

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

Balance Sheet
CW Division 12 STEP Association
November 2021

		Balance
Assets		
1082	CW12 STEP Operating Account	15,176.50
1083	CW12 STEP Reserve Account	11,366.47
1159	STEP CD- HSB-.25%- 11 MO 3/28/22	20,532.48
1160	STEP CD-HSB-0.25%-11 MO 9/28/22	20,641.45
1161	STEP CD-HSB-.40%-11 MO 1/28/22	20,697.26
Total Assets		88,414.16
Liabilities & Capital		
2020	Prepaid Assessments	3,170.00
	Total Liabilities	3,170.00
3000	Retained Earnings	96,427.87
3999	Current Year Earnings/Loss	(11,183.71)
	Total Capital	85,244.16
Total Liabilities & Capital		88,414.16

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Operating Statement (Budget vs. Actual)

CW Division 12 STEP Association

November 2021

		Actual	Current Month Budget	Variance	Actual	Year To Date Budget	Variance
Revenue							
4000	Dues Assessment	7,575.00	7,171.00	404.00	78,859.00	78,881.00	(22.00)
4160	Interest Income	0.04	0.00	0.04	172.58	0.00	172.58
Total Revenue		7,575.04	7,171.00	404.04	79,031.58	78,881.00	150.58
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	(5,500.00)	(5,500.00)	0.00
5106	Coping & Printing	0.00	0.00	0.00	(231.49)	0.00	(231.49)
5130	Postage	0.00	(4.17)	4.17	(241.03)	(45.83)	(195.20)
5200	Maintenance & Repair	0.00	(841.67)	841.67	(5,379.55)	(9,258.33)	3,878.78
5300	Electricity	0.00	(29.16)	29.16	(386.09)	(320.83)	(65.26)
5315	Sewer Expense	(12,750.43)	(11,944.16)	(806.27)	(73,086.05)	(71,665.00)	(1,421.05)
5441	Taxes Preparation	0.00	0.00	0.00	(185.00)	(195.00)	10.00
5520	Insurance	0.00	0.00	0.00	(1,241.76)	(1,200.00)	(41.76)
5570	Website	0.00	(20.84)	20.84	(246.80)	(229.16)	(17.64)
Total Operating Expenses		(13,250.43)	(13,340.00)	89.57	(86,507.77)	(88,424.15)	1,916.38
Non-Operating Expenses							
8002	Contingency	0.00	142.17	(142.17)	0.00	1,563.83	(1,563.83)
Total Non-Operating Expenses		0.00	142.17	(142.17)	0.00	1,563.83	(1,563.83)
Other Income & Expenses							
9017	Reserve Fund Expenditur	0.00	0.00	0.00	(3,707.52)	0.00	(3,707.52)
Total Other Income & Expenses		0.00	0.00	0.00	(3,707.52)	0.00	(3,707.52)
Net Income (Loss)		(\$5,675.39)	(\$6,026.83)	\$351.44	(\$11,183.71)	(\$11,106.98)	(\$76.73)