

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

Balance Sheet
CW Division 12 STEP Association
December 2019

		Balance
Assets		
1082	CW Division 12 STEP Assoc. Op Acct	17,474.73
1083	CW Division 12 STEP Assoc Reserve A	13,570.11
1159	CW DIV 12 STEP CD 13 MO 9/29/2020	20,150.80
1160	CW Div12 STEP CD 15 MO 11/28/2020	20,154.21
1161	CW Div 12 STEP CD 18 MO 2/28/2021	20,157.61
Total Assets		91,507.46
Liabilities & Capital		
2020	Prepaid Assessments	3,697.00
	Total Liabilities	3,697.00
3000	Retained Earnings	84,627.03
3999	Current Year Earnings/Loss	3,183.43
	Total Capital	87,810.46
Total Liabilities & Capital		91,507.46

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

Operating Statement (Budget vs. Actual)

CW Division 12 STEP Association

December 2019

		Actual	Current Month Budget	Variance	Actual	Year To Date Budget	Variance
Revenue							
4000	Dues Assessment	6,767.00	7,070.00	(303.00)	85,866.00	84,840.00	1,026.00
4100	Late Charge Fee	0.00	0.00	0.00	280.00	0.00	280.00
4160	Interest Income	463.77	0.00	463.77	681.49	0.00	681.49
Total Revenue		7,230.77	7,070.00	160.77	86,827.49	84,840.00	1,987.49
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	(4.17)	4.17	(100.10)	(50.00)	(50.10)
5190	Administrative Expenses	0.00	0.00	0.00	(45.31)	(225.00)	179.69
5200	Maintenance & Repair	0.00	(738.34)	738.34	(8,979.74)	(8,860.00)	(119.74)
5220	Grounds Maintenance	0.00	(20.84)	20.84	0.00	(250.00)	250.00
5300	Electricity	(24.93)	(29.16)	4.23	(296.46)	(350.00)	53.54
5315	Sewer Expense	0.00	0.00	0.00	(66,062.30)	(66,500.00)	437.70
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	0.00	(33.34)	33.34	(330.15)	(400.00)	69.85
Total Operating Expenses		(524.93)	(1,325.85)	800.92	(83,644.06)	(84,840.00)	1,195.94
Non-Operating Expenses							
8010	Transfer to Reserve	0.00	0.00	0.00	10,285.00	0.00	10,285.00
Total Non-Operating Expenses		0.00	0.00	0.00	10,285.00	0.00	10,285.00
Other Income & Expenses							
9010	Transfer Op to Reserve	0.00	0.00	0.00	(10,285.00)	0.00	(10,285.00)
Total Other Income & Expenses		0.00	0.00	0.00	(10,285.00)	0.00	(10,285.00)
Net Income (Loss)		\$6,705.84	\$5,744.15	\$961.69	\$3,183.43	\$0.00	\$3,183.43