

PCA Finance Report for May 01, 2026 to May 31, 2026

1. Account Balances as of 31-May-2026:

David Keim, Treasurer

Account	Balance
Checking	110,687.03
Savings	10,933.35
General Reserve	15,695.73
Townhouse Reserve	13,616.04
Total All Accounts:	150,932.15

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 May 2026:

Date	Description	Chk #	Disbursement	Deposit	Balance
01 May	(Incoming Balance)				110,834.37
6-May-2026	Deposit Batch B06 - Mobile Deposit of 6 checks, 6 pmts for 6 accounts: \$1,250.00--2026-prin, \$238.00-2025-prin, \$46.90-2025-int, \$141.64--2024-prin, \$25.74-2024-int.			1,702.28	112,536.65
11-May-2026	Returned assessment check from 06-May B05 check deposit.		502.28		112,034.37
12-May-2026	Gardner Law Firm, P.C.; Invoice 3993 on 30-Apr-2026; \$69.21--collections case, request to renew Court judgment.	2243	69.21		111,965.16
20-May-2026	Potomac Edison; 30-Apr invoice; 21-Mar to 23-Apr electric service for Main Sign and for Club View Park; \$52.62; due 20-May.	Auto-E-Xfer	52.62		111,912.54
22-May-2026	New Generation Trash, LLC; Invoice 09309; Apr-May-Jun trash service, both parks; 3 cans total.	E-Pmt-Intuit	45.00		111,867.54
22-May-2026	Howell Brothers Lawn & Landscaping, LLC; 3 of 10 monthly payments for 2026 landscaping contract, Invoice 29958; pd via Intuit.	E-Pmt-Intuit	3,590.00		108,277.54
23-May-2026	Deposit Batch B07 - Mobile Deposit of 2 checks, 2 pmts for 2 accounts: \$500.00--2026-prin; \$238.00--2025-prin; \$14.28--2025-int.			752.28	109,029.82
24-May-2026	Deposit Batch B07 - E-payments transferred from PayPal account, 6 pmts for 6 accounts: \$1,588.00--2026-prin.			1,588.00	110,617.82
30 May	(Ending Balance)				110,617.82
	Total Monthly Disbursements:		4,259.11		

3. Income Log for May 2026:

Source	Date	Amount	Product/Service
Residential Assessment Income	06-May-2026	1,702.28	Deposit Batch B06 - Mobile Deposit of 6 checks, 6 pmts for 6 accounts: \$1,250.00--2026-prin, \$238.00-2025-prin, \$46.90-2025-int, \$141.64--2024-prin, \$25.74-2024-int.
Residential Assessment Income	23-May-2026	752.28	Deposit Batch B07 - Mobile Deposit of 2 checks, 2 pmts for 2 accounts: \$500.00--2026-prin; \$238.00--2025-prin; \$14.28--2025-int.
Residential Assessment Income	24-May-2026	1,588.00	Deposit Batch B07 - E-payments transferred from PayPal account, 6 pmts for 6 accounts: \$1,588.00--2026-prin.
Total Income:		4,042.56	

NOTE: Income log does not include earned interest, refunded utility costs, or refunded contract payments.

4. Log of Treasurer's Actions

- Processed assessment payments; paid invoices; reconciled bank statements with PCA records.
- Responded to communications from realtors and settlement companies; produced Re-Sale Packages.
- Prepared monthly finance reports for May 2026.
- **QuickBooks Online (QBO):** Conversion to QBO has been delayed by work on the FY2024 audit, which is underway. The initial connection to the PCA's Checking Account, sending and receiving funds, and ability to send an invoice have been configured and checked. The project will be resumed as soon as possible.
- **FY2024 Audit:** Signed engagement letter with Dimov Tax on 19-Nov; paid 50% initial payment of \$2,900.00 on 04-Dec.
 - The Lead Auditor contacted the PCA on 16-Dec; we responded on 17-Dec with a description of the PCA as an organization and of its financial practices, and our plan for providing financial data to the auditor. The auditor responded positively on 23-Dec.
 - The Treasurer is currently working on completing the FY2024 account files and reports so the auditor can get started. Work began in very late November and continued into the first few days of December, at which time the Treasurer needed to switch tasks to generating the 2026 assessment invoices; the primary task then switched to processing incoming payments. Some additional progress was made in 1Q2026, and most of the non-expense account pages have been completed.
 - **Special Note:** Starting on 08-Jan, the Treasurer has been in Fredericksburg, VA every other week to help care for an ill family member.
- **2026 Assessment:**
 - As of 08-Jun-2026 we had received full payments for the 2026 Assessment from 315 of 406 accounts (77.6%); 91 accounts have not fully paid the 2026 assessment. All payments have been processed and deposited. \$24,300.10 of 2026 assessment is owed; \$82,479.90 has been paid.
 - 2026 Second Invoice:
 - On 08-Jun 58 invoices were mailed to property owners whose accounts are past due for 2026 only.
- **Past Year's Assessments:**
 - 34 accounts owe for past years; some of these also owe for 2026.
 - A total of \$19,768.66 is owed for past year assessments; \$1,977.97 has been collected in 2026.
 - A second invoice is being prepared for these past due accounts. Some of these accounts will receive notification of the PCA's intent to send the account to collections.