

PCA 2020 Monthly Budget Report

December 2020

Budget Item	2020 Budgeted Amount	Amount Spent	% Spent	Amount Remaining	Comments
Accounting Services	1,325	-	0%	1,325.00	Annual audit, tax filing fees.
Administrative & Miscellaneous	470	765.29	163%	(295.66)	Toner, ink, PC software, P.O. box rental, laptop.
Voice-Mail Services	780	817.70	105%	(37.70)	Verizon voice-mail.
Electric Service	746	520.12	70%	226.04	Electric for Club View Park, main sign.
Insurance Coverage	2,572	2,284.00	89%	288.00	Covers 01-Nov-2020 thru 31-Oct-2021.
Legal Fees - Collection Services	3,618	171.00	5%	3,447.00	Legal fees for collections activities, as needed.
Legal Fees - General	565	304.17	54%	260.83	General legal fees, as needed.
Maintenance - General	8,460	9,862.76	117%	(1,403.26)	Tree pruning & removal, electric repair, wood chips, etc.
Maintenance - Landscaping Contracts	24,560	27,030.00	110%	(2,469.60)	Contract costs for mowing, clean-ups, turf treatments.
Maintenance - Snow Removal	8,500	3,110.00	37%	5,390.00	Contract costs for snow removal, 2020 calendar year.
Meeting Room Rental	444	30.00	7%	414.00	Rental fees for meeting rooms.
Postage & Stationary	769	447.77	58%	321.35	Postage, envelopes, paper, labels.
Printing & Copying	690	188.18	27%	502.14	Printing/copying for newsletter, resident mailings.
Reserve Fund Contribution - General Fund	6,000	6,000.00	100%	-	Fixed contribution, set by Board.
Reserve Fund Contribution - Town-House Fund	3,960	2,838.00	72%	1,122.00	43 of 60 accts pd for 2020.
Staff Training	355	-	0%	355.00	CAI membership, courses, expo attendance.
Taxes & Fees - County, Montgomery, MD	4,033	4,097.30	102%	(64.35)	Taxes & fees paid to Montgomery County.
Taxes - State of Maryland	62	-	0%	61.88	Taxes paid to Maryland.
Taxes - Federal	225	-	0%	225.00	Taxes paid to the IRS.
Trash Removal & Litter Clean-Up	660	690.00	105%	(30.00)	Trash service for parks; teenager for litter clean-up.
Community Events	200	-	0%	200.00	Service projects, yard sale.
Internet Domain, Website, E-Mail, Data Services	1,760	886.15	50%	874.11	Fees for Web-based services.
TOTALS:	70,754.22	60,042.44	85%	10,711.78	: Remaining Funds ('+' if under, '-' if over budget)
[Page Status: Final]				15,012.35	: Total of Line Item Underspending
				(4,300.57)	: Total of Line Item Overspending
Non-Budgeted Costs & Debits	Budgeted Amount	Amount Spent	Comments		
Banking Fees		-	Occasional, unplanned fees.		
Refund of Assessment Overpayments		-			
Returned Deposit Items		-	Returned assessment payment checks.		
Bank Discrepancy		-			
Charged to 2019 Funds		1,314.07	Leaf removal cost, part of 2019 landscaping contract; Nov-Dec 2019 electric.		
Charged to 2019 Funds		1,020.00	Late Fall 2019 lime treatment to turf.		
Charged to General Reserve Fund		-			
Charged to Town-House Reserve Fund		-			
Charged to Funds Carried Over from 2019		-			
Total Non-Budgeted Expenditures & Debits:		2,334.07			
Total Budgeted + Non-Budgeted Expenditures & Debits:		62,376.51			