 River Bay Road • Annapolis, MD 21409-4999

Phone: 410-757-1223 • Fax: 410-757-1697 • Email: office@escia.org • Website: www.escia.org

Quarterly Membership Meeting

April 25, 2023

Agenda

President's Remarks

Approval of Minutes

Approval of Financials

BREAK

Town Manager Report

Old Business

New Business

Comments from the Floor

Adjournment

Annual Meeting January 10, 2023

In attendance in person: President Beau Breeden, Governors Mary Lamb, Neil Macindoe, Joe Angel, Kim Pollack and Ed Hayes, budget committee member Charlie Moore and guests Stacy Wildberger, Jeanne Klingler, Steve Arnold, Jennifer Williams, Phillippe Ourisson, Leslie Coble, Carol Moore, Holly McDermott, Ron Malfi, Roy & Becky Benner, Larry Jennings, Adam & Rheena Harris, Dominick Cucuzza, Sean & Merissa Mirani, Melissa Day, Charlie Shoul, Jennifer Connor, Brad Knopf, Bill Rappoport, Reg & Jane Barss, Matt Layman, Frank DiAngelo, Joseph McGee, Dottie Ballard and Frank Tewey. In attendance online: Governor Michele Shipley.

President Breeden called the meeting to order at 7:36 pm, thanked all for attending and gave an overview of the agenda. He is hopeful for 2023 with potential for good things to happen with beach projects and with a full board of 12 governors, the first since 2013. The ballot was reviewed, and candidates introduced. With 6 of the 12 positions being voted on, the four with the most votes will serve a 3-year term, the next will serve a 2-year term and the last person will serve a 1-year term. This is to avoid half of the board having the same term ending date. Incumbents up for reelection present at the meeting, Neil Macindoe and Kim Pollack, introduced themselves, followed by new candidates Jennifer Connor and Merissa Mirani. (Matt Layman arrived later and Cheri Fairchild was unable to attend.) Current budget committee member Charlie Moore and budget committee candidates Adam Harris and Charlie Shoul introduced themselves.

BUDGET DISCUSSION

Governor Breeden presented the proposed fiscal year 2024 (FY24) budget that was introduced at the October quarterly meeting, printed in the Caper and posted on the website. CSCIA is a Special Community Benefits District (SCBD) which means a fee is included in the property tax bills sent by the county to each tax account. Those funds are collected by the county and paid to CSCIA to be used for specific community benefits. Other revenue comes from the annual maintenance fee, clubhouse rentals, Caper advertising, pier fees, Business Lot Owners Association (shopping center), Swim Club, etc. The current SCBD fee is \$200 with a cap of \$225 per tax account, and we currently have 2,320 tax accounts included in the SCBD. The proposed budget is based on raising the \$200 to \$210 and leaving the cap at \$225. Unspent FY22 funds of over \$11,000 are rolled into the FY24 budget. There are also approximately \$260,000 in funds for unreserved expenditures. Clubhouse rental fees will increase for FY24. Pier slip fees are not increasing this year. The larger expense lines for FY24 are legal fees, insurance, maintenance, clubhouse custodial service, payroll, security, utilities, and the beach project loan. Changes to the office layout are being planned, as well as pier improvements. It is a balanced budget, with income and expenses totaling \$765,417.56. Charlie Moore commended the board on their diligence, professionalism and bookkeeping.

VOTING

President Breeden asked that everyone submit a ballot to vote on governors and budget committee, the SCBD increase, and the proposed budget. Ballots were collected and taken to the office for counting.

BREAK - A short break was taken at 8:05 pm while ballots were collected, and the meeting restarted at 8:15 pm.

MINUTES AND FINANCIAL STATEMENTS

Minutes of the October Quarterly Meeting were reviewed. A motion to approve the minutes was made by Larry Jennings, seconded by Jane Barss and approved unanimously.

The financial statements for August through October were reviewed. A motion to approve was made by Ron Malfi, seconded by Larry Jennings, and approved unanimously.

TOWN MANAGER

President Breeden announced that a new Town Manager was hired and introduced Frank Tewey. Mr. Tewey spoke of his background as an Anne Arundel County police officer who served in the Cape St Claire area, worked mostly in police/community relations, was district commander, lives near the Cape and is very excited to serve as Town Manager. He will start employment the third week of January. Two members recused themselves from the interview and voting process to avoid conflict of interests.

COMMITTEE REPORTS

President Breeden gave reports on the following committees:

Broadneck Council of Communities: The BCC has planned, in conjunction with Senator Sarbanes office, listening sessions with the public to get opinions regarding the potential national park planned across Rt. 50 from Sandy Point Park at Holly Beach Park. They will be announced once set.

Events: The Halloween Happenings, Trick or Treating at the shopping center, tree lighting and Breakfast with Santa were all successful and well attended. Governor Lamb was commended for her continued hard work and dedication to Cape events.

Grants: A new committee was formed to help secure funding for beach restoration projects. Several community members stepped up to participate and use their professional experience to improve our grant applications. Thank you to Stacy Wildberger, Christina Ryder, Al Todd, Brad Knopf, Larry Jennings, Phil Ourisson, Robert Corletta and board members for helping with the application for US Fish and Wildlife grants for improvements in the Chesapeake watershed. Grants for both design and construction are available. In addition to ongoing work to be done

with Sites 1 & 2, there are 5 other sites within the Cape where restoration is planned. Our prior beach projects can be used as a model for other communities to replicate, which should help our application stand out. Volunteer hours can be used for grant credits, so projects such as CCC has done can be used for more funds. Contracts on the original two sites have been completed.

Legislation: President Breeden serves on a stakeholder advisory committee with the county to help develop recommendations for the general development plan, Plan2040. It covers many topics including school sizes and locations, parks, development, etc. Surveys are made available on the Cape Facebook page and the county website. The county has announced its budget and town hall meetings are to be announced. The state General Assembly opens Wednesday and will run for 90 days.

Membership: The yellow postcard maintenance fee bills were mailed, and payment is due March 1. Parking passes will not be sent to those who have outstanding maintenance fee balances.

Piers: The long-awaited Deep Creek dredge is starting this week. Equipment is arriving. As a spur, areas behind the Deep Creek piers will be dredged. The plan to harvest underwater grass seeds and replant at the Lake Claire oyster balls was accepted as an alternative to the vegetation mitigation fee that would have been imposed otherwise. The cost of the dredge will be paid from the piers budget, which is not part of the general budget. The project should be completed within 3 weeks. The mud being dug is not acceptable for use on the beaches. Pier slip contracts will be sent at the end of January.

Security: Off-duty police officers cover about half or less of the shifts available. Governor Macindoe continues to lock the beach gates on the uncovered nights. The Barss's continue to open the gates daily. With widespread officer shortages, the availability for them to work overtime, and our low pay rate, most officers choose not to work here. We may need to increase pay rate and decrease shifts to get more coverage.

OLD BUSINESS

Details are being worked out on use of office space. Before Covid, the plan was to add onto the building to create an office for the Town Manager, who was using the Cox meeting room. With the pandemic there were no small space meetings held and little need for a second meeting room since. The plan has changed to reconfigure existing space. The business office will move to the Cox meeting room with a customer service counter at the entrance off the parking lot and cubical spaces behind it. The current office will be converted to the Town Manager office and file storage area. Consultants are verifying the new plan will work. Funds are available in Capital Improvements for FY23.

The county law allowing outdoor dining during the pandemic expired as of January 2. A bill was introduced to extend it for another year, but restaurants cannot continue until that passes. Restaurants in the shopping center still have tables outside while waiting for the vote. If it does not pass, all tents, tables, heaters, etc. will need to be removed.

Phil Ourisson asked if there was any update on the request from Fairwinds Marina to allow a sewer line to run under the driveway to Lake Claire beach. President Breeden said that CSCIA has received no response to the questions asked of Fairwinds.

ELECTION RESULTS

President Breeden announced that the ballots were tallied, and Neil Macindoe, Kim Pollack, Cheri Fairchild and Matt Layman were elected to the Board of Governors for 3-year terms, Jennifer Connor for a 2-year term and Merissa Merani for a 1-year term. Charlie Shoul and Adam Harris were elected to the budget committee. The FY24 budget and the increase to the SCBD fee were both approved.

NEW BUSINESS

No new business was discussed.

COMMENTS

Jane Barss said it was great that there is now a healthcare provider at the shopping center and noted that one handicapped parking space exists in front of it. President Breeden explained there are other handicapped spaces located where the sidewalk is at grade. More handicapped spaces can be requested but he would have to see what the BLOA is willing to do. Mrs. Barss also commented that she was pleased to see enough residents in attendance to constitute a quorum without needing last minute calls to friends and neighbors. The 25 needed for a quorum was in place when there were many fewer residents, and with more population attendance has not increased. President Breeden pointed out that people have many commitments and thanked the volunteers and board members who do so much for the Cape.

Stacy Wildberger reported the Cape Conservation Corps (CCC) continues to remove invasive species and plant native species at Little Magothy Beach and the Serene Ravine. They are always looking for volunteers and new members, and everyone is welcome to attend their meetings. The next is scheduled for January 16 at the clubhouse at 7 pm. County Forester Bud Reeds will speak at a meeting soon.

Steve Arnold spoke of how he has lived in the Cape since 1957 and loved raising his family here. He is concerned about community perception of the homeowners of the first 4 houses between the main beach and inlet. When a former owner of one of the homes put up an unapproved pier in order to increase his property value before selling, and with debate about replacing retaining walls damaged by storms, he feels people think current homeowners are trying to take away the beach. He said that is not their intent or desire, and that they wish to see the beach built up to provide more space for the community, not less. He spoke about the extent of the difficulties he has faced trying to save his property from storm damage and believes the beach project is causing additional erosion to his yard. President Breeden commented that adding much more sand to the beach is the goal but that it will take time.

President Breeden introduced other governors who were not up for election this year. Joe Angel is in his second year on the board. Ed Hayes and Jerome Zadera (unable to attend) were voted in during the year to fill vacancies left by those who stepped down before the ends of the terms. Ed Hayes spoke of his history with the Cape and his eagerness to serve on the board.

ADJOURNMENT

A motion was made by Holly McDermott to adjourn, seconded by Ron Malfi and approved unanimously. The January 10, 2023 CSCIA Annual Meeting was adjourned at 9:05 pm. Board members met after to elect officers.

Annual Meeting January 10, 2023

In attendance in person: President Beau Breeden, Governors Mary Lamb, Neil Macindoe, Joe Angel, Kim Pollack and Ed Hayes, budget committee member Charlie Moore and guests Stacy Wildberger, Jeanne Klingler, Steve Arnold, Jennifer Williams, Phillippe Ourisson, Leslie Coble, Carol Moore, Holly McDermott, Ron Malfi, Roy & Becky Benner, Larry Jennings, Adam & Rheena Harris, Dominick Cucuzza, Sean & Merissa Mirani, Melissa Day, Charlie Shoul, Jennifer Connor, Brad Knopf, Bill Rappoport, Reg & Jane Barss, Matt Layman, Frank DiAngelo, Joseph McGee, Dottie Ballard and Frank Tewey. In attendance online: Governor Michele Shipley.

President Breeden called the meeting to order at 7:36 pm, thanked all for attending and gave an overview of the agenda. He is hopeful for 2023 with potential for good things to happen with beach projects and with a full board of 12 governors, the first since 2013. The ballot was reviewed, and candidates introduced. With 6 of the 12 positions being voted on, the four with the most votes will serve a 3-year term, the next will serve a 2-year term and the last person will serve a 1-year term. This is to avoid half of the board having the same term ending date. Incumbents up for reelection present at the meeting, Neil Macindoe and Kim Pollack, introduced themselves, followed by new candidates Jennifer Connor and Merissa Mirani. (Matt Layman arrived later and Cheri Fairchild was unable to attend.) Current budget committee member Charlie Moore and budget committee candidates Adam Harris and Charlie Shoul introduced themselves.

BUDGET DISCUSSION

Governor Breeden presented the proposed fiscal year 2024 (FY24) budget that was introduced at the October quarterly meeting, printed in the Caper and posted on the website. CSCIA is a Special Community Benefits District (SCBD) which means a fee is included in the property tax bills sent by the county to each tax account. Those funds are collected by the county and paid to CSCIA to be used for specific community benefits. Other revenue comes from the annual maintenance fee, clubhouse rentals, Caper advertising, pier fees, Business Lot Owners Association (shopping center), Swim Club, etc. The current SCBD fee is \$200 with a cap of \$225 per tax account, and we currently have 2,320 tax accounts included in the SCBD. The proposed budget is based on raising the \$200 to \$210 and leaving the cap at \$225. Unspent FY22 funds of over \$11,000 are rolled into the FY24 budget. Clubhouse rental fees will increase for FY24. Pier slip fees are not increasing this year. The larger expense lines for FY24 are legal fees, insurance, maintenance, clubhouse custodial service, payroll, security, utilities, and the beach project loan. Changes to the office layout are being planned, as well as pier improvements. It is a balanced budget, with income and expenses totaling \$765,417.56. Charlie Moore commended the board on their diligence, professionalism and bookkeeping.

VOTING

President Breeden asked that everyone submit a ballot to vote on governors and budget committee, the SCBD increase, and the proposed budget. Ballots were collected and taken to the office for counting.

BREAK - A short break was taken at 8:05 pm while ballots were collected, and the meeting restarted at 8:15 pm.

MINUTES AND FINANCIAL STATEMENTS

Minutes of the October Quarterly Meeting were reviewed. A motion to approve the minutes was made by Larry Jennings, seconded by Jane Barss and approved unanimously.

The financial statements for August through October were reviewed. A motion to approve was made by Ron Malfi, seconded by Larry Jennings, and approved unanimously.

TOWN MANAGER

President Breeden announced that a new Town Manager was hired and introduced Frank Tewey. Mr. Tewey spoke of his background as an Anne Arundel County police officer who served in the Cape St Claire area, worked mostly in police/community relations, was district commander, lives near the Cape and is very excited to serve as Town Manager. He will start employment the third week of January. Two members recused themselves from the interview and voting process to avoid conflict of interests.

COMMITTEE REPORTS

President Breeden gave reports on the following committees:

Broadneck Council of Communities: The BCC has planned, in conjunction with Senator Sarbanes office, listening sessions with the public to get opinions regarding the potential national park planned across Rt. 50 from Sandy Point Park at Holly Beach Park. They will be announced once set.

Events: The Halloween Happenings, Trick or Treating at the shopping center, tree lighting and Breakfast with Santa were all successful and well attended. Governor Lamb was commended for her continued hard work and dedication to Cape events.

Grants: A new committee was formed to help secure funding for beach restoration projects. Several community members stepped up to participate and use their professional experience to improve our grant applications. Thank you to Stacy Wildberger, Christina Ryder, Al Todd, Brad Knopf, Larry Jennings, Phil Ourisson, Robert Corletta and board members for helping with the application for US Fish and Wildlife grants for improvements in the Chesapeake watershed. Grants for both design and construction are available. In addition to ongoing work to be done with Sites 1 & 2, there are 5 other sites within the Cape where restoration is planned. Our prior beach projects can be used as a model for

There are also 2,320 tax accounts in SCBD approved by the board

other communities to replicate, which should help our application stand out. Volunteer hours can be used for grant credits, so projects such as CCC has done can be used for more funds. Contracts on the original two sites have been completed.

Legislation: President Breeden serves on a stakeholder advisory committee with the county to help develop recommendations for the general development plan, Plan2040. It covers many topics including school sizes and locations, parks, development, etc. Surveys are made available on the Cape Facebook page and the county website. The county has announced its budget and town hall meetings are to be announced. The state General Assembly opens Wednesday and will run for 90 days.

Membership: The yellow postcard maintenance fee bills were mailed, and payment is due March 1. Parking passes will not be sent to those who have outstanding maintenance fee balances.

Piers: The long-awaited Deep Creek dredge is starting this week. Equipment is arriving. As a spur, areas behind the Deep Creek piers will be dredged. The plan to harvest underwater grass seeds and replant at the Lake Claire oyster balls was accepted as an alternative to the vegetation mitigation fee that would have been imposed otherwise. The cost of the dredge will be paid from the piers budget, which is not part of the general budget. The project should be completed within 3 weeks. The mud being dug is not acceptable for use on the beaches. Pier slip contracts will be sent at the end of January.

Security: Off-duty police officers cover about half or less of the shifts available. Governor Macindoe continues to lock the beach gates on the uncovered nights. The Barss's continue to open the gates daily. With widespread officer shortages, the availability for them to work overtime, and our low pay rate, most officers choose not to work here. We may need to increase pay rate and decrease shifts to get more coverage.

OLD BUSINESS

Details are being worked out on use of office space. Before Covid, the plan was to add onto the building to create an office for the Town Manager, who was using the Cox meeting room. With the pandemic there were no small space meetings held and little need for a second meeting room since. The plan has changed to reconfigure existing space. The business office will move to the Cox meeting room with a customer service counter at the entrance off the parking lot and cubical spaces behind it. The current office will be converted to the Town Manager office and file storage area. Consultants are verifying the new plan will work. Funds are available in Capital Improvements for FY23.

The county law allowing outdoor dining during the pandemic expired as of January 2. A bill was introduced to extend it for another year, but restaurants cannot continue until that passes. Restaurants in the shopping center still have tables outside while waiting for the vote. If it does not pass, all tents, tables, heaters, etc. will need to be removed.

Phil Ourisson asked if there was any update on the request from Fairwinds Marina to allow a sewer line to run under the driveway to Lake Claire beach. President Breeden said that CSCIA has received no response to the questions asked of Fairwinds.

ELECTION RESULTS

President Breeden announced that the ballots were tallied, and Neil Macindoe, Kim Pollack, Cheri Fairchild and Matt Layman were elected to the Board of Governors for 3-year terms, Jennifer Connor for a 2-year term and Merissa Merani for a 1-year term. Charlie Shoul and Adam Harris were elected to the budget committee. The FY24 budget and the increase to the SCBD fee were both approved.

NEW BUSINESS

No new business was discussed.

COMMENTS

Jane Barss said it was great that there is now a healthcare provider at the shopping center and noted that one handicapped parking space exists in front of it. President Breeden explained there are other handicapped spaces located where the sidewalk is at grade. More handicapped spaces can be requested but he would have to see what the BLOA is willing to do. Mrs. Barss also commented that she was pleased to see enough residents in attendance to constitute a quorum without needing last minute calls to friends and neighbors. The 25 needed for a quorum was in place when there were many fewer residents, and with more population attendance has not increased. President Breeden pointed out that people have many commitments and thanked the volunteers and board members who do so much for the Cape.

Stacy Wildberger reported the Cape Conservation Corps (CCC) continues to remove invasive species and plant native species at Little Magothy Beach and the Serene Ravine. They are always looking for volunteers and new members, and everyone is welcome to attend their meetings. The next is scheduled for January 16 at the clubhouse at 7 pm. County Forester Bud Reeds will speak at a meeting soon.

Steve Arnold spoke of how he has lived in the Cape since 1957 and loved raising his family here. He is concerned about community perception of the homeowners of the first 4 houses between the main beach and inlet. When a former owner of one of the homes put up an unapproved pier in order to increase his property value before selling, and with debate about replacing retaining walls damaged by storms, he feels people think current homeowners are trying to take away the beach. He said that is not their intent or desire, and that they wish to see the beach built up to provide more space for the community, not less. He spoke about the extent of the difficulties he has faced trying to save his property from storm damage and believes the beach project is causing additional erosion to his yard. President Breeden commented that adding much more sand to the beach is the goal but that it will take time.

President Breeden introduced other governors who were not up for election this year. Joe Angel is in his second year on the board. Ed Hayes and Jerome Zadera (unable to attend) were voted in during the year to fill vacancies left by those who stepped down before the ends of the terms. Ed Hayes spoke of his history with the Cape and his eagerness to serve on the board.

ADJOURNMENT

A motion was made by Holly McDermott to adjourn, seconded by Ron Malfi and approved unanimously. The January 10, 2023 CSCIA Annual Meeting was adjourned at 9:05 pm. Board members met after to elect officers.

Cape St. Claire Improvement Association, Inc.
Profit & Loss - Piers
November 30, 2022 - Final

	November Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Interest Income	1.63	8.49	0.00	8.49	
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	220.00	758.00	92,595.00	(91,837.00)	1%
Total Income	221.63	1,766.49	107,330.00	(105,563.51)	
Expense					
General and Administrative					
1 Accounting Fees	85.96	468.76	1,000.00	(531.24)	47%
2 Audit Expenses	0.00	0.00	500.00	(500.00)	0%
3 Front Foot Assessment	0.00	0.00	1,170.00	(1,170.00)	0%
4 Insurance	0.00	0.00	6,000.00	(6,000.00)	0%
5 Legal Services	0.00	0.00	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	156.18	(156.18)	0%
8 Office Supplies/Expense	0.00	0.00	100.00	(100.00)	0%
9 Payroll Expenses & Benefits	23.00	102.13	2,637.25	(2,535.12)	4%
10 Permits	0.00	100.00	520.00	(420.00)	19%
11 Postage	122.10	122.10	500.00	(377.90)	24%
12 Printing	0.00	0.00	100.00	(100.00)	0%
13 Property Taxes	0.00	1,562.60	1,900.00	(337.40)	82%
14 Repairs/Maintenance	719.63	3,771.59	15,000.00	(11,228.41)	25%
15 Sanitary Services	0.00	0.00	100.00	(100.00)	0%
16 Sewer	0.00	0.00	100.00	(100.00)	0%
17 Signage	0.00	0.00	500.00	(500.00)	0%
18 Telecommunications & Internet	1,234.59	3,139.79	8,500.00	(5,360.21)	37%
19 Trash Collection	0.00	0.00	350.00	(350.00)	0%
20 Utilities	1,463.20	3,238.93	12,500.00	(9,261.07)	26%
21 Wages-Town Manager	0.00	0.00	5,712.17	(5,712.17)	0%
22 Wages-Administrator	0.00	0.00	5,608.37	(5,608.37)	0%
23 Wages-Asst. Administrator	172.00	726.75	4,000.00	(3,273.25)	18%
24 Wages-Handyman	86.25	417.51	4,000.00	(3,582.49)	10%
25 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	966.03	(966.03)	0%
26 Technology/Website	4.23	8.73	150.00	(141.27)	6%
Total General and Administrative	3,910.96	13,658.89	75,220.00	(61,561.11)	18%
Capital Expenditures					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	19,075.00	(19,075.00)	0%
Total Capital Expenditures	0.00	0.00	32,110.00	(32,110.00)	
Total Expenditures	3,910.96	13,658.89	107,330.00	(93,671.11)	
Net Income (Loss)	(3,689.33)	(11,892.40)	0.00	(11,892.40)	

Cape St. Claire Improvement Association, Inc.
Profit & Loss - Maintenance, Caper, Clubhouse
November 30, 2022 - Final

	November Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	1,550.00	21,405.00	40,000.00	(18,595.00)	54%
BLOA Contribution	0.00	4,176.89	11,500.00	(7,323.11)	36%
CSSC Contribution	0.00	752.29	2,000.00	(1,247.71)	38%
Maintenance Fees	0.00	935.00	25,000.00	(24,065.00)	4%
HOA Packets	450.00	5,550.00	11,000.00	(5,450.00)	50%
Interest Income	3.19	15.23	80.00	(64.77)	19%
Late Fees	0.00	655.00	5,500.00	(4,845.00)	12%
Miscellaneous Income	400.00	1,200.00	4,750.00	(3,550.00)	25%
Clubhouse - Rental Income	4,780.00	23,993.33	35,000.00	(11,006.67)	69%
Stickers	15.00	240.00	2,000.00	(1,760.00)	12%
Total Income	7,198.19	58,922.74	136,830.00	(77,907.26)	
Expense					
General and Administrative					
1 Accounting Fees	106.70	581.90	1,500.00	(918.10)	39%
2 Audit Expenses	0.00	0.00	1,000.00	(1,000.00)	0%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper Print/Edit/Contract&Postage	0.00	0.00	15,000.00	(15,000.00)	0%
5 Clubhouse Custodial Svcs	0.00	4,827.24	15,000.00	(10,172.76)	32%
6 Insurance	0.00	0.00	9,000.00	(9,000.00)	0%
7 Legal Services	0.00	0.00	12,000.00	(12,000.00)	0%
8 Membrshp(Confrence/Training/Dues)	0.00	0.00	650.00	(650.00)	0%
9 Voluntr Apprec(Refreshments/Misc)	146.00	2,015.56	300.00	1,715.56	672%
10 Events	0.00	0.00	500.00	(500.00)	0%
11 Office Supplies/Expense	0.00	448.90	1,500.00	(1,051.10)	30%
12 Payroll Expenses & Benefits	0.00	313.70	7,524.95	(7,211.25)	4%
13 Permits	0.00	0.00	500.00	(500.00)	0%
14 Postage	1,102.10	1,102.10	1,500.00	(397.90)	73%
15 Printing	1,500.00	1,500.00	1,500.00	0.00	100%
16 Property Taxes	0.00	5,192.00	5,000.00	192.00	104%
17 Repairs/Maintenance	192.00	674.80	12,500.00	(11,825.20)	5%
18 Sanitary Services	0.00	0.00	1,000.00	(1,000.00)	0%
19 Security Mileage Reimbursement	0.00	0.00	0.00	0.00	
20 Signage	0.00	0.00	500.00	(500.00)	0%
21 Telecommunications & Internet	42.93	173.54	138.75	34.79	125%
22 Utilities	0.00	0.00	0.00	0.00	
23 Wages-Town Manager	0.00	0.00	15,233.70	(15,233.70)	0%
24 Wages-Administrator	0.00	0.00	10,043.74	(10,043.74)	0%
25 Wages-Asst. Administrator	0.00	0.00	2,500.00	(2,500.00)	0%
26 Wages-Beach Attendants	0.00	3,391.17	10,000.00	(6,608.83)	34%
27 Wages-Groundskeeper	0.00	0.00	10,000.00	(10,000.00)	0%
28 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	2,388.86	(2,388.86)	0%
Total General and Administrative	3,089.73	20,220.91	136,830.00	(116,609.09)	
Capital Expenditures					
Clubhouse Improvements	0.00	0.00	0.00	0.00	
Beaches and Park Improvements	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	0.00	0.00	
Total Expenditures	3,089.73	20,220.91	136,830.00	(116,609.09)	
Net Income (Loss)	4,108.46	38,701.83	0.00	38,701.83	

Cape St. Claire Improvement Association, Inc.
Profit Loss - Piers & Maintenance
November 30, 2022 - Final

	November Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	1,550.00	21,405.00	40,000.00	(18,595.00)	54%
BLOA Contribution	0.00	4,176.89	11,500.00	(7,323.11)	36%
CSSC Contribution	0.00	752.29	2,000.00	(1,247.71)	38%
Maintenance Fees	0.00	935.00	25,000.00	(24,065.00)	4%
HOA Packets	450.00	5,550.00	11,000.00	(5,450.00)	50%
Interest Income	4.82	23.72	80.00	(56.28)	30%
Late Fees	0.00	655.00	5,600.00	(4,945.00)	12%
Miscellaneous Income	400.00	1,200.00	4,850.00	(3,650.00)	25%
Clubhouse - Rental Income	4,780.00	23,993.33	35,000.00	(11,006.67)	69%
Rentals/ Slips	220.00	758.00	92,595.00	(91,837.00)	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	15.00	240.00	2,000.00	(1,760.00)	12%
Total Income	7,419.82	60,689.23	244,160.00	(183,470.77)	
Expense					
General and Administrative					
1 Accounting Fees	192.66	1,050.66	2,500.00	(1,449.34)	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/Contract&Postage	0.00	0.00	15,000.00	(15,000.00)	0%
5 Clubhouse Custodial Svcs	0.00	4,827.24	15,000.00	(10,172.76)	32%
6 Front Foot Assessment	0.00	0.00	1,170.00	(1,170.00)	0%
7 Insurance	0.00	0.00	15,000.00	(15,000.00)	0%
8 Legal Services	0.00	0.00	15,000.00	(15,000.00)	0%
9 Membrshp(Confemce/Training/Dues)	0.00	0.00	800.00	(800.00)	0%
10 Voluntr Apprec(Refreshments/Misc)	146.00	2,015.56	456.18	1,559.38	442%
11 Events	0.00	0.00	500.00	(500.00)	0%
13 Office Supplies/Expense	0.00	448.90	1,600.00	(1,151.10)	28%
14 Payroll Expenses & Benefits	23.00	415.83	10,162.20	(9,746.37)	4%
15 Permits	0.00	100.00	1,020.00	(920.00)	10%
16 Postage	1,224.20	1,224.20	2,000.00	(775.80)	61%
17 Printing	1,500.00	1,500.00	1,600.00	(100.00)	94%
18 Property Taxes	0.00	6,754.60	6,900.00	(145.40)	98%
19 Repairs/Maintenance	911.63	4,446.39	27,500.00	(23,053.61)	16%
20 Sanitary Services	0.00	0.00	1,100.00	(1,100.00)	0%
21 Security Mileage Reimbursement	0.00	0.00	0.00	0.00	
22 Sewer	0.00	0.00	100.00	(100.00)	0%
23 Signage	0.00	0.00	1,000.00	(1,000.00)	0%
24 Technology/Website	4.23	8.73	150.00	(141.27)	6%
25 Telecommunications & Internet	1,277.52	3,313.33	8,638.75	(5,325.42)	38%
26 Trash Collection	0.00	0.00	350.00	(350.00)	0%
27 Utilities	1,463.20	3,238.93	12,500.00	(9,261.07)	26%
28 Wages-Town Manager	0.00	0.00	20,945.87	(20,945.87)	0%
29 Wages-Administrator	0.00	0.00	15,652.11	(15,652.11)	0%
30 Wages-Asst. Administrator	172.00	726.75	6,500.00	(5,773.25)	11%
31 Wages-Beach Attendant	0.00	3,391.17	10,000.00	(6,608.83)	34%
32 Wages-Groundskeeper	0.00	0.00	10,000.00	(10,000.00)	0%
33 Wages-Handyman	86.25	417.51	4,000.00	(3,582.49)	10%
34 Wage/Salary Defined Criteria Bosun	0.00	0.00	3,354.89	(3,354.89)	0%
Total General and Administrative	7,000.69	33,879.80	212,050.00	(178,170.20)	
Capital Expenditures					
Beaches and Park Improvements	0.00	0.00	0.00	0.00	0%
Clubhouse Improvements	0.00	0.00	0.00	0.00	0%
Piers Replacement Project	0.00	0.00	13,035.00	(13,035.00)	0%
Piers Improvements	0.00	0.00	19,075.00	(19,075.00)	0%
Total Capital Expenditures	0.00	0.00	32,110.00	(32,110.00)	
Total Expenditures	7,000.69	33,879.80	244,160.00	(210,280.20)	
Net Income (Loss)	419.13	26,809.43	0.00	26,809.43	

Cape St. Claire Improvement Association, Inc.

Profit Loss - SCBD

November 30, 2022 - Final

	November Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
SCBD/Fees	0.00	0.00	464,000.00	-464,000.00	0%
Interest Income	0.00	0.00	20.00	-20.00	0%
Rollover from FY21	0.00	0.00	45,528.00	-45,528.00	0%
Total Income	0.00	0.00	509,548.00	-509,548.00	
Expense					
General and Administrative					
1 Accounting Fees	301.34	1,643.34	5,000.00	-3,356.66	33%
2 Audit Expenses	4,250.00	4,250.00	3,000.00	1,250.00	142%
Bank Charges	0.00	0.00	150.00	-150.00	0%
4 Caper Print/Edit/Contract&Postage	4,697.48	20,524.09	23,000.00	-2,475.91	89%
5 Collection Fee-AA County	0.00	0.00	2,000.00	-2,000.00	0%
6 Contract Labor	0.00	0.00	1,000.00	-1,000.00	0%
7 Clubhouse Custodial Services	1,609.08	3,218.16	5,000.00	-1,781.84	64%
8 Insurance	2,015.10	10,519.77	25,000.00	-14,480.23	42%
9 Legal Services	845.00	9,650.53	13,000.00	-3,349.47	74%
10 Membrshp(Confrence/Training/Dues)	260.62	260.62	1,300.00	-1,039.38	20%
11 Voluntr Apprec(Refreshments/Misc)	87.81	496.90	500.00	-3.10	99%
12 Events	985.95	1,168.35	1,500.00	-331.65	78%
13 Mowing	1,575.00	9,450.00	17,000.00	-7,550.00	56%
14 Office Supplies/Expense	772.43	2,336.86	5,000.00	-2,663.14	47%
15 Payroll Expenses & Benefits	1,069.67	11,406.51	29,634.31	-18,227.80	38%
16 Permits	0.00	0.00	500.00	-500.00	0%
17 Postage	282.85	414.05	3,500.00	-3,085.95	12%
18 Printing	2,350.75	2,350.75	3,500.00	-1,149.25	67%
19 Property Taxes	0.00	3,006.70	4,350.00	-1,343.30	69%
20 Repairs/Maintenance	13,068.92	22,387.80	31,440.34	-9,052.54	71%
21 Sanitary Services	624.60	7,287.00	9,500.00	-2,213.00	77%
22 Sewer	0.00	116.47	500.00	-383.53	23%
23 Signage	0.00	0.00	600.00	-600.00	0%
24 Telecommunications & Internet	242.61	611.43	3,911.25	-3,299.82	16%
25 Trash Collection	615.33	2,578.49	6,000.00	-3,421.51	43%
26 Utilities	1,419.33	3,595.23	10,200.00	-6,604.77	35%
27 Vehicle Fuel & Maintenance	642.41	737.28	2,900.00	-2,162.72	25%
28 Wages-Town Manager	0.00	39,937.31	63,459.33	-23,522.02	63%
29 Wages-Administrator	4,583.26	24,800.14	43,475.04	-18,674.90	57%
30 Wages-Assst Administrator	0.00	1,109.00	3,000.00	-1,891.00	37%
31 Wages-Assst Admin (Mtg Spt)	150.00	900.00	2,400.00	-1,500.00	38%
32 Wages-Beach Attendant	0.00	16,500.52	16,500.00	0.52	100%
34 Wages-Custodial Services	218.63	342.63	2,080.00	-1,737.37	16%
35 Wages-Groundskeeper	1,150.75	6,397.94	15,000.00	-8,602.06	43%
36 Wages-Security Patrol	1,010.63	6,573.88	44,352.00	-37,778.12	15%
37 Wage/Salary Annual Def Criteria Bonus	0.00	0.00	7,295.73	-7,295.73	0%
38 Website/Technology	273.54	831.13	3,000.00	-2,168.87	28%
Total General and Administrative	45,103.09	215,402.88	409,548.00	-194,145.12	
Capital Expenditures					
Clubhouse Improvements	4,026.94	4,026.94	20,000.00	-15,973.06	20%
Beaches and Parks Improvements	0.00	0.00	5,000.00	-5,000.00	0%
Shoreline Erosion Restoration	2,220.25	10,958.00	75,000.00	-64,042.00	15%
Total Capital Expenditures	6,247.19	14,984.94	100,000.00	-85,015.06	
Total Expenditures	51,350.28	230,387.82	509,548.00	-279,160.18	
Net Income (Loss)	-51,350.28	-230,387.82	0.00	-230,387.82	

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

Balance Sheet
As of November 30, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	12,101.61
Payroll Checking - BB&T	4,937.79
Total Checking Accounts	17,039.40
Money Market Accounts	
Maintenance MM - BB&T	167,539.45
Maintenance MM - Grants	208,980.00
Total Maintenance MM - BB&T	376,519.45
Piers MM - BB&T	156,604.82
Piers Capital Improvement - BB&T	39,105.00
Total Piers MM - BB&T	195,709.82
Total Money Market Accounts	572,229.27
Petty Cash	
Maintenance	250.00
Total Petty Cash	250.00
Total Bank Accounts	\$589,518.67
Accounts Receivable	
Accounts Receivable	1,410.33
Total Accounts Receivable	\$1,410.33
Other Current Assets	
Due From SCBD	-4,085.98
Undeposited Funds	1,187.37
Total Other Current Assets	\$-2,898.61
Total Current Assets	\$588,930.39
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
Total Maintenance	108,730.41

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

Balance Sheet
As of November 30, 2022

	TOTAL
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
Total Membership	23,634.27
Piers	
Accumulated Depreciation	-168,424.00
Buildings & Piers	220,307.64
Total Piers	51,883.64
Total Fixed Assets	\$184,248.32
Other Assets	
WIP - Shoreline Restoration Project	1,028,172.50
Total Other Assets	\$1,028,172.50
TOTAL ASSETS	\$1,800,451.21
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A/P - State Income Tax	53.00
Due to SCBD	-84.02
Grants	236.00
Payroll Liabilities	-2,071.47
Prepaid Advertising	1,147.12
Prepaid Maintenance Fees	685.00
Security Deposit Clubhouse	7,536.68
Total Other Current Liabilities	\$7,502.91
Total Current Liabilities	\$7,502.91
Long-Term Liabilities	
N/P - BB&T	569,172.50
Total Long-Term Liabilities	\$569,172.50
Total Liabilities	\$576,674.81
Equity	
Net Assets	
Net Assets-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
Total Net Assets-Piers & Maintenance	448,653.09
Total Net Assets	448,653.09
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

Balance Sheet

As of November 30, 2022

	TOTAL
Retained Earnings	724,269.88
Net Income	26,809.43
Total Equity	\$1,223,776.46
TOTAL LIABILITIES AND EQUITY	\$1,800,451.21

SCBD - Cape St. Claire Improvement Association

Balance Sheet
As of November 30, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Cash Held by the County	1,282.93
Checking Accounts	
BB&T Checking -7627	4,386.76
SCBD Checking - BB&T	31,858.08
Total Checking Accounts	36,244.84
Total Bank Accounts	\$37,527.77
Total Current Assets	\$37,527.77
TOTAL ASSETS	\$37,527.77
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Cape St. Claire	-4,001.96
Total Other Current Liabilities	\$-4,001.96
Total Current Liabilities	\$-4,001.96
Total Liabilities	\$-4,001.96
Equity	
Net Assets-SCBD	263,630.70
Retained Earnings	8,286.85
Net Income	-230,387.82
Total Equity	\$41,529.73
TOTAL LIABILITIES AND EQUITY	\$37,527.77

Cape St. Claire Improvement Association, Inc.

Profit & Loss - Piers

December 31, 2022 - Final

	December Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Interest Income	1.63	10.12	0.00	10.12	
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	758.00	92,595.00	(91,837.00)	1%
Total Income	1.63	1,768.12	107,330.00	(105,561.88)	
Expense					
General and Administrative					
1 Accounting Fees	95.70	564.46	1,000.00	(435.54)	56%
2 Audit Expenses	0.00	0.00	500.00	(500.00)	0%
3 Front Foot Assessment	0.00	0.00	1,170.00	(1,170.00)	0%
4 Insurance	4,725.35	4,725.35	6,000.00	(1,274.65)	79%
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	156.18	(156.18)	0%
8 Office Supplies/Expense	0.00	0.00	100.00	(100.00)	0%
9 Payroll Expenses & Benefits	86.46	188.59	2,637.25	(2,448.66)	7%
10 Permits	0.00	100.00	520.00	(420.00)	19%
11 Postage	0.00	122.10	500.00	(377.90)	24%
12 Printing	0.00	0.00	100.00	(100.00)	0%
13 Property Taxes	0.00	1,562.60	1,900.00	(337.40)	82%
14 Repairs/Maintenance	88.28	3,859.87	15,000.00	(11,140.13)	26%
15 Sanitary Services	0.00	0.00	100.00	(100.00)	0%
16 Sewer	0.00	0.00	100.00	(100.00)	0%
17 Signage	0.00	0.00	500.00	(500.00)	0%
18 Telecommunications & Internet	669.24	3,809.03	8,500.00	(4,690.97)	45%
19 Trash Collection	0.00	0.00	350.00	(350.00)	0%
20 Utlilities	1,210.90	4,449.83	12,500.00	(8,050.17)	36%
21 Wages-Town Manager	0.00	0.00	5,712.17	(5,712.17)	0%
22 Wages-Administrator	0.00	0.00	5,608.37	(5,608.37)	0%
23 Wages-Asst. Administrator	324.00	1,050.75	4,000.00	(2,949.25)	26%
24 Wages-Handyman	339.25	756.76	4,000.00	(3,243.24)	19%
25 Wage/Salary Annual Defined Criteria Bonus	324.85	324.85	966.03	(641.18)	34%
26 Technology/Website	1.01	9.74	150.00	(140.26)	6%
Total General and Administrative	7,865.04	21,523.93	75,220.00	(53,696.07)	29%
Capital Expenditures					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	19,075.00	(19,075.00)	0%
Total Capital Expenditures	0.00	0.00	32,110.00	(32,110.00)	
Total Expenditures	7,865.04	21,523.93	107,330.00	(85,806.07)	
Net Income (Loss)	(7,863.41)	(19,755.81)	0.00	(19,755.81)	

Cape St. Claire Improvement Association, Inc.
Profit & Loss - Maintenance, Caper, Clubhouse
December 31, 2022 - Final

	December Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	3,130.00	24,535.00	40,000.00	(15,465.00)	61%
BLOA Contribution	0.00	4,176.89	11,500.00	(7,323.11)	36%
CSSC Contribution	0.00	752.29	2,000.00	(1,247.71)	38%
Maintenance Fees	75.00	1,010.00	25,000.00	(23,990.00)	4%
HOA Packets	0.00	5,550.00	11,000.00	(5,450.00)	50%
Interest Income	3.35	18.58	80.00	(61.42)	23%
Late Fees	10.00	665.00	5,500.00	(4,835.00)	12%
Miscellaneous Income	300.00	1,500.00	4,750.00	(3,250.00)	32%
Clubhouse - Rental Income	3,837.50	27,830.83	35,000.00	(7,169.17)	80%
Stickers	25.00	265.00	2,000.00	(1,735.00)	13%
Total Income	7,380.85	66,303.59	136,830.00	(70,526.41)	
Expense					
General and Administrative					
1 Accounting Fees	118.80	700.70	1,500.00	(799.30)	47%
2 Audit Expenses	0.00	0.00	1,000.00	(1,000.00)	0%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper Print/Edit/Contract&Postage	0.00	0.00	15,000.00	(15,000.00)	0%
5 Clubhouse Custodial Svcs	0.00	4,827.24	15,000.00	(10,172.76)	32%
6 Insurance	0.00	0.00	9,000.00	(9,000.00)	0%
7 Legal Services	0.00	0.00	12,000.00	(12,000.00)	0%
8 Membrshp(Confrence/Training/Dues)	0.00	0.00	650.00	(650.00)	0%
9 Voluntr Apprec(Refreshments/Misc)	(607.56)	1,408.00	300.00	1,108.00	469%
10 Events	0.00	0.00	500.00	(500.00)	0%
11 Office Supplies/Expense	0.00	448.90	1,500.00	(1,051.10)	30%
12 Payroll Expenses & Benefits	0.00	313.70	7,524.95	(7,211.25)	4%
13 Permits	0.00	0.00	500.00	(500.00)	0%
14 Postage	0.00	1,102.10	1,500.00	(397.90)	73%
15 Printing	0.00	1,500.00	1,500.00	0.00	100%
16 Property Taxes	0.00	5,192.00	5,000.00	192.00	104%
17 Repairs/Maintenance	77.00	751.80	12,500.00	(11,748.20)	6%
18 Sanitary Services	0.00	0.00	1,000.00	(1,000.00)	0%
19 Security Mileage Reimbursement	0.00	0.00	0.00	0.00	
20 Signage	0.00	0.00	500.00	(500.00)	0%
21 Telecommunications & Internet	85.94	259.48	138.75	120.73	187%
22 Utilities	0.00	0.00	0.00	0.00	
23 Wages-Town Manager	0.00	0.00	15,233.70	(15,233.70)	0%
24 Wages-Administrator	0.00	0.00	10,043.74	(10,043.74)	0%
25 Wages-Asst. Administrator	0.00	0.00	2,500.00	(2,500.00)	0%
26 Wages-Beach Attendants	0.00	3,391.17	10,000.00	(6,608.83)	34%
27 Wages-Groundskeeper	0.00	0.00	10,000.00	(10,000.00)	0%
28 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	2,388.86	(2,388.86)	0%
Total General and Administrative	(325.82)	19,895.09	136,830.00	(116,934.91)	
Capital Expenditures					
Clubhouse Improvements	0.00	0.00	0.00	0.00	
Beaches and Park Improvements	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	0.00	0.00	
Total Expenditures	(325.82)	19,895.09	136,830.00	(116,934.91)	
Net Income (Loss)	7,706.67	46,408.50	0.00	46,408.50	

Cape St. Claire Improvement Association, Inc.
Profit Loss - Piers & Maintenance
December 31, 2022 - Final

	December Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	3,130.00	24,535.00	40,000.00	(15,465.00)	61%
BLOA Contribution	0.00	4,176.89	11,500.00	(7,323.11)	36%
CSSC Contribution	0.00	752.29	2,000.00	(1,247.71)	38%
Maintenance Fees	75.00	1,010.00	25,000.00	(23,990.00)	4%
HOA Packets	0.00	5,550.00	11,000.00	(5,450.00)	50%
Interest Income	4.98	28.70	80.00	(51.30)	36%
Late Fees	10.00	665.00	5,600.00	(4,935.00)	12%
Miscellaneous Income	300.00	1,500.00	4,850.00	(3,350.00)	31%
Clubhouse - Rental Income	3,837.50	27,830.83	35,000.00	(7,169.17)	80%
Rentals/ Slips	0.00	758.00	92,595.00	(91,837.00)	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	25.00	265.00	2,000.00	(1,735.00)	13%
Total Income	7,382.48	68,071.71	244,160.00	(176,088.29)	
Expense					
General and Administrative					
1 Accounting Fees	214.50	1,265.16	2,500.00	(1,234.84)	51%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper/Print/Contract&Postage	0.00	0.00	15,000.00	(15,000.00)	0%
5 Clubhouse Custodial Svcs	0.00	4,827.24	15,000.00	(10,172.76)	32%
6 Front Foot Assessment	0.00	0.00	1,170.00	(1,170.00)	0%
7 Insurance	4,725.35	4,725.35	15,000.00	(10,274.65)	32%
8 Legal Services	0.00	0.00	15,000.00	(15,000.00)	0%
9 Membrshp(Confernce/Training/Dues)	0.00	0.00	800.00	(800.00)	0%
10 Voluntr Apprec(Refreshments/Misc)	(607.56)	1,408.00	456.18	951.82	309%
11 Events	0.00	0.00	500.00	(500.00)	0%
13 Office Supplies/Expense	0.00	448.90	1,600.00	(1,151.10)	28%
14 Payroll Expenses & Benefits	86.46	502.29	10,162.20	(9,659.91)	5%
15 Permits	0.00	100.00	1,020.00	(920.00)	10%
16 Postage	0.00	1,224.20	2,000.00	(775.80)	61%
17 Printing	0.00	1,500.00	1,600.00	(100.00)	94%
18 Property Taxes	0.00	6,754.60	6,900.00	(145.40)	98%
19 Repairs/Maintenance	165.28	4,611.67	27,500.00	(22,888.33)	17%
20 Sanitary Services	0.00	0.00	1,100.00	(1,100.00)	0%
21 Security Mileage Reimbursement	0.00	0.00	0.00	0.00	
22 Sewer	0.00	0.00	100.00	(100.00)	0%
23 Signage	0.00	0.00	1,000.00	(1,000.00)	0%
24 Technology/Website	1.01	9.74	150.00	(140.26)	6%
25 Telecommunications & Internet	755.18	4,068.51	8,638.75	(4,570.24)	47%
26 Trash Collection	0.00	0.00	350.00	(350.00)	0%
27 Utilities	1,210.90	4,449.83	12,500.00	(8,050.17)	36%
28 Wages-Town Manager	0.00	0.00	20,945.87	(20,945.87)	0%
29 Wages-Administrator	0.00	0.00	15,652.11	(15,652.11)	0%
30 Wages-Asst. Administrator	324.00	1,050.75	6,500.00	(5,449.25)	16%
31 Wages-Beach Attendant	0.00	3,391.17	10,000.00	(6,608.83)	34%
32 Wages-Groundskeeper	0.00	0.00	10,000.00	(10,000.00)	0%
33 Wages-Handyman	339.25	756.76	4,000.00	(3,243.24)	19%
34 Wage/Salary Defined Criteria Bosun	324.85	324.85	3,354.89	(3,030.04)	10%
Total General and Administrative	7,539.22	41,419.02	212,050.00	(170,630.98)	
Capital Expenditures					
Beaches and Park Improvements	0.00	0.00	0.00	0.00	0%
Clubhouse Improvements	0.00	0.00	0.00	0.00	0%
Piers Replacement Project	0.00	0.00	13,035.00	(13,035.00)	0%
Piers Improvements	0.00	0.00	19,075.00	(19,075.00)	0%
Total Capital Expenditures	0.00	0.00	32,110.00	(32,110.00)	
Total Expenditures	7,539.22	41,419.02	244,160.00	(202,740.98)	
Net Income (Loss)	(156.74)	26,652.69	0.00	26,652.69	

Cape St. Claire Improvement Association, Inc.

Profit Loss - SCBD

December 31, 2022 - Final

	December Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
SCBD/Fees	270,688.37	270,688.37	464,000.00	-193,311.63	58%
Interest Income	0.00	0.00	20.00	-20.00	0%
Rollover from FY21	0.00	0.00	45,528.00	-45,528.00	0%
Total Income	270,688.37	270,688.37	509,548.00	-238,859.63	
Expense					
General and Administrative					
1 Accounting Fees	335.50	1,978.84	5,000.00	-3,021.16	40%
2 Audit Expenses	0.00	4,250.00	3,000.00	1,250.00	142%
Bank Charges	0.00	0.00	150.00	-150.00	0%
4 Caper Print/Edit/Contract&Postage	0.00	20,524.09	23,000.00	-2,475.91	89%
5 Collection Fee-AA County	0.00	0.00	2,000.00	-2,000.00	0%
6 Contract Labor	0.00	0.00	1,000.00	-1,000.00	0%
7 Clubhouse Custodial Services	1,609.08	4,827.24	5,000.00	-172.76	97%
8 Insurance	8,742.84	19,262.61	25,000.00	-5,737.39	77%
9 Legal Services	638.70	10,289.23	13,000.00	-2,710.77	79%
10 Membrshp(Confrence/Training/Dues)	0.00	260.62	1,300.00	-1,039.38	20%
11 Voluntr Apprec(Refreshments/Misc)	0.00	496.90	500.00	-3.10	99%
12 Events	0.00	1,168.35	1,500.00	-331.65	78%
13 Mowing	0.00	9,450.00	17,000.00	-7,550.00	56%
14 Office Supplies/Expense	635.64	2,972.50	5,000.00	-2,027.50	59%
15 Payroll Expenses & Benefits	1,485.97	12,892.48	29,634.31	-16,741.83	44%
16 Permits	0.00	0.00	500.00	-500.00	0%
17 Postage	94.10	508.15	3,500.00	-2,991.85	15%
18 Printing	0.00	2,350.75	3,500.00	-1,149.25	67%
19 Property Taxes	444.95	3,451.65	4,350.00	-898.35	79%
20 Repairs/Maintenance	92.12	22,479.92	31,440.34	-8,960.42	72%
21 Sanitary Services	0.00	7,287.00	9,500.00	-2,213.00	77%
22 Sewer	116.47	232.94	500.00	-267.06	47%
23 Signage	0.00	0.00	600.00	-600.00	0%
24 Telecommunications & Internet	121.36	732.79	3,911.25	-3,178.46	19%
25 Trash Collection	437.33	3,015.82	6,000.00	-2,984.18	50%
26 Utilities	1,140.71	4,735.94	10,200.00	-5,464.06	46%
27 Vehicle Fuel & Maintenance	116.99	854.27	2,900.00	-2,045.73	29%
28 Wages-Town Manager	0.00	39,937.31	63,459.33	-23,522.02	63%
29 Wages-Administrator	6,857.68	31,657.82	43,475.04	-11,817.22	73%
30 Wages-Asst Administrator	456.00	1,565.00	3,000.00	-1,435.00	52%
31 Wages-Asst Admin (Mtg Spt)	300.00	1,200.00	2,400.00	-1,200.00	50%
32 Wages-Beach Attendant	0.00	16,500.52	16,500.00	0.52	100%
34 Wages-Custodial Services	12.50	355.13	2,080.00	-1,724.87	17%
35 Wages-Groundskeeper	1,015.50	7,413.44	15,000.00	-7,586.56	49%
36 Wages-Security Patrol	1,078.00	7,651.88	44,352.00	-36,700.12	17%
37 Wage/Salary Annual Def Criteria Bonus	1,407.69	1,407.69	7,295.73	-5,888.04	19%
38 Website/Technology	132.96	964.09	3,000.00	-2,035.91	32%
Total General and Administrative	27,272.09	242,674.97	409,548.00	-166,873.03	
Capital Expenditures					
Clubhouse Improvements	0.00	4,026.94	20,000.00	-15,973.06	20%
Beaches and Parks Improvements	0.00	0.00	5,000.00	-5,000.00	0%
Shoreline Erosion Restoration	2,148.62	13106.62	75,000.00	-61,893.38	17%
Total Capital Expenditures	2,148.62	17,133.56	100,000.00	-82,866.44	
Total Expenditures	29,420.71	259,808.53	509,548.00	-249,739.47	
Net Income (Loss)	241,267.66	10,879.84	0.00	10,879.84	0

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

Balance Sheet

As of December 31, 2022

	<u>Total</u>
ASSETS	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	15,728.37
Payroll Checking - BB&T	468.58
Total Checking Accounts	<u>\$ 16,196.95</u>
Money Market Accounts	
Maintenance MM - BB&T	170,439.36
Maintenance MM - Grants	208,980.00
Total Maintenance MM - BB&T	<u>\$ 379,419.36</u>
Piers MM - BB&T	149,268.80
Piers Capital Improvement - BB&T	39,105.00
Total Piers MM - BB&T	<u>\$ 188,373.80</u>
Total Money Market Accounts	<u>\$ 567,793.16</u>
Petty Cash	
Maintenance	250.00
Total Petty Cash	<u>\$ 250.00</u>
Total Bank Accounts	<u>\$ 584,240.11</u>
Accounts Receivable	
Accounts Receivable	1,410.33
Total Accounts Receivable	<u>\$ 1,410.33</u>
Other Current Assets	
Due From SCBD	-144.16
Undeposited Funds	1,817.37
Total Other Current Assets	<u>\$ 1,673.21</u>
Total Current Assets	<u>\$ 587,323.65</u>
Fixed Assets	
Maintenance	0.00
Accumulated Depreciation	-64,181.58
Equipment	25,570.51
Furniture & Fixtures	2,000.00
Improvements	4,707.00
Land	105,027.20
Paving/Walls	35,607.28
Total Maintenance	<u>\$ 108,730.41</u>
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
Total Membership	<u>\$ 23,634.27</u>

Piers		
Accumulated Depreciation		-168,424.00
Buildings & Piers		220,307.64
Total Piers	\$	51,883.64
Total Fixed Assets	\$	184,248.32
Other Assets		
WIP - Shoreline Restoration Project		1,028,172.50
Total Other Assets	\$	1,028,172.50
TOTAL ASSETS	\$	1,799,744.47
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
A/P - State Income Tax		53.00
Due to SCBD		-84.02
Grants		236.00
Payroll Liabilities		-2,071.47
Prepaid Advertising		1,147.12
Prepaid Maintenance Fees		685.00
Security Deposit Clubhouse		6,986.68
Total Other Current Liabilities	\$	6,952.31
Total Current Liabilities	\$	6,952.31
Long-Term Liabilities		
N/P - BB&T		569,172.50
Total Long-Term Liabilities	\$	569,172.50
Total Liabilities	\$	576,124.81
Equity		
Net Assets		
Net Assets-Piers & Maintenance		
Net Assets-Maintenance		280,614.21
Net Assets-Piers		168,038.88
Total Net Assets-Piers & Maintenance	\$	448,653.09
Total Net Assets	\$	448,653.09
Net Assets-Comm. Defense Fund		12,543.76
Net Assets-Old Clubhouse		11,500.24
Retained Earnings		724,269.88
Net Income		26,652.69
Total Equity	\$	1,223,619.66
TOTAL LIABILITIES AND EQUITY	\$	1,799,744.47

SCBD - Cape St. Claire Improvement Association

Balance Sheet

As of December 31, 2022

	Total
ASSETS	
Current Assets	
Bank Accounts	
Cash Held by the County	1,282.93
Checking Accounts	
BB&T Checking -7627	59,438.14
SCBD Checking - BB&T	222,016.18
Total Checking Accounts	\$ 281,454.32
Total Bank Accounts	\$ 282,737.25
Total Current Assets	\$ 282,737.25
TOTAL ASSETS	\$ 282,737.25
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Cape St. Claire	-60.14
Total Other Current Liabilities	-\$ 60.14
Total Current Liabilities	-\$ 60.14
Total Liabilities	-\$ 60.14
Equity	
Net Assets-SCBD	263,630.70
Retained Earnings	8,286.85
Net Income	10,879.84
Total Equity	\$ 282,797.39
TOTAL LIABILITIES AND EQUITY	\$ 282,737.25

Thursday, Feb 09, 2023 01:36:38 PM GMT-8 - Cash Basis

Cape St. Claire Improvement Association, Inc.

Profit & Loss - Piers

January 31, 2023 -Final

	January Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Interest Income	1.59	11.71	0.00	11.71	
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	758.00	92,595.00	(91,837.00)	1%
Total Income	1.59	1,769.71	107,330.00	(105,560.29)	
Expense					
General and Administrative					
1 Accounting Fees	95.70	660.16	1,000.00	(339.84)	66%
2 Audit Expenses	0.00	0.00	500.00	(500.00)	0%
3 Front Foot Assessment	1,170.00	1,170.00	1,170.00	0.00	100%
4 Insurance	0.00	4,725.35	6,000.00	(1,274.65)	79%
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	156.18	(156.18)	0%
8 Office Supplies/Expense	0.00	0.00	100.00	(100.00)	0%
9 Payroll Expenses & Benefits	57.77	246.36	2,637.25	(2,390.89)	9%
10 Permits	0.00	100.00	520.00	(420.00)	19%
11 Postage	0.00	122.10	500.00	(377.90)	24%
12 Printing	0.00	0.00	100.00	(100.00)	0%
13 Property Taxes	0.00	1,562.60	1,900.00	(337.40)	82%
14 Repairs/Maintenance	0.00	3,859.87	15,000.00	(11,140.13)	26%
15 Sanitary Services	0.00	0.00	100.00	(100.00)	0%
16 Sewer	0.00	0.00	100.00	(100.00)	0%
17 Signage	0.00	0.00	500.00	(500.00)	0%
18 Telecommunications & Internet	600.00	4,409.03	8,500.00	(4,090.97)	52%
19 Trash Collection	0.00	0.00	350.00	(350.00)	0%
20 Utilities	2,152.72	6,602.55	12,500.00	(5,897.45)	53%
21 Wages-Town Manager	0.00	0.00	5,712.17	(5,712.17)	0%
22 Wages-Administrator	0.00	0.00	5,608.37	(5,608.37)	0%
23 Wages-Asst. Administrator	312.00	1,362.75	4,000.00	(2,637.25)	34%
24 Wages-Handyman	312.50	1,069.26	4,000.00	(2,930.74)	27%
25 Wage/Salary Annual Defined Criteria Bonus	0.00	324.85	966.03	(641.18)	34%
26 Technology/Website	0.00	9.74	150.00	(140.26)	6%
Total General and Administrative	4,700.69	26,224.62	75,220.00	(48,995.38)	35%
Capital Expenditures					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	19,075.00	(19,075.00)	0%
Total Capital Expenditures	0.00	0.00	32,110.00	(32,110.00)	
Total Expenditures	4,700.69	26,224.62	107,330.00	(81,105.38)	
Net Income (Loss)	(4,699.10)	(24,454.91)	0.00	(24,454.91)	

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

	January Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	1,440.00	25,975.00	40,000.00	(14,025.00)	65%
BLOA Contribution	0.00	4,176.89	11,500.00	(7,323.11)	36%
CSSC Contribution	0.00	752.29	2,000.00	(1,247.71)	38%
Maintenance Fees	9,836.00	10,846.00	25,000.00	(14,154.00)	43%
HOA Packets	300.00	5,850.00	11,000.00	(5,150.00)	53%
Interest Income	3.45	22.03	80.00	(57.97)	28%
Late Fees	270.00	935.00	5,500.00	(4,565.00)	17%
Miscellaneous Income	1,150.00	2,650.00	4,750.00	(2,100.00)	58%
Clubhouse - Rental Income	4,725.00	32,555.83	35,000.00	(2,444.17)	93%
Stickers	495.00	760.00	2,000.00	(1,240.00)	38%
Total Income	18,219.45	84,523.04	136,830.00	(52,306.96)	
Expense					
General and Administrative					
1 Accounting Fees	118.80	819.50	1,500.00	(680.50)	55%
2 Audit Expenses	0.00	0.00	1,000.00	(1,000.00)	0%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper Print/Edit/Contract&Postage	2,503.30	2,503.30	15,000.00	(12,496.70)	17%
5 Clubhouse Custodial Svcs	1,436.32	6,263.56	15,000.00	(8,736.44)	42%
6 Insurance	0.00	0.00	9,000.00	(9,000.00)	0%
7 Legal Services	0.00	0.00	12,000.00	(12,000.00)	0%
8 Membrshp(Confrence/Training/Dues)	0.00	0.00	650.00	(650.00)	0%
9 Voluntr Apprec(Refreshments/Misc)	(643.00)	765.00	300.00	465.00	255%
10 Events	0.00	0.00	500.00	(500.00)	0%
11 Office Supplies/Expense	0.00	448.90	1,500.00	(1,051.10)	30%
12 Payroll Expenses & Benefits	0.00	313.70	7,524.95	(7,211.25)	4%
13 Permits	0.00	0.00	500.00	(500.00)	0%
14 Postage	0.00	1,102.10	1,500.00	(397.90)	73%
15 Printing	0.00	1,500.00	1,500.00	0.00	100%
16 Property Taxes	0.00	5,192.00	5,000.00	192.00	104%
17 Repairs/Maintenance	77.00	828.80	12,500.00	(11,671.20)	7%
18 Sanitary Services	0.00	0.00	1,000.00	(1,000.00)	0%
19 Security Mileage Reimbursement	0.00	0.00	0.00	0.00	
20 Signage	0.00	0.00	500.00	(500.00)	0%
21 Telecommunications & Internet	0.00	259.48	138.75	120.73	187%
22 Utilities	0.00	0.00	0.00	0.00	
23 Wages-Town Manager	0.00	0.00	15,233.70	(15,233.70)	0%
24 Wages-Administrator	0.00	0.00	10,043.74	(10,043.74)	0%
25 Wages-Asst. Administrator	0.00	0.00	2,500.00	(2,500.00)	0%
26 Wages-Beach Attendants	0.00	3,391.17	10,000.00	(6,608.83)	34%
27 Wages-Groundskeeper	0.00	0.00	10,000.00	(10,000.00)	0%
28 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	2,388.86	(2,388.86)	0%
Total General and Administrative	3,492.42	23,387.51	136,830.00	(113,442.49)	
Capital Expenditures					
Clubhouse Improvements	0.00	0.00	0.00	0.00	
Beaches and Park Improvements	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	0.00	0.00	
Total Expenditures	3,492.42	23,387.51	136,830.00	(113,442.49)	
Net Income (Loss)	14,727.03	61,135.53	0.00	61,135.53	

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

	January Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	1,440.00	25,975.00	40,000.00	(14,025.00)	65%
BLOA Contribution	0.00	4,176.89	11,500.00	(7,323.11)	36%
CSSC Contribution	0.00	752.29	2,000.00	(1,247.71)	38%
Maintenance Fees	9,836.00	10,846.00	25,000.00	(14,154.00)	43%
HOA Packets	300.00	5,850.00	11,000.00	(5,150.00)	53%
Interest Income	5.04	33.74	80.00	(46.26)	42%
Late Fees	270.00	935.00	5,600.00	(4,665.00)	17%
Miscellaneous Income	1,150.00	2,650.00	4,850.00	(2,200.00)	55%
Clubhouse - Rental Income	4,725.00	32,555.83	35,000.00	(2,444.17)	93%
Rentals/ Slips	0.00	758.00	92,595.00	(91,837.00)	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	495.00	760.00	2,000.00	(1,240.00)	38%
Total Income	18,221.04	86,292.75	244,160.00	(157,867.25)	
Expense					
General and Administrative					
1 Accounting Fees	214.50	1,479.66	2,500.00	(1,020.34)	59%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper/Print/Contract&Postage	2,503.30	2,503.30	15,000.00	(12,496.70)	17%
5 Clubhouse Custodial Svcs	1,436.32	6,263.56	15,000.00	(8,736.44)	42%
6 Front Foot Assessment	1,170.00	1,170.00	1,170.00	0.00	100%
7 Insurance	0.00	4,725.35	15,000.00	(10,274.65)	32%
8 Legal Services	0.00	0.00	15,000.00	(15,000.00)	0%
9 Membrshp(Confrence/Training/Dues)	0.00	0.00	800.00	(800.00)	0%
10 Voluntr Apprec(Refreshments/Misc)	(643.00)	765.00	456.18	308.82	168%
11 Events	0.00	0.00	500.00	(500.00)	0%
13 Office Supplies/Expense	0.00	448.90	1,600.00	(1,151.10)	28%
14 Payroll Expenses & Benefits	57.77	560.06	10,162.20	(9,602.14)	6%
15 Permits	0.00	100.00	1,020.00	(920.00)	10%
16 Postage	0.00	1,224.20	2,000.00	(775.80)	61%
17 Printing	0.00	1,500.00	1,600.00	(100.00)	94%
18 Property Taxes	0.00	6,754.60	6,900.00	(145.40)	98%
19 Repairs/Maintenance	77.00	4,688.67	27,500.00	(22,811.33)	17%
20 Sanitary Services	0.00	0.00	1,100.00	(1,100.00)	0%
21 Security Mileage Reimbursement	0.00	0.00	0.00	0.00	
22 Sewer	0.00	0.00	100.00	(100.00)	0%
23 Signage	0.00	0.00	1,000.00	(1,000.00)	0%
24 Technology/Website	0.00	9.74	150.00	(140.26)	6%
25 Telecommunications & Internet	600.00	4,668.51	8,638.75	(3,970.24)	54%
26 Trash Collection	0.00	0.00	350.00	(350.00)	0%
27 Utilities	2,152.72	6,602.55	12,500.00	(5,897.45)	53%
28 Wages-Town Manager	0.00	0.00	20,945.87	(20,945.87)	0%
29 Wages-Administrator	0.00	0.00	15,652.11	(15,652.11)	0%
30 Wages-Asst. Administrator	312.00	1,362.75	6,500.00	(5,137.25)	21%
31 Wages-Beach Attendant	0.00	3,391.17	10,000.00	(6,608.83)	34%
32 Wages-Groundskeeper	0.00	0.00	10,000.00	(10,000.00)	0%
33 Wages-Handyman	312.50	1,069.26	4,000.00	(2,930.74)	27%
34 Wage/Salary Defined Criteria Bosun	0.00	324.85	3,354.89	(3,030.04)	10%
Total General and Administrative	8,193.11	49,612.13	212,050.00	(162,437.87)	
Capital Expenditures					
Beaches and Park Improvements	0.00	0.00	0.00	0.00	0%
Clubhouse Improvements	0.00	0.00	0.00	0.00	0%
Piers Replacement Project	0.00	0.00	13,035.00	(13,035.00)	0%
Piers Improvements	0.00	0.00	19,075.00	(19,075.00)	0%
Total Capital Expenditures	0.00	0.00	32,110.00	(32,110.00)	
Total Expenditures	8,193.11	49,612.13	244,160.00	(194,547.87)	
Net Income (Loss)	10,027.93	36,680.62	0.00	36,680.62	

Cape St. Claire Improvement Association, Inc.

Profit Loss - SCBD

January 31, 2023 - Final

	January Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
SCBD/Fees	0.00	270,688.37	464,000.00	-193,311.63	58%
Interest Income	0.00	0.00	20.00	-20.00	0%
Rollover from FY21	0.00	0.00	45,528.00	-45,528.00	0%
Total Income	0.00	270,688.37	509,548.00	-238,859.63	
Expense					
General and Administrative					
1 Accounting Fees	335.50	2,314.34	5,000.00	-2,685.66	46%
2 Audit Expenses	0.00	4,250.00	3,000.00	1,250.00	142%
Bank Charges	0.00	0.00	150.00	-150.00	0%
4 Caper Print/Edit/Contract&Postage	2,475.91	23,000.00	23,000.00	0.00	100%
5 Collection Fee-AA County	0.00	0.00	2,000.00	-2,000.00	0%
6 Contract Labor	0.00	0.00	1,000.00	-1,000.00	0%
7 Clubhouse Custodial Services	172.76	5,000.00	5,000.00	0.00	100%
8 Insurance	2,009.33	21,271.94	25,000.00	-3,728.06	85%
9 Legal Services	0.00	10,289.23	13,000.00	-2,710.77	79%
10 Membrshp(Confernce/Training/Dues)	0.00	260.62	1,300.00	-1,039.38	20%
11 Voluntr Apprec(Refreshments/Misc)	0.00	496.90	500.00	-3.10	99%
12 Events	0.00	1,168.35	1,500.00	-331.65	78%
13 Mowing	0.00	9,450.00	17,000.00	-7,550.00	56%
14 Office Supplies/Expense	376.59	3,349.09	5,000.00	-1,650.91	67%
15 Payroll Expenses & Benefits	1,185.58	14,078.06	29,634.31	-15,556.25	48%
16 Permits	0.00	0.00	500.00	-500.00	0%
17 Postage	0.00	508.15	3,500.00	-2,991.85	15%
18 Printing	0.00	2,350.75	3,500.00	-1,149.25	67%
19 Property Taxes	0.00	3,451.65	4,350.00	-898.35	79%
20 Repairs/Maintenance	71.10	22,551.02	31,440.34	-8,889.32	72%
21 Sanitary Services	0.00	7,287.00	9,500.00	-2,213.00	77%
22 Sewer	0.00	232.94	500.00	-267.06	47%
23 Signage	0.00	0.00	600.00	-600.00	0%
24 Telecommunications & Internet	0.00	732.79	3,911.25	-3,178.46	19%
25 Trash Collection	546.99	3,562.81	6,000.00	-2,437.19	59%
26 Utilities	1,695.95	6,431.89	10,200.00	-3,768.11	63%
27 Vehicle Fuel & Maintenance	0.00	854.27	2,900.00	-2,045.73	29%
28 Wages-Town Manager	15,500.00	55,437.31	63,459.33	-8,022.02	87%
29 Wages-Administrator	4,769.23	36,427.05	43,475.04	-7,047.99	84%
30 Wages-Asst Administrator	84.00	1,649.00	3,000.00	-1,351.00	55%
31 Wages-Asst Admin (Mtg Spt)	300.00	1,500.00	2,400.00	-900.00	63%
32 Wages-Beach Attendant	0.00	16,500.52	16,500.00	0.52	100%
34 Wages-Custodial Services	0.00	355.13	2,080.00	-1,724.87	17%
35 Wages-Groundskeeper	943.82	8,357.26	15,000.00	-6,642.74	56%
36 Wages-Security Patrol	808.50	8,460.38	44,352.00	-35,891.62	19%
37 Wage/Salary Annual Def Criteria Bonus	0.00	1,407.69	7,295.73	-5,888.04	19%
38 Website/Technology	133.03	1,097.12	3,000.00	-1,902.88	37%
Total General and Administrative	31,408.29	274,083.26	409,548.00	-135,464.74	
Capital Expenditures					
Clubhouse Improvements	5,789.15	9,816.09	20,000.00	-10,183.91	49%
Beaches and Parks Improvements	0.00	0.00	5,000.00	-5,000.00	0%
Shoreline Erosion Restoration	2,220.25	15,326.87	75,000.00	-59,673.13	20%
Total Capital Expenditures	8,009.40	25,142.96	100,000.00	-74,857.04	
Total Expenditures	39,417.69	299,226.22	509,548.00	-210,321.78	
Net Income (Loss)	-39,417.69	-28,537.85	0.00	-28,537.85	0

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

Balance Sheet As of January 31, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	22,507.84
Payroll Checking - BB&T	176.90
Total Checking Accounts	22,684.74
Money Market Accounts	
Maintenance MM - BB&T	177,264.20
Maintenance MM - Grants	208,980.00
Total Maintenance MM - BB&T	386,244.20
Piers MM - BB&T	147,722.82
Piers Capital Improvement - BB&T	39,105.00
Total Piers MM - BB&T	186,827.82
Total Money Market Accounts	573,072.02
Petty Cash	
Maintenance	250.00
Total Petty Cash	250.00
Total Bank Accounts	\$596,006.76
Accounts Receivable	
Accounts Receivable	1,410.33
Total Accounts Receivable	\$1,410.33
Other Current Assets	
Due From Cape St. Claire	-4,235.61
Due From SCBD	3,700.86
Undeposited Funds	1,187.37
Total Other Current Assets	\$652.62
Total Current Assets	\$598,969.71
Fixed Assets	
Maintenance	0.00
Accumulated Depreciation	-64,181.58
Equipment	25,570.51
Furniture & Fixtures	2,000.00
Improvements	4,707.00
Land	105,027.20
Paving/Walls	35,607.28
Total Maintenance	108,730.41

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

Balance Sheet
As of January 31, 2023

	TOTAL
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
Total Membership	23,634.27
Piers	
Accumulated Depreciation	-168,424.00
Buildings & Piers	220,307.64
Total Piers	51,883.64
Total Fixed Assets	\$184,248.32
Other Assets	
WIP - Shoreline Restoration Project	1,028,172.50
Total Other Assets	\$1,028,172.50
TOTAL ASSETS	\$1,810,490.53
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A/P - State Income Tax	53.00
Due to SCBD	-365.89
Grants	236.00
Payroll Liabilities	-2,071.47
Prepaid Advertising	1,147.12
Prepaid Maintenance Fees	685.00
Security Deposit Clubhouse	7,986.68
Total Other Current Liabilities	\$7,670.44
Total Current Liabilities	\$7,670.44
Long-Term Liabilities	
N/P - BB&T	569,172.50
Total Long-Term Liabilities	\$569,172.50
Total Liabilities	\$576,842.94
Equity	
Net Assets	
Net Assets-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
Total Net Assets-Piers & Maintenance	448,653.09
Total Net Assets	448,653.09
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

Balance Sheet

As of January 31, 2023

	TOTAL
Retained Earnings	724,269.88
Net Income	36,680.62
Total Equity	\$1,233,647.59
TOTAL LIABILITIES AND EQUITY	\$1,810,490.53

SCBD - Cape St. Claire Improvement Association

Balance Sheet
As of January 31, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Cash Held by the County	1,282.93
Checking Accounts	
BB&T Checking -7627	57,217.89
SCBD Checking - BB&T	184,743.25
Total Checking Accounts	241,961.14
Total Bank Accounts	\$243,244.07
Other Current Assets	
Due from Cape St. Claire	-281.87
Total Other Current Assets	\$-281.87
Total Current Assets	\$242,962.20
TOTAL ASSETS	\$242,962.20
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Cape St. Claire	-417.50
Total Other Current Liabilities	\$-417.50
Total Current Liabilities	\$-417.50
Total Liabilities	\$-417.50
Equity	
Net Assets-SCBD	263,630.70
Retained Earnings	8,286.85
Net Income	-28,537.85
Total Equity	\$243,379.70
TOTAL LIABILITIES AND EQUITY	\$242,962.20

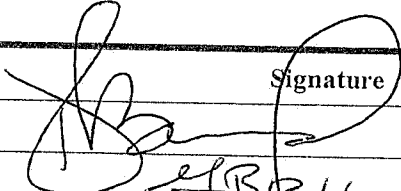
LAST NAMES A-J

Cape St. Claire Improvement Association, Inc.

Membership Meeting

Meeting Date: 4/25/2023

MEMBERS: SIGN-UP SHEET **Property Owners**

	Printed Name	Signature
1.	Dottie Ballard	
2.	G. Beau Borders	G. Beau Borders
3.	Rebecca B Benner	Rebecca B Benner
4.	Roy Benner	Roy E Benner
5.	Louis Biondi	Louis Biondi
6.	Joseph Avola	Joseph Avola
7.	Cathy Green	Cathy Green
8.	William Arnold	William Arnold
9.	WILLIAM ARNOLD	William Arnold
10.	Cheri Fairchild	Cheri Fairchild
11.	Jedd Dallanegra	Jedd Dallanegra
12.	Larry Jennings	Larry Jennings
13.	Margarette Jennings	Margarette Jennings
14.	Jennifer Connor	Jennifer Connor
15.		
16.		
17.		
18.		
19.		
20.		
21.		
22.		
23.		
24.		
25.		
26.		
27.		
28.		
29.		
30.		

LAST NAMES K-Z

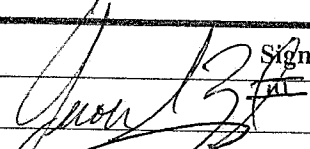
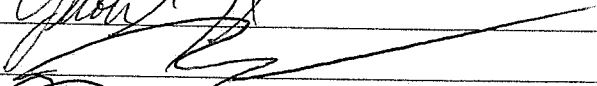
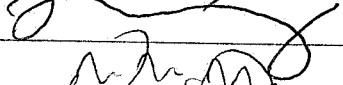
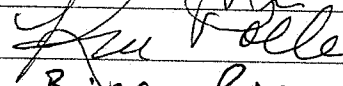
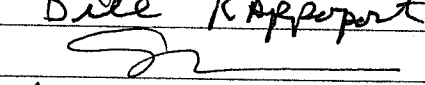
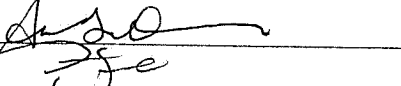
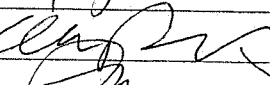
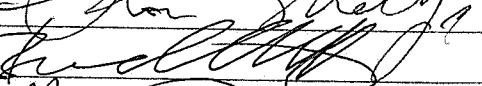

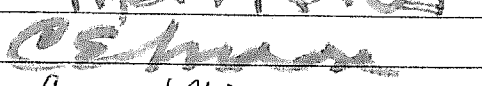
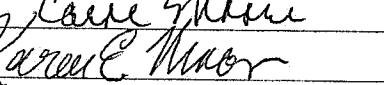

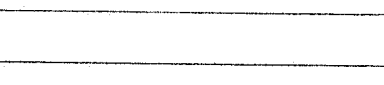
**Cape St. Claire
Improvement Association, Inc.**

Membership Meeting

Meeting Date: 4/25/2023

MEMBERS: SIGN-UP SHEET

Property Owners

	Printed Name	Signature
1.	Jerome Zadera	
2.	Mary Lamb	
3.	Michael Shipley	
4.	W.V. Macindoo	
5.	Kim Pollock	
6.	BILL RAPPOPORT	Bill Rappoport
7.	Stacey Wildberges	
8.	Sandy Quisson	
9.	Phil Quisson	
10.	Alan Rosner	
11.	Ron MALFI	
12.	BRAD KNOPT	
13.	Mary Alice Ross	MARoss
14.	Mensga Mirani	
15.	CHARLIE MOORE	
16.	CAROL MOORE	Carol Moore
17.	Karen Minor	Karen E. Minor
18.		
19.		
20.		
21.		
22.		
23.		
24.		
25.		
26.		
27.		
28.		
29.		
30.		

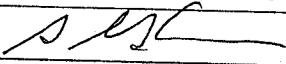
GUESTS (non-property owners)

Cape St. Claire Improvement Association, Inc.

Membership Meeting

Meeting Date: 4/25/2023

GUESTS: SIGN-UP SHEET

	Printed Name	Signature
1.	STEPHEN GINDES	
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		
21.		
22.		
23.		
24.		
25.		
26.		
27.		
28.		
29.		
30.		