

PCA Finance Report for July 01, 2023 to July 31, 2023

1. Account Balances as of 31-July-2023:

David Keim, Treasurer

Account	Balance
Checking	55,347.89
Savings	10,902.40
General Reserve	35,870.82
Townhouse Reserve	30,227.94
Total:	132,349.05

NOTE: These balances were reported by our bank as of the date shown. These balances may not include recent debits or credits that the bank has not yet processed. Refer to Section 2 to see all transactions made during the month.

2. Checking Account Ledger for July 2023:

Date	Description	Chk #	Disbursement	Deposit	Balance
01 July	(Incoming Balance)				63,411.77
14-Jul-2023	Home Depot via PayPal; mistaken charge to Checking via the PCA's PayPal account.		25.43		63,386.34
17-Jul-2023	Deposit Batch B09-A - Bank Mobile Deposit, 1 check: \$63.96--2022-prin; \$36.04--2022-int.			100.00	63,486.34
17-Jul-2023	Deposit Batch B09A - E-payments xfered from PayPal account, 1 property made a pmt: \$207.00--2023-prin; \$25.43 reimbursement for mistaken Home Depot purchase.			232.43	63,718.77
28-Jul-2023	Verizon; 03-Jul-2023 voice-mail invoice; Jul service.	2086	80.36		63,638.41
28-Jul-2023	Harman's Outdoor Services, LLC; Invoice 2628, Pmt 4 of 8 - July.	2087	4,375.00		59,263.41
28-Jul-2023	Montgomery County DHCA; Annual COC Registration Fee, (\$6.50/prop).	2088	2,639.00		56,624.41
28-Jul-2023	Erie Insurance, annual policy charges; Liability, Property, Commercial Crime insurance; covers 01-Nov -> 31-Oct; Pmt 4 of 4.	2089	594.00		56,030.41
28-Jul-2023	Jonathon Robinson; WFM Park trash removal and CV Park litter cleanup, July 2023.	2090	40.00		55,990.41
28-Jul-2023	Playground Specialists, Inc.; Proposal 29728A, Pmt 1 of 2, 50% deposit for WoodCarpet addition to playground (done once every 2 years).	2091	2,015.00		53,975.41
28-Jul-2023	David J. Keim; \$100.00--meeting room rental Jul->Aug; 3 x \$37.50--monthly charge for M-S 365 Bus Std, three users, Jun/Jul/Aug; \$62.35--printing , document sets; \$160.57--toner and drum for laser printer; \$57.51--annual renewal of 3 domain names; \$63.59--annual renewal of security software for PCA laptop; \$126.00--2 rolls of 100 stamps.	2092	682.52		53,292.89
31 July 2023	(Ending Balance)				53,292.89
	Total Monthly Disbursements:		10,451.31		

3. Income Log for July 2023:

Source	Date	Amount	Product/Service
Residential Assessment Income	17-Jul-2023	100.00	Assessment Returns, Deposit Batch #09-A, bank mobile deposit.
Residential Assessment Income	17-Jul-2023	232.43	Assessment Returns, Deposit Batch #09-A, electronic transfer from PayPal account; includes \$25.43 correction for unintended transfer from Checking account.
Non-Exempt Income			Batch xx, newsletter ad.
Non-Exempt Income			
Non-Exempt Income			Batch xx, non-resident tennis use fees.
Non-Exempt Income			Insurance claim payment, tree fall, final.
Total Income:		332.43	

NOTE: Income log does not include earned interest.

4. Log of Treasurer's Actions

- Processed assessment payments; paid invoices; reconciled bank statements with PCA records.
- Maintained 2023 Member Account Log (contains resident contact information and assessment payment records).
- Prepared monthly finance, budget analysis, and assessment collections reports for July 2023.
- 2023 Invoicing:
 Work has begun on another invoice to all accounts with a positive balance.
- Account Collections:
 - The PCA attorney filed the District Court request for an oral exam order for the resident whose account that has two judgments against it.
 - On 27-Jul-2023 the District Court issued judgments in the PCA's favor for the two open 2022 court cases. Liens will be filed with the Circuit Court if the residents do not make payment within thirty days.
- Support of Property Sales:
 - 24505 Welsh Road – Responded to settlement company on 03-Jul; property sold on 19-Jul.
 - 17-Jul-2023: Bush Hill Court – Responded to resident request for copy of annual invoice.
- Support of Insurance Policy Re-Write: Still waiting for insurance agent response to PCA's second mark-up of Version 2 of the Erie insurance policy re-write (was received on 03-Aug).
- Reserve Study: Spent additional time reviewing Version 2 of the Reserve Study report; determined the levels of assessment required for the next four years to bring the PCA's reserve fund contributions in line with the study's recommendations.