

**Harbor Business Services, Inc.
aka Diamond Community Management****Balance Sheet**
CW Division 12 STEP Association
December 2018

		Balance
Assets		
1082	CW Division 12 STEP Assoc. Op Acct	24,167.79
1083	CW Division 12 STEP Assoc Reserve A	63,066.24
Total Assets		87,234.03
Liabilities & Capital		
2020	Prepaid Assessments	2,607.00
Total Liabilities		2,607.00
3000	Retained Earnings	83,573.10
3999	Current Year Earnings/Loss	1,053.93
Total Capital		84,627.03
Total Liabilities & Capital		87,234.03

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

Operating Statement (Budget vs. Actual)

CW Division 12 STEP Association

December 2018

	Actual	Current Month Budget	Variance	Actual	Year To Date Budget	Variance
Revenue						
4000 Dues Assessment	6,732.00	7,070.00	(338.00)	83,849.00	84,840.00	(991.00)
4100 Late Charge Fee	0.00	0.00	0.00	525.00	0.00	525.00
4120 NSF Fee	0.00	0.00	0.00	25.00	0.00	25.00
4160 Interest Income	26.77	0.00	26.77	251.86	0.00	251.86
Total Revenue	6,758.77	7,070.00	(311.23)	84,650.86	84,840.00	(189.14)
Operating Expenses						
5005 Annual Corp. Registrator	0.00	0.00	0.00	(10.00)	(10.00)	0.00
5010 Management Fees	(500.00)	(500.00)	0.00	(6,000.00)	(6,000.00)	0.00
5130 Postage	0.00	(5.00)	5.00	(75.17)	(60.00)	(15.17)
5190 Administrative Expenses	0.00	(18.75)	18.75	(96.37)	(225.00)	128.63
5200 Maintenance & Repair	0.00	(772.41)	772.41	(10,553.28)	(9,269.00)	(1,284.28)
5220 Grounds Maintenance	0.00	(20.84)	20.84	0.00	(250.00)	250.00
5300 Electricity	(63.65)	(29.16)	(34.49)	(413.88)	(350.00)	(63.88)
5315 Sewer Expense	0.00	0.00	0.00	(63,876.23)	(66,326.00)	2,449.77
5441 Taxes Preparation	0.00	0.00	0.00	(175.00)	(180.00)	5.00
5520 Insurance	0.00	0.00	0.00	(1,742.00)	(2,000.00)	258.00
5525 Reserve Study	0.00	0.00	0.00	(655.00)	0.00	(655.00)
5570 Website	0.00	(14.16)	14.16	0.00	(170.00)	170.00
Total Operating Expenses	(563.65)	(1,360.32)	796.67	(83,596.93)	(84,840.00)	1,243.07
Net Income (Loss)	\$6,195.12	\$5,709.68	\$485.44	\$1,053.93	\$0.00	\$1,053.93