

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

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

David Keim, Treasurer

Account	Balance
Checking	102,545.04
Savings	10,935.18
General Reserve	15,696.26
Townhouse Reserve	13,616.49
Total All Accounts:	142,792.97

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 2026:

Date	Description	Chk #	Disbursement	Deposit	Balance
01 July	(Incoming Balance)				101,945.53
2-Jul-2026	Deposit Batch B09-A - Bank Branch Deposit, 2 checks for 2 account payments: \$500.00--2026-prin.			500.00	102,445.53
2-Jul-2026	M & T Bank; credit card payment; President's card; 09-Jun Statement; Costco invoice for block party expenses.	2247	117.58		102,327.95
15-Jul-2026	Transfer from PayPal; reversal of 26-Apr-2026 correction to Batch B05 Deposit; return of \$35.00 re-sale package income.			35.00	102,362.95
16-Jul-2026	Deposit Batch B09-B.1 - Mobile Deposit of 3 checks, 3 pmts for 3 accounts: \$750.00--2026-prin.			750.00	103,112.95
17-Jul-2026	Potomac Edison; 30-Jun invoice; 19-May to 18-Jun electric service for Main Sign and for Club View Park; \$48.58; due 20-Jul.	Auto-E-Xfer	48.58		103,064.37
18-Jul-2026	Deposit Batch B09-C - Mobile Deposit of 2 checks, 2 pmts for 2 accounts: \$500.00--2026-prin, \$222.00--2025-prin, \$26.64--2025-int, \$238.00--2024-prin, \$14.28--2024-int.			1,000.92	104,065.29
21-Jul-2026	Deposit Batch B09-C - Bank Branch deposit, 1 pmt for 1 account: \$250.00--2026-prin for T-H.			250.00	104,315.29
22-Jul-2026	Deposit Batch B09-C - E-payments transferred from PayPal account, 13 pmts for 9 accounts: \$1,838.00--2026-prin, \$407.83--2025-prin, \$14.28--2025-int, \$448.52--2024-prin, \$53.28--2024-int, \$414.00--2023-prin, \$74.52--2023-int, \$70.00--re-sale packages.			3,320.43	107,635.72
25-Jul-2026	Howell Brothers Lawn & Landscaping, LLC; 5 of 10 monthly payments for 2026 landscaping contract, Invoice 30420; pd via Intuit.	E-Pmt-Intuit	3,590.00		104,045.72
25-Jul-2026	New Generation Trash, LLC; Invoice 10412; Jul-Aug-Sep trash service, both parks; 3 cans total.	E-Pmt-Intuit	45.00		104,000.72
27-Jul-2026	David Keim; reimbursements for 01-Jan->26-Jul: (7 x \$77.25)--QBO monthly-Jan->Jul; (7 x \$40.59)--Microsoft 365 Jan->Jul; (7 x \$8.66)--Exchange Online Jan->Jul; (1 x \$8.24 + 6 x \$10.82)--Teams Phone, Jan->Jul; (6 x \$13.39)--MailChimp monthly--Jan->Jun; \$95.43--print 10 cnt HOA Doc Set; \$32.00--room rental--Jul; \$168.16 - postage (2 rolls of 100, Fed tax filing, Maryland tax filing); \$61.79--annual fee for laptop security software; \$59.30--annual domain hosting fee.	2248	1,455.68		102,545.04
31 July	(Ending Balance)				102,545.04
Total Monthly Disbursements:			5,256.84		

3. Income Log for July 2026:

Source	Date	Amount	Product/Service
Residential Assessment Income	02-Jul-2026	500.00	Deposit Batch B09-A - Bank Branch Deposit, 2 checks for 2 account payments.
Residential Assessment Income	15-Jul-2026	35.00	Transfer from PayPal; reversal of 26-Apr-2026 correction to Batch B05 Deposit; return of \$35.00 re-sale package income.
Residential Assessment Income	16-Jul-2026	750.00	Deposit Batch B09-B.1 - Mobile Deposit of 3 checks, 3 pmts for 3 accounts.
Residential Assessment Income	18-Jul-2026	1,000.92	Deposit Batch B09-C - Mobile Deposit of 2 checks, 2 pmts for 2 accounts.
Residential Assessment Income	21-Jul-2026	250.00	Deposit Batch B09-C - Bank Branch deposit, 1 pmt for 1 account.
Residential Assessment Income	22-Jul-2026	3,320.43	Deposit Batch B09-C - E-payments transferred from PayPal account, 13 pmts for 9 accounts.
Total Income:		5,856.35	

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 July 2026.
- Updated the format of the Monthly Budget Report to include prior-year's accrued expenses and current year's pre-paid expenses.
- Performed research to determine the correct number of T-H Reserve Fund transfers that still need to be made for the assessment years 2023, 2024, 2025, and 2026. These delayed transfers are typically required because of residents making late payments for prior assessment years, although in some cases we did find transfers that should have been made in a prior year.
- **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.
 - Between 08-Jan-2026 and 23-Jul-2026 the Treasurer was out of town half the time, so work was delayed. The Treasurer is currently working on completing the FY2024 general ledger so the auditor can get started.
- **2026 Assessment:**
 - Between 08-Jun and 07-Jul a second invoice was mailed to all delinquent account owners.
 - As of 31-Jul-2026 we had received and processed full payments for the 2026 Assessment from 338 of 406 accounts (83%); 68 accounts have not fully paid the 2026 assessment.
- **Past Year's Assessments as of 31-Jul:**
 - 30 accounts owe for a past year; some of these also owe for 2026.
 - A total of \$17,855.31 is owed for past year assessments; \$4,201.24 has been collected in 2026.