

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

Balance Sheet
CW Division 12 STEP Association
November 2023

		Balance
Assets		
1082	CW12 STEP Operating Account	9,928.49
1083	CW12 STEP Reserve Account	6,927.39
1159	STEP CD- HSB-4.25%- 7 MO 12/03/23	41,841.74
1160	STEP CD-HSB-4.25%-7 MO 11/28/23	20,928.56
Total Assets		79,626.18
Liabilities & Capital		
2020	Prepaid Assessments	4,560.00
	Total Liabilities	4,560.00
3000	Retained Earnings	89,016.61
3999	Current Year Earnings/Loss	(13,950.43)
	Total Capital	75,066.18
Total Liabilities & Capital		79,626.18

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Operating Statement (Budget vs. Actual)

CW Division 12 STEP Association

November 2023

	Actual	Current Month Budget	Variance	Actual	Year To Date Budget	Variance
Revenue						
4000 Dues Assessment	7,420.00	7,526.00	(106.00)	82,502.00	82,786.00	(284.00)
4162 Interest - Reserve	0.74	0.00	0.74	738.85	0.00	738.85
Total Revenue	7,420.74	7,526.00	(105.26)	83,240.85	82,786.00	454.85
Operating Expenses						
5005 Annual Corp. Registrator	0.00	0.00	0.00	(20.00)	(20.00)	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	0.00	(250.00)	250.00
5130 Postage	0.00	(18.75)	18.75	(115.20)	(206.25)	91.05
5190 Administrative Expenses	0.00	0.00	0.00	(82.32)	0.00	(82.32)
5200 Maintenance & Repair	0.00	(633.34)	633.34	(3,975.51)	(6,966.67)	2,991.16
5300 Electricity	(28.95)	(42.91)	13.96	(319.01)	(472.08)	153.07
5315 Sewer Expense	(13,225.75)	(12,551.83)	(673.92)	(84,158.31)	(75,311.00)	(8,847.31)
5441 Taxes Preparation	0.00	0.00	0.00	(185.00)	(200.00)	15.00
5520 Insurance	0.00	0.00	0.00	(1,291.77)	(1,300.00)	8.23
5525 Reserve Study	0.00	0.00	0.00	(920.00)	(1,800.00)	880.00
5570 Website	0.00	(33.34)	33.34	(624.16)	(366.66)	(257.50)
Total Operating Expenses	(13,754.70)	(13,780.17)	25.47	(97,191.28)	(92,392.66)	(4,798.62)
Non-Operating Expenses						
8000 Reserve Transfer to OP	4,456.40	0.00	4,456.40	4,456.40	0.00	4,456.40
Total Non-Operating Expenses	4,456.40	0.00	4,456.40	4,456.40	0.00	4,456.40
Other Income & Expenses						
9017 Reserve Fund Expenditur	(4,456.40)	0.00	(4,456.40)	(4,456.40)	0.00	(4,456.40)
Total Other Income & Expenses	(4,456.40)	0.00	(4,456.40)	(4,456.40)	0.00	(4,456.40)
Net Income (Loss)	(\$6,333.96)	(\$6,254.17)	(\$79.79)	(\$13,950.43)	(\$9,606.66)	(\$4,343.77)