

**Harbor Business Services, Inc.  
aka Diamond Community Management****Balance Sheet**  
CW Division 12 STEP Association  
September 2019

		<b>Balance</b>
<b>Assets</b>		
1082	CW Division 12 STEP Assoc. Op Acct	11,774.93
1083	CW Division 12 STEP Assoc Reserve A	13,566.15
1159	CW DIV 12 STEP CD - 13 MO - 9/29/20	20,000.00
1160	CW Div12 STEP CD - 15 MO - 11/28/20	20,000.00
1161	CW Div 12 STEP CD - 18 MO - 2/28/20	20,000.00
<b>Total Assets</b>		<b>85,341.08</b>
<b>Liabilities &amp; Capital</b>		
2020	Prepaid Assessments	4,166.00
Total Liabilities		4,166.00
3000	Retained Earnings	84,627.03
3999	Current Year Earnings/Loss	(3,451.95)
Total Capital		81,175.08
<b>Total Liabilities &amp; Capital</b>		<b>85,341.08</b>

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

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

CW Division 12 STEP Association

September 2019

	Actual	Current Month Budget	Variance	Actual	Year To Date Budget	Variance
<b>Revenue</b>						
4000 Dues Assessment	8,686.00	7,070.00	1,616.00	64,796.00	63,630.00	1,166.00
4100 Late Charge Fee	0.00	0.00	0.00	210.00	0.00	210.00
4160 Interest Income	2.34	0.00	2.34	214.91	0.00	214.91
<b>Total Revenue</b>	<b>8,688.34</b>	<b>7,070.00</b>	<b>1,618.34</b>	<b>65,220.91</b>	<b>63,630.00</b>	<b>1,590.91</b>
<b>Operating Expenses</b>						
5005 Annual Corp. Registration	0.00	0.00	0.00	(10.00)	(10.00)	0.00
5010 Management Fees	(500.00)	(500.00)	0.00	(4,500.00)	(4,500.00)	0.00
5130 Postage	0.00	(4.17)	4.17	(34.10)	(37.50)	3.40
5200 Maintenance & Repair	0.00	(738.34)	738.34	(7,106.02)	(6,644.98)	(461.04)
5220 Grounds Maintenance	0.00	(20.84)	20.84	0.00	(187.48)	187.48
5300 Electricity	0.00	(29.16)	29.16	(221.67)	(262.52)	40.85
5315 Sewer Expense	(11,272.41)	(11,083.34)	(189.07)	(54,750.87)	(55,416.66)	665.79
5441 Taxes Preparation	0.00	0.00	0.00	(185.00)	(195.00)	10.00
5520 Insurance	0.00	0.00	0.00	(1,635.00)	(2,000.00)	365.00
5570 Website	(167.88)	(33.34)	(134.54)	(230.20)	(299.98)	69.78
<b>Total Operating Expenses</b>	<b>(11,940.29)</b>	<b>(12,409.19)</b>	<b>468.90</b>	<b>(68,672.86)</b>	<b>(69,554.12)</b>	<b>881.26</b>
<b>Non-Operating Expenses</b>						
8010 Transfer to Reserve	0.00	0.00	0.00	10,285.00	0.00	10,285.00
<b>Total Non-Operating Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,285.00</b>	<b>0.00</b>	<b>10,285.00</b>
<b>Other Income &amp; Expenses</b>						
9010 Transfer Op to Reserve	0.00	0.00	0.00	(10,285.00)	0.00	(10,285.00)
<b>Total Other Income &amp; Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(10,285.00)</b>	<b>0.00</b>	<b>(10,285.00)</b>
<b>Net Income (Loss)</b>	<b>(\$3,251.95)</b>	<b>(\$5,339.19)</b>	<b>\$2,087.24</b>	<b>(\$3,451.95)</b>	<b>(\$5,924.12)</b>	<b>\$2,472.17</b>