

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

Balance Sheet
CW Division 12 STEP Association
September 2016

		Balance
Assets		
1082	CW Division 12 STEP Assoc. Op Acct	19,968.62
1083	CW Division 12 STEP Assoc Reserve A	59,708.27
Total Assets		79,676.89
Liabilities & Capital		
2020	Prepaid Assessments	4,568.00
	Total Liabilities	4,568.00
3000	Retained Earnings	61,980.83
3999	Current Year Earnings/Loss	13,128.06
	Total Capital	75,108.89
Total Liabilities & Capital		79,676.89

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

CW Division 12 STEP Association

September 2016

	Actual	Current Month Budget	Variance	Actual	Year To Date Budget	Variance
Revenue						
4000 Dues Assessment	6,865.00	6,927.00	(62.00)	60,660.83	62,343.00	(1,682.17)
4012 Sewer Hook Up Fee	0.00	1,500.00	(1,500.00)	4,500.00	4,500.00	0.00
4100 Late Charge Fee	0.00	0.00	0.00	280.00	0.00	280.00
4160 Interest Income	1.44	0.00	1.44	10.77	0.00	10.77
4196 Reserve Fund Allocation	0.00	0.00	0.00	5,000.00	0.00	5,000.00
Total Revenue	6,866.44	8,427.00	(1,560.56)	70,451.60	66,843.00	3,608.60
Operating Expenses						
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	(4,275.00)	(4,275.00)	0.00
5130 Postage	0.00	(4.16)	4.16	(21.86)	(37.49)	15.63
5190 Administrative Expenses	0.00	(18.75)	18.75	0.00	(168.75)	168.75
5200 Maintenance & Repair	0.00	(270.41)	270.41	(80.93)	(2,433.74)	2,352.81
5220 Grounds Maintenance	0.00	0.00	0.00	0.00	(250.00)	250.00
5300 Electricity	(21.29)	(37.50)	16.21	(194.32)	(337.50)	143.18
5315 Sewer Expense	(9,929.13)	(10,074.00)	144.87	(47,507.72)	(50,370.00)	2,862.28
5410 Bank Charges	(12.38)	(8.33)	(4.05)	(86.96)	(75.00)	(11.96)
5435 Legal	0.00	0.00	0.00	(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)
Total Operating Expenses	(10,437.80)	(10,888.15)	450.35	(57,323.54)	(60,607.48)	3,283.94
Non-operating Income						
8010 Transfer to Reserve	834.00	833.33	0.67	7,506.00	7,499.99	6.01
8014 Transfer Hook Up Fees to	0.00	1,500.00	(1,500.00)	4,500.00	4,500.00	0.00
Total Non-operating Income	834.00	2,333.33	(1,499.33)	12,006.00	11,999.99	6.01
Non-operating Expenses						
9010 Transfer Op to Reserve	(834.00)	0.00	(834.00)	(7,506.00)	0.00	(7,506.00)
9014 Transfer Op to Hook Up F	0.00	0.00	0.00	(4,500.00)	0.00	(4,500.00)
Total Non-operating Expenses	(834.00)	0.00	(834.00)	(12,006.00)	0.00	(12,006.00)
Net Income (Loss)	(\$3,571.36)	(\$127.82)	(\$3,443.54)	\$13,128.06	(\$5,764.47)	\$18,892.53

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	SEP16	OCT 16	NOV16	DEC 16	Total
9010 Transfer Op to F	(834.00)	(834.00)	(834.00)	(834.00)	(834.00)	(834.00)	(834.00)	(834.00)	(834.00)	0.00	0.00	0.00	(7,506.00)
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)	(834.00)	(834.00)	0.00	0.00	0.00	(12,006.00)
Net Income (Loss)	(3,206.72)	5,865.92	(6,615.05)	6,573.72	(1,384.43)	6,962.32	976.48	7,527.18	(3,571.36)	5,411.79	0.00	0.00	18,539.85