PCA

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

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

David Keim, Treasurer

Account	Balance
Checking	72,066.74
Savings	10,936.11
General Reserve	33,988.64
Townhouse Reserve	18,284.75
Total All Accounts:	**135,276.24**

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 August 2026:

Date	Description	Chk #	Disbursement	Deposit	Balance
01 August	(Incoming Balance)				102,545.04
7-Aug-2026	Montgomery County, MD; for DHCA / annual COC Registration Fee, ($6.50/property).	2249	2,639.00		99,906.04
7-Aug-2026	Gardner Law Firm, P.C.; Invoice 4128 on 31-Jul-2026; $199.50--advice re: allowing K-9 kennels on properties.	2250	199.50		99,706.54
7-Aug-2026	Montgomery County, MD; 1 of 2, annual Water Quality Protection Charges, 5 parcels. [$1,513.03, due 30-Sep; 2nd half due 31-Dec]	2251	1,513.03		98,193.51
19-Aug-2026	Deposit Batch B10-A - Mobile Deposit of 2 checks, 2 pmts for 2 accounts: $500.00--2026-prin.			500.00	98,693.51
20-Aug-2026	Howell Brothers Lawn & Landscaping, LLC; 6 of 10 monthly payments for 2026 landscaping contract, Invoice 30670; pd via Intuit.	E-Pmt--Intuit	3,590.00		95,103.51
21-Aug-2026	Potomac Edison; 31-Jul invoice; 19-Jun to 20-Jul electric service for Main Sign and for Club View Park; $76.77; due 24-Aug.		76.77		95,026.74
21-Aug-2026	Transfer to General Reserve Fund for 2026; budgeted annual contribution. ($18,292.00)	Internal Xfer	18,292.00		76,734.74
21-Aug-2026	Transfer #1 to T-H Reserve Fund for 2026; 43 of 60 accounts at $88.00 each; 43 of 60 now deposited.	Internal Xfer	3,784.00		72,950.74
21-Aug-2026	Transfer #5 to T-H Reserve Fund for 2025; 1 of 60 accounts at $84.00 each; 52 of 60 now deposited.	Internal Xfer	84.00		72,866.74
21-Aug-2026	Transfer #2 to T-H Reserve Fund for 2023; 10 of 60 accts at $80.00 each (5 pd in 2024 & 5 pd in 2025); 58 of 60 now deposited.	Internal Xfer	800.00		72,066.74
31 August	(Ending Balance)				72,066.74
	Total Monthly Disbursements:		**30,978.30**		

3. Income Log for August 2026:

Source	Date	Amount	Product/Service
Residential Assessment Income	19-Aug-2026	500.00	Deposit Batch B10-A - Mobile Deposit of 2 checks, 2 pmts for 2 accounts: $500.00--2026-prin.
Total Income:		**500.00**	

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.
- Made the scheduled transfer of funds from Checking to the General Reserve Fund 2026. Also transferred funds to T-H Reserve Fund based on assessments payments received for 2026, and for two past years. The amount of T-H Reserve funds transferred is always based on the number of T-H properties that have paid the assessment for the given year.
- Responded to communications from realtors and settlement companies; produced Re-Sale Packages.
- Prepared monthly finance reports for August 2026.
- **<u>QuickBooks Online (QBO):</u>** David and Denitsa met to discuss the task of converting to QBO; we reviewed the current system the PCA uses to keep its records.
- **<u>FY2024 Audit:</u>**
  - Signed engagement letter with Dimov Tax on 19-Nov; paid 50% initial payment of $2,900.00 on 04-Dec.
  - The Treasurer is currently working on completing the FY2024 general ledger so the auditor can get started.
- **<u>2026 Assessment:</u>**
  - Between 08-Jun and 07-Jul a second invoice was mailed to all delinquent account owners.
  - As of 31-Aug-2026 we had received and processed full payments for the 2026 Assessment from 340 of 406 accounts (84%); 66 accounts have not fully paid the 2026 assessment.
- **<u>Past Year's Assessments as of 31-Aug:</u>**
  - 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 of amounts owed for past assessment years has been collected in 2026.
  - The PCA received payments for the last four years from a resident who also owes for many more past years. To prepare a new balance statement for this account, the Treasurer performed a full review of the account, and determined that some collections costs need to be dropped (written off), because they cannot be collected from the resident without initiating a new lawsuit. The Treasurer contacted the PCA's attorney, and his office confirmed that they would not try to recover those costs that were not included in a Court judgment.