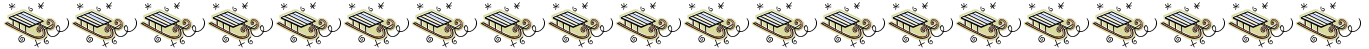




THE CAPE ANNE TIDE

Next General Meeting
Saturday, December 5, 2020
9 a.m., The Pavilion



Key Reason to Meet – Budget and Assessment approval

The FY 2022 budget will be presented for approval at the December meeting. Please review the budget proposal included in this issue, dress warmly, and join the discussion at the meeting in the Pavilion on December 5.



President's Message

Unfortunately, COVID-19 is still with us and reaching new infection levels as the winter comes on. The increased social meeting restrictions are now in force and we are limited to less than 26 individuals in an outdoor setting. Indoor meetings are even more restricted, if we could find a place to hold it. Therefore, we will have our Winter meeting on December 5, 2020, at 9 a.m. in the Pavilion. We are asking anyone who wants to attend to RSVP to our Corporate Secretary, Lyla Baumann, lyla.baumann@comcast.net, before the meeting so we can maintain a head count. If we have more than 25 requests, we will temporarily adjourn the first meeting after voting on the FY 2022 budget to be submitted to the county and have a second meeting for all of those who could not be seated at the 9 a.m. meeting. We will inform the second wave of the discussion and results of votes at the first wave.

You will see from the new budget request that we have increased the maintenance budget to \$14,000 to cover lawn mowing and fall leaf removal expenses. An increase in the annual tax rate to \$225 is needed to cover the maintenance increase and eliminate drawing down of reserves that has occurred the past few years. Once the Marina loan is paid off, this tax rate can be adjusted down, as we have discussed. We will still have deferred maintenance on the Pavilion roof and painting, and on the swim pier redecking to budget for in the future.

Finally, we have been approached by a number of homeowners who have requested a playground for their children aged 3 to 12. The logical place would be near the Pavilion and would cover an area of about 30X30 feet. We have asked for a list of families that would use this play area and the number of children that we could expect to use the facility. Preliminary research indicates that this could cost from as low as \$1,000, for a minimal piece of equipment, to \$5,000, or as high as \$35,000 for a play area like that at Franklin Manor.

I hope that we have fair weather for our winter meeting and a lively discussion of our budget vote and future expense items.

George Donohue, President

Harbormaster's Message

I'd like to start with a big Thank You to George Donohue for his help seeing us through the Fire System installation and inspection process. He spent many, many hours working with the County Engineers and Fire Department trying to come to the best solution for Cape Anne. The system is now installed and has passed the Fire Marshall's inspection.

Current slip leases run through March 31st. Make sure to let me know if you want your slip next year and if you want to be added to the mailing list. I'll also plan on having new boat ramp keys ready by April 1st. You can reach me at CapeAnneMarina@outlook.com.

Josh Tromp, Harbormaster

**Cape Anne Winter General Meeting
December 5, 2020, 9 a.m.
The Pavilion
Proposed Agenda**

Call to Order

1. Welcome new members & residents
2. Review minutes of 9/19/20 General Meeting, as published in *The Cape Anne Tide*
3. Review Treasurer's Report, as published in *The Cape Anne Tide*
4. Board Report
5. Old Business
 - a. Marina Fire Suppression System
 - b. Entrance Sign Planting Bed
6. Boat Owners' Association

7. Committee Reports

- a. Facilities & Maintenance
- b. Special Events
- c. Community Outreach
- d. Web Site
- f. Loop Captains

8. New Business

- a. Approve 2021-2022 Budget
- b. Reminder re: April elections – volunteers?
- c. Playground
- d. Other???

9. Adjournment

**CAPE ANNE CITIZENS' ASSOCIATION
General Meeting
September 19, 2020, Minutes**

President George Donohue called the meeting to order at 9:00 a.m. Attendance was noted on a list maintained by the Secretary.

George apologized for the late notice for this meeting and noted that the location for the December meeting may change, depending on status of Covid-19.

Treasurer's Report-The budget must be audited every four years, and this is audit year. Ted Nilsson, Adrienne Dean and Terry Clark are serving with Ken Farris on the audit committee. Terry said that his work on the committee has been informative, as to the rules governing the Special Community Business Districts and the county's willingness to work with the non-professionals working on the SCBD budgets. The Treasurer's report was approved as submitted.

Board Report-No report. The next meeting will address budgeting, with the proposed budget in the December Tide.

Harbor Master Report-We are under contract to replace the marina fire suppression system to meet county building code, for \$9,500. The permit had expired and had to be extended. We don't have an exact date for the work but expect it to be done this year. Josh is working to minimize bird damage on the pier.

COMMITTEE REPORTS

- Facilities & Maintenance-Larry Bell reported that the mower is working. Don Manifold, tree service contractor, has retired and one of his employees has taken over.
- Special Events-Want to do something for Halloween that is safe for community. Darcy will ask Lyla to send email to community for suggestions.
- Community Outreach-No report.
- Loop Captains-Joyce and Lyla are working to update and consolidate contact lists. Please contact Joyce if you know of new members or other changes (bayview1976@gmail.com).
- Website-Cape Anne Tides are posted on the website (capeanne.org).

NEW BUSINESS

- Maintenance-Vivian Crispell asked about the status of a maintenance contract for common ground space. Many who have been maintaining parks and other common areas are older and no longer able to do this work. Joan Liddy agreed with Vivian and asked about the status of leaf cleaning in the culverts. The county cleaned the culverts last year. We must request this work, and the county may not be able to clean every year. Money will be included in the budget for leaf removal as well as grass cutting. The maintenance budget must be increased, and this may require an increased tax rate to cover. Ken said that we did not receive county funds until July due to the audit hold. Although the budget had been increased to cover additional maintenance, the delay in the release of funds and the requirement to complete the pier fire suppression system meant those funds were not available. Funds will be in the budget to be discussed in December. Ken noted that this will be the FY 2022 budget, to begin in July 2021. George said that there may be some "rainy day" funds, but we do not want to drain that source. Veronica said that the beach needed work to improve drainage, and that we need chairs there. Hanne suggested that we purchase chairs how. George agreed that we could purchase chairs, with a not to exceed \$200 limit.

The meeting adjourned at 9:30.

Respectfully submitted,

Lyla Baumann, Secretary



<u>Officers and Directors</u>		<u>Until</u>	<u>Phone Number</u>
President	George Donohue	4/22	301-346-7498
Vice President	Cathy Freel	4/21	301-922-4197
Treasurer	Ken Farris	4/21	240-731-1053
Secretary	Lyla Baumann	4/22	667-231-5416
Director	Larry Bell	4/22	410-867-8422
Director	Mark Smith	4/21	914-672-7731
Director	Denny Mullineaux	4/22	410-800-8047
Director	Ryan Hostetter	4/21	443-852-8385
Harbor Master	Josh Tromp	4/22	443-333-8927
<u>Committees</u>			
Facilities & Maintenance	Larry Bell		410-867-8422
Special Events	Darcy Scott		202-669-7340
Community Outreach	Kathy Heiner		703-853-6619
Web Site	Ryan Hostetter		443-852-8385
Marina	Josh Tromp		443-333-8927
The Tide	Lyla Baumann		667-231-5416
			lyla.baumann@comcast.net

TREASURER'S REPORT

In September a Cape Anne Audit Committee consisting of Adrienne Dean, Ted Nilsson, and Terry Clark completed an audit of the community finances. The committee signed a report confirming the accuracy of the FY20 Financial Statements and attesting that county tax funds were received, deposited, and disbursed in accordance with approved appropriations and state and local laws. The Audit Report was submitted to the county on September 20 along with the FY20 Financial Statements ahead of the September 30 due date. On October 23 the FY20 Financial Statements were approved by the county as submitted. Thank you Adrienne, Ted, and Terry for your feedback, time, and effort on the audit!

Attached you will find the FY21 Q1 Report and a FY22 Budget Request Form. The FY22 Budget Request Form is being submitted to the community for approval as required by the county. In the proposed budget the annual assessment per lot is being increased from \$175 to \$225 in order to address mowing of the common areas, leaf removal, and maintenance of reserves.

Kenneth Farris, Treasurer

The Proposed Budget

**FY 2022
Special Community Benefits District
Budget Request**

- A. District Name: Cape Anne
- B. Community Association Name: Cape Anne Citizens Association, Inc.
- C. Mailing Address: P.O, Box 58, Churchton, Maryland 20733
- D. Contact Person: Kenneth Farris
Phone Number: 240-731-1053
Email Address: kenfarris@comcast.net

Budget Requested for Fiscal Year July 1, 2021 through June 30, 2022

E. Purpose	
Administrative	\$4,500.00
BB&T \$60,000 loan P&I	\$13,574.40
Maintenance	\$14,000.00
Recreation	\$1,500.00
Funds Held for Future Use	\$49,413.49
F. Budget Subtotal	\$82,987.89
G. Administrative Fee	\$1,312.50
H. Budget Total	\$84,300.39

Revenues

I.	Estimated Funds Available FY 2022	
J.	Funds Balance as of 6/30/2020	\$50,550.39
K.	Investment Income/ Other Revenue	\$ 0.00
L.	Estimated Funds Available	\$50,550.39
M.	Tax Revenue Needed	\$33,750.00
N.	Revenue Total	\$84,300.39

Tax Rate Calculation

O.	Tax Revenue Needed for FY22	\$33,750.00
P.	# of Lots /Accounts	150
Q.	Requested Tax Rate	\$225.00

Certification of Association Representative

I hereby certify that the budget request has been approved pursuant to the bylaws of this association; that the budget has been presented to the property owners for their comments; and that the funds requested are for the purposes authorized in the laws governing our special district.

Name George Donohue

Name Kenneth Farris

Title President

Title Treasurer

Signature _____

Signature _____

Date _____

Date _____

Cape Anne Citizens Association, Inc.
Financial Report FY 2021 as of September 30, 2020
(Fiscal Year July 1, 2020 through June 30, 2021)

County Tax Funds (BB&T)			
Balance Forward	6/30/2020	Checking	\$44,937.51
		Savings	<u>\$ 5,361.17</u>
			\$50,398.68
Income (+)	County Tax Funds		\$ 0.00
	Interest		<u>\$ 0.14</u>
			\$ 0.14
Expenses (-)	Administrative		\$ 1,405.38
	Maintenance		\$ 4,367.25
	Recreation		\$ 0.00
	Loan		<u>\$ 3,393.60</u>
			\$ 9,166.23
Ending Balance	9/30/2020	Checking	\$35,771.28
		Savings	<u>\$ 5,361.31</u>
			\$41,132.59

CACA Boat Owners Assoc. (BB&T)		
Balance Forward	6/30/2030	\$7,672.79
Income (+)	Keys	\$ 125.00
	Donation	\$ 5.00
	Reimbursement for overpayment	\$ 56.96
Expenses (-)		<u>\$ 0.00</u>
Ending Balance	9/30/2020	\$7,859.75

Prepared by Kenneth Farris, Treasurer



PO Box 58
Churchton, MD 20733

WHAT'S AHEAD FOR CAPE ANNE



Spring General Meeting

Saturday, April 24, 2021

9am Meeting, The Pavilion – *Elections!!*

Summer General Meeting

Saturday, July 17, 2021

9am Meeting, The Pavilion

Fall General Meeting & CrabFest

Saturday, September 18, 2021

9 am Meeting, The Pavilion

Noon CrabFest, The Pavilion

Winter General Meeting – Budget

Saturday, December 4, 2021

9 am Location TBD

