

Harbor Business Services, Inc.
aka Diamond Community Management

Balance Sheet

CW Division 12 STEP Association
November 2025

		Balance
Assets		
1082	CW12 STEP Operating Account	48,195.83
1083	CW12 STEP Reserve Account	24,275.81
1100	Accounts Receivables	123.00
1159	STEP CD- SCU-3.75%- 12 MO 10/5/26	68,782.74
Total Assets		139,357.38
Liabilities & Capital		
2020	Prepaid Assessments	5,009.00
	Total Liabilities	5,009.00
3000	Retained Earnings	123,032.54
3999	Current Year Earnings/Loss	11,315.84
	Total Capital	134,348.38
Total Liabilities & Capital		139,357.38

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Operating Statement (Budget vs. Actual)

CW Division 12 STEP Association

November 2025

			Actual	Current Month Budget	Variance	Actual	Year To Date Budget	Variance
Revenue								
4000	Dues Assessment		6,555.00	6,745.00	(190.00)	74,959.00	74,195.00	764.00
4100	Late Charge Fee		0.00	0.00	0.00	385.00	0.00	385.00
4162	Interest - Reserve		4.46	0.00	4.46	2,232.98	0.00	2,232.98
Total Revenue			6,559.46	6,745.00	(185.54)	77,576.98	74,195.00	3,381.98
Operating Expenses								
5005	Annual Corp. Registration		0.00	0.00	0.00	(20.00)	(20.00)	0.00
5010	Management Fees		(510.00)	(510.00)	0.00	(5,610.00)	(5,610.00)	0.00
5106	Coping & Printing		0.00	(250.00)	250.00	0.00	(250.00)	250.00
5130	Postage		(110.76)	(225.00)	114.24	(110.76)	(225.00)	114.24
5190	Administrative Expenses		(222.03)	0.00	(222.03)	(222.03)	0.00	(222.03)
5200	Maintenance & Repair		0.00	(1,048.67)	1,048.67	(1,397.21)	(11,535.33)	10,138.12
5300	Electricity		(79.52)	(33.75)	(45.77)	(443.39)	(371.25)	(72.14)
5310	Water		0.00	0.00	0.00	(40.00)	0.00	(40.00)
5315	Sewer Expense		(9,040.50)	(9,139.33)	98.83	(55,426.80)	(54,836.00)	(590.80)
5441	Taxes Preparation		0.00	0.00	0.00	(195.00)	(200.00)	5.00
5500	Taxes - Income (IRS)		0.00	0.00	0.00	(401.00)	0.00	(401.00)
5520	Insurance		0.00	0.00	0.00	(1,997.00)	(2,000.00)	3.00
5570	Website		0.00	(41.67)	41.67	(397.95)	(458.34)	60.39
Total Operating Expenses			(9,962.81)	(11,248.42)	1,285.61	(66,281.14)	(75,505.92)	9,224.78
Non-Operating Expenses								
8010	Transfer to Reserve		6,959.00	0.00	6,959.00	13,715.00	0.00	13,715.00
Total Non-Operating Expenses			6,959.00	0.00	6,959.00	13,715.00	0.00	13,715.00
Other Income & Expenses								
9010	Transfer Op to Reserve		(6,959.00)	0.00	(6,959.00)	(13,715.00)	0.00	(13,715.00)
Total Other Income & Expenses			(6,959.00)	0.00	(6,959.00)	(13,715.00)	0.00	(13,715.00)
Net Income (Loss)			(\$3,403.35)	(\$4,503.42)	\$1,100.07	\$11,315.84	(\$1,310.92)	\$12,626.76