



Cape St. Claire

IMPROVEMENT ASSOCIATION

1223 River Bay Road • Annapolis, MD 21409-4999

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

Quarterly Membership Meeting

July 27, 2021

Agenda

President's Remarks

Review of Minutes

Review of Financials

Old Business

New Business

Comments from the Floor

Adjournment

Quarterly Membership Meeting April 27, 2021

In attendance were: Jeff Roche, Dawn Myers, Bill Szczytko, Beau Breeden, Mary Lamb, Jerome Zadera, Neil Macindoe, Ryan Anderson, Cheri Fairchild, Michele Shipley, Michael Buchet, Charlie Moore, Brad Knopf, Mary Alice Ross, Pamela Porter-Smith, Becky and Roy Benner, Heather Bagnall, Bob Bishop, Pamela Porter-Smith, Wolf Melbourne, Barbara Breeden, Rose Stocker, Loren Shipley, Jane Barss, Philippe Ourisson, Laura McIntyre, Ryan Rangel, Norm Mayfield and Larry Jennings.

President Roche called the meeting to order online at 7:43 pm. Twenty-one people were in attendance which did not meet the 25 people necessary for a quorum, so he announced it to be an informational meeting only, no voting to occur. He spoke about where we stand on the beach project, that the structures and plants are making the bay better and noting that pictures are on the Facebook page. There was a ribbon cutting ceremony for invitees from the government, Alliance for the Chesapeake, BioHabitats, the Chesapeake Bay Trust and others instrumental in making it happen. Unfortunately, due to COVID-19 gathering limits, it was not open to the public, but was a nice event with several certificates awarded to CSCIA and individuals.

COMMITTEE REPORTS

Town Manager- Town Manager Anderson reported two outstanding vegetation management plans, one at the Deep Creek bulkhead and the other at Little Magothy. We are awaiting invoices from Richard's Tree Service for tree removals and will have them paid by the June 30 end of fiscal year.

Portable toilets have been placed at the beaches in preparation for the upcoming busy season, with more to be delivered within three weeks.

The plaque for the memorial bench honoring former Board president Josephine Gardner has not yet arrived. Wood chips will be replenished at the main beach and Deep Creek playgrounds. Four former beach attendants are returning, and seven new ones have been hired, all to start in mid-May.

The first principal loan payment of \$44,000 was paid on the \$650,000 beach restoration draw down loan, with interest totaling about \$33,000.

There are two Cape residents who are Anne Arundel County Master Watershed Stewards in training. Both will do capstone projects here over the next few months. The Maryland Dept of Agriculture Mosquito Program application was received, and all paperwork will be finalized soon. Spraying on Wednesday nights will begin in late May. Paperwork for the county water quality control testing was submitted also, with testing at two sites to run from Memorial Day to Labor Day. He reminded everyone of the spike in bacteria levels that occur after a hard rain and recommended that all wait 48 hours before going into the water when this happens.

Pier meetings were held outdoors in March and April and will continue through the season on the first Tuesday of each month. Ice eaters have been removed and the water is on. Slip contracts were due in March and most of the expected pier revenue has been collected. Boats must be in slips by June 1 to avoid potentially losing slip privileges. Pump out service is available by request. Mr. Anderson attended the Little Magothy River Association (LMRA) annual meeting where dredging of the Little Magothy River was discussed. CSCIA will attempt to get the dredged sand from that project to use for replenishing our beaches. There is a state/county funded dredge of Deep Creek planned for October. Communities can request spur dredging off the main dredge and CSCIA has been included in the permit. Replacement of 12-15 piling at the large Deep Creek pier has been planned, permits are in hand, and we are waiting for an opening in the contractor's schedule.

The clubhouse is operating at 50% capacity limits, with reduced hours and a COVID cleaning fee. Due to the cleaning schedule, the aerobics class is still being held on Thursdays. With the reinstatement of one-day liquor licenses has come modified procedures, requiring renters to apply for the license online and then schedule an in-person appointment at the county offices to make payment. The process to modify the clubhouse to include an office for the Town Manager was started with the collection of several plan ideas but has been postponed to fiscal year (FY) 2022 due to the lack of rental income due to the pandemic. The security camera system at the clubhouse is to be upgraded.

The Business Lot Owners Association is up to date on payments for security and insurance. There are agreements with the restaurants for outdoor tent dining that require proper insurance coverage and security. The Cape St Claire Swim Club plans to open as usual and will pay their rent and security fees.

The office remains closed to the public as it has since March 16 of 2020 and transactions are done by appointment. Maintenance fees were due March 1, stickers were mailed in late March and must be on vehicles parking on community property by May 1. If anyone has sent in payment and not received their stickers, they should call the office to make sure it was received complete with car information.

The SCBD FY2022 budget request form was submitted to the county. The budget committee has begun meeting to develop the FY2023 budget.

The Workers Comp audit was completed. The Maryland unemployment insurance rates went up from 0.3% to 2.2% due to new legislation, resulting in an increase of about \$2,000 for CSCIA.

Mr. Anderson thanked Amy Podd for continuing to produce the Cape Calendar.

OLD BUSINESS

Governor Breeden announced that at Site #1 (Main Beach) of the beach restoration project the two groins have been installed along with over 4,000 plants. There was a ribbon cutting ceremony held with COVID restrictions, but all went well and the elected officials in attendance were pleased with the outcome. He asked that anyone accessing the inlet please be respectful and not disturb the plantings or fences and report any damage done to them. Weather, wind and waves will affect the plantings and they will be monitored and replaced as needed in the future. There have already been encouraging signs of sand retention. In the time since the annual meeting in January, the \$250,000 grant for waterway improvement was rescinded but CSCIA rallied and approached elected officials to advocate for the project. Bills introduced in the House by Delegate Heather Bagnall and the Senate by Senator Ed Reilly were both approved, giving CSCIA \$250,000 for each. Another \$250,000 was included in the Governor's supplemental budget but is likely to be changed or removed. With that funding secured, construction at Site #2 (Lake Claire) is scheduled for November to early December. That site has no exclusion for migratory birds so there is not the November 15 deadline that applied to Site #1. With the additional funding, using the sand from the Little Magothy dredge might be possible and lost land could be restored. Town Manager Anderson and Governor Breeden will work with the LMRA and BioHabitats on that plan.

Deep Creek is to be dredged to create a channel about 600-800 feet long and about 40 feet wide. Those owning property along the planned dredge could be added to the permit for potential spur dredging but would be responsible for all costs involved. CSCIA has been added but the cost would be significant to do the dredge. It was determined that CSCIA would benefit from about 13,000 square feet dredged. There is a remediation fee of \$5.28 per square foot. The fee alone would be almost \$70,000 so the total cost could be in the hundreds of thousands of dollars. The state and county joint venture to improve waterways has never included Deep Creek, but now that it is on the schedule, it will stay on the list of dredge sites that are done on a 10-year cycle. If no dredge for CSCIA can be done this year, it may allow us to plan and be better prepared in 10 years. With the short notice on this one, and the beach project in full swing, there was little chance to be properly prepared for it.

NEW BUSINESS

Governor Lamb said the Cape Clean Up is scheduled for May 14 and 15, 2021. There will be dumpsters provided by the county but no recycling and no loader to compact them provided. When dumpsters are full, they will be removed. Volunteers to help keep things organized and maximize the dumpster space are needed.

Governor Lamb also reported that the Strawberry Festival is being planned for August 28, 2021.

COMMENTS

Phil Ourisson reported the Cape Conservation Corps participated in the Clean Streams program last weekend with 70-75 volunteers picking up litter at 3 sites and considered it a success. Weed Warriors have begun weeding at the Serene Ravine on Lake Claire Drive at 5:30 pm on Wednesday evenings. On May 15 there will be major planting of native species at the ravine in hopes of crowding out the invasive weeds. The first group of volunteers will work from 10-11:30 am and the second from 1:30-3 pm.

Becky Benner announced that the Garden Club will hold its annual plant sale virtually again this year. Online ordering will be available May 1-5 and contactless curbside pickup will happen on May 13-16 on Riverbay Road.

Mrs. Benner also reported that the virtual Open House for Goshen Farm was held live on Facebook on April 24 with about 90 hits over the course of the day.

ADJOURNMENT

President Roche said that the meeting could be rescheduled in hopes of having a quorum and the ability to vote, but that it would be unlikely to happen, and any necessary voting could be postponed to the July meeting. He thanked all for joining in.

Cape St. Claire Improvement Association, Inc.

Profit & Loss - Piers

November 30, 2020 -Final

	November Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Interest Income	1.11	31.03	0.00	31.03	
Late Fees	0.00	0.00	100.00	(100.00)	0%
Miscellaneous Income	0.00	0.00	200.00	(200.00)	0%
Piers - Capital Replacement Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Waitlist Fee	600.00	2,200.00	1,500.00	700.00	147%
Rentals/ Slips	0.00	1,585.00	99,040.00	(97,455.00)	2%
Total Income	601.11	3,816.03	113,875.00	(110,058.97)	
Expense					
General and Administrative					
1 Accounting Fees	95.70	382.80	1,500.00	(1,117.20)	26%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Front Foot Assessment	0.00	0.00	1,170.00	(1,170.00)	0%
4 Insurance	0.00	0.00	8,000.00	(8,000.00)	0%
5 Legal Services	0.00	137.60	3,000.00	(2,862.40)	5%
6 Membrshp(Conference/Training/Dues)	0.00	0.00	150.00	(150.00)	0%
7 Voluntr Apprec(Refreshments/Misc)	0.00	0.00	500.00	(500.00)	0%
8 Office Supplies/Expense	0.00	0.00	500.00	(500.00)	0%
9 Payroll Expenses & Benefits	15.42	97.43	2,236.00	(2,138.57)	4%
10 Permits	0.00	100.00	250.00	(150.00)	40%
11 Postage	0.00	0.00	500.00	(500.00)	0%
12 Printing	0.00	0.00	100.00	(100.00)	0%
13 Property Taxes	0.00	1,498.72	1,900.00	(401.28)	79%
14 Repairs/Maintenance	279.52	1,906.38	17,724.00	(15,817.62)	11%
15 Sanitary Services	0.00	0.00	250.00	(250.00)	0%
16 Sewer	0.00	0.00	250.00	(250.00)	0%
17 Signage	0.00	0.00	1,000.00	(1,000.00)	0%
18 Telecommunications & Internet	634.74	2,538.52	8,000.00	(5,461.48)	32%
19 Trash Collection	0.00	0.00	250.00	(250.00)	0%
20 Utilities	484.62	2,336.76	14,000.00	(11,663.24)	17%
21 Wages-Town Manager	0.00	0.00	5,100.00	(5,100.00)	0%
22 Wages-Administrator	0.00	0.00	5,100.00	(5,100.00)	0%
23 Wages-Asst. Administrator	105.13	660.51	3,000.00	(2,339.49)	22%
24 Wages-Handyman	91.13	528.02	4,000.00	(3,471.98)	13%
25 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	860.00	(860.00)	0%
26 Web Site	0.00	3.26	0.00	3.26	
Total General and Administrative	1,706.26	10,190.00	80,840.00	(70,650.00)	13%
Capital Expenditures					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	0.00	0.00	33,035.00	(33,035.00)	
Total Expenditures	1,706.26	10,190.00	113,875.00	(103,685.00)	
Net Income (Loss)	(1,105.15)	(6,373.97)	0.00	(6,373.97)	

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

	November Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	2,557.50	20,016.00	40,000.00	(19,984.00)	50%
BLOA Contribution	0.00	0.00	5,079.00	(5,079.00)	0%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	10.00	1,211.64	25,000.00	(23,788.36)	5%
Grant	50,000.00	50,000.00	0.00	50,000.00	
HOA Packets	750.00	6,450.00	10,500.00	(4,050.00)	61%
Interest Income	0.93	20.66	100.00	(79.34)	21%
Late Fees	0.00	1,050.02	5,500.00	(4,449.98)	19%
Miscellaneous Income	226.00	751.00	4,100.00	(3,349.00)	18%
Clubhouse - Rental Income	750.00	3,540.00	42,000.00	(38,460.00)	8%
Stickers	30.00	245.00	2,000.00	(1,755.00)	12%
Total Income	54,324.43	83,284.32	137,331.00	(54,046.68)	
Expense					
General and Administrative					
1 Accounting Fees	118.80	475.20	2,000.00	(1,524.80)	24%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper Print/Edit/Contract&Postage	0.00	0.00	20,600.00	(20,600.00)	0%
5 Clubhouse Custodial Svcs	1,821.08	8,681.40	14,000.00	(5,318.60)	62%
6 Insurance	0.00	0.00	13,000.00	(13,000.00)	0%
7 Legal Services	2,460.10	18,808.08	2,000.00	16,808.08	940%
8 Membrshp(Confrence/Training/Dues)	0.00	0.00	650.00	(650.00)	0%
9 Voluntr Apprec(Refreshments/Misc)	0.00	0.00	100.00	(100.00)	0%
10 Events	0.00	0.00	500.00	(500.00)	0%
11 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
12 Office Supplies/Expense	0.00	110.00	1,500.00	(1,390.00)	7%
13 Payroll Expenses & Benefits	0.00	442.76	6,765.36	(6,322.60)	7%
14 Permits	0.00	0.00	500.00	(500.00)	0%
15 Postage	0.00	0.00	1,500.00	(1,500.00)	0%
16 Printing	179.41	179.41	2,000.00	(1,820.59)	9%
17 Property Taxes	0.00	0.00	100.00	(100.00)	0%
18 Repairs/Maintenance	72.00	443.00	12,500.00	(12,057.00)	4%
19 Sanitary Services	0.00	0.00	1,000.00	(1,000.00)	0%
20 Signage	0.00	0.00	500.00	(500.00)	0%
21 Telecommunications & Internet	43.13	171.96	350.00	(178.04)	49%
22 Utilities	19.74	98.36	200.00	(101.64)	49%
23 Wages-Town Manager	0.00	0.00	14,790.00	(14,790.00)	0%
24 Wages-Administrator	0.00	0.00	9,751.20	(9,751.20)	0%
25 Wages-Asst. Administrator	0.00	0.00	2,500.00	(2,500.00)	0%
26 Wages-Beach Attendants	0.00	5,688.29	13,000.00	(7,311.71)	44%
27 Wages-Groundskeeper	0.00	0.00	12,000.00	(12,000.00)	0%
28 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	2,602.06	(2,602.06)	0%
Total General and Administrative	4,714.26	35,098.46	136,958.62	(101,860.16)	
Capital Expenditures					
Clubhouse Improvements	0.00	0.00	372.38	(372.38)	
Beaches and Park Improvements	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	372.38	(372.38)	
Total Expenditures	4,714.26	35,098.46	137,331.00	(102,232.54)	
Net Income (Loss)	49,610.17	48,185.86	0.00	48,185.86	

Cape St. Claire Improvement Association, Inc.

Profit Loss - Piers & Maintenance

November 30, 2020 - Final

	November Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	2,557.50	20,016.00	40,000.00	(19,984.00)	50%
BLOA Contribution	0.00	0.00	5,079.00	(5,079.00)	0%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	10.00	1,211.64	25,000.00	(23,788.36)	5%
Grant	50,000.00	50,000.00	0.00	50,000.00	
HOA Packets	750.00	6,450.00	10,500.00	(4,050.00)	61%
Interest Income	2.04	51.69	100.00	(48.31)	52%
Late Fees	0.00	1,050.02	5,600.00	(4,549.98)	19%
Miscellaneous Income	226.00	751.00	4,300.00	(3,549.00)	17%
Clubhouse - Rental Income	750.00	3,540.00	42,000.00	(38,460.00)	8%
Rentals/ Slips	0.00	1,585.00	99,040.00	(97,455.00)	2%
Piers - Capital Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Wait List Fee	600.00	2,200.00	1,500.00	700.00	147%
Stickers	30.00	245.00	2,000.00	(1,755.00)	12%
Total Income	54,925.54	87,100.35	251,206.00	(164,105.65)	
Expense					
General and Administrative					
1 Accounting Fees	214.50	858.00	3,500.00	(2,642.00)	25%
2 Audit Expenses	0.00	0.00	3,000.00	(3,000.00)	0%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper/Print/Contract&Postage	0.00	0.00	20,600.00	(20,600.00)	0%
5 Clubhouse Custodial Svcs	1,821.08	8,681.40	14,000.00	(5,318.60)	62%
6 Front Foot Assessment	0.00	0.00	1,170.00	(1,170.00)	0%
7 Insurance	0.00	0.00	21,000.00	(21,000.00)	0%
8 Legal Services	2,460.10	18,945.68	5,000.00	13,945.68	379%
9 Membrshp(Confrence/Training/Dues)	0.00	0.00	800.00	(800.00)	0%
10 Voluntr Apprec(Refreshments/Misc)	0.00	0.00	600.00	(600.00)	0%
11 Events	0.00	0.00	500.00	(500.00)	0%
12 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
13 Office Supplies/Expense	0.00	110.00	2,000.00	(1,890.00)	6%
14 Payroll Expenses & Benefits	15.42	540.19	9,001.36	(8,461.17)	6%
15 Permits	0.00	100.00	750.00	(650.00)	13%
16 Postage	0.00	0.00	2,000.00	(2,000.00)	0%
17 Printing	179.41	179.41	2,100.00	(1,920.59)	9%
18 Property Taxes	0.00	1,498.72	2,000.00	(501.28)	75%
19 Repairs/Maintenance	351.52	2,349.38	30,224.00	(27,874.62)	8%
20 Sanitary Services	0.00	0.00	1,250.00	(1,250.00)	0%
21 Sewer	0.00	0.00	250.00	(250.00)	0%
22 Signage	0.00	0.00	1,500.00	(1,500.00)	0%
23 Telecommunications & Internet	677.87	2,710.48	8,350.00	(5,639.52)	32%
24 Trash Collection	0.00	0.00	250.00	(250.00)	0%
25 Utilities	504.36	2,435.12	14,200.00	(11,764.88)	17%
26 Wages-Town Manager	0.00	0.00	19,890.00	(19,890.00)	0%
27 Wages-Administrator	0.00	0.00	14,851.20	(14,851.20)	0%
28 Wages-Asst. Administrator	105.13	660.51	5,500.00	(4,839.49)	12%
29 Wages-Beach Attendant	0.00	5,688.29	13,000.00	(7,311.71)	44%
30 Wages-Groundskeeper	0.00	0.00	12,000.00	(12,000.00)	0%
31 Wages-Handyman	91.13	528.02	4,000.00	(3,471.98)	13%
32 Wage/Salary Defined Criteria Bosun	0.00	0.00	3,462.06	(3,462.06)	0%
33 Website	0.00	3.26	0.00	3.26	
Total General and Administrative	6,420.52	45,288.46	217,798.62	(172,510.16)	
Capital Expenditures					
Beaches and Park Improvements	0.00	0.00	0.00	0.00	0%
Clubhouse Improvements	0.00	0.00	372.38	(372.38)	0%
Piers Replacement Project	0.00	0.00	13,035.00	(13,035.00)	0%
Piers Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	0.00	0.00	33,407.38	(33,407.38)	
Total Expenditures	6,420.52	45,288.46	251,206.00	(205,917.54)	
Net Income (Loss)	48,505.02	41,811.89	0.00	41,811.89	

Cape St. Claire Improvement Association, Inc.

Profit Loss - SCBD

November 30, 2020 -Final

	November Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
SCBD/Fees	0.00	0.00	450,645.00	-450,645.00	0%
Interest Income	0.00	0.00	20.00	-20.00	0%
Rollover from FY19	0.00	0.00	18,059.46	-18,059.46	0%
Total Income	0.00	0.00	468,724.46	-468,724.46	
Expense					
General and Administrative					
1 Accounting Fees	335.50	1,342.00	5,500.00	-4,158.00	24%
2 Audit Expenses	0.00	0.00	5,300.00	-5,300.00	0%
4 Caper Print/Edit/Contract&Postage	3,929.77	15,278.62	30,900.00	-15,621.38	49%
5 Collection Fee-AA County	0.00	0.00	2,000.00	-2,000.00	0%
6 Contract Labor	0.00	800.00	1,000.00	-200.00	80%
7 Clubhouse Custodial Services	0.00	0.00	2,500.00	-2,500.00	0%
8 Insurance	1,276.00	10,461.00	19,000.00	-8,539.00	55%
9 Legal Services	0.00	10,000.00	10,000.00	0.00	100%
10 Membrshp(Confrence/Training/Dues)	0.00	400.00	1,300.00	-900.00	31%
11 Voluntr Apprec(Refreshments/Misc)	0.00	250.00	500.00	-250.00	50%
12 Events	0.00	200.00	1,525.00	-1,325.00	13%
13 Mowing	2,080.00	10,840.00	14,000.00	-3,160.00	77%
14 Office Supplies/Expense	427.48	1,025.04	5,000.00	-3,974.96	21%
15 Payroll Expenses & Benefits	2,280.57	12,920.70	23,178.84	-10,258.14	56%
16 Permits	0.00	500.00	500.00	0.00	100%
17 Postage	2,967.05	3,214.00	3,500.00	-286.00	92%
18 Printing	0.00	36.63	4,000.00	-3,963.37	1%
19 Property Taxes	0.00	2,991.02	4,350.00	-1,358.98	69%
20 Repairs/Maintenance	456.50	5,115.02	31,000.00	-25,884.98	17%
21 Sanitary Services	465.00	6,954.64	8,000.00	-1,045.36	87%
22 Sewer	0.00	108.45	500.00	-391.55	22%
23 Signage	0.00	0.00	600.00	-600.00	0%
24 Telecommunications & Internet	121.79	485.61	3,700.00	-3,214.39	13%
25 Trash Collection	459.54	2,214.14	5,000.00	-2,785.86	44%
26 Utilities	515.91	2,486.71	10,000.00	-7,513.29	25%
27 Vehicle Fuel & Maintenance	0.00	26.02	2,000.00	-1,973.98	1%
28 Wages-Town Manager	6,120.02	33,600.11	59,670.00	-26,069.89	56%
29 Wages-Administrator	3,823.88	21,382.27	36,148.80	-14,766.53	59%
30 Wages-Asst Administrator	178.13	1,234.77	3,000.00	-1,765.23	41%
31 Wages-Asst Admin (Mtg Spt)	300.00	1,050.00	2,400.00	-1,350.00	44%
32 Wages-Beach Attendant	0.00	13,492.66	13,500.00	-7.34	100%
34 Wages-Custodial Services	0.00	0.00	2,080.00	-2,080.00	0%
35 Wages-Groundskeeper	596.13	4,662.88	15,500.00	-10,837.12	30%
36 Wages-Security Patrol	2,310.00	13,667.50	46,000.00	-32,332.50	30%
37 Wage/Salary Annual Def Criteria Bonus	0.00	0.00	6,614.94	-6,614.94	0%
38 Website/Technology	99.62	394.58	3,000.00	-2,605.42	13%
Total General and Administrative	28,742.89	177,134.37	382,767.58	-205,633.21	
Capital Expenditures					
Beaches & Parks Improvements	0.00	0.00	5,400.00	-5,400.00	0%
Clubhouse Improvements	2,983.00	2,983.00	5,556.88	-2,573.88	54%
Shoreline Erosion Restoration	515.59	2,544.65	75,000.00	-72,455.35	3%
Total Capital Expenditures	3,498.59	5,527.65	85,956.88	-80,429.23	
Total Expenditures	32,241.48	182,662.02	468,724.46	-286,062.44	
Net Income (Loss)	-32,241.48	-182,662.02	0.00	-182,662.02	

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

BALANCE SHEET

As of November 30, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	64,980.09
Payroll Checking - BB&T	1,357.80
Total Checking Accounts	66,337.89
Money Market Accounts	
Maintenance MM - BB&T	138,634.18
Piers MM - BB&T	122,031.74
Piers Capital Improvement - BB&T	13,035.00
Total Piers MM - BB&T	135,066.74
Total Money Market Accounts	273,700.92
Petty Cash	
Maintenance	250.00
Total Petty Cash	250.00
Total Bank Accounts	\$340,288.81
Accounts Receivable	
Accounts Receivable	1,410.33
Total Accounts Receivable	\$1,410.33
Other Current Assets	
Due From SCBD	189.98
Undeposited Funds	1,187.37
Total Other Current Assets	\$1,377.35
Total Current Assets	\$343,076.49

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

BALANCE SHEET As of November 30, 2020

	TOTAL
Fixed Assets	
Maintenance	0.00
Accumulated Depreciation	-64,181.58
Equipment	25,570.51
Furniture & Fixtures	2,000.00
Improvements	4,707.00
Land	105,027.20
Paving/Walls	35,607.28
Total Maintenance	168,730.41
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
Total Membership	23,634.27
Piers	
Accumulated Depreciation	-168,424.00
Buildings & Piers	220,307.64
Total Piers	51,883.64
Total Fixed Assets	\$184,248.32
Other Assets	
WIP - Shoreline Restoration Project	132,172.50
Total Other Assets	\$132,172.50
TOTAL ASSETS	\$659,497.31

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

BALANCE SHEET

As of November 30, 2020

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A/P - State Income Tax	53.00
Grants	236.00
Payroll Liabilities	-2,071.47
Prepaid Advertising	1,147.12
Prepaid Maintenance Fees	685.00
Security Deposit Clubhouse	600.01
Total Other Current Liabilities	\$649.66
Total Current Liabilities	\$649.66
Long-Term Liabilities	
N/P - BB&T	132,172.50
Total Long-Term Liabilities	\$132,172.50
Total Liabilities	\$132,822.16
Equity	
Net Assets	
Net Assets-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
Total Net Assets-Piers & Maintenance	448,653.09
Total Net Assets	448,653.09
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24
Retained Earnings	12,166.17
Net Income	41,811.89
Total Equity	\$526,675.15
TOTAL LIABILITIES AND EQUITY	\$659,497.31

SCBD - Cape St. Claire Improvement Association

BALANCE SHEET

As of November 30, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Cash Held by the County	223.89
Checking Accounts	
BB&T Checking -7627	2,635.10
SCBD Checking - BB&T	32,292.25
Total Checking Accounts	34,927.35
Total Bank Accounts	\$35,151.24
Total Current Assets	\$35,151.24
TOTAL ASSETS	\$35,151.24
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Cape St. Claire	-290.01
Total Other Current Liabilities	\$-290.01
Total Current Liabilities	\$-290.01
Total Liabilities	\$-290.01
Equity	
Net Assets-SCBD	161,446.47
Retained Earnings	56,656.80
Net Income	-182,662.02
Total Equity	\$35,441.25
TOTAL LIABILITIES AND EQUITY	\$35,151.24

Cape St. Claire Improvement Association, Inc.

Profit & Loss - Piers

December 31, 2020 - Final

	December Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Interest Income	1.12	32.15	0.00	32.15	
Late Fees	0.00	0.00	100.00	(100.00)	0%
Miscellaneous Income	0.00	0.00	200.00	(200.00)	0%
Piers - Capital Replacement Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Waitlist Fee	200.00	2,400.00	1,500.00	900.00	160%
Rentals/ Slips	40.00	1,625.00	99,040.00	(97,415.00)	2%
Total Income	241.12	4,057.15	113,875.00	(109,817.85)	
Expense					
General and Administrative					
1 Accounting Fees	95.70	478.50	1,500.00	(1,021.50)	32%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Front Foot Assessment	0.00	0.00	1,170.00	(1,170.00)	0%
4 Insurance	3,807.25	3,807.25	8,000.00	(4,192.75)	48%
5 Legal Services	0.00	137.60	3,000.00	(2,862.40)	5%
6 Membrshp(Confernce/Training/Dues)	0.00	0.00	150.00	(150.00)	0%
7 Voluntr Apprec(Refreshments/Misc)	0.00	0.00	500.00	(500.00)	0%
8 Office Supplies/Expense	0.00	0.00	500.00	(500.00)	0%
9 Payroll Expenses & Benefits	35.30	132.73	2,236.00	(2,103.27)	6%
10 Permits	750.00	850.00	250.00	600.00	340%
11 Postage	132.00	132.00	500.00	(368.00)	26%
12 Printing	0.00	0.00	100.00	(100.00)	0%
13 Property Taxes	0.00	1,498.72	1,900.00	(401.28)	79%
14 Repairs/Maintenance	1,782.14	3,688.52	17,724.00	(14,035.48)	21%
15 Sanitary Services	0.00	0.00	250.00	(250.00)	0%
16 Sewer	0.00	0.00	250.00	(250.00)	0%
17 Signage	0.00	0.00	1,000.00	(1,000.00)	0%
18 Telecommunications & Internet	1,234.68	3,773.20	8,000.00	(4,226.80)	47%
19 Trash Collection	0.00	0.00	250.00	(250.00)	0%
20 Utilities	1,058.37	3,395.13	14,000.00	(10,604.87)	24%
21 Wages-Town Manager	0.00	0.00	5,100.00	(5,100.00)	0%
22 Wages-Administrator	0.00	0.00	5,100.00	(5,100.00)	0%
23 Wages-Asst. Administrator	412.63	1,073.14	3,000.00	(1,926.86)	36%
24 Wages-Handyman	0.00	528.02	4,000.00	(3,471.98)	13%
25 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	860.00	(860.00)	0%
26 Web Site	3.07	6.33	0.00	6.33	
Total General and Administrative	9,311.14	19,501.14	80,840.00	(61,338.86)	24%
Capital Expenditures					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	0.00	0.00	33,035.00	(33,035.00)	
Total Expenditures	9,311.14	19,501.14	113,875.00	(94,373.86)	
Net Income (Loss)	(9,070.02)	(15,443.99)	0.00	(15,443.99)	

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

	December Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	1,645.00	21,661.00	40,000.00	(18,339.00)	54%
BLOA Contribution	0.00	0.00	5,079.00	(5,079.00)	0%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	285.00	1,496.64	25,000.00	(23,503.36)	6%
Grant	0.00	50,000.00	0.00	50,000.00	
HOA Packets	1,500.00	7,950.00	10,500.00	(2,550.00)	76%
Interest Income	1.17	21.83	100.00	(78.17)	22%
Late Fees	110.00	1,160.02	5,500.00	(4,339.98)	21%
Miscellaneous Income	375.00	1,126.00	4,100.00	(2,974.00)	27%
Clubhouse - Rental Income	0.00	3,540.00	42,000.00	(38,460.00)	8%
Stickers	20.00	265.00	2,000.00	(1,735.00)	13%
Total Income	3,936.17	87,220.49	137,331.00	(50,110.51)	
Expense					
General and Administrative					
1 Accounting Fees	118.80	594.00	2,000.00	(1,406.00)	30%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper Print/Edit/Contract&Postage	0.00	0.00	20,600.00	(20,600.00)	0%
5 Clubhouse Custodial Svcs	3,218.16	11,899.56	14,000.00	(2,100.44)	85%
6 Insurance	0.00	0.00	13,000.00	(13,000.00)	0%
7 Legal Services	5,274.35	24,082.43	2,000.00	22,082.43	1204%
8 Membrshp(Confernce/Training/Dues)	0.00	0.00	650.00	(650.00)	0%
9 Voluntr Apprec(Refreshments/Misc)	93.66	93.66	100.00	(6.34)	94%
10 Events	0.00	0.00	500.00	(500.00)	0%
11 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
12 Office Supplies/Expense	0.00	110.00	1,500.00	(1,390.00)	7%
13 Payroll Expenses & Benefits	0.00	442.76	6,765.36	(6,322.60)	7%
14 Permits	0.00	0.00	500.00	(500.00)	0%
15 Postage	882.00	882.00	1,500.00	(618.00)	59%
16 Printing	1,820.59	2,000.00	2,000.00	0.00	100%
17 Property Taxes	0.00	0.00	100.00	(100.00)	0%
18 Repairs/Maintenance	203.58	646.58	12,500.00	(11,853.42)	5%
19 Sanitary Services	0.00	0.00	1,000.00	(1,000.00)	0%
20 Signage	0.00	0.00	500.00	(500.00)	0%
21 Telecommunications & Internet	43.06	215.02	350.00	(134.98)	61%
22 Utilities	65.99	164.35	200.00	(35.65)	82%
23 Wages-Town Manager	0.00	0.00	14,790.00	(14,790.00)	0%
24 Wages-Administrator	0.00	0.00	9,751.20	(9,751.20)	0%
25 Wages-Asst. Administrator	0.00	0.00	2,500.00	(2,500.00)	0%
26 Wages-Beach Attendants	0.00	5,688.29	13,000.00	(7,311.71)	44%
27 Wages-Groundskeeper	0.00	0.00	12,000.00	(12,000.00)	0%
28 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	2,602.06	(2,602.06)	0%
Total General and Administrative	11,720.19	46,818.65	136,958.62	(90,139.97)	
Capital Expenditures					
Clubhouse Improvements	0.00	0.00	372.38	(372.38)	
Beaches and Park Improvements	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	372.38	(372.38)	
Total Expenditures	11,720.19	46,818.65	137,331.00	(90,512.35)	
Net Income (Loss)	(7,784.02)	40,401.84	0.00	40,401.84	

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

	December Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	1,645.00	21,661.00	40,000.00	(18,339.00)	54%
BLOA Contribution	0.00	0.00	5,079.00	(5,079.00)	0%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	285.00	1,496.64	25,000.00	(23,503.36)	6%
Grant	0.00	50,000.00	0.00	50,000.00	
HOA Packets	1,500.00	7,950.00	10,500.00	(2,550.00)	76%
Interest Income	2.29	53.98	100.00	(46.02)	54%
Late Fees	110.00	1,160.02	5,600.00	(4,439.98)	21%
Miscellaneous Income	375.00	1,126.00	4,300.00	(3,174.00)	26%
Clubhouse - Rental Income	0.00	3,540.00	42,000.00	(38,460.00)	8%
Rentals/ Slips	40.00	1,625.00	99,040.00	(97,415.00)	2%
Piers - Capital Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Wait List Fee	200.00	2,400.00	1,500.00	900.00	160%
Stickers	20.00	265.00	2,000.00	(1,735.00)	13%
Total Income	4,177.29	91,277.64	251,206.00	(159,928.36)	
Expense					
General and Administrative					
1 Accounting Fees	214.50	1,072.50	3,500.00	(2,427.50)	31%
2 Audit Expenses	0.00	0.00	3,000.00	(3,000.00)	0%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper/Print/Contract&Postage	0.00	0.00	20,600.00	(20,600.00)	0%
5 Clubhouse Custodial Svcs	3,218.16	11,899.56	14,000.00	(2,100.44)	85%
6 Front Foot Assessment	0.00	0.00	1,170.00	(1,170.00)	0%
7 Insurance	3,807.25	3,807.25	21,000.00	(17,192.75)	18%
8 Legal Services	5,274.35	24,220.03	5,000.00	19,220.03	484%
9 Membrshp(Confrence/Training/Dues)	0.00	0.00	800.00	(800.00)	0%
10 Voluntr Apprec(Refreshments/Misc)	93.66	93.66	600.00	(506.34)	16%
11 Events	0.00	0.00	500.00	(500.00)	0%
12 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
13 Office Supplies/Expense	0.00	110.00	2,000.00	(1,890.00)	6%
14 Payroll Expenses & Benefits	35.30	575.49	9,001.36	(8,425.87)	6%
15 Permits	750.00	850.00	750.00	100.00	113%
16 Postage	1,014.00	1,014.00	2,000.00	(986.00)	51%
17 Printing	1,820.59	2,000.00	2,100.00	(100.00)	95%
18 Property Taxes	0.00	1,498.72	2,000.00	(501.28)	75%
19 Repairs/Maintenance	1,985.72	4,335.10	30,224.00	(25,888.90)	14%
20 Sanitary Services	0.00	0.00	1,250.00	(1,250.00)	0%
21 Sewer	0.00	0.00	250.00	(250.00)	0%
22 Signage	0.00	0.00	1,500.00	(1,500.00)	0%
23 Telecommunications & Internet	1,277.74	3,988.22	8,350.00	(4,361.78)	48%
24 Trash Collection	0.00	0.00	250.00	(250.00)	0%
25 Utilities	1,124.36	3,559.48	14,200.00	(10,640.52)	25%
26 Wages-Town Manager	0.00	0.00	19,890.00	(19,890.00)	0%
27 Wages-Administrator	0.00	0.00	14,851.20	(14,851.20)	0%
28 Wages-Asst. Administrator	412.63	1,073.14	5,500.00	(4,426.86)	20%
29 Wages-Beach Attendant	0.00	5,688.29	13,000.00	(7,311.71)	44%
30 Wages-Groundskeeper	0.00	0.00	12,000.00	(12,000.00)	0%
31 Wages-Handyman	0.00	528.02	4,000.00	(3,471.98)	13%
32 Wage/Salary Defined Criteria Bosun	0.00	0.00	3,462.06	(3,462.06)	0%
33 Website	3.07	6.33	0.00	6.33	
Total General and Administrative	21,031.33	66,319.79	217,798.62	(151,478.83)	
Capital Expenditures					
Beaches and Park Improvements	0.00	0.00	0.00	0.00	0%
Clubhouse Improvements	0.00	0.00	372.38	(372.38)	0%
Piers Replacement Project	0.00	0.00	13,035.00	(13,035.00)	0%
Piers Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	0.00	0.00	33,407.38	(33,407.38)	
Total Expenditures	21,031.33	66,319.79	251,206.00	(184,886.21)	
Net Income (Loss)	(16,854.04)	24,957.85	0.00	24,957.85	

Cape St. Claire Improvement Association, Inc.

Profit Loss - SCBD

December 31, 2020 - Final

	December Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
SCBD/Fees	259,681.51	259,681.51	450,645.00	-190,963.49	58%
Interest Income	0.00	0.00	20.00	-20.00	0%
Rollover from FY19	0.00	0.00	18,059.46	-18,059.46	0%
Total Income	259,681.51	259,681.51	468,724.46	-209,042.95	
Expense					
General and Administrative					
1 Accounting Fees	335.50	1,677.50	5,500.00	-3,822.50	31%
2 Audit Expenses	3,750.00	3,750.00	5,300.00	-1,550.00	71%
4 Caper Print/Edit/Contract&Postage	4,238.94	19,517.56	30,900.00	-11,382.44	63%
5 Collection Fee-AA County	0.00	0.00	2,000.00	-2,000.00	0%
6 Contract Labor	0.00	800.00	1,000.00	-200.00	80%
7 Clubhouse Custodial Services	0.00	0.00	2,500.00	-2,500.00	0%
8 Insurance	8,107.50	18,568.50	19,000.00	-431.50	98%
9 Legal Services	0.00	10,000.00	10,000.00	0.00	100%
10 Membrshp(Confernce/Training/Dues)	0.00	400.00	1,300.00	-900.00	31%
11 Voluntr Apprec(Refreshments/Misc)	250.00	500.00	500.00	0.00	100%
12 Events	0.00	200.00	1,525.00	-1,325.00	13%
13 Mowing	520.00	11,360.00	14,000.00	-2,640.00	81%
14 Office Supplies/Expense	340.92	1,365.96	5,000.00	-3,634.04	27%
15 Payroll Expenses & Benefits	3,130.33	16,051.03	23,178.84	-7,127.81	69%
16 Permits	0.00	500.00	500.00	0.00	100%
17 Postage	27.95	3,241.95	3,500.00	-258.05	93%
18 Printing	1,002.43	1,039.06	4,000.00	-2,960.94	26%
19 Property Taxes	0.00	2,991.02	4,350.00	-1,358.98	69%
20 Repairs/Maintenance	1,951.38	7,066.40	31,000.00	-23,933.60	23%
21 Sanitary Services	0.00	6,954.64	8,000.00	-1,045.36	87%
22 Sewer	108.45	216.90	500.00	-283.10	43%
23 Signage	0.00	0.00	600.00	-600.00	0%
24 Telecommunications & Internet	121.60	607.21	3,700.00	-3,092.79	16%
25 Trash Collection	459.54	2,673.68	5,000.00	-2,326.32	53%
26 Utilities	1,286.68	3,773.39	10,000.00	-6,226.61	38%
27 Vehicle Fuel & Maintenance	32.84	58.86	2,000.00	-1,941.14	3%
28 Wages-Town Manager	9,829.73	43,429.84	59,670.00	-16,240.16	73%
29 Wages-Administrator	6,301.82	27,684.09	36,148.80	-8,464.71	77%
30 Wages-Asst Administrator	562.84	1,797.61	3,000.00	-1,202.39	60%
31 Wages-Asst Admin (Mtg Spt)	150.00	1,200.00	2,400.00	-1,200.00	50%
32 Wages-Beach Attendant	0.00	13,492.66	13,500.00	-7.34	100%
34 Wages-Custodial Services	0.00	0.00	2,080.00	-2,080.00	0%
35 Wages-Groundskeeper	1,030.87	5,693.75	15,500.00	-9,806.25	37%
36 Wages-Security Patrol	3,696.00	17,363.50	46,000.00	-28,636.50	38%
37 Wage/Salary Annual Def Criteria Bonus	0.00	0.00	6,614.94	-6,614.94	0%
38 Website/Technology	1,227.61	1,622.19	3,000.00	-1,377.81	54%
Total General and Administrative	48,462.93	225,597.30	382,767.58	-157,170.28	
Capital Expenditures					
Beaches & Parks Improvements	0.00	0.00	5,400.00	-5,400.00	0%
Clubhouse Improvements	0.00	2,983.00	5,556.88	-2,573.88	54%
Shoreline Erosion Restoration	498.95	3,043.60	75,000.00	-71,956.40	4%
Total Capital Expenditures	498.95	6,026.60	85,956.88	-79,930.28	
Total Expenditures	48,961.88	231,623.90	468,724.46	-237,100.56	
Net Income (Loss)	210,719.63	28,057.61	0.00	28,057.61	

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

BALANCE SHEET As of December 31, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	55,734.90
Payroll Checking - BB&T	1,547.79
Total Checking Accounts	57,282.69
Money Market Accounts	
Maintenance MM - BB&T	138,635.35
Piers MM - BB&T	113,161.72
Piers Capital Improvement - BB&T	13,035.00
Total Piers MM - BB&T	126,196.72
Total Money Market Accounts	264,832.07
Petty Cash	
Maintenance	250.00
Total Petty Cash	250.00
Total Bank Accounts	\$322,364.76
Accounts Receivable	
Accounts Receivable	1,410.33
Total Accounts Receivable	\$1,410.33
Other Current Assets	
Due From SCBD	-0.01
Undeposited Funds	1,947.37
Total Other Current Assets	\$1,947.36
Total Current Assets	\$325,722.45

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

BALANCE SHEET

As of December 31, 2020

	TOTAL
Fixed Assets	
Maintenance	0.00
Accumulated Depreciation	-64,181.58
Equipment	25,570.51
Furniture & Fixtures	2,000.00
Improvements	4,707.00
Land	105,027.20
Paving/Walls	35,607.28
Total Maintenance	108,730.41
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
Total Membership	23,634.27
Piers	
Accumulated Depreciation	-168,424.00
Buildings & Piers	220,307.64
Total Piers	-51,883.64
Total Fixed Assets	\$184,248.32
Other Assets	
WIP - Shoreline Restoration Project	307,172.50
Total Other Assets	\$307,172.50
TOTAL ASSETS	\$817,143.27

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

BALANCE SHEET

As of December 31, 2020

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A/P - State Income Tax	53.00
Grants	236.00
Payroll Liabilities	-2,071.47
Prepaid Advertising	1,147.12
Prepaid Maintenance Fees	685.00
Security Deposit Clubhouse	100.01
Total Other Current Liabilities	\$149.66
Total Current Liabilities	\$149.66
Long-Term Liabilities	
N/P - BB&T	307,172.50
Total Long-Term Liabilities	\$307,172.50
Total Liabilities	\$307,322.16
Equity	
Net Assets	
Net Assets-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
Total Net Assets-Piers & Maintenance	448,653.09
Total Net Assets	448,653.09
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24
Retained Earnings	12,166.17
Net Income	24,957.85
Total Equity	\$509,821.11
TOTAL LIABILITIES AND EQUITY	\$817,143.27

SCBD - Cape St. Claire Improvement Association

BALANCE SHEET

As of December 31, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Cash Held by the County	223.89
Checking Accounts	
BB&T Checking - 7627	2,136.15
SCBD Checking - BB&T	243,320.84
Total Checking Accounts	245,456.99
Total Bank Accounts	\$245,680.88
Total Current Assets	\$245,680.88
TOTAL ASSETS	\$245,680.88
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Cape St. Claire	-480.00
Total Other Current Liabilities	\$-480.00
Total Current Liabilities	\$-480.00
Total Liabilities	\$-480.00
Equity	
Net Assets-SCBD	161,446.47
Retained Earnings	56,656.80
Net Income	28,057.61
Total Equity	\$246,160.88
TOTAL LIABILITIES AND EQUITY	\$245,680.88

Cape St. Claire Improvement Association, Inc.

Profit & Loss - Piers

January 31, 2021 - Final

	January Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Interest Income	1.07	33.22	0.00	33.22	
Late Fees	0.00	0.00	100.00	(100.00)	0%
Miscellaneous Income	0.00	0.00	200.00	(200.00)	0%
Piers - Capital Replacement Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Waitlist Fee	200.00	2,600.00	1,500.00	1,100.00	173%
Rentals/ Slips	6,695.00	8,320.00	99,040.00	(90,720.00)	8%
Total Income	6,896.07	10,953.22	113,875.00	(102,921.78)	
Expense					
General and Administrative					
1 Accounting Fees	95.70	574.20	1,500.00	(925.80)	38%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Front Foot Assessment	1,170.00	1,170.00	1,170.00	0.00	100%
4 Insurance	0.00	3,807.25	8,000.00	(4,192.75)	48%
5 Legal Services	0.00	137.60	3,000.00	(2,862.40)	5%
6 Membrshp(Confernce/Training/Dues)	0.00	0.00	150.00	(150.00)	0%
7 Voluntr Apprec(Refreshments/Misc)	0.00	0.00	500.00	(500.00)	0%
8 Office Supplies/Expense	0.00	0.00	500.00	(500.00)	0%
9 Payroll Expenses & Benefits	33.15	165.88	2,236.00	(2,070.12)	7%
10 Permits	0.00	850.00	250.00	600.00	340%
11 Postage	147.00	279.00	500.00	(221.00)	56%
12 Printing	64.03	64.03	100.00	(35.97)	64%
13 Property Taxes	0.00	1,498.72	1,900.00	(401.28)	79%
14 Repairs/Maintenance	0.00	3,688.52	17,724.00	(14,035.48)	21%
15 Sanitary Services	0.00	0.00	250.00	(250.00)	0%
16 Sewer	0.00	0.00	250.00	(250.00)	0%
17 Signage	0.00	0.00	1,000.00	(1,000.00)	0%
18 Telecommunications & Internet	669.63	4,442.83	8,000.00	(3,557.17)	56%
19 Trash Collection	0.00	0.00	250.00	(250.00)	0%
20 Utilities	1,193.29	4,588.42	14,000.00	(9,411.58)	33%
21 Wages-Town Manager	0.00	0.00	5,100.00	(5,100.00)	0%
22 Wages-Administrator	0.00	0.00	5,100.00	(5,100.00)	0%
23 Wages-Asst. Administrator	369.75	1,442.89	3,000.00	(1,557.11)	48%
24 Wages-Handyman	0.00	528.02	4,000.00	(3,471.98)	13%
25 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	860.00	(860.00)	0%
26 Web Site	0.00	6.33	0.00	6.33	
Total General and Administrative	3,742.55	23,243.69	80,840.00	(57,596.31)	29%
Capital Expenditures					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	0.00	0.00	33,035.00	(33,035.00)	
Total Expenditures	3,742.55	23,243.69	113,875.00	(90,631.31)	
Net Income (Loss)	3,153.52	(12,290.47)	0.00	(12,290.47)	

Cape St. Claire Improvement Association, Inc.
Profit & Loss - Maintenance, Caper, Clubhouse
January 31, 2021 - Final

	January Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	415.00	22,076.00	40,000.00	(17,924.00)	55%
BLOA Contribution	0.00	0.00	5,079.00	(5,079.00)	0%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	9,419.10	10,895.74	25,000.00	(14,104.26)	44%
Grant	0.00	50,000.00	0.00	50,000.00	
HOA Packets	750.00	8,700.00	10,500.00	(1,800.00)	83%
Interest Income	1.19	23.02	100.00	(76.98)	23%
Late Fees	280.00	1,440.02	5,500.00	(4,059.98)	26%
Miscellaneous Income	275.00	1,401.00	4,100.00	(2,699.00)	34%
Clubhouse - Rental Income	460.00	4,000.00	42,000.00	(38,000.00)	10%
Stickers	405.00	670.00	2,000.00	(1,330.00)	34%
Total Income	12,005.29	99,205.78	137,331.00	(38,125.22)	
Expense					
General and Administrative					
1 Accounting Fees	118.80	712.80	2,000.00	(1,287.20)	36%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper Print/Edit/Contract&Postage	0.00	0.00	20,600.00	(20,600.00)	0%
5 Clubhouse Custodial Svcs	0.00	11,899.56	14,000.00	(2,100.44)	85%
6 Insurance	116.64	116.64	13,000.00	(12,883.36)	1%
7 Legal Services	5,032.20	29,114.63	2,000.00	27,114.63	1456%
8 Membrshp(Confernce/Training/Dues)	0.00	0.00	650.00	(650.00)	0%
9 Voluntr Apprec(Refreshments/Misc)	25.00	5.00	100.00	(95.00)	5%
10 Events	0.00	0.00	500.00	(500.00)	0%
11 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
12 Office Supplies/Expense	0.00	110.00	1,500.00	(1,390.00)	7%
13 Payroll Expenses & Benefits	0.00	442.76	6,765.36	(6,322.60)	7%
14 Permits	0.00	0.00	500.00	(500.00)	0%
15 Postage	0.00	882.00	1,500.00	(618.00)	59%
16 Printing	0.00	2,000.00	2,000.00	0.00	100%
17 Property Taxes	0.00	0.00	100.00	(100.00)	0%
18 Repairs/Maintenance	72.00	718.58	12,500.00	(11,781.42)	6%
19 Sanitary Services	0.00	0.00	1,000.00	(1,000.00)	0%
20 Signage	0.00	0.00	500.00	(500.00)	0%
21 Telecommunications & Internet	86.43	301.45	350.00	(48.55)	86%
22 Utilities	64.54	228.89	200.00	28.89	114%
23 Wages-Town Manager	0.00	0.00	14,790.00	(14,790.00)	0%
24 Wages-Administrator	0.00	0.00	9,751.20	(9,751.20)	0%
25 Wages-Asst. Administrator	0.00	0.00	2,500.00	(2,500.00)	0%
26 Wages-Beach Attendants	0.00	5,688.29	13,000.00	(7,311.71)	44%
27 Wages-Groundskeeper	0.00	0.00	12,000.00	(12,000.00)	0%
28 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	2,602.06	(2,602.06)	0%
Total General and Administrative	5,515.61	52,220.60	136,958.62	(84,738.02)	
Capital Expenditures					
Clubhouse Improvements	0.00	0.00	372.38	(372.38)	
Beaches and Park Improvements	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	372.38	(372.38)	
Total Expenditures	5,515.61	52,220.60	137,331.00	(85,110.40)	
Net Income (Loss)	6,489.68	46,985.18	0.00	46,985.18	

Cape St. Claire Improvement Association, Inc.
Profit Loss - Piers & Maintenance
January 31, 2021 - Final

	January Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	415.00	22,076.00	40,000.00	(17,924.00)	55%
BLOA Contribution	0.00	0.00	5,079.00	(5,079.00)	0%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	9,419.10	10,895.74	25,000.00	(14,104.26)	44%
Grant	0.00	50,000.00	0.00	50,000.00	
HOA Packets	750.00	8,700.00	10,500.00	(1,800.00)	83%
Interest Income	2.26	56.24	100.00	(43.76)	56%
Late Fees	280.00	1,440.02	5,600.00	(4,159.98)	26%
Miscellaneous Income	275.00	1,401.00	4,300.00	(2,899.00)	33%
Clubhouse - Rental Income	460.00	4,000.00	42,000.00	(38,000.00)	10%
Rentals/ Slips	6,695.00	8,320.00	99,040.00	(90,720.00)	8%
Piers - Capital Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Wait List Fee	200.00	2,600.00	1,500.00	1,100.00	173%
Stickers	405.00	670.00	2,000.00	(1,330.00)	34%
Total Income	18,901.36	110,159.00	251,206.00	(141,047.00)	
Expense					
General and Administrative					
1 Accounting Fees	214.50	1,287.00	3,500.00	(2,213.00)	37%
2 Audit Expenses	0.00	0.00	3,000.00	(3,000.00)	0%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper/Print/Contract&Postage	0.00	0.00	20,600.00	(20,600.00)	0%
5 Clubhouse Custodial Svcs	0.00	11,899.56	14,000.00	(2,100.44)	85%
6 Front Foot Assessment	1,170.00	1,170.00	1,170.00	0.00	100%
7 Insurance	116.64	3,923.89	21,000.00	(17,076.11)	19%
8 Legal Services	5,032.20	29,252.23	5,000.00	24,252.23	585%
9 Membrshp(Confrence/Training/Dues)	0.00	0.00	800.00	(800.00)	0%
10 Voluntr Apprec(Refreshments/Misc)	25.00	5.00	600.00	(595.00)	1%
11 Events	0.00	0.00	500.00	(500.00)	0%
12 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
13 Office Supplies/Expense	0.00	110.00	2,000.00	(1,890.00)	6%
14 Payroll Expenses & Benefits	33.15	608.64	9,001.36	(8,392.72)	7%
15 Permits	0.00	850.00	750.00	100.00	113%
16 Postage	147.00	1,161.00	2,000.00	(839.00)	58%
17 Printing	64.03	2,064.03	2,100.00	(35.97)	98%
18 Property Taxes	0.00	1,498.72	2,000.00	(501.28)	75%
19 Repairs/Maintenance	72.00	4,407.10	30,224.00	(25,816.90)	15%
20 Sanitary Services	0.00	0.00	1,250.00	(1,250.00)	0%
21 Sewer	0.00	0.00	250.00	(250.00)	0%
22 Signage	0.00	0.00	1,500.00	(1,500.00)	0%
23 Telecommunications & Internet	756.06	4,744.28	8,350.00	(3,605.72)	57%
24 Trash Collection	0.00	0.00	250.00	(250.00)	0%
25 Utilities	1,257.83	4,817.31	14,200.00	(9,382.69)	34%
26 Wages-Town Manager	0.00	0.00	19,890.00	(19,890.00)	0%
27 Wages-Administrator	0.00	0.00	14,851.20	(14,851.20)	0%
28 Wages-Asst. Administrator	369.75	1,442.89	5,500.00	(4,057.11)	26%
29 Wages-Beach Attendant	0.00	5,688.29	13,000.00	(7,311.71)	44%
30 Wages-Groundskeeper	0.00	0.00	12,000.00	(12,000.00)	0%
31 Wages-Handyman	0.00	528.02	4,000.00	(3,471.98)	13%
32 Wage/Salary Defined Criteria Bosun	0.00	0.00	3,462.06	(3,462.06)	0%
33 Website	0.00	6.33	0.00	6.33	
Total General and Administrative	9,258.16	75,464.29	217,798.62	(142,334.33)	
Capital Expenditures					
Beaches and Park Improvements	0.00	0.00	0.00	0.00	0%
Clubhouse Improvements	0.00	0.00	372.38	(372.38)	0%
Piers Replacement Project	0.00	0.00	13,035.00	(13,035.00)	0%
Piers Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	0.00	0.00	33,407.38	(33,407.38)	
Total Expenditures	9,258.16	75,464.29	251,206.00	(175,741.71)	
Net Income (Loss)	9,643.20	34,694.71	0.00	34,694.71	

Cape St. Claire Improvement Association, Inc.

Profit Loss - SCBD

January 31, 2021 - Final

	January Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
SCBD/Fees	0.00	259,681.51	450,645.00	-190,963.49	58%
Interest Income	0.00	0.00	20.00	-20.00	0%
Rollover from FY19	0.00	0.00	18,059.46	-18,059.46	0%
Total Income	0.00	259,681.51	468,724.46	-209,042.95	
Expense					
General and Administrative					
1 Accounting Fees	335.50	2,013.00	5,500.00	-3,487.00	37%
2 Audit Expenses	0.00	3,750.00	5,300.00	-1,550.00	71%
4 Caper Print/Edit/Contract&Postage	0.00	19,517.56	30,900.00	-11,382.44	63%
5 Collection Fee-AA County	0.00	0.00	2,000.00	-2,000.00	0%
6 Contract Labor	0.00	800.00	1,000.00	-200.00	80%
7 Clubhouse Custodial Services	0.00	0.00	2,500.00	-2,500.00	0%
8 Insurance	15.00	18,583.50	19,000.00	-416.50	98%
9 Legal Services	0.00	10,000.00	10,000.00	0.00	100%
10 Membrshp(Confrence/Training/Dues)	0.00	400.00	1,300.00	-900.00	31%
11 Voluntr Apprec(Refreshments/Misc)	0.00	500.00	500.00	0.00	100%
12 Events	0.00	200.00	1,525.00	-1,325.00	13%
13 Mowing	0.00	11,360.00	14,000.00	-2,640.00	81%
14 Office Supplies/Expense	793.75	2,159.71	5,000.00	-2,840.29	43%
15 Payroll Expenses & Benefits	2,475.58	18,526.61	23,178.84	-4,652.23	80%
16 Permits	0.00	500.00	500.00	0.00	100%
17 Postage	61.95	3,303.90	3,500.00	-196.10	94%
18 Printing	378.29	1,417.35	4,000.00	-2,582.65	35%
19 Property Taxes	0.00	2,991.02	4,350.00	-1,358.98	69%
20 Repairs/Maintenance	14,226.25	21,292.65	31,000.00	-9,707.35	69%
21 Sanitary Services	0.00	6,954.64	8,000.00	-1,045.36	87%
22 Sewer	0.00	216.90	500.00	-283.10	43%
23 Signage	0.00	0.00	600.00	-600.00	0%
24 Telecommunications & Internet	244.10	851.31	3,700.00	-2,848.69	23%
25 Trash Collection	919.08	3,592.76	5,000.00	-1,407.24	72%
26 Utilities	1,176.81	4,950.20	10,000.00	-5,049.80	50%
27 Vehicle Fuel & Maintenance	0.00	58.86	2,000.00	-1,941.14	3%
28 Wages-Town Manager	6,120.02	49,549.86	59,670.00	-10,120.14	83%
29 Wages-Administrator	3,978.38	31,662.47	36,148.80	-4,486.33	88%
30 Wages-Asst Administrator	38.38	1,835.99	3,000.00	-1,164.01	61%
31 Wages-Asst Admin (Mtg Spt)	300.00	1,500.00	2,400.00	-900.00	63%
32 Wages-Beach Attendant	0.00	13,492.66	13,500.00	-7.34	100%
34 Wages-Custodial Services	0.00	0.00	2,080.00	-2,080.00	0%
35 Wages-Groundskeeper	372.81	6,066.56	15,500.00	-9,433.44	39%
36 Wages-Security Patrol	3,080.00	20,443.50	46,000.00	-25,556.50	44%
37 Wage/Salary Annual Def Criteria Bonus	0.00	0.00	6,614.94	-6,614.94	0%
38 Website/Technology	475.23	2,097.42	3,000.00	-902.58	70%
Total General and Administrative	34,991.13	260,588.43	382,767.58	-122,179.15	
Capital Expenditures					
Beaches & Parks Improvements	0.00	0.00	5,400.00	-5,400.00	0%
Clubhouse Improvements	0.00	2,983.00	5,556.88	-2,573.88	54%
Shoreline Erosion Restoration	1,440.46	4,484.06	75,000.00	-70,515.94	6%
Total Capital Expenditures	1,440.46	7,467.06	85,956.88	-78,489.82	
Total Expenditures	36,431.59	268,055.49	468,724.46	-200,668.97	
Net Income (Loss)	-36,431.59	-8,373.98	0.00	-8,373.98	

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

Balance Sheet
As of January 31, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	61,703.87
Payroll Checking - BB&T	1,334.03
Total Checking Accounts	63,037.90
Money Market Accounts	
Maintenance MM - BB&T	144,241.30
Piers MM - BB&T	112,641.61
Piers Capital Improvement - BB&T	13,035.00
Total Piers MM - BB&T	125,676.61
Total Money Market Accounts	269,917.91
Petty Cash	
Maintenance	250.00
Total Petty Cash	250.00
Total Bank Accounts	\$333,295.81
Accounts Receivable	
Accounts Receivable	1,410.33
Total Accounts Receivable	\$1,410.33
Other Current Assets	
Due From SCBD	155.80
Undeposited Funds	1,187.37
Total Other Current Assets	\$1,343.17
Total Current Assets	\$335,959.31

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

Balance Sheet As of January 31, 2021

	TOTAL
Fixed Assets	
Maintenance	0.00
Accumulated Depreciation	-64,181.58
Equipment	25,570.51
Furniture & Fixtures	2,000.00
Improvements	4,707.00
Land	105,027.20
Paving/Walls	35,607.28
Total Maintenance	108,730.41
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
Total Membership	23,634.27
Piers	
Accumulated Depreciation	-168,424.00
Buildings & Piers	220,307.64
Total Piers	51,883.64
Total Fixed Assets	\$184,248.32
Other Assets	
WIP - Shoreline Restoration Project	307,172.50
Total Other Assets	\$307,172.50
TOTAL ASSETS	\$827,380.13

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

Balance Sheet As of January 31, 2021

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A/P - State Income Tax	53.00
Grants	236.00
Payroll Liabilities	-2,071.47
Prepaid Advertising	1,147.12
Prepaid Maintenance Fees	685.00
Security Deposit Clubhouse	600.01
Total Other Current Liabilities	\$649.66
Total Current Liabilities	\$649.66
Long-Term Liabilities	
N/P - BB&T	307,172.50
Total Long-Term Liabilities	\$307,172.50
Total Liabilities	\$307,822.16
Equity	
Net Assets	
Net Assets-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
Total Net Assets-Piers & Maintenance	448,653.09
Total Net Assets	448,653.09
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24
Retained Earnings	12,166.17
Net Income	34,694.71
Total Equity	\$519,557.97
TOTAL LIABILITIES AND EQUITY	\$827,380.13

SCBD - Cape St. Claire Improvement Association

Balance Sheet As of January 31, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Cash Held by the County	223.89
Checking Accounts	
BB&T Checking -7627	51,695.69
SCBD Checking - BB&T	157,329.71
Total Checking Accounts	209,025.40
Total Bank Accounts	\$209,249.29
Total Current Assets	\$209,249.29
TOTAL ASSETS	\$209,249.29
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Cape St. Claire	-480.00
Total Other Current Liabilities	\$-480.00
Total Current Liabilities	\$-480.00
Total Liabilities	\$-480.00
Equity	
Net Assets-SCBD	161,446.47
Retained Earnings	56,656.80
Net Income	-8,373.98
Total Equity	\$209,729.29
TOTAL LIABILITIES AND EQUITY	\$209,249.29

Cape St. Claire Improvement Association, Inc.

Profit & Loss - Piers

February 28, 2021 - Final

	February Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Interest Income	1.05	34.27	0.00	34.27	
Late Fees	0.00	0.00	100.00	(100.00)	0%
Miscellaneous Income	100.00	100.00	200.00	(100.00)	50%
Piers - Capital Replacement Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Waitlist Fee	100.00	2,700.00	1,500.00	1,200.00	180%
Rentals/ Slips	39,400.00	47,670.00	99,040.00	(51,370.00)	48%
Total Income	39,601.05	50,504.27	113,875.00	(63,370.73)	
Expense					
General and Administrative					
1 Accounting Fees	95.70	669.90	1,500.00	(830.10)	45%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Front Foot Assessment	0.00	1,170.00	1,170.00	0.00	100%
4 Insurance	0.00	3,807.25	8,000.00	(4,192.75)	48%
5 Legal Services	0.00	137.60	3,000.00	(2,862.40)	5%
6 Membrshp(Confernce/Training/Dues)	0.00	0.00	150.00	(150.00)	0%
7 Voluntr Apprec(Refreshments/Misc)	0.00	0.00	500.00	(500.00)	0%
8 Office Supplies/Expense	0.00	0.00	500.00	(500.00)	0%
9 Payroll Expenses & Benefits	13.64	179.52	2,236.00	(2,056.48)	8%
10 Permits	0.00	850.00	250.00	600.00	340%
11 Postage	0.00	279.00	500.00	(221.00)	56%
12 Printing	0.00	64.03	100.00	(35.97)	64%
13 Property Taxes	0.00	1,498.72	1,900.00	(401.28)	79%
14 Repairs/Maintenance	0.00	3,688.52	17,724.00	(14,035.48)	21%
15 Sanitary Services	0.00	0.00	250.00	(250.00)	0%
16 Sewer	0.00	0.00	250.00	(250.00)	0%
17 Signage	0.00	0.00	1,000.00	(1,000.00)	0%
18 Telecommunications & Internet	600.00	5,042.83	8,000.00	(2,957.17)	63%
19 Trash Collection	0.00	0.00	250.00	(250.00)	0%
20 Utilities	1,393.67	5,982.09	14,000.00	(8,017.91)	43%
21 Wages-Town Manager	0.00	0.00	5,100.00	(5,100.00)	0%
22 Wages-Administrator	0.00	0.00	5,100.00	(5,100.00)	0%
23 Wages-Asst. Administrator	119.63	1,562.52	3,000.00	(1,437.48)	52%
24 Wages-Handyman	40.50	568.52	4,000.00	(3,431.48)	14%
25 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	860.00	(860.00)	0%
26 Web Site	0.00	6.33	0.00	6.33	
Total General and Administrative	2,263.14	25,506.83	80,840.00	(55,333.17)	32%
Capital Expenditures					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	0.00	0.00	33,035.00	(33,035.00)	
Total Expenditures	2,263.14	25,506.83	113,875.00	(88,368.17)	
Net Income (Loss)	37,337.91	24,997.44	0.00	24,997.44	

Cape St. Claire Improvement Association, Inc.
Profit & Loss - Maintenance, Caper, Clubhouse
February 28, 2021 - Final

	February Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	2,457.50	24,533.50	40,000.00	(15,466.50)	61%
BLOA Contribution	0.00	0.00	5,079.00	(5,079.00)	0%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	7,359.00	18,304.74	25,000.00	(6,695.26)	73%
Grant	0.00	50,000.00	0.00	50,000.00	
HOA Packets	1,200.00	9,900.00	10,500.00	(600.00)	94%
Interest Income	1.11	24.13	100.00	(75.87)	24%
Late Fees	305.00	1,745.02	5,500.00	(3,754.98)	32%
Miscellaneous Income	575.00	1,976.00	4,100.00	(2,124.00)	48%
Clubhouse - Rental Income	1,000.00	5,000.00	42,000.00	(37,000.00)	12%
Stickers	605.00	1,275.00	2,000.00	(725.00)	64%
Total Income	13,502.61	112,758.39	137,331.00	(24,572.61)	
Expense					
General and Administrative					
1 Accounting Fees	118.80	831.60	2,000.00	(1,168.40)	42%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper Print/Edit/Contract&Postage	0.00	0.00	20,600.00	(20,600.00)	0%
5 Clubhouse Custodial Svcs	1,609.08	13,508.64	14,000.00	(491.36)	96%
6 Insurance	3,800.00	3,916.64	13,000.00	(9,083.36)	30%
7 Legal Services	2,803.90	31,918.53	2,000.00	29,918.53	1596%
8 Membrshp(Confernce/Training/Dues)	0.00	0.00	650.00	(650.00)	0%
9 Voluntr Apprec(Refreshments/Misc)	93.66	98.66	100.00	(1.34)	99%
10 Events	0.00	0.00	500.00	(500.00)	0%
11 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
12 Office Supplies/Expense	0.00	110.00	1,500.00	(1,390.00)	7%
13 Payroll Expenses & Benefits	0.00	442.76	6,765.36	(6,322.60)	7%
14 Permits	0.00	0.00	500.00	(500.00)	0%
15 Postage	0.00	882.00	1,500.00	(618.00)	59%
16 Printing	0.00	2,000.00	2,000.00	0.00	100%
17 Property Taxes	0.00	0.00	100.00	(100.00)	0%
18 Repairs/Maintenance	72.00	790.58	12,500.00	(11,709.42)	6%
19 Sanitary Services	0.00	0.00	1,000.00	(1,000.00)	0%
20 Signage	0.00	0.00	500.00	(500.00)	0%
21 Telecommunications & Internet	0.00	301.45	350.00	(48.55)	86%
22 Utilities	75.62	304.51	200.00	104.51	152%
23 Wages-Town Manager	0.00	0.00	14,790.00	(14,790.00)	0%
24 Wages-Administrator	0.00	0.00	9,751.20	(9,751.20)	0%
25 Wages-Asst. Administrator	0.00	0.00	2,500.00	(2,500.00)	0%
26 Wages-Beach Attendants	0.00	5,688.29	13,000.00	(7,311.71)	44%
27 Wages-Groundskeeper	0.00	0.00	12,000.00	(12,000.00)	0%
28 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	2,602.06	(2,602.06)	0%
Total General and Administrative	8,573.06	60,793.66	136,958.62	(76,164.96)	
Capital Expenditures					
Clubhouse Improvements	0.00	0.00	372.38	(372.38)	
Beaches and Park Improvements	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	372.38	(372.38)	
Total Expenditures	8,573.06	60,793.66	137,331.00	(76,537.34)	
Net Income (Loss)	4,929.55	51,964.73	0.00	51,964.73	

Cape St. Claire Improvement Association, Inc.
Profit Loss - Piers & Maintenance
February 28, 2021 - Final

	February Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	2,457.50	24,533.50	40,000.00	(15,466.50)	61%
BLOA Contribution	0.00	0.00	5,079.00	(5,079.00)	0%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	7,359.00	18,304.74	25,000.00	(6,695.26)	73%
Grant	0.00	50,000.00	0.00	50,000.00	
HOA Packets	1,200.00	9,900.00	10,500.00	(600.00)	94%
Interest Income	2.16	58.40	100.00	(41.60)	58%
Late Fees	305.00	1,745.02	5,600.00	(3,854.98)	31%
Miscellaneous Income	675.00	2,076.00	4,300.00	(2,224.00)	48%
Clubhouse - Rental Income	1,000.00	5,000.00	42,000.00	(37,000.00)	12%
Rentals/ Slips	39,400.00	47,670.00	99,040.00	(51,370.00)	48%
Piers - Capital Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Wait List Fee	100.00	2,700.00	1,500.00	1,200.00	180%
Stickers	605.00	1,275.00	2,000.00	(725.00)	64%
Total Income	53,103.66	163,262.66	251,206.00	(87,943.34)	
Expense					
General and Administrative					
1 Accounting Fees	214.50	1,501.50	3,500.00	(1,998.50)	43%
2 Audit Expenses	0.00	0.00	3,000.00	(3,000.00)	0%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper/Print/Contract&Postage	0.00	0.00	20,600.00	(20,600.00)	0%
5 Clubhouse Custodial Svcs	1,609.08	13,508.64	14,000.00	(491.36)	96%
6 Front Foot Assessment	0.00	1,170.00	1,170.00	0.00	100%
7 Insurance	3,800.00	7,723.89	21,000.00	(13,276.11)	37%
8 Legal Services	2,803.90	32,056.13	5,000.00	27,056.13	641%
9 Membrshp(Confrence/Training/Dues)	0.00	0.00	800.00	(800.00)	0%
10 Voluntr Apprec(Refreshments/Misc)	93.66	98.66	600.00	(501.34)	16%
11 Events	0.00	0.00	500.00	(500.00)	0%
12 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
13 Office Supplies/Expense	0.00	110.00	2,000.00	(1,890.00)	6%
14 Payroll Expenses & Benefits	13.64	622.28	9,001.36	(8,379.08)	7%
15 Permits	0.00	850.00	750.00	100.00	113%
16 Postage	0.00	1,161.00	2,000.00	(839.00)	58%
17 Printing	0.00	2,064.03	2,100.00	(35.97)	98%
18 Property Taxes	0.00	1,498.72	2,000.00	(501.28)	75%
19 Repairs/Maintenance	72.00	4,479.10	30,224.00	(25,744.90)	15%
20 Sanitary Services	0.00	0.00	1,250.00	(1,250.00)	0%
21 Sewer	0.00	0.00	250.00	(250.00)	0%
22 Signage	0.00	0.00	1,500.00	(1,500.00)	0%
23 Telecommunications & Internet	600.00	5,344.28	8,350.00	(3,005.72)	64%
24 Trash Collection	0.00	0.00	250.00	(250.00)	0%
25 Utilities	1,469.29	6,286.60	14,200.00	(7,913.40)	44%
26 Wages-Town Manager	0.00	0.00	19,890.00	(19,890.00)	0%
27 Wages-Administrator	0.00	0.00	14,851.20	(14,851.20)	0%
28 Wages-Asst. Administrator	119.63	1,562.52	5,500.00	(3,937.48)	28%
29 Wages-Beach Attendant	0.00	5,688.29	13,000.00	(7,311.71)	44%
30 Wages-Groundskeeper	0.00	0.00	12,000.00	(12,000.00)	0%
31 Wages-Handyman	40.50	568.52	4,000.00	(3,431.48)	14%
32 Wage/Salary Defined Criteria Bosun	0.00	0.00	3,462.06	(3,462.06)	0%
33 Website	0.00	6.33	0.00	6.33	
Total General and Administrative	10,836.20	86,300.49	217,798.62	(131,498.13)	
Capital Expenditures					
Beaches and Park Improvements	0.00	0.00	0.00	0.00	0%
Clubhouse Improvements	0.00	0.00	372.38	(372.38)	0%
Piers Replacement Project	0.00	0.00	13,035.00	(13,035.00)	0%
Piers Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	0.00	0.00	33,407.38	(33,407.38)	
Total Expenditures	10,836.20	86,300.49	251,206.00	(164,905.51)	
Net Income (Loss)	42,267.46	76,962.17	0.00	76,962.17	

Cape St. Claire Improvement Association, Inc.

Profit Loss - SCBD

February 28, 2021 - Final

	February Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
SCBD/Fees	0.00	259,681.51	450,645.00	-190,963.49	58%
Interest Income	0.00	0.00	20.00	-20.00	0%
Rollover from FY19	0.00	0.00	18,059.46	-18,059.46	0%
Total Income	0.00	259,681.51	468,724.46	-209,042.95	
Expense					
General and Administrative					
1 Accounting Fees	335.50	2,348.50	5,500.00	-3,151.50	43%
2 Audit Expenses	0.00	3,750.00	5,300.00	-1,550.00	71%
3 Bank Charges	36.00	36.00	0.00	36.00	
4 Caper Print/Edit/Contract&Postage	3,621.21	23,138.77	30,900.00	-7,761.23	75%
5 Collection Fee-AA County	0.00	0.00	2,000.00	-2,000.00	0%
6 Contract Labor	0.00	800.00	1,000.00	-200.00	80%
7 Clubhouse Custodial Services	0.00	0.00	2,500.00	-2,500.00	0%
8 Insurance	124.83	18,708.33	19,000.00	-291.67	98%
9 Legal Services	0.00	10,000.00	10,000.00	0.00	100%
10 Membrshp(Confernce/Training/Dues)	0.00	400.00	1,300.00	-900.00	31%
11 Voluntr Apprec(Refreshments/Misc)	0.00	500.00	500.00	0.00	100%
12 Events	0.00	200.00	1,525.00	-1,325.00	13%
13 Mowing	0.00	11,360.00	14,000.00	-2,640.00	81%
14 Office Supplies/Expense	133.45	2,293.16	5,000.00	-2,706.84	46%
15 Payroll Expenses & Benefits	2,179.17	20,705.78	23,178.84	-2,473.06	89%
16 Permits	0.00	500.00	500.00	0.00	100%
17 Postage	0.00	3,303.90	3,500.00	-196.10	94%
18 Printing	0.00	1,417.35	4,000.00	-2,582.65	35%
19 Property Taxes	232.57	3,223.59	4,350.00	-1,126.41	74%
20 Repairs/Maintenance	0.00	21,292.65	31,000.00	-9,707.35	69%
21 Sanitary Services	0.00	6,954.64	8,000.00	-1,045.36	87%
22 Sewer	0.00	216.90	500.00	-283.10	43%
23 Signage	0.00	0.00	600.00	-600.00	0%
24 Telecommunications & Internet	0.00	851.31	3,700.00	-2,848.69	23%
25 Trash Collection	0.00	3,592.76	5,000.00	-1,407.24	72%
26 Utilities	1,365.58	6,315.78	10,000.00	-3,684.22	63%
27 Vehicle Fuel & Maintenance	0.00	58.86	2,000.00	-1,941.14	3%
28 Wages-Town Manager	6,120.02	55,669.88	59,670.00	-4,000.12	93%
29 Wages-Administrator	3,907.57	35,570.04	36,148.80	-578.76	98%
30 Wages-Asst Administrator	229.31	2,065.30	3,000.00	-934.70	69%
31 Wages-Asst Admin (Mtg Spt)	150.00	1,650.00	2,400.00	-750.00	69%
32 Wages-Beach Attendant	0.00	13,492.66	13,500.00	-7.34	100%
34 Wages-Custodial Services	0.00	0.00	2,080.00	-2,080.00	0%
35 Wages-Groundskeeper	429.07	6,495.63	15,500.00	-9,004.37	42%
36 Wages-Security Patrol	2,638.00	23,081.50	46,000.00	-22,918.50	50%
37 Wage/Salary Annual Def Criteria Bonus	0.00	0.00	6,614.94	-6,614.94	0%
38 Website/Technology	0.00	2,097.42	3,000.00	-902.58	70%
Total General and Administrative	21,502.28	282,090.71	382,767.58	-100,676.87	
Capital Expenditures					
Beaches & Parks Improvements	0.00	0.00	5,400.00	-5,400.00	0%
Clubhouse Improvements	0.00	2,983.00	5,556.88	-2,573.88	54%
Shoreline Erosion Restoration	45,198.22	49,682.28	75,000.00	-25,317.72	66%
Total Capital Expenditures	45,198.22	52,665.28	85,956.88	-33,291.60	
Total Expenditures	66,700.50	334,755.99	468,724.46	-133,968.47	
Net Income (Loss)	-66,700.50	-75,074.48	0.00	-75,074.48	

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

Balance Sheet

As of February 28, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	69,439.87
Payroll Checking - BB&T	1,334.03
Total Checking Accounts	70,773.90
Money Market Accounts	
Maintenance MM - BB&T	147,559.85
Piers MM - BB&T	143,604.52
Piers Capital Improvement - BB&T	13,035.00
Total Piers MM - BB&T	156,639.52
Total Money Market Accounts	304,199.37
Petty Cash	
Maintenance	250.00
Total Petty Cash	250.00
Total Bank Accounts	\$375,223.27
Accounts Receivable	
Accounts Receivable	1,410.33
Total Accounts Receivable	\$1,410.33
Other Current Assets	
Due From SCBD	155.80
Undeposited Funds	1,187.37
Total Other Current Assets	\$1,343.17
Total Current Assets	\$377,976.77

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

Balance Sheet As of February 28, 2021

	TOTAL
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	
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	
Total Fixed Assets	\$184,248.32
Other Assets	307,172.50
WIP - Shoreline Restoration Project	\$307,172.50
Total Other Assets	\$869,397.59
TOTAL ASSETS	

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

Balance Sheet As of February 28, 2021

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	53.00
A/P - State Income Tax	236.00
Grants	-2,071.47
Payroll Liabilities	1,147.12
Prepaid Advertising	685.00
Prepaid Maintenance Fees	350.01
Security Deposit Clubhouse	\$399.66
Total Other Current Liabilities	\$399.66
Total Current Liabilities	\$399.66
Long-Term Liabilities	307,172.50
N/P - BB&T	\$307,172.50
Total Long-Term Liabilities	\$307,572.16
Total Liabilities	\$307,572.16
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	448,653.09
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24
Retained Earnings	12,166.17
Net Income	76,962.17
Total Equity	\$561,825.43
TOTAL LIABILITIES AND EQUITY	\$869,397.59

SCBD - Cape St. Claire Improvement Association

Balance Sheet
As of February 28, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Cash Held by the County	223.89
Checking Accounts	
BB&T Checking -7627	6,461.47
SCBD Checking - BB&T	135,863.43
Total Checking Accounts	142,324.90
Total Bank Accounts	\$142,548.79
Total Current Assets	\$142,548.79
TOTAL ASSETS	\$142,548.79
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Cape St. Claire	-480.00
Total Other Current Liabilities	\$ -480.00
Total Current Liabilities	\$ -480.00
Total Liabilities	\$ -480.00
Equity	
Net Assets-SCBD	161,446.47
Retained Earnings	56,656.80
Net Income	-75,074.48
Total Equity	\$143,028.79
TOTAL LIABILITIES AND EQUITY	\$142,548.79

Cape St. Claire Improvement Association, Inc.

Profit & Loss - Piers

March 31, 2021 - Final

	March Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Interest Income	1.57	35.84	0.00	35.84	
Late Fees	100.00	100.00	100.00	0.00	100%
Miscellaneous Income	50.00	150.00	200.00	(50.00)	75%
Piers - Capital Replacement Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Waitlist Fee	400.00	3,100.00	1,500.00	1,600.00	207%
Rentals/ Slips	52,685.00	100,505.00	99,040.00	1,465.00	101%
Total Income	53,236.57	103,890.84	113,875.00	(9,984.16)	
Expense					
General and Administrative					
1 Accounting Fees	95.70	765.60	1,500.00	(734.40)	51%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Front Foot Assessment	0.00	1,170.00	1,170.00	0.00	100%
4 Insurance	0.00	3,807.25	8,000.00	(4,192.75)	48%
5 Legal Services	0.00	137.60	3,000.00	(2,862.40)	5%
6 Membrshp(Confernce/Training/Dues)	0.00	0.00	150.00	(150.00)	0%
7 Voluntr Apprec(Refreshments/Misc)	0.00	0.00	500.00	(500.00)	0%
8 Office Supplies/Expense	0.00	0.00	500.00	(500.00)	0%
9 Payroll Expenses & Benefits	38.06	217.58	2,236.00	(2,018.42)	10%
10 Permits	0.00	850.00	250.00	600.00	340%
11 Postage	0.00	279.00	500.00	(221.00)	56%
12 Printing	0.00	64.03	100.00	(35.97)	64%
13 Property Taxes	0.00	1,498.72	1,900.00	(401.28)	79%
14 Repairs/Maintenance	0.00	3,688.52	17,724.00	(14,035.48)	21%
15 Sanitary Services	0.00	0.00	250.00	(250.00)	0%
16 Sewer	0.00	0.00	250.00	(250.00)	0%
17 Signage	0.00	0.00	1,000.00	(1,000.00)	0%
18 Telecommunications & Internet	44.17	5,087.00	8,000.00	(2,913.00)	64%
19 Trash Collection	0.00	0.00	250.00	(250.00)	0%
20 Utilities	0.00	5,982.09	14,000.00	(8,017.91)	43%
21 Wages-Town Manager	0.00	0.00	5,100.00	(5,100.00)	0%
22 Wages-Administrator	0.00	0.00	5,100.00	(5,100.00)	0%
23 Wages-Asst. Administrator	384.26	1,946.78	3,000.00	(1,053.22)	65%
24 Wages-Handyman	60.75	629.27	4,000.00	(3,370.73)	16%
25 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	860.00	(860.00)	0%
26 Web Site	0.00	6.33	0.00	6.33	
Total General and Administrative	622.94	26,129.77	80,840.00	(54,710.23)	32%
Capital Expenditures					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	0.00	0.00	33,035.00	(33,035.00)	
Total Expenditures	622.94	26,129.77	113,875.00	(87,745.23)	
Net Income (Loss)	52,613.63	77,761.07	0.00	77,761.07	

Cape St. Claire Improvement Association, Inc.
Profit & Loss - Maintenance, Caper, Clubhouse
March 31, 2021 - Final

	March Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	3,480.00	28,013.50	40,000.00	(11,986.50)	70%
BLOA Contribution	2,500.00	2,500.00	5,079.00	(2,579.00)	49%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	4,450.00	22,604.74	25,000.00	(2,395.26)	90%
Grant	0.00	50,000.00	0.00	50,000.00	
HOA Packets	750.00	10,650.00	10,500.00	150.00	101%
Interest Income	1.23	25.36	100.00	(74.64)	25%
Late Fees	1,935.00	3,680.02	5,500.00	(1,819.98)	67%
Miscellaneous Income	205.00	2,181.00	4,100.00	(1,919.00)	53%
Clubhouse - Rental Income	944.17	5,944.17	42,000.00	(36,055.83)	14%
Stickers	375.00	1,650.00	2,000.00	(350.00)	83%
Total Income	14,640.40	127,248.79	137,331.00	(10,082.21)	
Expense					
General and Administrative					
1 Accounting Fees	118.80	950.40	2,000.00	(1,049.60)	48%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper Print/Edit/Contract&Postage	0.00	0.00	20,600.00	(20,600.00)	0%
5 Clubhouse Custodial Svcs	1,927.08	15,435.72	14,000.00	1,435.72	110%
6 Insurance	(3,321.25)	595.39	13,000.00	(12,404.61)	5%
7 Legal Services	3,245.60	35,164.13	2,000.00	33,164.13	1758%
8 Membrshp(Confernce/Training/Dues)	0.00	0.00	650.00	(650.00)	0%
9 Voluntr Apprec(Refreshments/Misc)	0.00	98.66	100.00	(1.34)	99%
10 Events	0.00	0.00	500.00	(500.00)	0%
11 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
12 Office Supplies/Expense	0.00	110.00	1,500.00	(1,390.00)	7%
13 Payroll Expenses & Benefits	1,144.26	1,587.02	6,765.36	(5,178.34)	23%
14 Permits	0.00	0.00	500.00	(500.00)	0%
15 Postage	0.00	882.00	1,500.00	(618.00)	59%
16 Printing	0.00	2,000.00	2,000.00	0.00	100%
17 Property Taxes	0.00	0.00	100.00	(100.00)	0%
18 Repairs/Maintenance	249.30	1,039.88	12,500.00	(11,460.12)	8%
19 Sanitary Services	0.00	0.00	1,000.00	(1,000.00)	0%
20 Signage	0.00	0.00	500.00	(500.00)	0%
21 Telecommunications & Internet	35.58	337.03	350.00	(12.97)	96%
22 Utilities	0.00	304.51	200.00	104.51	152%
23 Wages-Town Manager	2,119.90	2,119.90	14,790.00	(12,670.10)	14%
24 Wages-Administrator	3,476.25	3,476.25	9,751.20	(6,274.95)	36%
25 Wages-Asst. Administrator	0.00	0.00	2,500.00	(2,500.00)	0%
26 Wages-Beach Attendants	0.00	5,688.29	13,000.00	(7,311.71)	44%
27 Wages-Groundskeeper	0.00	0.00	12,000.00	(12,000.00)	0%
28 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	2,602.06	(2,602.06)	0%
Total General and Administrative	8,995.52	69,789.18	136,958.62	(67,169.44)	
Capital Expenditures					
Clubhouse Improvements	0.00	0.00	372.38	(372.38)	
Beaches and Park Improvements	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	372.38	(372.38)	
Total Expenditures	8,995.52	69,789.18	137,331.00	(67,541.82)	
Net Income (Loss)	5,644.88	57,459.61	0.00	57,459.61	

Cape St. Claire Improvement Association, Inc.
Profit Loss - Piers & Maintenance
March 31, 2021 - Final

	March Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	3,480.00	28,013.50	40,000.00	(11,986.50)	70%
BLOA Contribution	2,500.00	2,500.00	5,079.00	(2,579.00)	49%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	4,450.00	22,604.74	25,000.00	(2,395.26)	90%
Grant	0.00	50,000.00	0.00	50,000.00	
HOA Packets	750.00	10,650.00	10,500.00	150.00	101%
Interest Income	2.80	61.20	100.00	(38.80)	61%
Late Fees	2,035.00	3,780.02	5,600.00	(1,819.98)	68%
Miscellaneous Income	255.00	2,331.00	4,300.00	(1,969.00)	54%
Clubhouse - Rental Income	944.17	5,944.17	42,000.00	(36,055.83)	14%
Rentals/ Slips	52,685.00	100,505.00	99,040.00	1,465.00	101%
Piers - Capital Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Wait List Fee	400.00	3,100.00	1,500.00	1,600.00	207%
Stickers	375.00	1,650.00	2,000.00	(350.00)	83%
Total Income	67,876.97	231,139.63	251,206.00	(20,066.37)	
Expense					
General and Administrative					
1 Accounting Fees	214.50	1,716.00	3,500.00	(1,784.00)	49%
2 Audit Expenses	0.00	0.00	3,000.00	(3,000.00)	0%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper/Print/Contract&Postage	0.00	0.00	20,600.00	(20,600.00)	0%
5 Clubhouse Custodial Svcs	1,927.08	15,435.72	14,000.00	1,435.72	110%
6 Front Foot Assessment	0.00	1,170.00	1,170.00	0.00	100%
7 Insurance	(3,321.25)	4,402.64	21,000.00	(16,597.36)	21%
8 Legal Services	3,245.60	35,301.73	5,000.00	30,301.73	706%
9 Membrshp(Confrence/Training/Dues)	0.00	0.00	800.00	(800.00)	0%
10 Voluntr Apprec(Refreshments/Misc)	0.00	98.66	600.00	(501.34)	16%
11 Events	0.00	0.00	500.00	(500.00)	0%
12 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
13 Office Supplies/Expense	0.00	110.00	2,000.00	(1,890.00)	6%
14 Payroll Expenses & Benefits	1,182.32	1,804.60	9,001.36	(7,196.76)	20%
15 Permits	0.00	850.00	750.00	100.00	113%
16 Postage	0.00	1,161.00	2,000.00	(839.00)	58%
17 Printing	0.00	2,064.03	2,100.00	(35.97)	98%
18 Property Taxes	0.00	1,498.72	2,000.00	(501.28)	75%
19 Repairs/Maintenance	249.30	4,728.40	30,224.00	(25,495.60)	16%
20 Sanitary Services	0.00	0.00	1,250.00	(1,250.00)	0%
21 Sewer	0.00	0.00	250.00	(250.00)	0%
22 Signage	0.00	0.00	1,500.00	(1,500.00)	0%
23 Telecommunications & Internet	79.75	5,424.03	8,350.00	(2,925.97)	65%
24 Trash Collection	0.00	0.00	250.00	(250.00)	0%
25 Utilities	0.00	6,286.60	14,200.00	(7,913.40)	44%
26 Wages-Town Manager	2,119.90	2,119.90	19,890.00	(17,770.10)	11%
27 Wages-Administrator	3,476.25	3,476.25	14,851.20	(11,374.95)	23%
28 Wages-Asst. Administrator	384.26	1,946.78	5,500.00	(3,553.22)	35%
29 Wages-Beach Attendant	0.00	5,688.29	13,000.00	(7,311.71)	44%
30 Wages-Groundskeeper	0.00	0.00	12,000.00	(12,000.00)	0%
31 Wages-Handyman	60.75	629.27	4,000.00	(3,370.73)	16%
32 Wage/Salary Defined Criteria Bosun	0.00	0.00	3,462.06	(3,462.06)	0%
33 Website	0.00	6.33	0.00	6.33	
Total General and Administrative	9,618.46	95,918.95	217,798.62	(121,879.67)	
Capital Expenditures					
Beaches and Park Improvements	0.00	0.00	0.00	0.00	0%
Clubhouse Improvements	0.00	0.00	372.38	(372.38)	0%
Piers Replacement Project	0.00	0.00	13,035.00	(13,035.00)	0%
Piers Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	0.00	0.00	33,407.38	(33,407.38)	
Total Expenditures	9,618.46	95,918.95	251,206.00	(155,287.05)	
Net Income (Loss)	58,258.51	135,220.68	0.00	135,220.68	

Cape St. Claire Improvement Association, Inc.

Profit Loss - SCBD

March 31, 2021 - Final

	March Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
SCBD/Fees	180,984.34	440,665.85	450,645.00	-9,979.15	98%
Interest Income	0.00	0.00	20.00	-20.00	0%
Rollover from FY19	0.00	0.00	18,059.46	-18,059.46	0%
Total Income	180,984.34	440,665.85	468,724.46	-28,058.61	
Expense					
General and Administrative					
1 Accounting Fees	335.50	2,684.00	5,500.00	-2,816.00	49%
2 Audit Expenses	0.00	3,750.00	5,300.00	-1,550.00	71%
3 Bank Charges	0.00	36.00	0.00	36.00	
4 Caper Print/Edit/Contract&Postage	0.00	23,138.77	30,900.00	-7,761.23	75%
5 Collection Fee-AA County	0.00	0.00	2,000.00	-2,000.00	0%
6 Contract Labor	0.00	800.00	1,000.00	-200.00	80%
7 Clubhouse Custodial Services	0.00	0.00	2,500.00	-2,500.00	0%
8 Insurance	291.67	19,000.00	19,000.00	0.00	100%
9 Legal Services	0.00	10,000.00	10,000.00	0.00	100%
10 Membrshp(Confernce/Training/Dues)	30.00	430.00	1,300.00	-870.00	33%
11 Voluntr Apprec(Refreshments/Misc)	0.00	500.00	500.00	0.00	100%
12 Events	0.00	200.00	1,525.00	-1,325.00	13%
13 Mowing	0.00	11,360.00	14,000.00	-2,640.00	81%
14 Office Supplies/Expense	526.25	2,819.41	5,000.00	-2,180.59	56%
15 Payroll Expenses & Benefits	1,016.73	21,722.51	23,178.84	-1,456.33	94%
16 Permits	0.00	500.00	500.00	0.00	100%
17 Postage	0.00	3,303.90	3,500.00	-196.10	94%
18 Printing	0.00	1,417.35	4,000.00	-2,582.65	35%
19 Property Taxes	0.00	3,223.59	4,350.00	-1,126.41	74%
20 Repairs/Maintenance	61.41	21,354.06	31,000.00	-9,645.94	69%
21 Sanitary Services	942.00	7,896.64	8,000.00	-103.36	99%
22 Sewer	108.45	325.35	500.00	-174.65	65%
23 Signage	0.00	0.00	600.00	-600.00	0%
24 Telecommunications & Internet	124.73	976.04	3,700.00	-2,723.96	26%
25 Trash Collection	459.54	4,052.30	5,000.00	-947.70	81%
26 Utilities	0.00	6,315.78	10,000.00	-3,684.22	63%
27 Vehicle Fuel & Maintenance	0.00	58.86	2,000.00	-1,941.14	3%
28 Wages-Town Manager	4,000.12	59,670.00	59,670.00	0.00	100%
29 Wages-Administrator	566.50	36,136.54	36,148.80	-12.26	100%
30 Wages-Asst Administrator	180.88	2,246.18	3,000.00	-753.82	75%
31 Wages-Asst Admin (Mtg Spt)	150.00	1,800.00	2,400.00	-600.00	75%
32 Wages-Beach Attendant	0.00	13,492.66	13,500.00	-7.34	100%
34 Wages-Custodial Services	0.00	0.00	2,080.00	-2,080.00	0%
35 Wages-Groundskeeper	398.69	6,894.32	15,500.00	-8,605.68	44%
36 Wages-Security Patrol	3,388.00	26,469.50	46,000.00	-19,530.50	58%
37 Wage/Salary Annual Def Criteria Bonus	0.00	0.00	6,614.94	-6,614.94	0%
38 Website/Technology	0.00	2,097.42	3,000.00	-902.58	70%
Total General and Administrative	12,580.47	294,671.18	382,767.58	-88,096.40	
Capital Expenditures					
Beaches & Parks Improvements	0.00	0.00	5,400.00	-5,400.00	0%
Clubhouse Improvements	0.00	2,983.00	5,556.88	-2,573.88	54%
Shoreline Erosion Restoration	927.25	50,609.53	75,000.00	-24,390.47	67%
Total Capital Expenditures	927.25	53,592.53	85,956.88	-32,364.35	
Total Expenditures	13,507.72	348,263.71	468,724.46	-120,460.75	
Net Income (Loss)	167,476.62	92,402.14	0.00	92,402.14	

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

Balance Sheet
As of March 31, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Checking Accounts	73,391.17
General Checking - BB&T	1,210.62
Payroll Checking - BB&T	74,601.79
Total Checking Accounts	
Money Market Accounts	140,805.67
Maintenance MM - BB&T	205,985.15
Piers MM - BB&T	13,035.00
Piers Capital Improvement - BB&T	219,020.15
Total Piers MM - BB&T	359,825.82
Total Money Market Accounts	
Petty Cash	250.00
Maintenance	250.00
Total Petty Cash	\$434,677.61
Total Bank Accounts	
Accounts Receivable	1,410.33
Accounts Receivable	\$1,410.33
Total Accounts Receivable	
Other Current Assets	155.80
Due From SCBD	1,487.37
Undeposited Funds	\$1,643.17
Total Other Current Assets	\$437,731.11
Total Current Assets	

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

Balance Sheet
As of March 31, 2021

	TOTAL
Fixed Assets	
Maintenance	0.00
Accumulated Depreciation	-64,181.58
Equipment	25,570.51
Furniture & Fixtures	2,000.00
Improvements	4,707.00
Land	105,027.20
Paving/Walls	35,607.28
Total Maintenance	108,730.41
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
Total Membership	23,634.27
Piers	
Accumulated Depreciation	-168,424.00
Buildings & Piers	220,307.64
Total Piers	51,883.64
Total Fixed Assets	\$184,248.32
Other Assets	
WIP - Shoreline Restoration Project	557,172.50
Total Other Assets	\$557,172.50
TOTAL ASSETS	\$1,179,151.93

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

Balance Sheet
As of March 31, 2021

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	53.00
A/P - State Income Tax	236.00
Grants	-2,071.47
Payroll Liabilities	1,147.12
Prepaid Advertising	685.00
Prepaid Maintenance Fees	1,845.84
Security Deposit Clubhouse	\$1,895.49
Total Other Current Liabilities	\$1,895.49
Total Current Liabilities	\$1,895.49
Long-Term Liabilities	557,172.50
N/P - BB&T	\$557,172.50
Total Long-Term Liabilities	\$559,067.99
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	
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24
Retained Earnings	12,166.17
Net Income	135,220.68
Total Equity	\$620,083.94
TOTAL LIABILITIES AND EQUITY	\$1,179,151.93

SCBD - Cape St. Claire Improvement Association

Balance Sheet
As of March 31, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Cash Held by the County	223.89
Checking Accounts	
BB&T Checking -7627	5,534.22
SCBD Checking - BB&T	304,267.30
Total Checking Accounts	309,801.52
Total Bank Accounts	\$310,025.41
Total Current Assets	\$310,025.41
TOTAL ASSETS	\$310,025.41
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Cape St. Claire	-480.00
Total Other Current Liabilities	\$ -480.00
Total Current Liabilities	\$ -480.00
Total Liabilities	\$ -480.00
Equity	
Net Assets-SCBD	161,446.47
Retained Earnings	56,656.80
Net Income	92,402.14
Total Equity	\$310,505.41
TOTAL LIABILITIES AND EQUITY	\$310,025.41

Cape St. Claire Improvement Association, Inc.

Profit & Loss - Piers

April 30, 2021 - Final

	April Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Interest Income	1.80	37.64	0.00	37.64	
Late Fees	110.00	210.00	100.00	110.00	210%
Miscellaneous Income	50.00	200.00	200.00	0.00	100%
Piers - Capital Replacement Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Waitlist Fee	300.00	3,400.00	1,500.00	1,900.00	227%
Rentals/ Slips	2,365.00	102,870.00	99,040.00	3,830.00	104%
Total Income	2,826.80	106,717.64	113,875.00	(7,157.36)	
Expense					
General and Administrative					
1 Accounting Fees	95.70	861.30	1,500.00	(638.70)	57%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Front Foot Assessment	0.00	1,170.00	1,170.00	0.00	100%
4 Insurance	(129.99)	3,677.26	8,000.00	(4,322.74)	46%
5 Legal Services	0.00	137.60	3,000.00	(2,862.40)	5%
6 Membrshp(Confernce/Training/Dues)	0.00	0.00	150.00	(150.00)	0%
7 Voluntr Apprec(Refreshments/Misc)	0.00	0.00	500.00	(500.00)	0%
8 Office Supplies/Expense	0.00	0.00	500.00	(500.00)	0%
9 Payroll Expenses & Benefits	46.60	264.18	2,236.00	(1,971.82)	12%
10 Permits	0.00	850.00	250.00	600.00	340%
11 Postage	0.00	279.00	500.00	(221.00)	56%
12 Printing	0.00	64.03	100.00	(35.97)	64%
13 Property Taxes	0.00	1,498.72	1,900.00	(401.28)	79%
14 Repairs/Maintenance	117.07	3,805.59	17,724.00	(13,918.41)	21%
15 Sanitary Services	250.00	250.00	250.00	0.00	100%
16 Sewer	0.00	0.00	250.00	(250.00)	0%
17 Signage	0.00	0.00	1,000.00	(1,000.00)	0%
18 Telecommunications & Internet	635.09	5,722.09	8,000.00	(2,277.91)	72%
19 Trash Collection	0.00	0.00	250.00	(250.00)	0%
20 Utilities	1,464.93	7,447.02	14,000.00	(6,552.98)	53%
21 Wages-Town Manager	0.00	0.00	5,100.00	(5,100.00)	0%
22 Wages-Administrator	0.00	0.00	5,100.00	(5,100.00)	0%
23 Wages-Asst. Administrator	445.88	2,392.66	3,000.00	(607.34)	80%
24 Wages-Handyman	0.00	629.27	4,000.00	(3,370.73)	16%
25 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	860.00	(860.00)	0%
26 Web Site	0.00	6.33	0.00	6.33	
Total General and Administrative	2,925.28	29,055.05	80,840.00	(51,784.95)	36%
Capital Expenditures					
Piers Replacement/Repair	0.00	0.00	13,035.00	(13,035.00)	0%
Pier Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	0.00	0.00	33,035.00	(33,035.00)	
Total Expenditures	2,925.28	29,055.05	113,875.00	(84,819.95)	
Net Income (Loss)	(98.48)	77,662.59	0.00	77,662.59	

Cape St. Claire Improvement Association, Inc.
Profit & Loss - Maintenance, Caper, Clubhouse
April 30, 2021 - Final

	April Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	2,055.00	30,073.50	40,000.00	(9,926.50)	75%
BLOA Contribution	0.00	2,500.00	5,079.00	(2,579.00)	49%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	1,185.00	23,834.74	25,000.00	(1,165.26)	95%
Grant	0.00	50,000.00	0.00	50,000.00	
HOA Packets	1,350.00	12,000.00	10,500.00	1,500.00	114%
Interest Income	1.02	26.38	100.00	(73.62)	26%
Late Fees	1,095.00	4,775.02	5,500.00	(724.98)	87%
Miscellaneous Income	1,250.00	3,431.00	4,100.00	(669.00)	84%
Clubhouse - Rental Income	2,075.00	8,019.17	42,000.00	(33,980.83)	19%
Stickers	100.00	1,750.00	2,000.00	(250.00)	88%
Total Income	9,111.02	136,409.81	137,331.00	(921.19)	
Expense					
General and Administrative					
1 Accounting Fees	118.80	1,069.20	2,000.00	(930.80)	53%
2 Audit Expenses	0.00	0.00	1,500.00	(1,500.00)	0%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper Print/Edit/Contract&Postage	0.00	0.00	20,600.00	(20,600.00)	0%
5 Clubhouse Custodial Svcs	1,609.08	17,044.80	14,000.00	3,044.80	122%
6 Insurance	482.79	1,078.18	13,000.00	(11,921.82)	8%
7 Legal Services	1,802.70	36,966.83	2,000.00	34,966.83	1848%
8 Membrshp(Confernce/Training/Dues)	0.00	0.00	650.00	(650.00)	0%
9 Voluntr Apprec(Refreshments/Misc)	0.00	98.66	100.00	(1.34)	99%
10 Events	0.00	0.00	500.00	(500.00)	0%
11 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
12 Office Supplies/Expense	0.00	110.00	1,500.00	(1,390.00)	7%
13 Payroll Expenses & Benefits	2,616.02	4,203.04	6,765.36	(2,562.32)	62%
14 Permits	0.00	0.00	500.00	(500.00)	0%
15 Postage	935.00	1,817.00	1,500.00	317.00	121%
16 Printing	0.00	2,000.00	2,000.00	0.00	100%
17 Property Taxes	0.00	0.00	100.00	(100.00)	0%
18 Repairs/Maintenance	261.74	1,301.62	12,500.00	(11,198.38)	10%
19 Sanitary Services	588.64	588.64	1,000.00	(411.36)	59%
20 Signage	0.00	0.00	500.00	(500.00)	0%
21 Telecommunications & Internet	43.56	380.59	350.00	30.59	109%
22 Utilities	50.76	355.27	200.00	155.27	178%
23 Wages-Town Manager	6,120.02	8,239.92	14,790.00	(6,550.08)	56%
24 Wages-Administrator	3,971.94	7,448.19	9,751.20	(2,303.01)	76%
25 Wages-Asst. Administrator	0.00	0.00	2,500.00	(2,500.00)	0%
26 Wages-Beach Attendants	0.00	5,688.29	13,000.00	(7,311.71)	44%
27 Wages-Groundskeeper	0.00	0.00	12,000.00	(12,000.00)	0%
28 Wage/Salary Annual Defined Criteria Bonus	0.00	0.00	2,602.06	(2,602.06)	0%
Total General and Administrative	18,601.05	88,390.23	136,958.62	(48,568.39)	
Capital Expenditures					
Clubhouse Improvements	0.00	0.00	372.38	(372.38)	
Beaches and Park Improvements	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	372.38	(372.38)	
Total Expenditures	18,601.05	88,390.23	137,331.00	(48,940.77)	
Net Income (Loss)	(9,490.03)	48,019.58	0.00	48,019.58	

Cape St. Claire Improvement Association, Inc.
Profit Loss - Piers & Maintenance
April 30, 2021 - Final

	April Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
Caper Advertising	2,055.00	30,073.50	40,000.00	(9,926.50)	75%
BLOA Contribution	0.00	2,500.00	5,079.00	(2,579.00)	49%
CSSC Contribution	0.00	0.00	3,052.00	(3,052.00)	0%
Maintenance Fees	1,185.00	23,834.74	25,000.00	(1,165.26)	95%
Grant	0.00	50,000.00	0.00	50,000.00	
HOA Packets	1,350.00	12,000.00	10,500.00	1,500.00	114%
Interest Income	2.82	64.02	100.00	(35.98)	64%
Late Fees	1,205.00	4,985.02	5,600.00	(614.98)	89%
Miscellaneous Income	1,300.00	3,631.00	4,300.00	(669.00)	84%
Clubhouse - Rental Income	2,075.00	8,019.17	42,000.00	(33,980.83)	19%
Rentals/ Slips	2,365.00	102,870.00	99,040.00	3,830.00	104%
Piers - Capital Assessment	0.00	0.00	13,035.00	(13,035.00)	0%
Piers - Wait List Fee	300.00	3,400.00	1,500.00	1,900.00	227%
Stickers	100.00	1,750.00	2,000.00	(250.00)	88%
Total Income	11,937.82	243,127.45	251,206.00	(8,078.55)	
Expense					
General and Administrative					
1 Accounting Fees	214.50	1,930.50	3,500.00	(1,569.50)	55%
2 Audit Expenses	0.00	0.00	3,000.00	(3,000.00)	0%
3 Bank Charges	0.00	0.00	50.00	(50.00)	0%
4 Caper/Print/Contract&Postage	0.00	0.00	20,600.00	(20,600.00)	0%
5 Clubhouse Custodial Svcs	1,609.08	17,044.80	14,000.00	3,044.80	122%
6 Front Foot Assessment	0.00	1,170.00	1,170.00	0.00	100%
7 Insurance	352.80	4,755.44	21,000.00	(16,244.56)	23%
8 Legal Services	1,802.70	37,104.43	5,000.00	32,104.43	742%
9 Membrshp(Confernce/Training/Dues)	0.00	0.00	800.00	(800.00)	0%
10 Voluntr Apprec(Refreshments/Misc)	0.00	98.66	600.00	(501.34)	16%
11 Events	0.00	0.00	500.00	(500.00)	0%
12 Mowing	0.00	0.00	1,000.00	(1,000.00)	0%
13 Office Supplies/Expense	0.00	110.00	2,000.00	(1,890.00)	6%
14 Payroll Expenses & Benefits	2,662.62	4,467.22	9,001.36	(4,534.14)	50%
15 Permits	0.00	850.00	750.00	100.00	113%
16 Postage	935.00	2,096.00	2,000.00	96.00	105%
17 Printing	0.00	2,064.03	2,100.00	(35.97)	98%
18 Property Taxes	0.00	1,498.72	2,000.00	(501.28)	75%
19 Repairs/Maintenance	378.81	5,107.21	30,224.00	(25,116.79)	17%
20 Sanitary Services	838.64	838.64	1,250.00	(411.36)	67%
21 Sewer	0.00	0.00	250.00	(250.00)	0%
22 Signage	0.00	0.00	1,500.00	(1,500.00)	0%
23 Telecommunications & Internet	678.65	6,102.68	8,350.00	(2,247.32)	73%
24 Trash Collection	0.00	0.00	250.00	(250.00)	0%
25 Utilities	1,515.69	7,802.29	14,200.00	(6,397.71)	55%
26 Wages-Town Manager	6,120.02	8,239.92	19,890.00	(11,650.08)	41%
27 Wages-Administrator	3,971.94	7,448.19	14,851.20	(7,403.01)	50%
28 Wages-Asst. Administrator	445.88	2,392.66	5,500.00	(3,107.34)	44%
29 Wages-Beach Attendant	0.00	5,688.29	13,000.00	(7,311.71)	44%
30 Wages-Groundskeeper	0.00	0.00	12,000.00	(12,000.00)	0%
31 Wages-Handyman	0.00	629.27	4,000.00	(3,370.73)	16%
32 Wage/Salary Defined Criteria Bosun	0.00	0.00	3,462.06	(3,462.06)	0%
33 Website	0.00	6.33	0.00	6.33	
Total General and Administrative	21,526.33	117,445.28	217,798.62	(100,353.34)	
Capital Expenditures					
Beaches and Park Improvements	0.00	0.00	0.00	0.00	0%
Clubhouse Improvements	0.00	0.00	372.38	(372.38)	0%
Piers Replacement Project	0.00	0.00	13,035.00	(13,035.00)	0%
Piers Improvements	0.00	0.00	20,000.00	(20,000.00)	0%
Total Capital Expenditures	0.00	0.00	33,407.38	(33,407.38)	
Total Expenditures	21,526.33	117,445.28	251,206.00	(133,760.72)	
Net Income (Loss)	(9,588.51)	125,682.17	0.00	125,682.17	

Cape St. Claire Improvement Association, Inc.

Profit Loss - SCBD

April 30, 2021 - Final

	April Actual	YTD Actual	Annual Budget	Variance Over(Under)	% of Budget
Ordinary Income/Expense					
Income					
SCBD/Fees	0.00	440,665.85	450,645.00	-9,979.15	98%
Interest Income	0.00	0.00	20.00	-20.00	0%
Rollover from FY19	0.00	0.00	18,059.46	-18,059.46	0%
Total Income	0.00	440,665.85	468,724.46	-28,058.61	
Expense					
General and Administrative					
1 Accounting Fees	335.50	3,019.50	5,500.00	-2,480.50	55%
2 Audit Expenses	0.00	3,750.00	5,300.00	-1,550.00	71%
3 Bank Charges	0.00	36.00	0.00	36.00	
4 Caper Print/Edit/Contract&Postage	7,481.77	30,620.54	30,900.00	-279.46	99%
5 Collection Fee-AA County	0.00	0.00	2,000.00	-2,000.00	0%
6 Contract Labor	0.00	800.00	1,000.00	-200.00	80%
7 Clubhouse Custodial Services	0.00	0.00	2,500.00	-2,500.00	0%
8 Insurance	0.00	19,000.00	19,000.00	0.00	100%
9 Legal Services	0.00	10,000.00	10,000.00	0.00	100%
10 Membrshp(Confernce/Training/Dues)	0.00	430.00	1,300.00	-870.00	33%
11 Voluntr Apprec(Refreshments/Misc)	0.00	500.00	500.00	0.00	100%
12 Events	0.00	200.00	1,525.00	-1,325.00	13%
13 Mowing	2,080.00	13,440.00	14,000.00	-560.00	96%
14 Office Supplies/Expense	215.28	3,034.69	5,000.00	-1,965.31	61%
15 Payroll Expenses & Benefits	481.01	22,203.52	23,178.84	-975.32	96%
16 Permits	0.00	500.00	500.00	0.00	100%
17 Postage	0.00	3,303.90	3,500.00	-196.10	94%
18 Printing	0.00	1,417.35	4,000.00	-2,582.65	35%
19 Property Taxes	0.00	3,223.59	4,350.00	-1,126.41	74%
20 Repairs/Maintenance	531.96	21,886.02	31,000.00	-9,113.98	71%
21 Sanitary Services	103.36	8,000.00	8,000.00	0.00	100%
22 Sewer	0.00	325.35	500.00	-174.65	65%
23 Signage	0.00	0.00	600.00	-600.00	0%
24 Telecommunications & Internet	123.01	1,099.05	3,700.00	-2,600.95	30%
25 Trash Collection	459.54	4,511.84	5,000.00	-488.16	90%
26 Utilities	1,110.28	7,426.06	10,000.00	-2,573.94	74%
27 Vehicle Fuel & Maintenance	0.00	58.86	2,000.00	-1,941.14	3%
28 Wages-Town Manager	0.00	59,670.00	59,670.00	0.00	100%
29 Wages-Administrator	0.00	36,136.54	36,148.80	-12.26	100%
30 Wages-Asst Administrator	374.63	2,620.81	3,000.00	-379.19	87%
31 Wages-Asst Admin (Mtg Spt)	0.00	1,800.00	2,400.00	-600.00	75%
32 Wages-Beach Attendant	0.00	13,492.66	13,500.00	-7.34	100%
34 Wages-Custodial Services	0.00	0.00	2,080.00	-2,080.00	0%
35 Wages-Groundskeeper	763.19	7,657.51	15,500.00	-7,842.49	49%
36 Wages-Security Patrol	3,465.00	29,934.50	46,000.00	-16,065.50	65%
37 Wage/Salary Annual Def Criteria Bonus	0.00	0.00	6,614.94	-6,614.94	0%
38 Website/Technology	99.73	2,197.15	3,000.00	-802.85	73%
Total General and Administrative	17,624.26	312,295.44	382,767.58	-70,472.14	
Capital Expenditures					
Beaches & Parks Improvements	0.00	0.00	5,400.00	-5,400.00	0%
Clubhouse Improvements	0.00	2,983.00	5,556.88	-2,573.88	54%
Shoreline Erosion Restoration	2,064.72	52,674.25	75,000.00	-22,325.75	70%
Total Capital Expenditures	2,064.72	55,657.25	85,956.88	-30,299.63	
Total Expenditures	19,688.98	367,952.69	468,724.46	-100,771.77	
Net Income (Loss)	-19,688.98	72,713.16	0.00	72,713.16	

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

Balance Sheet
As of April 30, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Checking Accounts	
General Checking - BB&T	75,488.03
Payroll Checking - BB&T	873.53
Total Checking Accounts	76,361.56
Money Market Accounts	
Maintenance MM - BB&T	104,715.87
Piers MM - BB&T	206,186.67
Piers Capital Improvement - BB&T	13,035.00
Total Piers MM - BB&T	219,221.67
Total Money Market Accounts	323,937.54
Petty Cash	
Maintenance	250.00
Total Petty Cash	250.00
Total Bank Accounts	\$400,549.10
Accounts Receivable	
Accounts Receivable	1,410.33
Total Accounts Receivable	\$1,410.33
Other Current Assets	
Due From SCBD	155.80
Undeposited Funds	2,127.37
Total Other Current Assets	\$2,283.17
Total Current Assets	\$404,242.60

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

Balance Sheet As of April 30, 2021

	TOTAL
Fixed Assets	
Maintenance	0.00
Accumulated Depreciation	-64,181.58
Equipment	25,570.51
Furniture & Fixtures	2,000.00
Improvements	4,707.00
Land	105,027.20
Paving/Walls	35,607.28
Total Maintenance	108,730.41
Membership	
Accumulated Depreciation	-123,702.00
Buildings	145,853.43
Furniture & Fixtures	1,482.84
Total Membership	23,634.27
Piers	
Accumulated Depreciation	-168,424.00
Buildings & Piers	220,307.64
Total Piers	-51,883.64
Total Fixed Assets	\$184,248.32
Other Assets	
WIP - Shoreline Restoration Project	682,172.50
Total Other Assets	\$682,172.50
TOTAL ASSETS	\$1,270,663.42

CAPE ST. CLAIRE IMPROVEMENT ASSOC., INC.

Balance Sheet
As of April 30, 2021

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A/P - State Income Tax	53.00
Grants	236.00
Payroll Liabilities	-2,071.47
Prepaid Advertising	1,147.12
Prepaid Maintenance Fees	685.00
Security Deposit Clubhouse	2,895.84
Total Other Current Liabilities	\$2,945.49
Total Current Liabilities	\$2,945.49
Long-Term Liabilities	
N/P - BB&T	657,172.50
Total Long-Term Liabilities	\$657,172.50
Total Liabilities	\$660,117.99
Equity	
Net Assets	
Net Assets-Piers & Maintenance	
Net Assets-Maintenance	280,614.21
Net Assets-Piers	168,038.88
Total Net Assets-Piers & Maintenance	448,653.09
Total Net Assets	448,653.09
Net Assets-Comm. Defense Fund	12,543.76
Net Assets-Old Clubhouse	11,500.24
Retained Earnings	12,166.17
Net Income	125,682.17
Total Equity	\$610,545.43
TOTAL LIABILITIES AND EQUITY	\$1,270,663.42

SCBD - Cape St. Claire Improvement Association

Balance Sheet
As of April 30, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Cash Held by the County	223.89
Checking Accounts	
BB&T Checking -7627	3,469.50
SCBD Checking - BB&T	286,643.04
Total Checking Accounts	290,112.54
Total Bank Accounts	\$290,336.43
Total Current Assets	\$290,336.43
TOTAL ASSETS	\$290,336.43
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to Cape St. Claire	-480.00
Total Other Current Liabilities	\$-480.00
Total Current Liabilities	\$-480.00
Total Liabilities	\$-480.00
Equity	
Net Assets-SCBD	161,446.47
Retained Earnings	56,656.80
Net Income	72,713.16
Total Equity	\$290,816.43
TOTAL LIABILITIES AND EQUITY	\$290,336.43