

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

**Balance Sheet**  
CW Division 12 STEP Association  
July 2016

		<b>Balance</b>
<b>Assets</b>		
1082	CW Division 12 STEP Assoc. Op Acct	16,269.71
1083	CW Division 12 STEP Assoc Wk Cpt Ac	58,037.36
<b>Total Assets</b>		<b>74,307.07</b>
<b>Liabilities &amp; Capital</b>		
2020	Prepaid Assessments	3,154.00
Total Liabilities		3,154.00
3000	Retained Earnings	61,980.83
3999	Current Year Earnings/Loss	9,172.24
Total Capital		71,153.07
<b>Total Liabilities &amp; Capital</b>		<b>74,307.07</b>

**Harbor Business Services, Inc.  
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**Operating Statement (Budget vs. Actual)**

CW Division 12 STEP Association

July 2016

		Actual	Current Month Budget	Variance	Actual	Year To Date Budget	Variance
<b>Revenue</b>							
4000	Dues Assessment	6,671.00	6,927.00	(256.00)	45,948.83	48,489.00	(2,540.17)
4012	Sewer Hook Up Fee	0.00	0.00	0.00	4,500.00	3,000.00	1,500.00
4100	Late Charge Fee	0.00	0.00	0.00	105.00	0.00	105.00
4160	Interest Income	1.39	0.00	1.39	7.86	0.00	7.86
4196	Reserve Fund Allocation	5,000.00	0.00	5,000.00	5,000.00	0.00	5,000.00
<b>Total Revenue</b>		<b>11,672.39</b>	<b>6,927.00</b>	<b>4,745.39</b>	<b>55,561.69</b>	<b>51,489.00</b>	<b>4,072.69</b>
<b>Operating Expenses</b>							
5005	Annual Corp. Registrator	0.00	0.00	0.00	(10.00)	(10.00)	0.00
5010	Management Fees	(475.00)	(475.00)	0.00	(3,325.00)	(3,325.00)	0.00
5130	Postage	0.00	(4.17)	4.17	(21.86)	(29.16)	7.30
5190	Administrative Expenses	0.00	(18.75)	18.75	0.00	(131.25)	131.25
5200	Maintenance & Repair	0.00	(270.42)	270.42	(80.93)	(1,892.91)	1,811.98
5220	Grounds Maintenance	0.00	(125.00)	125.00	0.00	(250.00)	250.00
5300	Electricity	(21.29)	(37.50)	16.21	(151.74)	(262.50)	110.76
5315	Sewer Expense	(10,112.24)	(10,074.00)	(38.24)	(37,578.59)	(40,296.00)	2,717.41
5410	Bank Charges	(12.38)	(8.34)	(4.04)	(74.58)	(58.33)	(16.25)
5435	Legal	(75.00)	0.00	(75.00)	(3,168.75)	(500.00)	(2,668.75)
5441	Taxes Preparation	0.00	0.00	0.00	(160.00)	(150.00)	(10.00)
5520	Insurance	0.00	0.00	0.00	(1,378.00)	(2,000.00)	622.00
5521	Insurance - General	0.00	0.00	0.00	(440.00)	0.00	(440.00)
<b>Total Operating Expenses</b>		<b>(10,695.91)</b>	<b>(11,013.18)</b>	<b>317.27</b>	<b>(46,389.45)</b>	<b>(48,905.15)</b>	<b>2,515.70</b>
<b>Non-operating Income</b>							
8010	Transfer to Reserve	834.00	833.33	0.67	5,838.00	5,833.32	4.68
8014	Transfer Hook Up Fees to	0.00	0.00	0.00	4,500.00	3,000.00	1,500.00
<b>Total Non-operating Income</b>		<b>834.00</b>	<b>833.33</b>	<b>0.67</b>	<b>10,338.00</b>	<b>8,833.32</b>	<b>1,504.68</b>
<b>Non-operating Expenses</b>							
9010	Transfer Op to Reserve	(834.00)	0.00	(834.00)	(5,838.00)	0.00	(5,838.00)
9014	Transfer Op to Hook Up F	0.00	0.00	0.00	(4,500.00)	0.00	(4,500.00)
<b>Total Non-operating Expenses</b>		<b>(834.00)</b>	<b>0.00</b>	<b>(834.00)</b>	<b>(10,338.00)</b>	<b>0.00</b>	<b>(10,338.00)</b>
<b>Net Income (Loss)</b>		<b>\$976.48</b>	<b>(\$3,252.85)</b>	<b>\$4,229.33</b>	<b>\$9,172.24</b>	<b>(\$6,249.47)</b>	<b>\$15,421.71</b>



Harbor Business Services, Inc.  
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Operating Statement (12 Months Summary)

CW Division 12 STEP Association  
December 2016

	JAN 16	FEB 16	MAR 16	APR 16	MAY 16	JUN 16	JUL 16	AUG 16	SEP 16	OCT 16	NOV 16	DEC 16	Total
9010 Transfer Op to F	(834.00)	(834.00)	(834.00)	(834.00)	(834.00)	(834.00)	(834.00)	0.00	0.00	0.00	0.00	0.00	(5,838.00)
9014 Transfer Op to F	0.00	0.00	0.00	0.00	(3,000.00)	(1,500.00)	0.00	0.00	0.00	0.00	0.00	0.00	(4,500.00)
Total Non-operating Expenses	(834.00)	(834.00)	(834.00)	(834.00)	(3,834.00)	(2,334.00)	(834.00)	0.00	0.00	0.00	0.00	0.00	(10,338.00)
<b>Net Income (Loss)</b>	(3,206.72)	5,865.92	(6,615.05)	6,573.72	(1,384.43)	6,962.32	976.48	6,274.71	0.00	0.00	0.00	0.00	15,446.95