

# PCA 2024 Operating Budget -- Monthly Report

November 2024

Budget Item	2024 Budgeted Amount	Amount Spent	% Spent	Amount Remaining	Comments
Professional Services	6,025.00	-	0%	6,025.00	Annual audit, Fed & MD tax prep costs, reserve study.
Administrative & Miscellaneous	590.00	373.77	63%	216.23	Toner, ink, P.O. box rental, misc office, laptop, software.
Voice-Mail Services	72.00	800.19	1111%	(728.19)	Verizon voice-mail.
Electric Service	696.60	472.91	68%	223.69	Electric for Club View Park, main sign.
Insurance Coverage	3,895.00	3,690.00	95%	205.00	Covers calendar year.
Legal Fees - Collection Services	3,895.00	1,312.50	34%	2,582.50	Legal fees for collections activities, as needed.
Legal Fees - General	700.00	-	0%	700.00	General legal fees, as needed.
Maintenance - General	8,964.92	3,510.24	39%	5,454.68	Tree pruning/removal/planting, park repairs, wood chips.
Maintenance - Landscaping Contracts	36,081.40	31,625.00	88%	4,456.40	Contract costs for mowing, clean-ups, turf treatments.
Maintenance - Snow Removal	10,500.00	5,786.00	55%	4,714.00	Contract costs for snow removal, 2023 calendar year.
Meeting Room Rental	601.25	605.00	101%	(3.75)	Rental fees for meeting rooms.
Postage & Stationary	960.96	730.00	76%	230.96	Postage, envelopes, paper, labels.
Printing & Copying	1,548.96	484.11	31%	1,064.85	Printing/copying for newsletter and resident mailings.
Reserve Fund Contribution - General Fund	8,700.00	8,700.00	100%	-	Fixed contribution, set by PCA Board.
Reserve Fund Contribution - Town-House Fund	4,920.00	4,264.00	87%	656.00	Additional amt pd by T-H owners; 52 of 60 accts pd for 2024.
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Taxes & Fees - County, Montgomery, MD	5,059.83	3,950.30	78%	1,109.53	Taxes & fees paid to Montgomery County.
Taxes - State of Maryland	47.85	-	0%	47.85	Taxes paid to Maryland.
Taxes - Federal	174.00	153.00	88%	21.00	Taxes paid to the IRS.
Trash Removal & Litter Clean-Up	308.04	335.00	109%	(26.96)	Trash service for CV Park & WFM Park (rates changed in 2024).
Community Events	200.00	-	0%	200.00	Community clean-ups, yard sale, etc.
Data Services	1,016.39	563.35	55%	453.04	Internet domain, website, e-mail, data storage & security.
One-Time Adjustments	--	-			(no one-time adjustments in 2024)
<b>TOTALS:</b>	<b>94,957.20</b>	<b>67,355.37</b>	<b>71%</b>	<b>27,601.83</b>	: Remaining Funds ( '+' if under, '-' if over budget )
[ Page Status: Final ]				<b>28,360.73</b>	: Total of Line Item On-Budget + Underspending
				<b>(758.90)</b>	: Total of Line Item Overspending
Non-Budgeted Costs & Debits	Budgeted Amount	Amount Spent	Comments		
Banking Fees		72.50	Occasional, unplanned fees (e.g., low-balance and stop payment fees).		
Interest Paid		-			
Returned Deposit Items		-	Refunded assessment payments.		
Charged to Carryover Funds (Savings Account)		126.88	Expenses incurred in 2023 (Dec phone, electric).		
Charged to Carryover Funds (Savings Account)		2,129.71	Expenses incurred in 2023 (legal costs: 1,818.31--general; 311.40--collections).		
Charged to Carryover Funds (Savings Account)		-	2024 expenses paid with funds from previous year's budgets.		
Charged to General Reserve Fund		41,483.42	Asphalt contract, portion charged to General Reserve Fund.		
Charged to Town-House Reserve Fund		26,302.58	Asphalt contract, portion charged to T-H Reserve Fund.		
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Total Non-Budgeted Expenditures & Debits:		<b>70,115.09</b>			
Total Budgeted + Non-Budgeted Expenditures & Debits:		<b>137,470.46</b>			