

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

**Operating Statement (12 Months Summary)
CW Division 12 STEP Association
December 2023**

	JAN 23	FEB 23	MAR 23	APR 23	MAY 23	JUN 23	JUL23	AUG 23	SEP23	OCT 23	NOV23	DEC 23	Total
Revenue													
4000 Dues Assessme	7,314.00	7,632.00	7,420.00	7,844.00	7,314.00	7,738.00	7,314.00	7,839.00	7,353.00	7,314.00	7,420.00	7,102.00	89,604.00
4155 Transfer Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4162 Interest - Reser	0.04	0.04	0.04	723.69	2.41	2.33	2.41	2.41	2.33	2.41	0.74	1,777.07	2,515.92
Total Revenue	7,314.04	7,632.04	7,420.04	8,567.69	7,316.41	7,740.33	7,316.41	7,841.41	7,355.33	7,316.41	7,420.74	8,879.07	92,119.92
Operating Expenses													
5005 Annual Corp. Re	0.00	0.00	0.00	(20.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(20.00)
5010 Management Fe	(500.00)	(500.00)	(500.00)	(500.00)	(500.00)	(500.00)	(500.00)	(500.00)	(500.00)	(500.00)	(500.00)	(500.00)	(6,000.00)
5130 Postage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(115.20)	0.00	0.00	(115.20)
5190 Administrative E	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(82.32)	0.00	0.00	(82.32)
5200 Maintenance & I	0.00	0.00	0.00	(1,843.35)	0.00	0.00	0.00	(2,132.16)	0.00	0.00	0.00	(1,845.06)	(5,820.57)
5300 Electricity	0.00	(37.17)	(36.68)	(36.18)	(33.72)	(31.01)	(28.95)	(28.87)	(28.70)	(28.78)	(28.95)	(31.01)	(350.02)
5315 Sewer Expense	(12,653.51)	0.00	(13,157.91)	0.00	(14,056.75)	0.00	(15,489.80)	0.00	(15,574.59)	0.00	(13,225.75)	0.00	(84,158.31)
5441 Taxes Preparati	0.00	0.00	0.00	0.00	(185.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(185.00)
5520 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	(1,291.77)	0.00	0.00	0.00	0.00	0.00	(1,291.77)
5525 Reserve Study	0.00	0.00	0.00	0.00	0.00	0.00	(920.00)	0.00	0.00	0.00	0.00	0.00	(920.00)
5570 Website	0.00	(62.32)	0.00	0.00	(380.00)	0.00	(181.84)	0.00	0.00	0.00	0.00	0.00	(624.16)
Total Operating Expenses	(13,153.51)	(599.49)	(13,694.59)	(2,399.53)	(15,155.47)	(531.01)	(18,412.36)	(2,661.03)	(16,103.29)	(726.30)	(13,754.70)	(2,376.07)	(99,567.35)
Non-Operating Expenses													
8000 Reserve Transfe	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,456.40	0.00	4,456.40
Total Non-Operating Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,456.40	0.00	4,456.40
Other Income & Expenses													
9017 Reserve Fund E	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(4,456.40)	(24.21)	(4,480.61)
Total Other Income & Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(4,456.40)	(24.21)	(4,480.61)

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	JAN 23	FEB 23	MAR 23	APR 23	MAY 23	JUN 23	JUL23	AUG23	SEP23	OCT 23	NOV23	DEC 23	Total
Net Income (Loss)	(5,839.47)	7,032.55	(6,274.55)	6,168.16	(7,839.06)	7,209.32	(11,095.95)	5,180.38	(8,747.96)	6,590.11	(6,333.96)	6,478.79	(7,471.64)

2023 End Of Year Financial Synopsis

CW Division 12 STEP Association

12 January 2024 (Data Date)

	Actual	Budget	Variance
Revenue			
4000 Dues Assessment	89,604.00	90,312.00	(708.00)
4100 Late Fees	0.00	0.00	0.00
Total Revenue	89,604.00	90,312.00	(708.00)
Operating Expenses			
5005 Annual Corp. Registration	(20.00)	(20.00)	0.00
5010 Management Fees	(6,000.00)	(6,000.00)	0.00
5106 Coping & Printing	0.00	(250.00)	250.00
5130 Postage	(115.20)	(225.00)	109.80
5190 Administrative	(82.32)	0.00	(82.32)
5200 Maintenance & Repair	(5,820.57)	(7,600.00)	1,779.43
5300 Electricity	(350.02)	(515.00)	164.98
5315 Sewer Expense	(84,158.31)	(75,311.00)	(8,847.31)
5441 Taxes Preparation	(185.00)	(200.00)	15.00
5520 Insurance	(1,291.77)	(1,300.00)	8.23
5525 Reserve Study	(920.00)	(1,800.00)	880.00
5570 Website	(624.16)	(400.00)	(224.16)
Total Operating Expenses	(99,567.35)	(93,621.00)	(5,946.35)
NET Operating Income	(9,963.35)¹	(3,309.00)	(6,654.35)
Other Income & Expenses			
9017 Reserve Fund Expenditures	(4,480.61) ⁵	(5,374.00)	893.39
4162 Interest Income - Reserve Funds	2,515.92	0.00	2,515.92
Total Other Income & Expenses	(1,964.69)²	(5,374.00)	3,409.31
Net Income (Loss)	(\$11,928.04)³	(\$8,683.00)	(3,245.04)
Asset & Liability Accounts			
	Balance as of		
	1/1/2023	12/31/2023	E(Variance)
Operating Account (Asset)	24,342.77	13,902.42 ⁴	(10,440.35)
Prepaid Assessments (Liability)	4,285.00	3,808.00	(477.00)
Current (Assets - Liabilities)	\$20,057.77	\$10,094.42	(9,963.35)¹
Reserve Accounts (Asset)	73,415.24	71,450.55	(1,964.69) ²
Total (Assets - Liabilities)	\$93,473.01	\$81,544.97	(\$11,928.04)³

Notes: ¹ Net Operating Loss necessitating monthly dues increase for 2024 (Excessive Sewer Usage).

² Interest Income from Reserve Accounts.

³ Net Loss including planned Reserve Expenditures for Flow Meter Replacement.

⁴ Balance includes resident pre-pays and funds to cover bi-monthly sewer charges.

⁵ Reserve Expenditure for Flow Meter Replacement.