



# Cape St. Claire

IMPROVEMENT ASSOCIATION

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## **Quarterly Membership Meeting**

July 23, 2024

### **Agenda**

President's Remarks

Presentation by Biohabitats

Approval of Minutes

Approval of Financials

### **BREAK**

Town Manager Report

Old Business

New Business

Comments from the Floor

**Adjournment**

## Quarterly Membership Meeting April 23, 2024

In attendance in person: President Jerome Zadera, Governors Joe Angel, Beau Breeden, Jennifer Connor, Cheri Fairchild, Thor Harris, Ed Hayes, Mary Lamb, Matt Layman, Neil Macindoe, Kim Pollock, Michele Shipley, Town Manager Frank Tewey, residents Ryan Anderson, Reg and Jane Barss, Becky and Roy Benner, Tom Bennington, Todd Dallanegra, Larry & Margrette Jennings, Dave Jones, Brad Knopf, Ron Malfi, Charlie Moore, Phil & Sandy Ourisson, Greg Pascuzzi, Ellen Prager, Bill Rappoport, Randy & Heather Sayre, and Stacey Wildberger, and guest Nestor Flores of the county Department of Public Works.

President Zadera called the meeting to order at 7:30 pm, thanked all for coming and introduced himself and the Board of Governors.

### PRESENTATION REGARDING CROSSWALK PROPOSAL

Nester Flores, Chief of Traffic Engineering for the Department of Public Works for Anne Arundel County presented the proposed crosswalk for Cape St Claire Rd. A group of residents had petitioned CSCIA last year to support a study for a crosswalk to facilitate access to the shopping center, Goshen Farm, the elementary school, the new hiker biker trail, etc. Requests came to Mr. Flores' department from the county executive and councilwoman Amanda Fiedler. The county has investigated three intersections along that part of Cape St Claire Rd. Mr. Flores explained the pros and cons of each, after introducing himself and giving an overview of the county structure for road engineering and maintenance. He explained that county traffic engineering must comply with state and federal regulations, and the goal is to make traffic move as efficiently and safely as possible. The original request from residents was for the walk to be installed at the northern end of Woodland Circle. He explained that with the curb cuts for handicap access, that place is technically an unmarked crosswalk. The county determined the best lines of sight, and theoretically the safest site, exist further south between the ends of Woodland Circle. To put in a marked crosswalk would include an upgrade to the sidewalk ramps, installation of LED pedestrian crossing lights, advance warning signs further away on both sides approaching the walk, and crosshatch painting within the crosswalk. The next step for the county is to notify residents close to the proposed site of the plan. If there is strong opposition to lights or ramps near their homes, the other two sites will be reconsidered. Installation is expected about June 2024. Mr. Flores also answered questions from residents regarding placement of speed limit/advisory signs, current level of pedestrian traffic in the area, another crosswalk at the Cape St Claire Rd and College Parkway intersection, and average speeds throughout the Cape. He will provide copies of studies.

### MINUTES AND FINANCIAL STATEMENTS

Minutes of the January 9, 2024 annual meeting were reviewed. A motion was made by Governor Angel to approve the minutes, seconded by Governor Shipley, and approved unanimously.

The financial statements for November 2023 through January 2024 were reviewed. A motion to approve was made by Governor Fairchild and seconded by Governor Angel. Phil Ourisson noted that it is not possible for residents to review and comprehend the financial reports in the few minutes allowed during the meeting and recommended an overview with highlights be attached to the report. Governor Breeden noted that monthly financial reports are presented at the Board of Governors meetings, at which all are welcome. It is a good chance to learn more about finances and ask questions. The reports are published on the website, available for all to view. Governor Breeden noted the reports represent the 5<sup>th</sup>-7<sup>th</sup> months of FY24 and explained the timing of revenues collected. He added that no major legal or repair expenses are expected. Tree maintenance is expected. Shifting of amounts for various budget lines may be needed to adjust for overages. Beach attendants were fully staffed for the first time. He explained that the budget is created based on taxable lots as reported by the county, which can change based on building and exemptions. Town Manager Tewey noted spending has been within expectations. One line item above budget was a payment made by CSCIA for the memorial bench that will be reimbursed by the family. CSCIA has books audited each year per the Special Community Benefits District requirements. Governor Breeden answered a question about the Defined Criteria Bonus under wages and pay for security officers. The motion passed unanimously.

**BREAK – 8:05-8:18 pm**

### TOWN MANAGER

Town Manager Tewey reported the State Highway Administration will be conducting another study of traffic management for the Bay Bridge from May 17- Labor Day. Exit 32 to eastbound US 50/301 will be closed Fridays and Saturdays. Full 4 way stop lights will be installed at MD 179 and Busch's Frontage Road as well as at St Margarets Rd and Pleasant Plains Rd. The next phases of the Broadneck trail project are underway to connect the trail to Sandy Point State Park and Bay Head Park.

The Maryland Dept of Agriculture mosquito spraying program begins May 27. In the Cape, spraying will occur as needed on Wednesday nights. To opt out of spraying, see the Dept of Agriculture website or pick up a form from the CSCIA office. Remember that opting out means no spraying in a 300 ft circle around your home so you are making the decision for your neighbors as well.

Anne Arundel County Dept of Health will conduct water sampling at the Main Beach and Lake Claire throughout the summer to test for bacteria. Results will be posted on the health department website.

Amended bylaws and articles of incorporation have been filed with the county.

Bay Breeze Cleaning is doing a fantastic job of cleaning the clubhouse. Rentals remain very steady with few Saturdays open for the rest of the year, most weekends fully booked for May and June.

Several building applications have been processed. Please check building codes at CSCIA.org before planning changes to your house/yard. Most applications are processed in 2 weeks, pier/bulkhead agreements take longer as riparian right research is done by the attorney.

A public hearing for county Bill No. 28-24, Comprehensive Zoning for Region 4 is scheduled for May 20. No significant changes that would affect the Cape occurred during the state legislative session. No changes were reported for the National Chesapeake Rec Area. Maintenance and preparations for summer are ongoing at the beaches and parks. Water has been turned on at the piers. Beach attendants have been hired for the summer, though applications are still being accepted. The budget committee will begin working on the fiscal year 2026 (FY26) budget on May 16. Four security officers are covering about 25 days per month. Please call 911 to report suspicious activity or trespassing. Mr. Tewey thanked Izzy Lunday and Angela Colbert for beach clean up activities, the Garden Club and Cape Conservation Corps for their hard work and dedication to beautifying the Cape, and the maintenance crew for all they do to keep things in good working order and Office Administrator Coble for her knowledge and continual help and guidance. Upcoming meetings: Broadneck Council of Communities – April 25, Board of Governors – May 13, and General Membership – July 23.

## **OLD BUSINESS**

Governor Lamb reported that Strawberry Festival planning is going well. Vendors have secured spots, there will be a petting zoo, ponies, and free events for kids. Parking at the field is very limited. Buses, walking, and biking are highly encouraged. Chesapeake Charters will donate services for Berry Buses. Due to bus issues on Riverbay Road, no parking will be allowed along the road from Hampton Drive to Cape St Claire Road. Please use the Berry Bus whenever possible. With no parking on Riverbay, bus route times should greatly improve.

Governor Lamb also said the county has cut back community cleanup services, but we will have Cape Clean Up mid-week, June 12-14.

President Zadera announced that CSCIA was awarded a \$75,000 grant from National Fish and Wildlife Foundation for design and planning of more shoreline improvement and stream restoration. There are also matching funds of \$321,000 for credited volunteer hours. He congratulated Stacy Wildberger for achieving Watershed Steward of the Year. He expressed his appreciation for everything she, Brad Knofit, Bill Rappoport and many others have brought to the Cape, turning dumping areas into beautiful parks. Governor Breeden added that the grant awarded had originally been submitted over a year ago for funds that were unable to be accessed during federal budget issues. Other applications were made for 2024 funds for design and for construction. Federal grants tend to go to projects that are showing progress. Alliance of the Chesapeake tracks volunteer hours for credit toward grants.

Governor Breeden reported the Little Magothy River Association (LMRA) plans for a small dredge were cancelled due to costs. BioHabitats will help with a larger dredge this winter using grant funds received by LMRA. If permits are approved, it could result in 4000-6000 yd<sup>3</sup> of sand to add from the mean high tide into the water. No permits have been approved to receive sand at Lake Claire yet. Fairwinds is storing sand they dredge for use once permits are in place. It is hoped that sand may be pumped from the river to the beach.

A question was asked about extending the Lake Claire swim area. Governor Breeden said the state no longer recognizes swim areas and the buoys are to keep boats out, not to designate a swim area. A question was asked about no trash cans at Lake Claire as they are at all other beaches. It was recommended that a request be made at a Board of Governors meeting so that it may be discussed more.

## **COMMENTS**

Stacy Wildberger of the Cape Conservation Corps (CCC) noted that the Wednesday Weed Warriors have started work at the Serene Ravine, Little Magothy beach and Deep Creek from 5-7 pm. Morning hours will be added as the weather gets hotter. Volunteers are welcome and hours are logged for the grant matching funds. Planting is planned for May 5 at Little Magothy beach. Email [contactus@capeconservationcorps.org](mailto:contactus@capeconservationcorps.org) to be added to the email distribution list. Girl Scout Rebecca Sawyer will be installing little learning libraries this summer at the Serene Ravine and Little Magothy beach for her Gold Award project. They will include reference books to use at the sites to identify plants and animals, books to take, journaling and sketch materials, etc. She is working on soliciting donations of materials and has received commitments for financial help from CSCIA and CCC. CCC will maintain the libraries as needed. A scholarship program has been established to award a \$1000 scholarship to a graduating Broadneck High School senior entering an environmental studies field. The 2024 recipient was chosen mostly due to the volunteer efforts they have made for environmental purposes, good grades, and teacher recommendations.

Becky Benner said no public events will be at Goshen Farm until August, but they will be represented at the Strawberry Festival. She announced the Garden Club plant sale on May 18 from 8am-2pm. There will be Cape grown perennials, natives, annuals, etc.

A new resident asked about kayak racks. They are managed by Youth Sailing, an entity separate from CSCIA. Permit/space limitations make additional racks difficult to install. If interested in renting space, contact Youth Sailing directly.

A question was raised about the number of dead fish floating close to the boat ramp. If you clean a fish at the cleaning stations, please do not throw the carcass into the water close to shore. Another question was asked about the availability of transient boat slips for visitors. With a long waitlist, slips are not left unassigned to allow for that. Reach out to the piers committee if you wish to sublease or have a visitor that might be able to be accommodated by someone who has their boat out of their slip temporarily.

A question was asked about remote weather/sea level monitoring. Internet access at the piers has been cost prohibitive, with cameras running on 3G. If anyone knows of another way to put in monitoring units, please contact Town Manager Tewey.

## **ADJOURNMENT**

A motion to adjourn was made by Larry Jennings, seconded by Phil Ourisson, and approved unanimously. The April 23, 2024 CSCIA Quarterly Membership Meeting was adjourned at 9:07 pm.

# Cape St. Claire Improvement Association, Inc.

## Profit & Loss - Piers

February 29, 2024 - Final

|                                              | February<br>Actual | YTD<br>Actual    | Annual<br>Budget  | Variance<br>Over(Under) | % of Budget |
|----------------------------------------------|--------------------|------------------|-------------------|-------------------------|-------------|
| <b>Ordinary Income/Expense</b>               |                    |                  |                   |                         |             |
| Income                                       |                    |                  |                   |                         |             |
| Interest Income                              | 1.83               | 16.03            | 0.00              | 16.03                   |             |
| Late Fees                                    | 0.00               | 0.00             | 100.00            | (100.00)                | 0%          |
| Miscellaneous Income                         | 50.00              | 80.00            | 100.00            | (20.00)                 | 80%         |
| Piers - Capital Replacement Assessment       | 0.00               | 0.00             | 13,035.00         | (13,035.00)             | 0%          |
| Piers - Waitlist Fee                         | 100.00             | 900.00           | 1,500.00          | (600.00)                | 60%         |
| Rentals/ Slips                               | 36,695.00          | 37,550.00        | 103,055.00        | (65,505.00)             | 36%         |
| <b>Total Income</b>                          | <b>36,846.83</b>   | <b>38,546.03</b> | <b>117,790.00</b> | <b>(79,243.97)</b>      |             |
| <b>Expense</b>                               |                    |                  |                   |                         |             |
| General and Administrative                   |                    |                  |                   |                         |             |
| 1 Accounting Fees                            | 95.70              | 765.60           | 1,000.00          | (234.40)                | 77%         |
| 2 Audit Expenses                             | 0.00               | 0.00             | 500.00            | (500.00)                | 0%          |
| 3 Front Foot Assessment                      | 0.00               | 1,170.00         | 1,170.00          | 0.00                    | 100%        |
| 4 Insurance                                  | 0.00               | 4,861.31         | 6,000.00          | (1,138.69)              | 81%         |
| 5 Legal Services                             | 0.00               | 0.00             | 5,000.00          | (5,000.00)              | 0%          |
| 6 Membrshp(Confernce/Training/Dues)          | 0.00               | 0.00             | 150.00            | (150.00)                | 0%          |
| 7 Voluntr Apprec(Refreshments/Misc)          | 0.00               | 0.00             | 150.00            | (150.00)                | 0%          |
| 8 Office Supplies/Expense                    | 0.00               | 0.00             | 100.00            | (100.00)                | 0%          |
| 9 Payroll Expenses & Benefits                | 38.24              | 306.34           | 3,114.30          | (2,807.96)              | 10%         |
| 10 Permits                                   | 0.00               | 100.00           | 1,000.00          | (900.00)                | 10%         |
| 11 Postage                                   | 147.50             | 295.00           | 500.00            | (205.00)                | 59%         |
| 12 Printing                                  | 0.00               | 0.00             | 100.00            | (100.00)                | 0%          |
| 13 Property Taxes                            | 0.00               | 1,638.72         | 1,900.00          | (261.28)                | 86%         |
| 14 Repairs/Maintenance                       | 33.33              | 4,173.95         | 17,500.00         | (13,326.05)             | 24%         |
| 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             | 28.08              | 4,448.47         | 9,000.00          | (4,551.53)              | 49%         |
| 19 Trash Collection                          | 0.00               | 0.00             | 350.00            | (350.00)                | 0%          |
| 20 Utilities                                 | 1,918.99           | 8,281.59         | 13,000.00         | (4,718.41)              | 64%         |
| 21 Wages-Town Manager                        | 0.00               | 0.00             | 5,940.66          | (5,940.66)              | 0%          |
| 22 Wages-Administrator                       | 0.00               | 0.00             | 5,832.70          | (5,832.70)              | 0%          |
| 23 Wages-Asst. Administrator                 | 362.26             | 1,799.68         | 4,000.00          | (2,200.32)              | 45%         |
| 24 Wages-Handyman                            | 51.00              | 1,659.70         | 4,000.00          | (2,340.30)              | 41%         |
| 25 Wage/Salary Annual Defined Criteria Bonus | 0.00               | 0.00             | 988.68            | (988.68)                | 0%          |
| 26 Technology/Website                        | 0.00               | 3.34             | 250.00            | (246.66)                | 1%          |
| <b>Total General and Administrative</b>      | <b>2,675.10</b>    | <b>29,503.70</b> | <b>82,246.34</b>  | <b>(52,742.64)</b>      | <b>36%</b>  |
| Capital Expenditures                         |                    |                  |                   |                         |             |
| Piers Replacement/Repair                     | 0.00               | 0.00             | 13,035.00         | (13,035.00)             | 0%          |
| Pier Improvements                            | 0.00               | 0.00             | 22,508.66         | (22,508.66)             | 0%          |
| <b>Total Capital Expenditures</b>            | <b>0.00</b>        | <b>0.00</b>      | <b>35,543.66</b>  | <b>(35,543.66)</b>      |             |
| <b>Total Expenditures</b>                    | <b>2,675.10</b>    | <b>29,503.70</b> | <b>117,790.00</b> | <b>(88,286.30)</b>      |             |
| <b>Net Income (Loss)</b>                     | <b>34,171.73</b>   | <b>9,042.33</b>  | <b>0.00</b>       | <b>9,042.33</b>         |             |

**Cape St. Claire Improvement Association, Inc.**  
**Profit & Loss - Maintenance, Caper, Clubhouse**  
**February 29, 2024 - Final**

|                                              | February<br>Actual | YTD<br>Actual     | Annual<br>Budget  | Variance<br>Over(Under) | % of Budget |
|----------------------------------------------|--------------------|-------------------|-------------------|-------------------------|-------------|
| <b>Ordinary Income/Expense</b>               |                    |                   |                   |                         |             |
| <b>Income</b>                                |                    |                   |                   |                         |             |
| Caper Advertising                            | 2,315.00           | 27,087.50         | 42,000.00         | (14,912.50)             | 64%         |
| BLOA Contribution                            | 0.00               | 4,372.06          | 12,000.00         | (7,627.94)              | 36%         |
| CSSC Contribution                            | 0.00               | 767.46            | 2,050.00          | (1,282.54)              | 37%         |
| Maintenance Fees                             | 8,433.00           | 18,794.00         | 25,000.00         | (6,206.00)              | 75%         |
| HOA Packets                                  | 750.00             | 4,500.00          | 11,000.00         | (6,500.00)              | 41%         |
| Interest Income                              | 3.18               | 25.15             | 20.00             | 5.15                    | 126%        |
| Late Fees                                    | 440.00             | 1,255.00          | 5,500.00          | (4,245.00)              | 23%         |
| Miscellaneous Income                         | 225.00             | 1,955.00          | 4,750.00          | (2,795.00)              | 41%         |
| Non Cash Contribution                        | 0.00               | 0.00              | 0.00              | 0.00                    | 0%          |
| Clubhouse - Rental Income                    | 3,795.00           | 42,917.78         | 45,000.00         | (2,082.22)              | 95%         |
| Stickers                                     | 845.00             | 1,595.00          | 2,000.00          | (405.00)                | 80%         |
| <b>Total Income</b>                          | <b>16,806.18</b>   | <b>103,268.95</b> | <b>149,320.00</b> | <b>(46,051.05)</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               | 3,718.00          | 1,000.00          | 2,718.00                | 372%        |
| 3 Bank Charges                               | 0.00               | 0.00              | 50.00             | (50.00)                 | 0%          |
| 4 Caper Print/Edit/Contract&Postage          | 0.00               | 0.00              | 15,000.00         | (15,000.00)             | 0%          |
| 5 Clubhouse Custodial Svcs                   | 1,609.08           | 7,372.64          | 16,500.00         | (9,127.36)              | 45%         |
| 6 Insurance                                  | 0.00               | 178.60            | 9,000.00          | (8,821.40)              | 2%          |
| 7 Legal Services                             | 0.00               | 0.00              | 20,000.00         | (20,000.00)             | 0%          |
| 8 Membrshp(Conference/Training/Dues)         | 0.00               | 0.00              | 650.00            | (650.00)                | 0%          |
| 9 Voluntr Apprec(Refreshments/Misc)          | 151.43             | 2,524.84          | 300.00            | 2,224.84                | 842%        |
| 10 Events                                    | 0.00               | 111.22            | 500.00            | (388.78)                | 22%         |
| 11 Office Supplies/Expense                   | 0.00               | 137.43            | 1,500.00          | (1,362.57)              | 9%          |
| 12 Payroll Expenses & Benefits               | 0.00               | 720.07            | 7,684.19          | (6,964.12)              | 9%          |
| 13 Permits                                   | 0.00               | 0.00              | 500.00            | (500.00)                | 0%          |
| 14 Postage                                   | 68.30              | 1,396.60          | 1,500.00          | (103.40)                | 93%         |
| 15 Printing                                  | 0.00               | 1,500.00          | 1,500.00          | 0.00                    | 100%        |
| 16 Property Taxes                            | 0.00               | 5,402.33          | 5,000.00          | 402.33                  | 108%        |
| 17 Repairs/Maintenance                       | 202.00             | 1,075.55          | 12,807.85         | (11,732.30)             | 8%          |
| 18 Sanitary Services                         | 0.00               | 0.00              | 1,100.00          | (1,100.00)              | 0%          |
| 19 Security Mileage Reimbursement            | 0.00               | 0.00              | 0.00              | 0.00                    |             |
| 20 Signage                                   | 0.00               | 0.00              | 500.00            | (500.00)                | 0%          |
| 21 Telecommunications & Internet             | 34.86              | 246.35            | 500.00            | (253.65)                | 49%         |
| 22 Utilities                                 | 0.00               | 0.00              | 500.00            | (500.00)                | 0%          |
| 23 Wages-Town Manager                        | 0.00               | 0.00              | 15,843.05         | (15,843.05)             | 0%          |
| 24 Wages-Administrator                       | 0.00               | 0.00              | 10,445.49         | (10,445.49)             | 0%          |
| 25 Wages-Asst. Administrator                 | 0.00               | 0.00              | 2,500.00          | (2,500.00)              | 0%          |
| 26 Wages-Beach Attendants                    | 0.00               | 7,783.26          | 10,000.00         | (2,216.74)              | 78%         |
| 27 Wages-Groundskeeper                       | 0.00               | 0.00              | 10,000.00         | (10,000.00)             | 0%          |
| 28 Wage/Salary Annual Defined Criteria Bonus | 0.00               | 0.00              | 2,439.42          | (2,439.42)              | 0%          |
| <b>Total General and Administrative</b>      | <b>2,184.47</b>    | <b>33,117.29</b>  | <b>149,320.00</b> | <b>(116,202.71)</b>     |             |
| <b>Capital Expenditures</b>                  |                    |                   |                   |                         |             |
| Clubhouse Improvements                       | 0.00               | 0.00              | 0.00              | 0.00                    |             |
| Shoreline Restoration                        | 1,898.40           | 11,390.40         | 0.00              | 0.00                    |             |
| Beaches and Park Improvements                | 0.00               | 0.00              | 0.00              | 0.00                    |             |
| <b>Total Capital Expenditures</b>            | <b>1,898.40</b>    | <b>11,390.40</b>  | <b>0.00</b>       | <b>0.00</b>             |             |
| <b>Total Expenditures</b>                    | <b>4,082.87</b>    | <b>44,507.69</b>  | <b>149,320.00</b> | <b>(116,202.71)</b>     |             |
| <b>Net Income (Loss)</b>                     | <b>12,723.31</b>   | <b>58,761.26</b>  | <b>0.00</b>       | <b>70,151.66</b>        |             |

**Cape St. Claire Improvement Association, Inc.**  
**Profit Loss - Piers & Maintenance**  
**February 29, 2024 - Final**

|                                         | February<br>Actual | YTD<br>Actual     | Annual<br>Budget  | Variance<br>Over(Under) | % of Budget |
|-----------------------------------------|--------------------|-------------------|-------------------|-------------------------|-------------|
| <b>Ordinary Income/Expense</b>          |                    |                   |                   |                         |             |
| <b>Income</b>                           |                    |                   |                   |                         |             |
| Caper Advertising                       | 2,315.00           | 27,087.50         | 42,000.00         | (14,912.50)             | 64%         |
| BLOA Contribution                       | 0.00               | 4,372.06          | 12,000.00         | (7,627.94)              | 36%         |
| CSSC Contribution                       | 0.00               | 767.46            | 2,050.00          | (1,282.54)              | 37%         |
| Maintenance Fees                        | 8,433.00           | 18,794.00         | 25,000.00         | (6,206.00)              | 75%         |
| HOA Packets                             | 750.00             | 4,500.00          | 11,000.00         | (6,500.00)              | 41%         |
| Interest Income                         | 5.01               | 41.18             | 20.00             | 21.18                   | 206%        |
| Late Fees                               | 440.00             | 1,255.00          | 5,600.00          | (4,345.00)              | 22%         |
| Miscellaneous Income                    | 275.00             | 2,035.00          | 4,850.00          | (2,815.00)              | 42%         |
| Clubhouse - Rental Income               | 3,795.00           | 42,917.78         | 45,000.00         | (2,082.22)              | 95%         |
| Rentals/ Slips                          | 36,695.00          | 37,550.00         | 103,055.00        | (65,505.00)             | 36%         |
| Non Cash Contribution                   | 0.00               | 0.00              | 0.00              | 0.00                    |             |
| Piers - Capital Assessment              | 0.00               | 0.00              | 13,035.00         | (13,035.00)             | 0%          |
| Piers - Wait List Fee                   | 100.00             | 900.00            | 1,500.00          | (600.00)                | 60%         |
| Stickers                                | 845.00             | 1,595.00          | 2,000.00          | (405.00)                | 80%         |
| <b>Total Income</b>                     | <b>53,653.01</b>   | <b>141,814.98</b> | <b>267,110.00</b> | <b>(125,295.02)</b>     |             |
| <b>Expense</b>                          |                    |                   |                   |                         |             |
| <b>General and Administrative</b>       |                    |                   |                   |                         |             |
| 1 Accounting Fees                       | 214.50             | 1,716.00          | 3,000.00          | (1,284.00)              | 57%         |
| 2 Audit Expenses                        | 0.00               | 3,718.00          | 1,500.00          | 2,218.00                | 248%        |
| 3 Bank Charges                          | 0.00               | 0.00              | 50.00             | (50.00)                 | 0%          |
| 4 Caper/Print/Contract&Postage          | 0.00               | 0.00              | 15,000.00         | (15,000.00)             | 0%          |
| 5 Clubhouse Custodial Svcs              | 1,609.08           | 7,372.64          | 16,500.00         | (9,127.36)              | 45%         |
| 6 Front Foot Assessment                 | 0.00               | 1,170.00          | 1,170.00          | 0.00                    | 100%        |
| 7 Insurance                             | 0.00               | 5,039.91          | 15,000.00         | (9,960.09)              | 34%         |
| 8 Legal Services                        | 0.00               | 0.00              | 25,000.00         | (25,000.00)             | 0%          |
| 9 Membrshp(Confrence/Training/Dues)     | 0.00               | 0.00              | 800.00            | (800.00)                | 0%          |
| 10 Voluntr Apprec(Refreshments/Misc)    | 151.43             | 2,524.84          | 450.00            | 2,074.84                | 561%        |
| 11 Events                               | 0.00               | 111.22            | 500.00            | (388.78)                | 22%         |
| 13 Office Supplies/Expense              | 0.00               | 137.43            | 1,600.00          | (1,462.57)              | 9%          |
| 14 Payroll Expenses & Benefits          | 38.24              | 1,026.41          | 10,798.50         | (9,772.09)              | 10%         |
| 15 Permits                              | 0.00               | 100.00            | 1,500.00          | (1,400.00)              | 7%          |
| 16 Postage                              | 215.80             | 1,691.60          | 2,000.00          | (308.40)                | 85%         |
| 17 Printing                             | 0.00               | 1,500.00          | 1,600.00          | (100.00)                | 94%         |
| 18 Property Taxes                       | 0.00               | 7,041.05          | 6,900.00          | 141.05                  | 102%        |
| 19 Repairs/Maintenance                  | 235.33             | 5,249.50          | 30,307.85         | (25,058.35)             | 17%         |
| 20 Sanitary Services                    | 0.00               | 0.00              | 1,200.00          | (1,200.00)              | 0%          |
| 21 Security Mileage Reimbursement       | 0.00               | 0.00              | 0.00              | 0.00                    |             |
| 22 Sewer                                | 0.00               | 0.00              | 100.00            | (100.00)                | 0%          |
| 23 Signage                              | 0.00               | 0.00              | 1,000.00          | (1,000.00)              | 0%          |
| 24 Technology/Website                   | 0.00               | 0.00              | 250.00            | (250.00)                | 0%          |
| 25 Telecommunications & Internet        | 62.94              | 4,694.82          | 9,500.00          | (4,805.18)              | 49%         |
| 26 Trash Collection                     | 0.00               | 0.00              | 350.00            | (350.00)                | 0%          |
| 27 Utilities                            | 1,918.99           | 8,281.59          | 13,500.00         | (5,218.41)              | 61%         |
| 28 Web Site                             | 0.00               | 3.34              | 0.00              | 3.34                    |             |
| 29 Wages-Town Manager                   | 0.00               | 0.00              | 21,783.70         | (21,783.70)             | 0%          |
| 30 Wages-Administrator                  | 0.00               | 0.00              | 16,278.19         | (16,278.19)             | 0%          |
| 31 Wages-Asst. Administrator            | 362.26             | 1,799.68          | 6,500.00          | (4,700.32)              | 28%         |
| 32 Wages-Beach Attendant                | 0.00               | 7,783.26          | 10,000.00         | (2,216.74)              | 78%         |
| 33 Wages-Groundskeeper                  | 0.00               | 0.00              | 10,000.00         | (10,000.00)             | 0%          |
| 34 Wages-Handyman                       | 51.00              | 1,659.70          | 4,000.00          | (2,340.30)              | 41%         |
| 35 Wage/Salary Defined Criteria Bosun   | 0.00               | 0.00              | 3,428.10          | (3,428.10)              | 0%          |
| <b>Total General and Administrative</b> | <b>4,859.57</b>    | <b>62,620.99</b>  | <b>231,566.34</b> | <b>(168,945.35)</b>     |             |
| <b>Capital Expenditures</b>             |                    |                   |                   |                         |             |
| Beaches and Park Improvements           | 0.00               | 0.00              | 0.00              | 0.00                    | 0%          |
| Shoreline Restoration                   | 1,898.40           | 11,390.40         | 0.00              | 11,390.40               | 0%          |
| Piers Replacement Project               | 0.00               | 0.00              | 22,508.66         | (22,508.66)             | 0%          |
| Piers Improvements                      | 0.00               | 0.00              | 13,035.00         | (13,035.00)             | 0%          |
| <b>Total Capital Expenditures</b>       | <b>1,898.40</b>    | <b>11,390.40</b>  | <b>35,543.66</b>  | <b>(24,153.26)</b>      |             |
| <b>Total Expenditures</b>               | <b>6,757.97</b>    | <b>74,011.39</b>  | <b>267,110.00</b> | <b>(193,098.61)</b>     |             |
| <b>Net Income (Loss)</b>                | <b>46,895.04</b>   | <b>67,803.59</b>  | <b>0.00</b>       | <b>67,803.59</b>        |             |

# Cape St. Claire Improvement Association, Inc.

## Profit Loss - SCBD

February 29, 2024 - Final

|                                          | February<br>Actual | YTD<br>Actual | Annual<br>Budget | Variance<br>Over(Under) | % of Budget |
|------------------------------------------|--------------------|---------------|------------------|-------------------------|-------------|
| Ordinary Income/Expense                  |                    |               |                  |                         |             |
| Income                                   |                    |               |                  |                         |             |
| SCBD/Fees                                | 0.00               | 282,879.54    | 487,200.00       | -204,320.46             | 58%         |
| Interest Income                          | 0.00               | 0.00          | 20.00            | -20.00                  | 0%          |
| Rollover from FY21                       | 0.00               | 0.00          | 11,087.56        | -11,087.56              | 0%          |
| Total Income                             | 0.00               | 282,879.54    | 498,307.56       | -215,428.02             |             |
| Expense                                  |                    |               |                  |                         |             |
| General and Administrative               |                    |               |                  |                         |             |
| 1 Accounting Fees                        | 335.50             | 2,684.00      | 5,500.00         | -2,816.00               | 49%         |
| 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      | 4,113.99           | 26,132.54     | 30,000.00        | -3,867.46               | 87%         |
| 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           | 0.00               | 5,500.00      | 5,500.00         | 0.00                    | 100%        |
| 8 Insurance                              | 2,429.65           | 20,764.90     | 25,000.00        | -4,235.10               | 83%         |
| 9 Legal Services                         | 1,613.98           | 6,653.48      | 20,000.00        | -13,346.52              | 33%         |
| 10 Membrshp(Confernce/Training/Dues)     | 100.00             | 194.00        | 1,300.00         | -1,106.00               | 15%         |
| 11 Voluntr Apprec(Refreshments/Misc)     | 0.00               | 500.00        | 500.00           | 0.00                    | 100%        |
| 12 Events                                | 0.00               | 1,552.41      | 1,500.00         | 52.41                   | 103%        |
| 13 Mowing                                | 0.00               | 8,656.25      | 18,700.00        | -10,043.75              | 46%         |
| 14 Office Supplies/Expense               | 180.00             | 3,171.13      | 5,000.00         | -1,828.87               | 63%         |
| 15 Payroll Expenses & Benefits           | 2,160.23           | 19,152.78     | 28,640.60        | -9,487.82               | 67%         |
| 16 Permits                               | 0.00               | 0.00          | 500.00           | -500.00                 | 0%          |
| 17 Postage                               | 0.00               | 3,936.60      | 4,000.00         | -63.40                  | 98%         |
| 18 Printing                              | 0.00               | 3,241.25      | 3,500.00         | -258.75                 | 93%         |
| 19 Property Taxes                        | 0.00               | 3,074.42      | 4,350.00         | -1,275.58               | 71%         |
| 20 Repairs/Maintenance                   | 223.90             | 6,683.03      | 26,979.62        | -20,296.59              | 25%         |
| 21 Sanitary Services                     | 0.00               | 7,242.42      | 12,500.00        | -5,257.58               | 58%         |
| 22 Sewer                                 | 0.00               | 250.32        | 500.00           | -249.68                 | 50%         |
| 23 Signage                               | 0.00               | 0.00          | 600.00           | -600.00                 | 0%          |
| 24 Telecommunications & Internet         | 98.45              | 830.60        | 3,500.00         | -2,669.40               | 24%         |
| 25 Trash Collection                      | 462.19             | 4,028.60      | 6,650.00         | -2,621.40               | 61%         |
| 26 Utilities                             | 1,373.70           | 7,902.57      | 11,000.00        | -3,097.43               | 72%         |
| 27 Vehicle Fuel & Maintenance            | 49.99              | 679.10        | 2,500.00         | -1,820.90               | 27%         |
| 28 Wages-Town Manager                    | 6,721.16           | 57,129.86     | 65,997.70        | -8,867.84               | 87%         |
| 29 Wages-Administrator                   | 4,634.15           | 40,076.56     | 45,214.05        | -5,137.49               | 89%         |
| 30 Wages-Asst Administrator              | 170.63             | 1,017.27      | 3,000.00         | -1,982.73               | 34%         |
| 31 Wages-Asst Admin (Mtg Spt)            | 150.00             | 1,200.00      | 2,800.00         | -1,600.00               | 43%         |
| 32 Wages-Beach Attendant                 | 0.00               | 16,498.22     | 16,500.00        | -1.78                   | 100%        |
| 34 Wages-Custodial Services              | 103.81             | 467.19        | 0.00             | 467.19                  |             |
| 35 Wages-Groundskeeper                   | 1,154.19           | 11,612.98     | 15,000.00        | -3,387.02               | 77%         |
| 36 Wages-Security Patrol                 | 1,680.00           | 14,392.50     | 35,000.00        | -20,607.50              | 41%         |
| 37 Wage/Salary Annual Def Criteria Bonus | 0.00               | 2,057.70      | 7,425.59         | -5,367.89               | 28%         |
| 38 Website/Technology                    | 440.48             | 1,665.03      | 3,000.00         | -1,334.97               | 56%         |
| Total General and Administrative         | 28,196.00          | 283,197.71    | 418,307.56       | -135,109.85             |             |
| Capital Expenditures                     |                    |               |                  |                         |             |
| Clubhouse Improvements                   | 0.00               | 0.00          | 2,500.00         | -2,500.00               | 0%          |
| Beaches and Parks Improvements           | 0.00               | 0.00          | 2,500.00         | -2,500.00               | 0%          |
| Shoreline Erosion Restoration            | 46,048.61          | 60,190.63     | 75,000.00        | -14,809.37              | 80%         |
| Total Capital Expenditures               | 46,048.61          | 60,190.63     |                  | 6,079.75                | 80%         |
| Total Expenditures                       | 74,244.61          | 343,388.34    | 418,307.56       | -129,030.10             |             |
| Net Income (Loss)                        | -74,244.61         | -60,508.80    | 80,000.00        | -86,397.92              | 0           |

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## Balance Sheet As of February 29, 2024

|                                  | TOTAL        |
|----------------------------------|--------------|
| <b>ASSETS</b>                    |              |
| Current Assets                   |              |
| Bank Accounts                    |              |
| Checking Accounts                | 43,360.69    |
| General Checking - BB&T          | 1,280.28     |
| Payroll Checking - BB&T          | 44,640.97    |
| Total Checking Accounts          |              |
| Money Market Accounts            | 184,155.33   |
| Maintenance MM - BB&T            | 197,589.60   |
| Maintenance MM - Grants          | 381,744.93   |
| Total Maintenance MM - BB&T      | 110,257.30   |
| Piers MM - BB&T                  | 127,140.00   |
| Piers Capital Improvement - BB&T | 237,397.30   |
| Total Piers MM - BB&T            | 619,142.23   |
| Total Money Market Accounts      |              |
| Petty Cash                       | 250.00       |
| Maintenance                      | 250.00       |
| Total Petty Cash                 | \$664,033.20 |
| Total Bank Accounts              |              |
| Accounts Receivable              | 1,410.33     |
| Accounts Receivable              | \$1,410.33   |
| Total Accounts Receivable        |              |
| Other Current Assets             | -2,047.64    |
| Due From SCBD                    | 1,217.37     |
| Undeposited Funds                | \$ -830.27   |
| Total Other Current Assets       | \$664,613.26 |
| Total Current Assets             |              |
| Fixed Assets                     | 0.00         |
| Maintenance                      | -64,181.58   |
| Accumulated Depreciation         | 25,570.51    |
| Equipment                        | 2,000.00     |
| Furniture & Fixtures             | 4,707.00     |
| Improvements                     | 105,027.20   |
| Land                             | 35,607.28    |
| Paving/Walls                     | 108,730.41   |
| Total Maintenance                |              |

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## Balance Sheet

As of February 29, 2024

|                                      | TOTAL          |
|--------------------------------------|----------------|
| Membership                           | -123,702.00    |
| Accumulated Depreciation             | 145,853.43     |
| Buildings                            | 1,482.84       |
| Furniture & Fixtures                 | 23,634.27      |
| Total Membership                     |                |
| Piers                                | -168,424.00    |
| Accumulated Depreciation             | 220,307.64     |
| Buildings & Piers                    | 51,883.64      |
| Total Piers                          | \$184,248.32   |
| Total Fixed Assets                   |                |
| Other Assets                         | 1,042,172.50   |
| WIP - Shoreline Restoration Project  | \$1,042,172.50 |
| Total Other Assets                   | \$1,891,034.08 |
| <b>TOTAL ASSETS</b>                  |                |
| <b>LIABILITIES AND EQUITY</b>        |                |
| Liabilities                          |                |
| Current Liabilities                  |                |
| Other Current Liabilities            | 53.00          |
| A/P - State Income Tax               | -910.79        |
| Due to SCBD                          | 236.00         |
| Grants                               | -2,071.47      |
| Payroll Liabilities                  | 1,147.12       |
| Prepaid Advertising                  | 685.00         |
| Prepaid Maintenance Fees             | 8,260.01       |
| Security Deposit Clubhouse           | \$7,398.87     |
| Total Other Current Liabilities      | \$7,398.87     |
| Total Current Liabilities            |                |
| Long-Term Liabilities                | 525,172.50     |
| N/P - BB&T                           | \$525,172.50   |
| Total Long-Term Liabilities          | \$532,571.37   |
| Total Liabilities                    |                |
| Equity                               |                |
| Net Assets                           |                |
| Net Assets-Piers & Maintenance       | 280,614.21     |
| Net Assets-Maintenance               | 168,038.88     |
| Net Assets-Piers                     | 448,653.09     |
| Total Net Assets-Piers & Maintenance | 448,653.09     |
| Total Net Assets                     | 12,543.76      |
| Net Assets-Comm. Defense Fund        | 11,500.24      |
| Net Assets-Old Clubhouse             |                |

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## Balance Sheet

As of February 29, 2024

|                              | TOTAL          |
|------------------------------|----------------|
| Retained Earnings            | 817,962.03     |
| Net Income                   | 67,803.59      |
| Total Equity                 | \$1,358,462.71 |
| TOTAL LIABILITIES AND EQUITY | \$1,891,034.08 |

# SCBD - Cape St. Claire Improvement Association

## Balance Sheet

As of February 29, 2024

|                                     | TOTAL               |
|-------------------------------------|---------------------|
| <b>ASSETS</b>                       |                     |
| Current Assets                      |                     |
| Bank Accounts                       | 700.00              |
| Cash Held by the County             |                     |
| Checking Accounts                   | 10,876.91           |
| BB&T Checking -7627                 | 208,102.25          |
| SCBD Checking - BB&T                | 218,979.16          |
| Total Checking Accounts             | \$219,679.16        |
| Total Bank Accounts                 |                     |
| Other Current Assets                | -910.79             |
| Due from Cape St. Claire            | \$ -910.79          |
| Total Other Current Assets          |                     |
| Total Current Assets                | \$218,768.37        |
| <b>TOTAL ASSETS</b>                 | <b>\$218,768.37</b> |
| <b>LIABILITIES AND EQUITY</b>       |                     |
| Liabilities                         |                     |
| Current Liabilities                 |                     |
| Other Current Liabilities           | -2,455.92           |
| Due to Cape St. Claire              | \$ -2,455.92        |
| Total Other Current Liabilities     | \$ -2,455.92        |
| Total Current Liabilities           | \$ -2,455.92        |
| Total Liabilities                   |                     |
| Equity                              | 271,917.55          |
| Net Assets-SCBD                     | 9,815.54            |
| Retained Earnings                   | -60,508.80          |
| Net Income                          | \$221,224.29        |
| Total Equity                        | \$218,768.37        |
| <b>TOTAL LIABILITIES AND EQUITY</b> | <b>\$218,768.37</b> |

# Cape St. Claire Improvement Association, Inc.

## Profit & Loss - Piers

March 31, 2024 - Final

|                                              | March<br>Actual  | YTD<br>Actual     | Annual<br>Budget  | Variance<br>Over(Under) | % of Budget |
|----------------------------------------------|------------------|-------------------|-------------------|-------------------------|-------------|
| <b>Ordinary Income/Expense</b>               |                  |                   |                   |                         |             |
| <b>Income</b>                                |                  |                   |                   |                         |             |
| Interest Income                              | 2.47             | 18.50             | 0.00              | 18.50                   |             |
| Late Fees                                    | 250.00           | 250.00            | 100.00            | 150.00                  | 250%        |
| Miscellaneous Income                         | 725.00           | 805.00            | 100.00            | 705.00                  | 805%        |
| 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                               | 72,090.00        | 109,640.00        | 103,055.00        | 6,585.00                | 106%        |
| <b>Total Income</b>                          | <b>73,167.47</b> | <b>111,713.50</b> | <b>117,790.00</b> | <b>(6,076.50)</b>       |             |
| <b>Expense</b>                               |                  |                   |                   |                         |             |
| <b>General and Administrative</b>            |                  |                   |                   |                         |             |
| 1 Accounting Fees                            | 95.70            | 861.30            | 1,000.00          | (138.70)                | 86%         |
| 2 Audit Expenses                             | 0.00             | 0.00              | 500.00            | (500.00)                | 0%          |
| 3 Front Foot Assessment                      | 0.00             | 1,170.00          | 1,170.00          | 0.00                    | 100%        |
| 4 Insurance                                  | 0.00             | 4,861.31          | 6,000.00          | (1,138.69)              | 81%         |
| 5 Legal Services                             | 0.00             | 0.00              | 5,000.00          | (5,000.00)              | 0%          |
| 6 Membrshp(Confernce/Training/Dues)          | 0.00             | 0.00              | 150.00            | (150.00)                | 0%          |
| 7 Voluntr Apprec(Refreshments/Misc)          | 605.00           | 605.00            | 150.00            | 455.00                  | 403%        |
| 8 Office Supplies/Expense                    | 0.00             | 0.00              | 100.00            | (100.00)                | 0%          |
| 9 Payroll Expenses & Benefits                | 73.58            | 379.92            | 3,114.30          | (2,734.38)              | 12%         |
| 10 Permits                                   | 0.00             | 100.00            | 1,000.00          | (900.00)                | 10%         |
| 11 Postage                                   | 0.00             | 295.00            | 500.00            | (205.00)                | 59%         |
| 12 Printing                                  | 0.00             | 0.00              | 100.00            | (100.00)                | 0%          |
| 13 Property Taxes                            | 0.00             | 1,638.72          | 1,900.00          | (261.28)                | 86%         |
| 14 Repairs/Maintenance                       | 475.00           | 4,648.95          | 17,500.00         | (12,851.05)             | 27%         |
| 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             | 628.08           | 5,076.55          | 9,000.00          | (3,923.45)              | 56%         |
| 19 Trash Collection                          | 0.00             | 0.00              | 350.00            | (350.00)                | 0%          |
| 20 Utilities                                 | 2,674.82         | 10,956.41         | 13,000.00         | (2,043.59)              | 84%         |
| 21 Wages-Town Manager                        | 0.00             | 0.00              | 5,940.66          | (5,940.66)              | 0%          |
| 22 Wages-Administrator                       | 0.00             | 0.00              | 5,832.70          | (5,832.70)              | 0%          |
| 23 Wages-Asst. Administrator                 | 860.76           | 2,660.44          | 4,000.00          | (1,339.56)              | 67%         |
| 24 Wages-Handyman                            | 0.00             | 1,659.70          | 4,000.00          | (2,340.30)              | 41%         |
| 25 Wage/Salary Annual Defined Criteria Bonus | 0.00             | 0.00              | 988.68            | (988.68)                | 0%          |
| 26 Technology/Website                        | 4.27             | 7.61              | 250.00            | (242.39)                | 3%          |
| <b>Total General and Administrative</b>      | <b>5,417.21</b>  | <b>34,920.91</b>  | <b>82,246.34</b>  | <b>(47,325.43)</b>      | <b>42%</b>  |
| <b>Capital Expenditures</b>                  |                  |                   |                   |                         |             |
| Piers Replacement/Repair                     | 0.00             | 0.00              | 13,035.00         | (13,035.00)             | 0%          |
| Pier Improvements                            | 0.00             | 0.00              | 22,508.66         | (22,508.66)             | 0%          |
| <b>Total Capital Expenditures</b>            | <b>0.00</b>      | <b>0.00</b>       | <b>35,543.66</b>  | <b>(35,543.66)</b>      |             |
| <b>Total Expenditures</b>                    | <b>5,417.21</b>  | <b>34,920.91</b>  | <b>117,790.00</b> | <b>(82,869.09)</b>      |             |
| <b>Net Income (Loss)</b>                     | <b>67,750.26</b> | <b>76,792.59</b>  | <b>0.00</b>       | <b>76,792.59</b>        |             |

**Cape St. Claire Improvement Association, Inc.**  
**Profit & Loss - Maintenance, Caper, Clubhouse**  
**March 31, 2024 - Final**

|                                              | March<br>Actual  | YTD<br>Actual     | Annual<br>Budget  | Variance<br>Over(Under) | % of Budget |
|----------------------------------------------|------------------|-------------------|-------------------|-------------------------|-------------|
| <b>Ordinary Income/Expense</b>               |                  |                   |                   |                         |             |
| <b>Income</b>                                |                  |                   |                   |                         |             |
| Caper Advertising                            | 2,640.00         | 29,727.50         | 42,000.00         | (12,272.50)             | 71%         |
| BLOA Contribution                            | 0.00             | 4,372.06          | 12,000.00         | (7,627.94)              | 36%         |
| CSSC Contribution                            | 0.00             | 767.46            | 2,050.00          | (1,282.54)              | 37%         |
| Maintenance Fees                             | 2,830.00         | 21,624.00         | 25,000.00         | (3,376.00)              | 86%         |
| HOA Packets                                  | 150.00           | 4,650.00          | 11,000.00         | (6,350.00)              | 42%         |
| Interest Income                              | 3.57             | 28.72             | 20.00             | 8.72                    | 144%        |
| Late Fees                                    | 1,155.00         | 2,410.00          | 5,500.00          | (3,090.00)              | 44%         |
| Miscellaneous Income                         | 265.00           | 2,220.00          | 4,750.00          | (2,530.00)              | 47%         |
| Non Cash Contribution                        | 0.00             | 44,000.00         | 0.00              | 44,000.00               | 0%          |
| Clubhouse - Rental Income                    | 3,200.00         | 46,117.78         | 45,000.00         | 1,117.78                | 102%        |
| Stickers                                     | 250.00           | 1,845.00          | 2,000.00          | (155.00)                | 92%         |
| <b>Total Income</b>                          | <b>10,493.57</b> | <b>157,762.52</b> | <b>149,320.00</b> | <b>8,442.52</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             | 3,718.00          | 1,000.00          | 2,718.00                | 372%        |
| 3 Bank Charges                               | 0.00             | 0.00              | 50.00             | (50.00)                 | 0%          |
| 4 Caper Print/Edit/Contract&Postage          | 0.00             | 0.00              | 15,000.00         | (15,000.00)             | 0%          |
| 5 Clubhouse Custodial Svcs                   | 2,250.00         | 9,622.64          | 16,500.00         | (6,877.36)              | 58%         |
| 6 Insurance                                  | 0.00             | 178.60            | 9,000.00          | (8,821.40)              | 2%          |
| 7 Legal Services                             | 0.00             | 0.00              | 20,000.00         | (20,000.00)             | 0%          |
| 8 Membrshp(Conference/Training/Dues)         | 0.00             | 0.00              | 650.00            | (650.00)                | 0%          |
| 9 Voluntr Apprec(Refreshments/Misc)          | 0.00             | 2,524.84          | 300.00            | 2,224.84                | 842%        |
| 10 Events                                    | 0.00             | 111.22            | 500.00            | (388.78)                | 22%         |
| 11 Office Supplies/Expense                   | 0.00             | 137.43            | 1,500.00          | (1,362.57)              | 9%          |
| 12 Payroll Expenses & Benefits               | 0.00             | 720.07            | 7,684.19          | (6,964.12)              | 9%          |
| 13 Permits                                   | 0.00             | 0.00              | 500.00            | (500.00)                | 0%          |
| 14 Postage                                   | 0.00             | 1,396.60          | 1,500.00          | (103.40)                | 93%         |
| 15 Printing                                  | 0.00             | 1,500.00          | 1,500.00          | 0.00                    | 100%        |
| 16 Property Taxes                            | 0.00             | 5,402.33          | 5,000.00          | 402.33                  | 108%        |
| 17 Repairs/Maintenance                       | 106.54           | 1,182.09          | 12,807.85         | (11,625.76)             | 9%          |
| 18 Sanitary Services                         | 0.00             | 0.00              | 1,100.00          | (1,100.00)              | 0%          |
| 19 Security Mllege Reimbursement             | 0.00             | 0.00              | 0.00              | 0.00                    |             |
| 20 Signage                                   | 0.00             | 0.00              | 500.00            | (500.00)                | 0%          |
| 21 Telecommunications & Internet             | 34.86            | 281.21            | 500.00            | (218.79)                | 56%         |
| 22 Utilities                                 | 0.00             | 0.00              | 500.00            | (500.00)                | 0%          |
| 23 Wages-Town Manager                        | 0.00             | 0.00              | 15,843.05         | (15,843.05)             | 0%          |
| 24 Wages-Administrator                       | 0.00             | 0.00              | 10,445.49         | (10,445.49)             | 0%          |
| 25 Wages-Asst. Administrator                 | 0.00             | 0.00              | 2,500.00          | (2,500.00)              | 0%          |
| 26 Wages-Beach Attendants                    | 0.00             | 7,783.26          | 10,000.00         | (2,216.74)              | 78%         |
| 27 Wages-Groundskeeper                       | 0.00             | 0.00              | 10,000.00         | (10,000.00)             | 0%          |
| 28 Wage/Salary Annual Defined Criteria Bonus | 0.00             | 0.00              | 2,439.42          | (2,439.42)              | 0%          |
| <b>Total General and Administrative</b>      | <b>2,510.20</b>  | <b>35,627.49</b>  | <b>149,320.00</b> | <b>(113,692.51)</b>     |             |
| <b>Capital Expenditures</b>                  |                  |                   |                   |                         |             |
| Clubhouse Improvements                       | 0.00             | 0.00              | 0.00              | 0.00                    |             |
| Shoreline Restoration                        | 1,872.80         | 13,263.20         | 0.00              | 0.00                    |             |
| Beaches and Park Improvements                | 0.00             | 0.00              | 0.00              | 0.00                    |             |
| <b>Total Capital Expenditures</b>            | <b>1,872.80</b>  | <b>13,263.20</b>  | <b>0.00</b>       | <b>0.00</b>             |             |
| <b>Total Expenditures</b>                    | <b>4,383.00</b>  | <b>48,890.69</b>  | <b>149,320.00</b> | <b>(113,692.51)</b>     |             |
| <b>Net Income (Loss)</b>                     | <b>6,110.57</b>  | <b>108,871.83</b> | <b>0.00</b>       | <b>122,135.03</b>       |             |

**Cape St. Claire Improvement Association, Inc.**  
**Profit & Loss - Piers & Maintenance**  
**March 31, 2024 - Final**

|                                         | March<br>Actual  | YTD<br>Actual     | Annual<br>Budget  | Variance<br>Over(Under) | % of Budget |
|-----------------------------------------|------------------|-------------------|-------------------|-------------------------|-------------|
| <b>Ordinary Income/Expense</b>          |                  |                   |                   |                         |             |
| <b>Income</b>                           |                  |                   |                   |                         |             |
| Caper Advertising                       | 2,640.00         | 29,727.50         | 42,000.00         | (12,272.50)             | 71%         |
| BLOA Contribution                       | 0.00             | 4,372.06          | 12,000.00         | (7,627.94)              | 36%         |
| CSSC Contribution                       | 0.00             | 767.46            | 2,050.00          | (1,282.54)              | 37%         |
| Maintenance Fees                        | 2,830.00         | 21,624.00         | 25,000.00         | (3,376.00)              | 86%         |
| HOA Packets                             | 150.00           | 4,650.00          | 11,000.00         | (6,350.00)              | 42%         |
| Interest Income                         | 6.04             | 47.22             | 20.00             | 27.22                   | 236%        |
| Late Fees                               | 1,405.00         | 2,660.00          | 5,600.00          | (2,940.00)              | 48%         |
| Miscellaneous Income                    | 990.00           | 3,025.00          | 4,850.00          | (1,825.00)              | 62%         |
| Clubhouse - Rental Income               | 3,200.00         | 46,117.78         | 45,000.00         | 1,117.78                | 102%        |
| Rentals/ Slips                          | 72,090.00        | 109,640.00        | 103,055.00        | 6,585.00                | 106%        |
| Non Cash Contribution                   | 0.00             | 44,000.00         | 0.00              | 44,000.00               |             |
| 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                                | 250.00           | 1,845.00          | 2,000.00          | (155.00)                | 92%         |
| <b>Total Income</b>                     | <b>83,661.04</b> | <b>269,476.02</b> | <b>267,110.00</b> | <b>2,366.02</b>         |             |
| <b>Expense</b>                          |                  |                   |                   |                         |             |
| <b>General and Administrative</b>       |                  |                   |                   |                         |             |
| 1 Accounting Fees                       | 214.50           | 1,930.50          | 3,000.00          | (1,069.50)              | 64%         |
| 2 Audit Expenses                        | 0.00             | 3,718.00          | 1,500.00          | 2,218.00                | 248%        |
| 3 Bank Charges                          | 0.00             | 0.00              | 50.00             | (50.00)                 | 0%          |
| 4 Caper/Print/Contract&Postage          | 0.00             | 0.00              | 15,000.00         | (15,000.00)             | 0%          |
| 5 Clubhouse Custodial Svcs              | 2,250.00         | 9,622.64          | 16,500.00         | (6,877.36)              | 58%         |
| 6 Front Foot Assessment                 | 0.00             | 1,170.00          | 1,170.00          | 0.00                    | 100%        |
| 7 Insurance                             | 0.00             | 5,039.91          | 15,000.00         | (9,960.09)              | 34%         |
| 8 Legal Services                        | 0.00             | 0.00              | 25,000.00         | (25,000.00)             | 0%          |
| 9 Membrshp(Confernce/Training/Dues)     | 0.00             | 0.00              | 800.00            | (800.00)                | 0%          |
| 10 Voluntr Apprac(Refreshments/Misc)    | 605.00           | 3,129.84          | 450.00            | 2,679.84                | 696%        |
| 11 Events                               | 0.00             | 111.22            | 500.00            | (388.78)                | 22%         |
| 13 Office Supplies/Expense              | 0.00             | 137.43            | 1,600.00          | (1,462.57)              | 9%          |
| 14 Payroll Expenses & Benefits          | 73.58            | 1,099.99          | 10,798.50         | (9,698.51)              | 10%         |
| 15 Permits                              | 0.00             | 100.00            | 1,500.00          | (1,400.00)              | 7%          |
| 16 Postage                              | 0.00             | 1,691.60          | 2,000.00          | (308.40)                | 85%         |
| 17 Printing                             | 0.00             | 1,500.00          | 1,600.00          | (100.00)                | 94%         |
| 18 Property Taxes                       | 0.00             | 7,041.05          | 6,900.00          | 141.05                  | 102%        |
| 19 Repairs/Maintenance                  | 581.54           | 5,831.04          | 30,307.85         | (24,476.81)             | 19%         |
| 20 Sanitary Services                    | 0.00             | 0.00              | 1,200.00          | (1,200.00)              | 0%          |
| 21 Security Mileage Reimbursement       | 0.00             | 0.00              | 0.00              | 0.00                    |             |
| 22 Sewer                                | 0.00             | 0.00              | 100.00            | (100.00)                | 0%          |
| 23 Signage                              | 0.00             | 0.00              | 1,000.00          | (1,000.00)              | 0%          |
| 24 Technology/Website                   | 0.00             | 0.00              | 250.00            | (250.00)                | 0%          |
| 25 Telecommunications & Internet        | 662.94           | 5,357.76          | 9,500.00          | (4,142.24)              | 56%         |
| 26 Trash Collection                     | 0.00             | 0.00              | 350.00            | (350.00)                | 0%          |
| 27 Utilities                            | 2,674.82         | 10,956.41         | 13,500.00         | (2,543.59)              | 81%         |
| 28 Web Site                             | 4.27             | 7.61              | 0.00              | 7.61                    |             |
| 29 Wages-Town Manager                   | 0.00             | 0.00              | 21,783.70         | (21,783.70)             | 0%          |
| 30 Wages-Administrator                  | 0.00             | 0.00              | 16,278.19         | (16,278.19)             | 0%          |
| 31 Wages-Asst. Administrator            | 860.76           | 2,660.44          | 6,500.00          | (3,839.56)              | 41%         |
| 32 Wages-Beach Attendant                | 0.00             | 7,783.26          | 10,000.00         | (2,216.74)              | 78%         |
| 33 Wages-Groundskeeper                  | 0.00             | 0.00              | 10,000.00         | (10,000.00)             | 0%          |
| 34 Wages-Handyman                       | 0.00             | 1,659.70          | 4,000.00          | (2,340.30)              | 41%         |
| 35 Wage/Salary Defined Criteria Bosun   | 0.00             | 0.00              | 3,428.10          | (3,428.10)              | 0%          |
| <b>Total General and Administrative</b> | <b>7,927.41</b>  | <b>70,548.40</b>  | <b>231,566.34</b> | <b>(161,017.94)</b>     |             |
| <b>Capital Expenditures</b>             |                  |                   |                   |                         |             |
| Beaches and Park Improvements           | 0.00             | 0.00              | 0.00              | 0.00                    | 0%          |
| Shoreline Restoration                   | 1,872.80         | 13,263.20         | 0.00              | 13,263.20               | 0%          |
| Piers Replacement Project               | 0.00             | 0.00              | 22,508.66         | (22,508.66)             | 0%          |
| Piers Improvements                      | 0.00             | 0.00              | 13,035.00         | (13,035.00)             | 0%          |
| <b>Total Capital Expenditures</b>       | <b>1,872.80</b>  | <b>13,263.20</b>  | <b>35,543.66</b>  | <b>(22,280.46)</b>      |             |
| <b>Total Expenditures</b>               | <b>9,800.21</b>  | <b>83,811.60</b>  | <b>267,110.00</b> | <b>(183,298.40)</b>     |             |
| <b>Net Income (Loss)</b>                | <b>73,860.83</b> | <b>185,664.42</b> | <b>0.00</b>       | <b>185,664.42</b>       |             |

# Cape St. Claire Improvement Association, Inc.

## Profit & Loss - SCBD

March 31, 2024 - Final

|                                          | March<br>Actual | YTD<br>Actual | Annual<br>Budget | Variance<br>Over(Under) | % of Budget |
|------------------------------------------|-----------------|---------------|------------------|-------------------------|-------------|
| Ordinary Income/Expense                  |                 |               |                  |                         |             |
| Income                                   |                 |               |                  |                         |             |
| SCBD/Fees                                | 190,488.00      | 473,367.54    | 487,200.00       | -13,832.46              | 97%         |
| Interest Income                          | 0.00            | 0.00          | 20.00            | -20.00                  | 0%          |
| Rollover from FY21                       | 0.00            | 0.00          | 11,087.56        | -11,087.56              | 0%          |
| Total Income                             | 190,488.00      | 473,367.54    | 498,307.56       | -24,940.02              |             |
| Expense                                  |                 |               |                  |                         |             |
| General and Administrative               |                 |               |                  |                         |             |
| 1 Accounting Fees                        | 335.50          | 3,019.50      | 5,500.00         | -2,480.50               | 55%         |
| 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            | 26,132.54     | 30,000.00        | -3,867.46               | 87%         |
| 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           | 0.00            | 5,500.00      | 5,500.00         | 0.00                    | 100%        |
| 8 Insurance                              | 2,366.92        | 23,131.82     | 25,000.00        | -1,868.18               | 93%         |
| 9 Legal Services                         | 1,434.75        | 8,088.23      | 20,000.00        | -11,911.77              | 40%         |
| 10 Membrshp(Confrence/Training/Dues)     | 0.00            | 194.00        | 1,300.00         | -1,106.00               | 15%         |
| 11 Voluntr Apprec(Refreshments/Misc)     | 0.00            | 500.00        | 500.00           | 0.00                    | 100%        |
| 12 Events                                | 0.00            | 1,552.41      | 1,500.00         | 52.41                   | 103%        |
| 13 Mowing                                | 0.00            | 8,656.25      | 18,700.00        | -10,043.75              | 46%         |
| 14 Office Supplies/Expense               | 259.13          | 3,430.26      | 5,000.00         | -1,569.74               | 69%         |
| 15 Payroll Expenses & Benefits           | 1,965.14        | 21,117.92     | 28,640.60        | -7,522.68               | 74%         |
| 16 Permits                               | 0.00            | 0.00          | 500.00           | -500.00                 | 0%          |
| 17 Postage                               | 8.73            | 3,945.33      | 4,000.00         | -54.67                  | 99%         |
| 18 Printing                              | 0.00            | 3,241.25      | 3,500.00         | -258.75                 | 93%         |
| 19 Property Taxes                        | 0.00            | 3,074.42      | 4,350.00         | -1,275.58               | 71%         |
| 20 Repairs/Maintenance                   | 1,277.45        | 7,960.48      | 26,979.62        | -19,019.14              | 30%         |
| 21 Sanitary Services                     | 624.60          | 7,867.02      | 12,500.00        | -4,632.98               | 63%         |
| 22 Sewer                                 | 125.16          | 375.48        | 500.00           | -124.52                 | 75%         |
| 23 Signage                               | 0.00            | 0.00          | 600.00           | -600.00                 | 0%          |
| 24 Telecommunications & Internet         | 98.45           | 929.05        | 3,500.00         | -2,570.95               | 27%         |
| 25 Trash Collection                      | 123.07          | 4,151.67      | 6,650.00         | -2,498.33               | 62%         |
| 26 Utilities                             | 2,143.64        | 10,046.21     | 11,000.00        | -953.79                 | 91%         |
| 27 Vehicle Fuel & Maintenance            | 48.94           | 728.04        | 2,500.00         | -1,771.96               | 29%         |
| 28 Wages-Town Manager                    | 6,721.16        | 63,851.02     | 65,997.70        | -2,146.68               | 97%         |
| 29 Wages-Administrator                   | 4,789.80        | 44,866.36     | 45,214.05        | -347.69                 | 99%         |
| 30 Wages-Asst Administrator              | 0.00            | 1,017.27      | 3,000.00         | -1,982.73               | 34%         |
| 31 Wages-Asst Admin (Mtg Spt)            | 150.00          | 1,350.00      | 2,800.00         | -1,450.00               | 48%         |
| 32 Wages-Beach Attendant                 | 0.00            | 16,498.22     | 16,500.00        | -1.78                   | 100%        |
| 34 Wages-Custodial Services              | 91.01           | 558.20        | 0.00             | 558.20                  |             |
| 35 Wages-Groundskeeper                   | 1,471.88        | 13,084.86     | 15,000.00        | -1,915.14               | 87%         |
| 36 Wages-Security Patrol                 | 2,250.00        | 16,642.50     | 35,000.00        | -18,357.50              | 48%         |
| 37 Wage/Salary Annual Def Criteria Bonus | 0.00            | 2,057.70      | 7,425.59         | -5,367.89               | 28%         |
| 38 Website/Technology                    | 1,269.02        | 2,934.05      | 3,000.00         | -65.95                  | 98%         |
| Total General and Administrative         | 27,554.35       | 310,752.06    | 418,307.56       | -107,555.50             |             |
| Capital Expenditures                     |                 |               |                  |                         |             |
| Clubhouse Improvements                   | 0.00            | 0.00          | 2,500.00         | -2,500.00               | 0%          |
| Beaches and Parks Improvements           | 0.00            | 0.00          | 2,500.00         | -2,500.00               | 0%          |
| Shoreline Erosion Restoration            | 1,755.88        | 61,946.51     | 75,000.00        | -13,053.49              | 83%         |
| Total Capital Expenditures               | 1,755.88        | 61,946.51     |                  | 6,079.75                | 83%         |
| Total Expenditures                       | 29,310.23       | 372,698.57    | 418,307.56       | -101,475.75             |             |
| Net Income (Loss)                        | 161,177.77      | 100,668.97    | 80,000.00        | 76,535.73               | 0           |

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## Balance Sheet As of March 31, 2024

|                                  | TOTAL        |
|----------------------------------|--------------|
| <b>ASSETS</b>                    |              |
| Current Assets                   |              |
| Bank Accounts                    |              |
| Checking Accounts                | 10,398.83    |
| General Checking - BB&T          | 1,340.07     |
| Payroll Checking - BB&T          | 11,738.90    |
| Total Checking Accounts          |              |
| Money Market Accounts            | 203,585.46   |
| Maintenance MM - BB&T            | 195,716.80   |
| Maintenance MM - Grants          | 399,302.26   |
| Total Maintenance MM - BB&T      | 200,307.66   |
| Piers MM - BB&T                  | 127,140.00   |
| Piers Capital Improvement - BB&T | 327,447.66   |
| Total Piers MM - BB&T            | 726,749.92   |
| Total Money Market Accounts      |              |
| Petty Cash                       | 250.00       |
| Maintenance                      | 250.00       |
| Total Petty Cash                 | \$738,738.82 |
| Total Bank Accounts              |              |
| Accounts Receivable              | 1,410.33     |
| Accounts Receivable              | \$1,410.33   |
| Total Accounts Receivable        |              |
| Other Current Assets             | -2,007.55    |
| Due From SCBD                    | 2,432.37     |
| Undeposited Funds                | \$424.82     |
| Total Other Current Assets       | \$740,573.97 |
| Total Current Assets             |              |
| Fixed Assets                     | 0.00         |
| Maintenance                      | -64,181.58   |
| Accumulated Depreciation         | 25,570.51    |
| Equipment                        | 2,000.00     |
| Furniture & Fixtures             | 4,707.00     |
| Improvements                     | 105,027.20   |
| Land                             | 35,607.28    |
| Paving/Walls                     | 108,730.41   |
| Total Maintenance                |              |

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## Balance Sheet As of March 31, 2024

|                                      | TOTAL          |
|--------------------------------------|----------------|
| Membership                           | -123,702.00    |
| Accumulated Depreciation             | 145,853.43     |
| Buildings                            | 1,482.84       |
| Furniture & Fixtures                 | 23,634.27      |
| Total Membership                     |                |
| Piers                                | -168,424.00    |
| Accumulated Depreciation             | 220,307.64     |
| Buildings & Piers                    | 51,883.64      |
| Total Piers                          | \$184,248.32   |
| Total Fixed Assets                   |                |
| Other Assets                         | 1,042,172.50   |
| WIP - Shoreline Restoration Project  | \$1,042,172.50 |
| Total Other Assets                   | \$1,966,994.79 |
| <b>TOTAL ASSETS</b>                  |                |
| <b>LIABILITIES AND EQUITY</b>        |                |
| Liabilities                          |                |
| Current Liabilities                  |                |
| Other Current Liabilities            | 53.00          |
| A/P - State Income Tax               | -810.91        |
| Due to SCBD                          | 236.00         |
| Grants                               | -2,071.47      |
| Payroll Liabilities                  | 1,147.12       |
| Prepaid Advertising                  | 685.00         |
| Prepaid Maintenance Fees             | 10,260.01      |
| Security Deposit Clubhouse           | \$9,498.75     |
| Total Other Current Liabilities      | \$9,498.75     |
| Total Current Liabilities            |                |
| Long-Term Liabilities                | 481,172.50     |
| N/P - BB&T                           | \$481,172.50   |
| Total Long-Term Liabilities          | \$490,671.25   |
| Total Liabilities                    |                |
| Equity                               |                |
| Net Assets                           |                |
| Net Assets-Piers & Maintenance       | 280,614.21     |
| Net Assets-Maintenance               | 168,038.88     |
| Net Assets-Piers                     | 448,653.09     |
| Total Net Assets-Piers & Maintenance | 448,653.09     |
| Total Net Assets                     | 12,543.76      |
| Net Assets-Comm. Defense Fund        | 11,500.24      |
| Net Assets-Old Clubhouse             |                |

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## Balance Sheet As of March 31, 2024

|                              | TOTAL          |
|------------------------------|----------------|
| Retained Earnings            | 817,962.03     |
| Net Income                   | 185,664.42     |
| Total Equity                 | \$1,476,323.54 |
| TOTAL LIABILITIES AND EQUITY | \$1,966,994.79 |

# SCBD - Cape St. Claire Improvement Association

## Balance Sheet As of March 31, 2024

|                                     | TOTAL               |
|-------------------------------------|---------------------|
| <b>ASSETS</b>                       |                     |
| Current Assets                      |                     |
| Bank Accounts                       |                     |
| Cash Held by the County             | 700.00              |
| Checking Accounts                   |                     |
| BB&T Checking -7627                 | 9,121.03            |
| SCBD Checking - BB&T                | 371,075.99          |
| Total Checking Accounts             | 380,197.02          |
| Total Bank Accounts                 | \$380,897.02        |
| Other Current Assets                |                     |
| Due from Cape St. Claire            | -910.79             |
| Total Other Current Assets          | \$ -910.79          |
| Total Current Assets                | \$379,986.23        |
| <b>TOTAL ASSETS</b>                 | <b>\$379,986.23</b> |
| <b>LIABILITIES AND EQUITY</b>       |                     |
| Liabilities                         |                     |
| Current Liabilities                 |                     |
| Other Current Liabilities           |                     |
| Due to Cape St. Claire              | -2,415.83           |
| Total Other Current Liabilities     | \$ -2,415.83        |
| Total Current Liabilities           | \$ -2,415.83        |
| Total Liabilities                   | \$ -2,415.83        |
| Equity                              |                     |
| Net Assets-SCBD                     | 271,917.55          |
| Retained Earnings                   | 9,815.54            |
| Net Income                          | 100,668.97          |
| Total Equity                        | \$382,402.06        |
| <b>TOTAL LIABILITIES AND EQUITY</b> | <b>\$379,986.23</b> |

# Cape St. Claire Improvement Association, Inc.

## Profit & Loss - Piers

April 30, 2024 - Final

|                                              | April             | YTD               | Annual            | Variance           |             |
|----------------------------------------------|-------------------|-------------------|-------------------|--------------------|-------------|
|                                              | Actual            | Actual            | Budget            | Over(Under)        | % of Budget |
| <b>Ordinary Income/Expense</b>               |                   |                   |                   |                    |             |
| <b>Income</b>                                |                   |                   |                   |                    |             |
| Interest Income                              | 2.68              | 21.18             | 0.00              | 21.18              |             |
| Late Fees                                    | 0.00              | 250.00            | 100.00            | 150.00             | 250%        |
| Miscellaneous Income                         | 0.00              | 805.00            | 100.00            | 705.00             | 805%        |
| Piers - Capital Replacement Assessment       | 0.00              | 0.00              | 13,035.00         | (13,035.00)        | 0%          |
| Piers - Waitlist Fee                         | 200.00            | 1,200.00          | 1,500.00          | (300.00)           | 80%         |
| Rentals/ Slips                               | 891.00            | 110,531.00        | 103,055.00        | 7,476.00           | 107%        |
| <b>Total Income</b>                          | <b>1,093.68</b>   | <b>112,807.18</b> | <b>117,790.00</b> | <b>(4,982.82)</b>  |             |
| <b>Expense</b>                               |                   |                   |                   |                    |             |
| <b>General and Administrative</b>            |                   |                   |                   |                    |             |
| 1 Accounting Fees                            | 95.70             | 957.00            | 1,000.00          | (43.00)            | 96%         |
| 2 Audit Expenses                             | 0.00              | 0.00              | 500.00            | (500.00)           | 0%          |
| 3 Front Foot Assessment                      | 0.00              | 1,170.00          | 1,170.00          | 0.00               | 100%        |
| 4 Insurance                                  | 0.00              | 4,861.31          | 6,000.00          | (1,138.69)         | 81%         |
| 5 Legal Services                             | 0.00              | 0.00              | 5,000.00          | (5,000.00)         | 0%          |
| 6 Membrshp(Confernce/Training/Dues)          | 0.00              | 0.00              | 150.00            | (150.00)           | 0%          |
| 7 Voluntr Apprec(Refreshments/Misc)          | 0.00              | 605.00            | 150.00            | 455.00             | 403%        |
| 8 Office Supplies/Expense                    | 0.00              | 0.00              | 100.00            | (100.00)           | 0%          |
| 9 Payroll Expenses & Benefits                | 52.63             | 432.55            | 3,114.30          | (2,681.75)         | 14%         |
| 10 Permits                                   | 0.00              | 100.00            | 1,000.00          | (900.00)           | 10%         |
| 11 Postage                                   | 0.00              | 295.00            | 500.00            | (205.00)           | 59%         |
| 12 Printing                                  | 0.00              | 0.00              | 100.00            | (100.00)           | 0%          |
| 13 Property Taxes                            | 0.00              | 1,638.72          | 1,900.00          | (261.28)           | 86%         |
| 14 Repairs/Maintenance                       | 750.27            | 5,399.22          | 17,500.00         | (12,100.78)        | 31%         |
| 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             | 1,257.28          | 6,333.83          | 9,000.00          | (2,666.17)         | 70%         |
| 19 Trash Collection                          | 0.00              | 0.00              | 350.00            | (350.00)           | 0%          |
| 20 Utilities                                 | 1,416.29          | 12,372.70         | 13,000.00         | (627.30)           | 95%         |
| 21 Wages-Town Manager                        | 0.00              | 0.00              | 5,940.66          | (5,940.66)         | 0%          |
| 22 Wages-Administrator                       | 0.00              | 0.00              | 5,832.70          | (5,832.70)         | 0%          |
| 23 Wages-Asst. Administrator                 | 615.63            | 3,276.07          | 4,000.00          | (723.93)           | 82%         |
| 24 Wages-Handyman                            | 0.00              | 1,659.70          | 4,000.00          | (2,340.30)         | 41%         |
| 25 Wage/Salary Annual Defined Criteria Bonus | 0.00              | 0.00              | 988.68            | (988.68)           | 0%          |
| 26 Technology/Website                        | 2.45              | 10.06             | 250.00            | (239.94)           | 4%          |
| <b>Total General and Administrative</b>      | <b>4,190.25</b>   | <b>39,111.16</b>  | <b>82,246.34</b>  | <b>(43,135.18)</b> | <b>48%</b>  |
| <b>Capital Expenditures</b>                  |                   |                   |                   |                    |             |
| Piers Replacement/Repair                     | 0.00              | 0.00              | 13,035.00         | (13,035.00)        | 0%          |
| Pier Improvements                            | 0.00              | 0.00              | 22,508.66         | (22,508.66)        | 0%          |
| <b>Total Capital Expenditures</b>            | <b>0.00</b>       | <b>0.00</b>       | <b>35,543.66</b>  | <b>(35,543.66)</b> |             |
| <b>Total Expenditures</b>                    | <b>4,190.25</b>   | <b>39,111.16</b>  | <b>117,790.00</b> | <b>(78,678.84)</b> |             |
| <b>Net Income (Loss)</b>                     | <b>(3,096.57)</b> | <b>73,696.02</b>  | <b>0.00</b>       | <b>73,696.02</b>   |             |

**Cape St. Claire Improvement Association, Inc.**  
**Profit & Loss - Maintenance, Caper, Clubhouse**  
**April 30, 2024 - Final**

|                                              | April<br>Actual  | YTD<br>Actual     | Annual<br>Budget  | Variance<br>Over(Under) | % of Budget |
|----------------------------------------------|------------------|-------------------|-------------------|-------------------------|-------------|
| <b>Ordinary Income/Expense</b>               |                  |                   |                   |                         |             |
| <b>Income</b>                                |                  |                   |                   |                         |             |
| Caper Advertising                            | 2,175.00         | 31,902.50         | 42,000.00         | (10,097.50)             | 76%         |
| BLOA Contribution                            | 8,634.31         | 13,006.37         | 12,000.00         | 1,006.37                | 108%        |
| CSSC Contribution                            | 0.00             | 767.46            | 2,050.00          | (1,282.54)              | 37%         |
| Maintenance Fees                             | 1,435.00         | 23,059.00         | 25,000.00         | (1,941.00)              | 92%         |
| HOA Packets                                  | 1,250.00         | 5,900.00          | 11,000.00         | (5,100.00)              | 54%         |
| Interest Income                              | 3.37             | 32.09             | 20.00             | 12.09                   | 160%        |
| Late Fees                                    | 915.00           | 3,325.00          | 5,500.00          | (2,175.00)              | 60%         |
| Miscellaneous Income                         | 617.99           | 2,837.99          | 4,750.00          | (1,912.01)              | 60%         |
| Non Cash Contribution                        | 0.00             | 44,000.00         | 0.00              | 44,000.00               | 0%          |
| Clubhouse - Rental Income                    | 3,840.00         | 50,107.78         | 45,000.00         | 5,107.78                | 111%        |
| Stickers                                     | 160.00           | 2,005.00          | 2,000.00          | 5.00                    | 100%        |
| <b>Total Income</b>                          | <b>19,030.67</b> | <b>176,943.19</b> | <b>149,320.00</b> | <b>27,623.19</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             | 3,718.00          | 1,000.00          | 2,718.00                | 372%        |
| 3 Bank Charges                               | 0.00             | 0.00              | 50.00             | (50.00)                 | 0%          |
| 4 Caper Print/Edit/Contract&Postage          | 4,141.45         | 4,141.45          | 15,000.00         | (10,858.55)             | 28%         |
| 5 Clubhouse Custodial Svcs                   | 1,600.00         | 11,222.64         | 16,500.00         | (5,277.36)              | 68%         |
| 6 Insurance                                  | 584.83           | 763.43            | 9,000.00          | (8,236.57)              | 8%          |
| 7 Legal Services                             | 0.00             | 0.00              | 20,000.00         | (20,000.00)             | 0%          |
| 8 Membrshp(Confernce/Training/Dues)          | 0.00             | 0.00              | 650.00            | (650.00)                | 0%          |
| 9 Voluntr Apprec(Refreshments/Misc)          | (1,846.24)       | 678.60            | 300.00            | 378.60                  | 226%        |
| 10 Events                                    | 375.00           | 486.22            | 500.00            | (13.78)                 | 97%         |
| 11 Office Supplies/Expense                   | 0.00             | 137.43            | 1,500.00          | (1,362.57)              | 9%          |
| 12 Payroll Expenses & Benefits               | 1,330.96         | 2,051.03          | 7,684.19          | (5,633.16)              | 27%         |
| 13 Permits                                   | 0.00             | 0.00              | 500.00            | (500.00)                | 0%          |
| 14 Postage                                   | 1,158.35         | 2,554.95          | 1,500.00          | 1,054.95                | 170%        |
| 15 Printing                                  | 0.00             | 1,500.00          | 1,500.00          | 0.00                    | 100%        |
| 16 Property Taxes                            | 0.00             | 5,402.33          | 5,000.00          | 402.33                  | 108%        |
| 17 Repairs/Maintenance                       | 627.02           | 1,809.11          | 12,807.85         | (10,998.74)             | 14%         |
| 18 Sanitary Services                         | 0.00             | 0.00              | 1,100.00          | (1,100.00)              | 0%          |
| 19 Security Mileage Reimbursement            | 0.00             | 0.00              | 0.00              | 0.00                    |             |
| 20 Signage                                   | 0.00             | 0.00              | 500.00            | (500.00)                | 0%          |
| 21 Telecommunications & Internet             | 71.10            | 352.31            | 500.00            | (147.69)                | 70%         |
| 22 Utilities                                 | 0.00             | 0.00              | 500.00            | (500.00)                | 0%          |
| 23 Wages-Town Manager                        | 4,574.48         | 4,574.48          | 15,843.05         | (11,268.57)             | 29%         |
| 24 Wages-Administrator                       | 4,131.83         | 4,131.83          | 10,445.49         | (6,313.66)              | 40%         |
| 25 Wages-Asst. Administrator                 | 0.00             | 0.00              | 2,500.00          | (2,500.00)              | 0%          |
| 26 Wages-Beach Attendants                    | 0.00             | 7,783.26          | 10,000.00         | (2,216.74)              | 78%         |
| 27 Wages-Groundskeeper                       | 0.00             | 0.00              | 10,000.00         | (10,000.00)             | 0%          |
| 28 Wage/Salary Annual Defined Criteria Bonus | 0.00             | 0.00              | 2,439.42          | (2,439.42)              | 0%          |
| <b>Total General and Administrative</b>      | <b>16,867.58</b> | <b>52,495.07</b>  | <b>149,320.00</b> | <b>(96,824.93)</b>      |             |
| <b>Capital Expenditures</b>                  |                  |                   |                   |                         |             |
| Clubhouse Improvements                       | 0.00             | 0.00              | 0.00              | 0.00                    |             |
| Shoreline Restoration                        | 2,444.80         | 15,708.00         | 0.00              | 0.00                    |             |
| Beaches and Park Improvements                | 0.00             | 0.00              | 0.00              | 0.00                    |             |
| <b>Total Capital Expenditures</b>            | <b>2,444.80</b>  | <b>15,708.00</b>  | <b>0.00</b>       | <b>0.00</b>             |             |
| <b>Total Expenditures</b>                    | <b>19,312.38</b> | <b>68,203.07</b>  | <b>149,320.00</b> | <b>(96,824.93)</b>      |             |
| <b>Net Income (Loss)</b>                     | <b>(281.71)</b>  | <b>108,740.12</b> | <b>0.00</b>       | <b>124,448.12</b>       |             |

**Cape St. Claire Improvement Association, Inc.**  
**Profit & Loss - Piers & Maintenance**  
**April 30, 2024 - Final**

|                                         | April<br>Actual   | YTD<br>Actual     | Annual<br>Budget  | Variance<br>Over(Under) | % of Budget |
|-----------------------------------------|-------------------|-------------------|-------------------|-------------------------|-------------|
| <b>Ordinary Income/Expense</b>          |                   |                   |                   |                         |             |
| <b>Income</b>                           |                   |                   |                   |                         |             |
| Caper Advertising                       | 2,175.00          | 31,902.50         | 42,000.00         | (10,097.50)             | 76%         |
| BLOA Contribution                       | 8,634.31          | 13,006.37         | 12,000.00         | 1,006.37                | 108%        |
| CSSC Contribution                       | 0.00              | 767.46            | 2,050.00          | (1,282.54)              | 37%         |
| Maintenance Fees                        | 1,435.00          | 23,059.00         | 25,000.00         | (1,941.00)              | 92%         |
| HOA Packets                             | 1,250.00          | 5,900.00          | 11,000.00         | (5,100.00)              | 54%         |
| Interest Income                         | 6.05              | 53.27             | 20.00             | 33.27                   | 266%        |
| Late Fees                               | 915.00            | 3,575.00          | 5,600.00          | (2,025.00)              | 64%         |
| Miscellaneous Income                    | 617.99            | 3,642.99          | 4,850.00          | (1,207.01)              | 75%         |
| Clubhouse - Rental Income               | 3,840.00          | 50,107.78         | 45,000.00         | 5,107.78                | 111%        |
| Rentals/ Slips                          | 891.00            | 110,531.00        | 103,055.00        | 7,476.00                | 107%        |
| Non Cash Contribution                   | 0.00              | 44,000.00         | 0.00              | 44,000.00               |             |
| Piers - Capital Assessment              | 0.00              | 0.00              | 13,035.00         | (13,035.00)             | 0%          |
| Piers - Wait List Fee                   | 200.00            | 1,200.00          | 1,500.00          | (300.00)                | 80%         |
| Stickers                                | 160.00            | 2,005.00          | 2,000.00          | 5.00                    | 100%        |
| <b>Total Income</b>                     | <b>20,124.35</b>  | <b>289,750.37</b> | <b>267,110.00</b> | <b>22,640.37</b>        |             |
| <b>Expense</b>                          |                   |                   |                   |                         |             |
| <b>General and Administrative</b>       |                   |                   |                   |                         |             |
| 1 Accounting Fees                       | 214.50            | 2,145.00          | 3,000.00          | (855.00)                | 72%         |
| 2 Audit Expenses                        | 0.00              | 3,718.00          | 1,500.00          | 2,218.00                | 248%        |
| 3 Bank Charges                          | 0.00              | 0.00              | 50.00             | (50.00)                 | 0%          |
| 4 Caper/Print/Contract&Postage          | 4,141.45          | 4,141.45          | 15,000.00         | (10,858.55)             | 28%         |
| 5 Clubhouse Custodial Svcs              | 1,600.00          | 11,222.64         | 16,500.00         | (5,277.36)              | 68%         |
| 6 Front Foot Assessment                 | 0.00              | 1,170.00          | 1,170.00          | 0.00                    | 100%        |
| 7 Insurance                             | 584.83            | 5,624.74          | 15,000.00         | (9,375.26)              | 37%         |
| 8 Legal Services                        | 0.00              | 0.00              | 25,000.00         | (25,000.00)             | 0%          |
| 9 Membrshp(Confrence/Training/Dues)     | 0.00              | 0.00              | 800.00            | (800.00)                | 0%          |
| 10 Voluntr Apprec(Refreshments/Misc)    | (1,846.24)        | 1,283.60          | 450.00            | 833.60                  | 285%        |
| 11 Events                               | 375.00            | 486.22            | 500.00            | (13.78)                 | 97%         |
| 13 Office Supplies/Expense              | 0.00              | 137.43            | 1,600.00          | (1,462.57)              | 9%          |
| 14 Payroll Expenses & Benefits          | 1,383.59          | 2,483.58          | 10,798.50         | (8,314.92)              | 23%         |
| 15 Permits                              | 0.00              | 100.00            | 1,500.00          | (1,400.00)              | 7%          |
| 16 Postage                              | 1,158.35          | 2,849.85          | 2,000.00          | 849.85                  | 142%        |
| 17 Printing                             | 0.00              | 1,500.00          | 1,600.00          | (100.00)                | 94%         |
| 18 Property Taxes                       | 0.00              | 7,041.05          | 6,900.00          | 141.05                  | 102%        |
| 19 Repairs/Maintenance                  | 1,377.29          | 7,208.33          | 30,307.85         | (23,099.52)             | 24%         |
| 20 Sanitary Services                    | 0.00              | 0.00              | 1,200.00          | (1,200.00)              | 0%          |
| 21 Security Mileage Reimbursement       | 0.00              | 0.00              | 0.00              | 0.00                    |             |
| 22 Sewer                                | 0.00              | 0.00              | 100.00            | (100.00)                | 0%          |
| 23 Signage                              | 0.00              | 0.00              | 1,000.00          | (1,000.00)              | 0%          |
| 24 Technology/Website                   | 0.00              | 0.00              | 250.00            | (250.00)                | 0%          |
| 25 Telecommunications & Internet        | 1,328.38          | 6,686.14          | 9,500.00          | (2,813.86)              | 70%         |
| 26 Trash Collection                     | 0.00              | 0.00              | 350.00            | (350.00)                | 0%          |
| 27 Utilities                            | 1,416.29          | 12,372.70         | 13,500.00         | (1,127.30)              | 92%         |
| 28 Web Site                             | 2.45              | 10.06             | 0.00              | 10.06                   |             |
| 29 Wages-Town Manager                   | 4,574.48          | 4,574.48          | 21,783.70         | (17,209.22)             | 21%         |
| 30 Wages-Administrator                  | 4,131.83          | 4,131.83          | 16,278.19         | (12,146.36)             | 25%         |
| 31 Wages-Asst. Administrator            | 615.63            | 3,276.07          | 6,500.00          | (3,223.93)              | 50%         |
| 32 Wages-Beach Attendant                | 0.00              | 7,783.26          | 10,000.00         | (2,216.74)              | 78%         |
| 33 Wages-Groundskeeper                  | 0.00              | 0.00              | 10,000.00         | (10,000.00)             | 0%          |
| 34 Wages-Handyman                       | 0.00              | 1,659.70          | 4,000.00          | (2,340.30)              | 41%         |
| 35 Wage/Salary Defined Criteria Bosun   | 0.00              | 0.00              | 3,428.10          | (3,428.10)              | 0%          |
| <b>Total General and Administrative</b> | <b>21,057.83</b>  | <b>91,606.23</b>  | <b>231,566.34</b> | <b>(139,960.11)</b>     |             |
| <b>Capital Expenditures</b>             |                   |                   |                   |                         |             |
| Beaches and Park Improvements           | 0.00              | 0.00              | 0.00              | 0.00                    | 0%          |
| Shoreline Restoration                   | 2,444.80          | 15,708.00         | 0.00              | 15,708.00               | 0%          |
| Piers Replacement Project               | 0.00              | 0.00              | 22,508.66         | (22,508.66)             | 0%          |
| Piers Improvements                      | 0.00              | 0.00              | 13,035.00         | (13,035.00)             | 0%          |
| <b>Total Capital Expenditures</b>       | <b>2,444.80</b>   | <b>15,708.00</b>  | <b>35,543.66</b>  | <b>(19,835.66)</b>      |             |
| <b>Total Expenditures</b>               | <b>23,502.63</b>  | <b>107,314.23</b> | <b>267,110.00</b> | <b>(159,795.77)</b>     |             |
| <b>Net Income (Loss)</b>                | <b>(3,378.28)</b> | <b>182,436.14</b> | <b>0.00</b>       | <b>182,436.14</b>       |             |

**Cape St. Claire Improvement Association, Inc.**  
**Profit & Loss - SCBD**  
**April 30, 2024 - Final**

|                                          | April<br>Actual   | YTD<br>Actual     | Annual<br>Budget  | Variance<br>Over(Under) | % of Budget |
|------------------------------------------|-------------------|-------------------|-------------------|-------------------------|-------------|
| <b>Ordinary Income/Expense</b>           |                   |                   |                   |                         |             |
| Income                                   |                   |                   |                   |                         |             |
| SCBD/Fees                                | 0.00              | 473,367.54        | 487,200.00        | -13,832.46              | 97%         |
| Interest Income                          | 0.00              | 0.00              | 20.00             | -20.00                  | 0%          |
| Rollover from FY21                       | 0.00              | 0.00              | 11,087.56         | -11,087.56              | 0%          |
| <b>Total Income</b>                      | <b>0.00</b>       | <b>473,367.54</b> | <b>498,307.56</b> | <b>-24,940.02</b>       |             |
| <b>Expense</b>                           |                   |                   |                   |                         |             |
| General and Administrative               |                   |                   |                   |                         |             |
| 1 Accounting Fees                        | 335.50            | 3,355.00          | 5,500.00          | -2,145.00               | 61%         |
| 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      | 3,867.46          | 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              | 0.00              | 1,000.00          | -1,000.00               | 0%          |
| 7 Clubhouse Custodial Services           | 0.00              | 5,500.00          | 5,500.00          | 0.00                    | 100%        |
| 8 Insurance                              | 1,868.18          | 25,000.00         | 25,000.00         | 0.00                    | 100%        |
| 9 Legal Services                         | 1,614.52          | 9,702.75          | 20,000.00         | -10,297.25              | 49%         |
| 10 Membrshp(Confernce/Training/Dues)     | 0.00              | 194.00            | 1,300.00          | -1,106.00               | 15%         |
| 11 Voluntr Apprec(Refreshments/Misc)     | 0.00              | 500.00            | 500.00            | 0.00                    | 100%        |
| 12 Events                                | 0.00              | 1,552.41          | 1,500.00          | 52.41                   | 103%        |
| 13 Mowing                                | 1,740.00          | 10,396.25         | 18,700.00         | -8,303.75               | 56%         |
| 14 Office Supplies/Expense               | 715.52            | 4,145.78          | 5,000.00          | -854.22                 | 83%         |
| 15 Payroll Expenses & Benefits           | 708.29            | 21,826.21         | 28,640.60         | -6,814.39               | 76%         |
| 16 Permits                               | 0.00              | 0.00              | 500.00            | -500.00                 | 0%          |
| 17 Postage                               | 106.02            | 4,051.35          | 4,000.00          | 51.35                   | 101%        |
| 18 Printing                              | 0.00              | 3,241.25          | 3,500.00          | -258.75                 | 93%         |
| 19 Property Taxes                        | 93.59             | 3,168.01          | 4,350.00          | -1,181.99               | 73%         |
| 20 Repairs/Maintenance                   | 1,282.93          | 9,243.41          | 26,979.62         | -17,736.21              | 34%         |
| 21 Sanitary Services                     | 646.86            | 8,513.88          | 12,500.00         | -3,986.12               | 68%         |
| 22 Sewer                                 | 0.00              | 375.48            | 500.00            | -124.52                 | 75%         |
| 23 Signage                               | 0.00              | 0.00              | 600.00            | -600.00                 | 0%          |
| 24 Telecommunications & Internet         | 200.80            | 1,129.85          | 3,500.00          | -2,370.15               | 32%         |
| 25 Trash Collection                      | 462.19            | 4,613.86          | 6,650.00          | -2,036.14               | 69%         |
| 26 Utilities                             | 993.74            | 11,039.95         | 11,000.00         | 39.95                   | 100%        |
| 27 Vehicle Fuel & Maintenance            | 174.77            | 902.81            | 2,500.00          | -1,597.19               | 36%         |
| 28 Wages-Town Manager                    | 2,146.68          | 65,997.70         | 65,997.70         | 0.00                    | 100%        |
| 29 Wages-Administrator                   | 339.60            | 45,205.96         | 45,214.05         | -8.09                   | 100%        |
| 30 Wages-Asst Administrator              | 136.50            | 1,153.77          | 3,000.00          | -1,846.23               | 38%         |
| 31 Wages-Asst Admin (Mtg Spt)            | 150.00            | 1,500.00          | 2,800.00          | -1,300.00               | 54%         |
| 32 Wages-Beach Attendant                 | 0.00              | 16,498.22         | 16,500.00         | -1.78                   | 100%        |
| 34 Wages-Custodial Services              | 0.00              | 558.20            | 0.00              | 558.20                  |             |
| 35 Wages-Groundskeeper                   | 1,420.25          | 14,505.11         | 15,000.00         | -494.89                 | 97%         |
| 36 Wages-Security Patrol                 | 3,480.00          | 20,122.50         | 35,000.00         | -14,877.50              | 57%         |
| 37 Wage/Salary Annual Def Criteria Bonus | 0.00              | 2,057.70          | 7,425.59          | -5,367.89               | 28%         |
| 38 Website/Technology                    | 140.17            | 3,074.22          | 3,000.00          | 74.22                   | 102%        |
| <b>Total General and Administrative</b>  | <b>22,623.57</b>  | <b>333,375.63</b> | <b>418,307.56</b> | <b>-84,931.93</b>       |             |
| Capital Expenditures                     |                   |                   |                   |                         |             |
| Clubhouse Improvements                   | 0.00              | 0.00              | 2,500.00          | -2,500.00               | 0%          |
| Beaches and Parks Improvements           | 0.00              | 0.00              | 2,500.00          | -2,500.00               | 0%          |
| Shoreline Erosion Restoration            | 1,876.98          | 63,823.49         | 75,000.00         | -11,176.51              | 85%         |
| <b>Total Capital Expenditures</b>        | <b>1,876.98</b>   | <b>63,823.49</b>  |                   | <b>6,079.75</b>         | <b>85%</b>  |
| <b>Total Expenditures</b>                | <b>24,500.55</b>  | <b>397,199.12</b> | <b>418,307.56</b> | <b>-78,852.18</b>       |             |
| <b>Net Income (Loss)</b>                 | <b>-24,500.55</b> | <b>76,168.42</b>  | <b>80,000.00</b>  | <b>53,912.16</b>        | <b>0</b>    |

# CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

## Balance Sheet

As of April 30, 2024

|                                  | TOTAL        |
|----------------------------------|--------------|
| <b>ASSETS</b>                    |              |
| Current Assets                   |              |
| Bank Accounts                    |              |
| Checking Accounts                |              |
| General Checking - BB&T          | 8,558.79     |
| Payroll Checking - BB&T          | 12,432.77    |
| Total Checking Accounts          | 20,991.56    |
| Money Market Accounts            |              |
| Maintenance MM - BB&T            | 199,667.98   |
| Maintenance MM - Grants          | 193,272.00   |
| Total Maintenance MM - BB&T      | 392,939.98   |
| Piers MM - BB&T                  | 196,466.51   |
| Piers Capital Improvement - BB&T | 127,140.00   |
| Total Piers MM - BB&T            | 323,606.51   |
| Total Money Market Accounts      | 716,546.49   |
| Petty Cash                       |              |
| Maintenance                      | 250.00       |
| Total Petty Cash                 | 250.00       |
| Total Bank Accounts              | \$737,788.05 |
| Accounts Receivable              |              |
| Accounts Receivable              | 1,410.33     |
| Total Accounts Receivable        | \$1,410.33   |
| Other Current Assets             |              |
| Due From SCBD                    | -5,780.06    |
| Undeposited Funds                | 2,727.37     |
| Total Other Current Assets       | \$ -3,052.69 |
| Total Current Assets             | \$736,145.69 |
| 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 April 30, 2024

|                                      | 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  | 1,042,172.50          |
| Total Other Assets                   | \$1,042,172.50        |
| <b>TOTAL ASSETS</b>                  | <b>\$1,962,566.51</b> |
| <b>LIABILITIES AND EQUITY</b>        |                       |
| Liabilities                          |                       |
| Current Liabilities                  |                       |
| Other Current Liabilities            |                       |
| A/P - State Income Tax               | 53.00                 |
| Due to SCBD                          | -810.91               |
| Grants                               | 236.00                |
| Payroll Liabilities                  | -2,071.47             |
| Prepaid Advertising                  | 1,147.12              |
| Prepaid Maintenance Fees             | 685.00                |
| Security Deposit Clubhouse           | 9,060.01              |
| Total Other Current Liabilities      | \$8,298.75            |
| Total Current Liabilities            | \$8,298.75            |
| Long-Term Liabilities                |                       |
| N/P - BB&T                           | 481,172.50            |
| Total Long-Term Liabilities          | \$481,172.50          |
| Total Liabilities                    | \$489,471.25          |
| 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 April 30, 2024

|                              | TOTAL          |
|------------------------------|----------------|
| Retained Earnings            | 817,962.03     |
| Net Income                   | 182,436.14     |
| Total Equity                 | \$1,473,095.26 |
| TOTAL LIABILITIES AND EQUITY | \$1,962,566.51 |

# SCBD - Cape St. Claire Improvement Association

## Balance Sheet

As of April 30, 2024

|                                     | TOTAL               |
|-------------------------------------|---------------------|
| <b>ASSETS</b>                       |                     |
| Current Assets                      |                     |
| Bank Accounts                       |                     |
| Cash Held by the County             | 700.00              |
| Checking Accounts                   |                     |
| BB&T Checking -7627                 | 7,244.05            |
| SCBD Checking - BB&T                | 344,679.91          |
| Total Checking Accounts             | 351,923.96          |
| Total Bank Accounts                 | \$352,623.96        |
| Other Current Assets                |                     |
| Due from Cape St. Claire            | -910.79             |
| Total Other Current Assets          | \$ -910.79          |
| Total Current Assets                | \$351,713.17        |
| <b>TOTAL ASSETS</b>                 | <b>\$351,713.17</b> |
| <b>LIABILITIES AND EQUITY</b>       |                     |
| Liabilities                         |                     |
| Current Liabilities                 |                     |
| Other Current Liabilities           |                     |
| Due to Cape St. Claire              | -6,188.34           |
| Total Other Current Liabilities     | \$ -6,188.34        |
| Total Current Liabilities           | \$ -6,188.34        |
| Total Liabilities                   | \$ -6,188.34        |
| Equity                              |                     |
| Net Assets-SCBD                     | 271,917.55          |
| Retained Earnings                   | 9,815.54            |
| Net Income                          | 76,168.42           |
| Total Equity                        | \$357,901.51        |
| <b>TOTAL LIABILITIES AND EQUITY</b> | <b>\$351,713.17</b> |

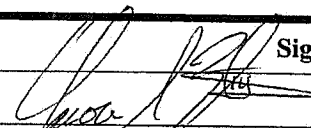
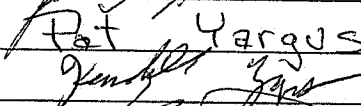
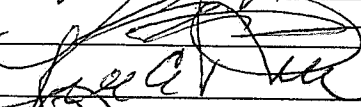
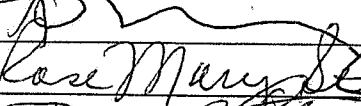
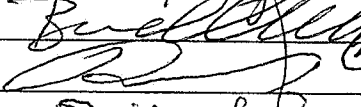
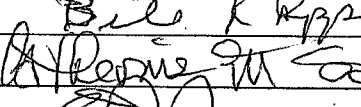
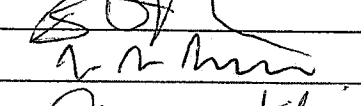
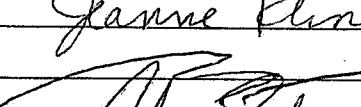
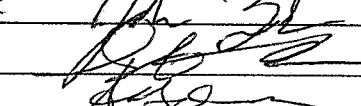
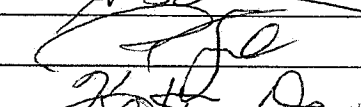
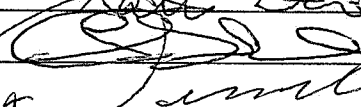
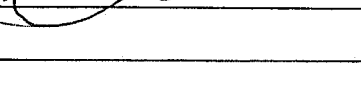
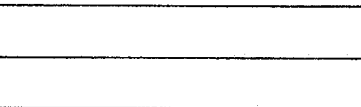
# Cape St. Claire Improvement Association, Inc.

## Membership Meeting

Meeting Date: 7/23/24

**MEMBERS:** SIGN-UP SHEET

**PROPERTY  
OWNERS**

|     | Printed Name            | Signature                                                                            |
|-----|-------------------------|--------------------------------------------------------------------------------------|
| 1.  | Jerome Zadera           |    |
| 2.  | Pat Yargus Pat Yargus   |    |
| 3.  | Ken Yargus Ken Yargus   |    |
| 4.  | Matt Layman Matt Layman |    |
| 5.  | Kimberly Pollock        |    |
| 6.  | Michelle Shipley        |   |
| 7.  | Rose Mary Stocker       |  |
| 8.  | BRAD KNOPE              |  |
| 9.  | Pat McKen               |  |
| 10. | Bill Rappoport          |  |
| 11. | Catherine Salem         |  |
| 12. | Blake Morris            |  |
| 13. | Neil Macindoe           |  |
| 14. | Jeanne Klingler         |  |
| 15. | Mary Lamb               |  |
| 16. | JOHN ZENKE              |  |
| 17. | Steve Miller            |  |
| 18. | Sandy Durisson          |  |
| 19. | Philippe Durisson       |  |
| 20. | Katie Davis             |  |
| 21. | Charlie Shout           |  |
| 22. | DAVE DRAPOR             |  |
| 23. |                         |                                                                                      |
| 24. |                         |                                                                                      |
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| 30. |                         |                                                                                      |

# Cape St. Claire Improvement Association, Inc.

## Membership Meeting

Meeting Date: 7/23/24

**MEMBERS:** SIGN-UP SHEET

PROPERTY  
OWNERS

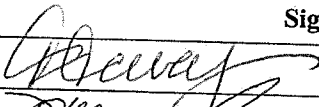
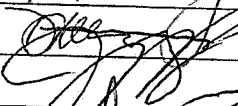
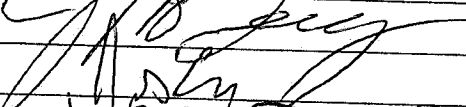
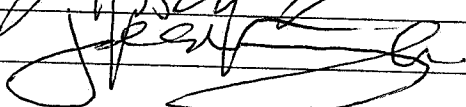
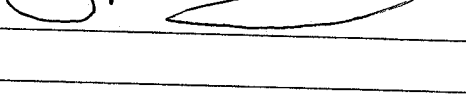
|     | Printed Name            | Signature           |
|-----|-------------------------|---------------------|
| 1.  | George "Beau" Borden    | <i>BBB</i>          |
| 2.  | Diana Carey             | <i>Diana</i>        |
| 3.  | Mary Alice Ross         | <i>MAR</i>          |
| 4.  | REBECCA B BENNER        | <i>Rebecca</i>      |
| 5.  | Charles Carless         | <i>Charles</i>      |
| 6.  | Margaret Dedley         | <i>Margaret</i>     |
| 7.  | Ray E Bunker Roy Bunker | <i>Ray E Bunker</i> |
| 8.  | Larry Jennings          | <i>Larry</i>        |
| 9.  | Eric Bunker             | <i>Eric</i>         |
| 10. | Cheri Fauschell on line | <i>Cheri</i>        |
| 11. | Adam Harrison on line   | <i>Adam</i>         |
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# Cape St. Claire Improvement Association, Inc.

Membership Meeting

Meeting Date: 7/23/24

## GUESTS: SIGN-UP SHEET

|     | Printed Name             | Signature                                                                          |
|-----|--------------------------|------------------------------------------------------------------------------------|
| 1.  | Francis Tewey, Town Mgr. |  |
| 2.  | Diana Carey              |  |
| 3.  | JOE BERO                 |  |
| 4.  | Jim Cooper               |  |
| 5.  | JOHN RINYAN              |  |
| 6.  |                          |                                                                                    |
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