

**Harbor Business Services, Inc.  
aka Diamond Community Management**

**Balance Sheet**  
CW Division 12 STEP Association  
November 2017

		<b>Balance</b>
<b>Assets</b>		
1082	CW Division 12 STEP Assoc. Op Acct	18,204.05
1083	CW Division 12 STEP Assoc Reserve A	62,809.05
<b>Total Assets</b>		<b>81,013.10</b>
<b>Liabilities &amp; Capital</b>		
2020	Prepaid Assessments	2,840.00
	<b>Total Liabilities</b>	<b>2,840.00</b>
3000	Retained Earnings	84,956.78
3999	Current Year Earnings/Loss	(6,783.68)
	<b>Total Capital</b>	<b>78,173.10</b>
<b>Total Liabilities &amp; Capital</b>		<b>81,013.10</b>

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**Operating Statement (Budget vs. Actual)**

CW Division 12 STEP Association  
November 2017

	Actual	Current Month Budget	Variance	Actual	Year To Date Budget	Variance
<b>Revenue</b>						
4000 Dues Assessment	6,199.00	6,210.00	(11.00)	68,655.00	68,310.00	345.00
4100 Late Charge Fee	0.00	0.00	0.00	836.00	0.00	836.00
4160 Interest Income	5.16	0.00	5.16	52.62	0.00	52.62
<b>Total Revenue</b>	<b>6,204.16</b>	<b>6,210.00</b>	<b>(5.84)</b>	<b>69,543.62</b>	<b>68,310.00</b>	<b>1,233.62</b>
<b>Operating Expenses</b>						
5005 Annual Corp. Registrator	0.00	0.00	0.00	(10.00)	(10.00)	0.00
5010 Management Fees	(475.00)	(475.00)	0.00	(5,225.00)	(5,225.00)	0.00
5130 Postage	0.00	(4.17)	4.17	(92.67)	(45.83)	(46.84)
5190 Administrative Expenses	0.00	(18.75)	18.75	(170.90)	(206.25)	35.35
5200 Maintenance & Repair	(522.06)	(186.42)	(335.64)	(3,422.14)	(2,050.59)	(1,371.55)
5205 Maint. Supplies Expense	0.00	0.00	0.00	(872.98)	0.00	(872.98)
5220 Grounds Maintenance	0.00	0.00	0.00	0.00	(250.00)	250.00
5300 Electricity	(24.77)	(25.00)	0.23	(296.16)	(275.00)	(21.16)
5315 Sewer Expense	(10,401.62)	(10,488.00)	86.38	(62,994.56)	(62,928.00)	(66.56)
5410 Bank Charges	0.00	(12.50)	12.50	0.00	(137.50)	137.50
5435 Legal	0.00	(41.67)	41.67	0.00	(458.33)	458.33
5441 Taxes Preparation	0.00	0.00	0.00	(175.00)	(170.00)	(5.00)
5520 Insurance	0.00	0.00	0.00	(1,399.00)	(2,000.00)	601.00
5521 Insurance - General	0.00	0.00	0.00	(345.00)	0.00	(345.00)
5570 Website	0.00	0.00	0.00	(366.81)	0.00	(366.81)
<b>Total Operating Expenses</b>	<b>(11,423.45)</b>	<b>(11,251.51)</b>	<b>(171.94)</b>	<b>(75,370.22)</b>	<b>(73,756.50)</b>	<b>(1,613.72)</b>
<b>Other Income &amp; Expenses</b>						
9017 Reserve Fund Expenditur	0.00	0.00	0.00	(957.08)	0.00	(957.08)
<b>Total Other Income &amp; Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(957.08)</b>	<b>0.00</b>	<b>(957.08)</b>
<b>Net Income (Loss)</b>	<b>(\$5,219.29)</b>	<b>(\$5,041.51)</b>	<b>(\$177.78)</b>	<b>(\$6,783.68)</b>	<b>(\$5,446.50)</b>	<b>(\$1,337.18)</b>