

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

Balance Sheet
CW Division 12 STEP Association
December 2025

		Balance
Assets		
1082	CW12 STEP Operating Account	53,862.09
1083	CW12 STEP Reserve Account	24,280.96
1100	Accounts Receivables	123.00
1159	STEP CD- SCU-3.75%- 12 MO 10/5/26	67,358.45
Total Assets		145,624.50
Liabilities & Capital		
2020	Prepaid Assessments	5,019.00
	Total Liabilities	5,019.00
3000	Retained Earnings	123,032.54
3999	Current Year Earnings/Loss	17,572.96
	Total Capital	140,605.50
Total Liabilities & Capital		145,624.50

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Operating Statement (Budget vs. Actual)

CW Division 12 STEP Association

December 2025

	Actual	Current Month Budget	Variance	Actual	Year To Date Budget	Variance
Revenue						
4000 Dues Assessment	6,545.00	6,745.00	(200.00)	81,504.00	80,940.00	564.00
4100 Late Charge Fee	0.00	0.00	0.00	385.00	0.00	385.00
4162 Interest - Reserve	600.86	0.00	600.86	2,833.84	0.00	2,833.84
Total Revenue	7,145.86	6,745.00	400.86	84,722.84	80,940.00	3,782.84
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	(6,120.00)	(6,120.00)	0.00
5106 Coping & Printing	0.00	0.00	0.00	0.00	(250.00)	250.00
5130 Postage	0.00	0.00	0.00	(110.76)	(225.00)	114.24
5190 Administrative Expenses	0.00	0.00	0.00	(222.03)	0.00	(222.03)
5200 Maintenance & Repair	(378.74)	(1,048.67)	669.93	(1,775.95)	(12,584.00)	10,808.05
5300 Electricity	0.00	(33.75)	33.75	(443.39)	(405.00)	(38.39)
5310 Water	0.00	0.00	0.00	(40.00)	0.00	(40.00)
5315 Sewer Expense	0.00	0.00	0.00	(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	(41.66)	41.66	(397.95)	(500.00)	102.05
Total Operating Expenses	(888.74)	(1,634.08)	745.34	(67,149.88)	(77,140.00)	9,990.12
Non-Operating Expenses						
8010 Transfer to Reserve	0.00	6,959.00	(6,959.00)	13,715.00	6,959.00	6,756.00
Total Non-Operating Expenses	0.00	6,959.00	(6,959.00)	13,715.00	6,959.00	6,756.00
Other Income & Expenses						
9010 Transfer Op to Reserve	0.00	0.00	0.00	(13,715.00)	0.00	(13,715.00)
Total Other Income & Expenses	0.00	0.00	0.00	(13,715.00)	0.00	(13,715.00)
Net Income (Loss)	\$6,257.12	\$12,069.92	(\$5,812.80)	\$17,572.96	(\$3,159.00)	\$20,731.96