



1010 E. Union Street, Suite 100  
Pasadena, CA 91106  
626 . 440 . 7070  
Fax 626 . 440 . 7343  
www.anchorpacificacom

## WARNER COURTYARDS APARTMENTS INVESTORS, LLC FOURTH QUARTER 2021 REPORT

### EXECUTIVE SUMMARY

At the end of the fourth quarter reporting period, Warner Courtyards was 99% occupied.

The Covid Rent Relief Program has paid \$131,544 as of the end of the year to those residents that completed their portion of the application. There are a few residents that have been approved for relief payments. We will update you with the amounts in the upcoming quarter.

In this quarter we installed ADA handrails in the front entry of the building at a cost of \$1,500. We also did roof maintenance and repairs for \$10,550. The boiler pump was replaced for \$2,136.

As mentioned in the previous report, our maintenance technician suffered a work-related injury. As a result, he required surgery. At this time, we are unsure when he will be able to return to work. We are outsourcing most of the repairs and turns. We may need to hire a temporary technician while we await his prognosis.

### FINANCIAL

The Net Operating Income (NOI) for this reporting period ended at \$11,801 which was 92% under the budgeted (NOI) of \$152,042. Total Income for the reporting period was \$95,114 below what was budgeted by 60%. Total Operating Expenses ended at \$83,313. Which was 2% under the budgeted operating expenses of \$85,017.

### REPORTING

You may now access your quarterly reports via the internet. Enter [www.anchorpacificacom](http://www.anchorpacificacom) in your Internet browser space. When you reach the Anchor Pacifica home page, click on the "Investor" tab on the top right. Click on your investment property name and you will be prompted to sign in. Enter **320** as your username. Enter **CNO5290** as your password.

If you do not have Adobe Acrobat Reader installed on your computer, you may download it free of charge by visiting <http://www.adobe.com/products/acrobat>.

If you do not have Internet access, please contact us and we will continue to send you paper reports each month.

Very truly yours,

A handwritten signature in blue ink, appearing to read "Lilia Mora". The signature is fluid and cursive, with a large initial "L" and "M".

Lilia Mora  
Portfolio Manager

**Balance Sheet**

Period = Dec 2021

Book = Accrual ; Tree = 105

Current Balance

**ASSETS****Cash**

Operating Cash	206,903.81
Petty Cash	200.00
Total Cash	<u>207,103.81</u>

**Current Assets**

Lender Escrow Acct	37,863.14
Prepaid Expenses	3,583.49
Rent Receivable	44,835.89
Total Current Assets	<u>86,282.52</u>

**Fixed Assets**

Land	1,477,122.00
Building & Improvements	3,749,022.99
Fixtures & Equipment	485,810.58
Less: Accumulated Depreciation	-2,713,469.00
Total Fixed Assets	<u>2,998,486.57</u>

**Intangible Assets**

Loan Fees	81,448.94
Total Intangible Assets	<u>81,448.94</u>

Total Assets

3,373,321.84**LIABILITIES & EQUITY****Short Term Liabilities**

Accounts Payable	6,192.90
Accrued Expenses	25,157.39
Security Deposits	47,495.00
Total Short Term Liabilities	<u>78,845.29</u>

**Long Term Liabilities**

Mortgage Payable	6,673,000.00
Total Long Term Liabilities	<u>6,673,000.00</u>

**Equity**

Partner's Equity	-3,620,693.60
Retained Earnings	242,170.15
Total Equity	<u>-3,378,523.45</u>

Total Liabilities &amp; Equity

3,373,321.84

**Budget Comparison**

Period = Oct 2021-Dec 2021

Book = Accrual ; Tree = cf anchor

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
<b>4000001 Rental Income</b>									
4000010 Market Rent	236,190.00	238,317.00	-2,127.00	-0.89	944,760.00	949,014.00	-4,254.00	-0.45	949,014.00
4000020 Loss to Lease	643.60	7,536.00	-6,892.40	-91.46	5,289.40	24,168.00	-18,908.60	-78.24	24,168.00
4000100 Total Gross Potential Rent	236,833.60	245,853.00	-9,019.40	-3.67	950,049.40	973,182.00	-23,162.60	-2.38	973,182.00
4020000 Less: Vacancy	-2,680.50	-7,376.00	4,695.50	63.66	-7,775.83	-29,195.00	21,419.17	73.37	-29,195.00
Anchor CF	0.00	-1,844.00	1,844.00	100.00	-9,665.00	-7,299.00	-2,566.00	-35.16	-7,299.00
4050000 Less: Rent Credits	-150,000.00	-1,230.00	-148,770.00	-12,095.12	-75,000.00	-4,866.00	-70,134.00	-1,441.31	-4,866.00
4090000 Less: Bad Debt	1,581.40	0.00	1,581.40	N/A	1,581.40	0.00	1,581.40	N/A	0.00
4100000 Prepaid Rents	85,734.50	235,403.00	-149,668.50	-63.58	858,959.97	931,822.00	-72,862.03	-7.82	931,822.00
4110000 Net Rental Income									
<b>4110000 Other Income</b>									
4130000 Accelerated Rents - Break	0.00	0.00	0.00	N/A	1,622.74	0.00	1,622.74	N/A	0.00
4140000 Storage	300.00	300.00	0.00	0.00	1,200.00	1,200.00	0.00	0.00	1,200.00
4150000 Parking	125.00	75.00	50.00	66.67	355.83	300.00	55.83	18.61	300.00
4170000 NSF Fees	0.00	0.00	0.00	N/A	225.00	0.00	225.00	N/A	0.00
4200001 Pet Rent	525.00	0.00	525.00	N/A	2,097.50	0.00	2,097.50	N/A	0.00
4210000 Laundry Income	802.25	975.00	-172.75	-17.72	3,570.59	3,900.00	-329.41	-8.45	3,900.00
4220000 Credit Check Fees	30.00	90.00	-60.00	-66.67	120.00	380.00	-240.00	-66.67	380.00
4240000 Retained Deposits	7,389.40	150.00	7,239.40	4,826.27	10,247.44	600.00	9,647.44	1,607.91	600.00
4270000 Merchandise Sales	179.81	39.00	140.81	361.05	693.22	156.00	537.22	344.37	156.00
4270000 Tenant Reimbursements	0.00	0.00	0.00	N/A	280.00	0.00	280.00	N/A	0.00
4450000 Electronic Payment Fees	28.24	27.00	1.24	4.59	105.17	108.00	-2.83	-2.62	108.00
4450000 Total Other Income	9,379.70	1,656.00	7,723.70	466.41	20,517.49	6,624.00	13,893.49	209.74	6,624.00
4999999 Total Income	95,114.20	237,059.00	-141,944.80	-59.88	879,477.46	938,446.00	-58,968.54	-6.28	938,446.00
<b>5000010 Operating Expenses</b>									
Salaries and Related Expenses	8,632.96	10,832.00	2,199.04	20.30	33,546.24	41,517.00	7,970.76	19.20	41,517.00
Advertising and Promotion	2,475.86	1,745.00	-730.86	-41.88	8,417.97	4,615.00	3,802.97	-82.40	4,615.00
Repairs and Maintena	16,943.31	15,715.00	-1,228.31	-7.82	58,569.27	62,735.00	4,165.73	6.64	62,735.00
Administrative Expenses	13,489.19	16,615.00	3,125.81	18.81	58,487.47	62,858.00	4,370.53	6.95	62,858.00
Utilities	15,522.68	15,625.00	102.32	0.65	43,195.55	48,000.00	4,804.45	10.01	48,000.00
Insurance	5,663.42	3,234.00	-2,429.42	-75.12	21,465.17	12,936.00	8,529.17	-65.93	12,936.00
Real Estate Taxes	18,155.67	18,576.00	420.33	2.26	73,219.44	74,304.00	1,084.56	1.46	74,304.00
5600001 Turnover Expense	2,429.66	2,675.00	245.34	9.17	7,366.75	10,950.00	3,583.25	32.72	10,950.00
5640000 Total Operating Expenses	83,312.75	85,017.00	1,704.25	2.00	304,267.86	317,915.00	13,647.14	4.29	317,915.00
5990000 Net Operating Income	11,801.45	152,042.00	-140,240.55	-92.24	575,209.60	620,531.00	-45,321.40	-7.30	620,531.00
<b>6000000 Partnership Expenses</b>									

**Budget Comparison**

Period = Oct 2021-Dec 2021

Book = Accrual ; Tree = cf anchor

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual	
6010001	Asset Management	2,750.35	4,095.00	1,344.65	32.84	11,052.36	12,284.00	1,231.64	10.03	12,284.00
6310000	Major Repairs	14,229.91	3,150.00	-11,079.91	-351.74	43,539.62	14,750.00	-28,789.62	-195.18	14,750.00
6460000	Professional Fees	4,500.00	725.00	-3,775.00	-520.69	4,500.00	4,615.00	115.00	2.49	4,615.00
6520000	Insurance	191.92	0.00	-191.92	N/A	1,170.51	0.00	-1,170.51	N/A	0.00
6540001	Corp Taxes and Fees	-2,500.00	0.00	2,500.00	N/A	800.00	3,300.00	2,500.00	75.76	3,300.00
6700001	Mortgage Interest Expense	66,965.41	66,966.00	0.59	269,333.39	268,597.00	-736.39	-0.27	268,597.00	
6990001	Total Partnership Expense	86,137.59	74,936.00	-11,201.59	-14.95	330,395.88	303,546.00	-26,849.88	-8.85	303,546.00
9980000	Net Income	-74,336.14	77,106.00	-151,442.14	-196.41	244,813.72	316,985.00	-72,171.28	-22.77	316,985.00
<b>Cash Flow Adjustment</b>										
1150001	Lender Escrow Acct	12,123.39	-22,776.00	34,899.39	153.23	-5,849.52	-72,112.00	66,262.48	91.89	-72,112.00
1180001	Prepaid Expenses	5,855.34	4,959.00	896.34	18.08	13,979.68	808.00	13,171.68	1,630.16	808.00
1200002	Accounts Receivable	175,271.20	0.00	175,271.20	N/A	-31,542.11	0.00	-31,542.11	N/A	0.00
2150000	Construction in Progress	-5,725.57	-2,290.00	-3,435.57	-150.02	-20,448.58	-24,610.00	4,161.42	16.91	-24,610.00
2210000	Accounts Payable	623.40	0.00	623.40	N/A	3,963.99	0.00	3,963.99	N/A	0.00
	Due To Trust Account	0.00	0.00	0.00	N/A	75.00	0.00	75.00	N/A	0.00
	Deferred Rents	-1,276.62	0.00	-1,276.62	N/A	-1,312.52	0.00	-1,312.52	N/A	0.00
	Accrued Expenses	-374.00	0.00	-374.00	N/A	-15,980.00	0.00	-15,980.00	N/A	0.00
	Accrued Taxes	-18,354.60	0.00	-18,354.60	N/A	0.00	0.00	0.00	N/A	0.00
2330000	Accrued Interest Expense	0.00	0.00	0.00	N/A	735.88	0.00	735.88	N/A	0.00
2500000	Security Deposits Payable	-1,005.00	0.00	-1,005.00	N/A	-4,355.00	0.00	-4,355.00	N/A	0.00
	Cash Distributions	-60,000.00	-60,000.00	0.00	-240,000.00	-240,000.00	0.00	0.00	N/A	-240,000.00
	Total Cash Flow Adj:	107,137.54	-80,107.00	187,244.54	233.74	-300,733.18	-335,914.00	35,180.82	10.47	-335,914.00
	CASH FLOW	32,801.40	-3,001.00	35,802.40	1,193.02	-55,919.46	-18,929.00	-36,990.46	-195.42	-18,929.00

### Budget Comparison

Period = Oct 2021-Dec 2021

Book = Accrual ; Tree = Income State app

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
<b>Rental Income</b>									
Gross Potential Rent	236,833.60	245,853.00	-9,019.40	-3.67	950,019.40	973,182.00	-23,162.60	-2.38	973,182.00
Less: Vacancy	-2,690.50	-7,376.00	4,685.50	63.66	-7,775.63	-29,195.00	21,419.17	73.37	-29,195.00
Less: Rent Credits	0.00	-1,844.00	1,844.00	100.00	-9,865.00	-7,299.00	-2,566.00	-35.16	-7,299.00
Less: Bad Debt	-150,000.00	-1,230.00	-148,770.00	-12,095.12	-75,000.00	-4,866.00	-70,134.00	-1,441.31	-4,866.00
Net Rental Income	84,153.10	235,403.00	-151,249.90	-64.25	857,378.57	931,822.00	-74,443.43	-7.99	931,822.00
<b>Other Income</b>									
Prepaid Rents	1,581.40	0.00	1,581.40	N/A	1,581.40	0.00	1,581.40	N/A	0.00
Lease Break Fees	0.00	0.00	0.00	N/A	1,622.74	0.00	1,622.74	N/A	0.00
Storage	300.00	300.00	0.00	0.00	1,200.00	1,200.00	0.00	0.00	1,200.00
Parking	125.00	75.00	50.00	66.67	355.83	300.00	55.83	18.61	300.00
NSF Fees	0.00	0.00	0.00	N/A	225.00	0.00	225.00	N/A	0.00
Laundry Income	802.25	975.00	-172.75	-17.72	3,570.59	3,900.00	-329.41	-8.45	3,900.00
Credit Check Fees	30.00	90.00	-60.00	-66.67	120.00	360.00	-240.00	-66.67	360.00
Retained Deposits	7,389.40	150.00	7,239.40	4,826.27	10,247.44	600.00	9,647.44	1,607.91	600.00
Merchandise Sales	179.81	39.00	140.81	361.05	693.22	156.00	537.22	344.37	156.00
Electronic Payment Charges	28.24	27.00	1.24	4.59	105.17	108.00	-2.83	-2.62	108.00
Other Income	525.00	0.00	525.00	N/A	2,377.50	0.00	2,377.50	N/A	0.00
Total Other Income	10,961.10	1,656.00	9,305.10	561.90	22,098.89	6,624.00	15,474.89	233.62	6,624.00
Total Income	95,114.20	237,059.00	-141,944.80	-59.88	879,477.46	938,446.00	-58,968.54	-6.28	938,446.00
<b>Operating Expenses</b>									
Salary & Related Expenses	8,632.96	10,832.00	2,199.04	20.30	33,546.24	41,517.00	7,970.76	19.20	41,517.00
Advertising & Promotion	2,475.86	1,745.00	-730.86	-41.88	8,417.97	4,615.00	-3,802.97	-82.40	4,615.00
Maintenance & Repairs	16,943.31	15,715.00	-1,228.31	-7.82	58,569.27	62,735.00	4,165.73	6.64	62,735.00
Administrative	13,489.19	16,615.00	3,125.81	18.81	58,487.47	62,858.00	4,370.53	6.95	62,858.00
Utilities	15,522.68	15,625.00	102.32	0.65	43,195.55	48,000.00	4,804.45	10.01	48,000.00
Insurance	5,663.42	3,224.00	-2,439.42	-75.12	21,465.17	12,936.00	-8,529.17	-85.93	12,936.00
Real Estate Taxes	18,155.67	18,576.00	420.33	2.26	73,219.44	74,304.00	1,084.56	1.46	74,304.00
Turnover	2,429.66	2,675.00	245.34	9.17	7,366.75	10,950.00	3,583.25	32.72	10,950.00
Total Operating Expenses	83,312.75	85,017.00	1,704.25	2.00	304,267.86	317,915.00	13,647.14	4.29	317,915.00
Net Operating Income	11,801.45	152,042.00	-140,240.55	-92.24	575,209.60	620,531.00	-45,321.40	-7.30	620,531.00
<b>Partnership Expense</b>									
Asset Management	2,750.35	4,095.00	1,344.65	32.84	11,052.36	12,284.00	1,231.64	10.03	12,284.00
Major Repairs	14,229.91	3,150.00	-11,079.91	-351.74	43,539.62	14,750.00	-28,789.62	-195.18	14,750.00
Insurance	191.92	0.00	-191.92	N/A	1,170.51	0.00	-1,170.51	N/A	0.00

**Budget Comparison**

Period = Oct 2021-Dec 2021  
 Book = Actual | Tree = Income state apg

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
Professional Fees	4,500.00	725.00	-3,775.00	-520.69	4,500.00	4,615.00	115.00	2.49	4,615.00
Taxes and LLC Fees	-2,500.00	0.00	2,500.00	N/A	800.00	3,300.00	2,500.00	75.76	3,300.00
Capital Improvements	2,643.57	0.00	-2,643.57	N/A	2,643.57	0.00	-2,643.57	N/A	0.00
Interest	66,965.41	66,966.00	0.59	0.00	269,333.39	268,597.00	-736.39	-0.27	268,597.00
Total Non-Operating	88,781.16	74,936.00	-13,845.16	-18.48	333,039.45	303,546.00	-29,493.45	-9.72	303,546.00
Net Income	-76,979.71	77,106.00	-154,085.71	-199.84	242,170.15	316,985.00	-74,814.85	-23.60	316,985.00

**Budget Comparison**

Period = Oct 2021-Dec 2021

Book = Accrual | Tree = Expense Detail

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
<b>5000100 Salaries and Related Expense</b>									
5010000 Property Manager Salary	3,918.79	4,213.00	294.21	6.98	14,555.52	15,650.00	1,094.48	6.99	15,650.00
5010008 Property Manager Bonus	580.00	525.00	-55.00	-10.48	1,836.15	2,100.00	263.85	12.56	2,100.00
5020007 Maintenance Salary - Gen	2,410.31	3,209.00	798.69	24.89	9,674.94	12,004.00	2,329.06	19.40	12,004.00
5020009 Year End Bonus	200.00	200.00	0.00	0.00	390.00	200.00	-190.00	-95.00	200.00
5100000 Apartment Allowance	300.00	420.00	120.00	28.57	1,200.00	1,680.00	480.00	28.57	1,680.00
Workers Comp Insurance	349.07	598.00	248.93	41.63	1,494.14	2,240.00	745.86	33.30	2,240.00
Health Benefits	0.00	1,110.00	1,110.00	100.00	0.00	4,440.00	4,440.00	100.00	4,440.00
Salary Related Expense	874.79	557.00	-317.79	-57.05	4,395.49	3,203.00	-1,192.49	-37.23	3,203.00
<b>5120000 Total Salary and Related Expenses</b>	<b>8,632.96</b>	<b>10,832.00</b>	<b>2,199.04</b>	<b>20.30</b>	<b>33,546.24</b>	<b>41,517.00</b>	<b>7,970.76</b>	<b>19.20</b>	<b>41,517.00</b>
<b>5200000 Advertising and Promotion</b>									
5210004 Advertising - Brochures	0.00	0.00	0.00	N/A	0.00	15.00	15.00	100.00	15.00
5210005 Advertising - Models	0.00	436.00	436.00	100.00	0.00	872.00	872.00	100.00	872.00
5210007 Internet Advertising-Web	2,054.52	0.00	-2,054.52	N/A	7,113.86	512.00	-6,601.86	-1,289.43	512.00
5210008 Advertising Commission	0.00	339.00	339.00	100.00	678.00	1,356.00	678.00	50.00	1,356.00
5210009 Advertising-Other	0.00	0.00	0.00	N/A	4.77	0.00	-4.77	N/A	0.00
5220001 Promotion - Referral Fees	0.00	100.00	100.00	100.00	200.00	400.00	200.00	50.00	400.00
5220002 Promotion-Tenant Activities	0.00	250.00	250.00	100.00	0.00	250.00	250.00	100.00	250.00
5220003 Tenant Gifts	421.34	620.00	198.66	32.04	421.34	1,160.00	738.66	63.88	1,160.00
5230005 Leasing Office - Uniforms	0.00	0.00	0.00	N/A	0.00	50.00	50.00	100.00	50.00
5250000 Total Advertising and Promotion	2,475.86	1,745.00	-730.86	-41.88	8,417.97	4,615.00	-3,802.97	-82.40	4,615.00
<b>5280000 Maintenance and Repairs</b>									
<b>5310000 Repairs</b>									
5310002 Appliances Repair	289.00	465.00	176.00	37.85	687.00	1,860.00	1,173.00	63.06	1,860.00
5310004 Locks and Keys	572.27	255.00	-317.27	-124.42	1,195.49	1,020.00	-175.49	-17.20	1,020.00
5310005 Doors	0.00	75.00	75.00	100.00	0.00	300.00	300.00	100.00	300.00
5310007 Electrical	340.00	750.00	410.00	54.67	340.00	3,000.00	2,660.00	88.67	3,000.00
5310010 Glass	0.00	225.00	225.00	100.00	280.00	900.00	620.00	68.89	900.00
5310012 Water Heater	0.00	150.00	150.00	100.00	999.27	600.00	-399.27	-66.54	600.00
5310013 HVAC Repairs	815.80	520.00	-295.80	-56.88	3,927.30	3,470.00	-457.30	-13.18	3,470.00
5310015 Plumbing	2,065.00	1,030.00	-1,035.00	-100.49	5,282.95	3,605.00	-1,677.95	-46.55	3,605.00
5310017 Roof	500.00	150.00	-350.00	-233.33	500.00	600.00	100.00	16.67	600.00
5310019 Sprinklers	0.00	0.00	0.00	N/A	-540.00	0.00	540.00	N/A	0.00
5310021 Carpeting	0.00	90.00	90.00	100.00	0.00	360.00	360.00	100.00	360.00
5310023 Pool	510.00	225.00	-285.00	-126.67	1,330.00	900.00	-430.00	-47.78	900.00
5310025 Gates and Fences	120.00	0.00	-120.00	N/A	4,273.30	0.00	-4,273.30	N/A	0.00
5310029 Termite Work	0.00	0.00	0.00	N/A	0.00	1,000.00	1,000.00	100.00	1,000.00

**Budget Comparison**

Period = Oct 2021-Dec 2021

Book = Actual ; Tree = expense detail

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
5310049 Security Camera	0.00	60.00	60.00	100.00	0.00	240.00	240.00	100.00	240.00
Miscellaneous	0.00	330.00	330.00	100.00	369.00	1,320.00	951.00	72.05	1,320.00
5310999 Total Repairs	5,212.07	4,325.00	-887.07	-20.51	18,644.31	19,175.00	530.69	2.77	19,175.00
5320000 Supplies									
5320004 Locks & Keys	25.79	105.00	79.21	75.44	325.51	420.00	94.49	22.50	420.00
5320007 Electrical	706.14	270.00	-436.14	-161.53	916.29	1,080.00	163.71	15.16	1,080.00
5320013 HVAC	0.00	75.00	75.00	100.00	41.33	250.00	208.67	83.47	250.00
5320014 Painting	26.96	225.00	198.04	88.02	46.14	900.00	853.86	94.87	900.00
5320015 Plumbing	84.80	465.00	380.20	81.76	2,089.43	2,105.00	15.57	0.74	2,105.00
5320028 Lighting	52.04	150.00	97.96	65.31	525.59	600.00	74.41	12.40	600.00
Miscellaneous Supplies	466.22	0.00	-466.22	N/A	1,328.63	0.00	-1,328.63	N/A	0.00
5320999 Total Supplies	1,361.95	1,290.00	-71.95	-5.58	5,272.92	5,355.00	82.08	1.53	5,355.00
5330000 Landscaping									
5330001 Contract	972.00	972.00	0.00	0.00	3,888.00	3,888.00	0.00	0.00	3,888.00
5330002 Tree Pruning	1,895.00	1,475.00	-420.00	-28.47	1,895.00	1,475.00	-420.00	-28.47	1,475.00
5330004 Irrigation	195.00	0.00	-195.00	N/A	340.00	200.00	-140.00	-70.00	200.00
5330005 Seasonal Color	0.00	0.00	0.00	N/A	79.92	0.00	-79.92	N/A	0.00
5330006 Improvements	0.00	0.00	0.00	N/A	0.00	400.00	400.00	100.00	400.00
5330999 Total Landscaping	3,062.00	2,447.00	-615.00	-25.13	6,202.92	5,963.00	-239.92	-4.02	5,963.00
5340000 Contract Services									
5340002 Exterminating	198.00	198.00	0.00	0.00	726.00	792.00	66.00	8.33	792.00
5340016 Fire/Life Safety	129.00	135.00	6.00	4.44	1,365.00	2,200.00	835.00	37.95	2,200.00
5340023 Pool	870.00	870.00	0.00	0.00	3,450.00	3,450.00	0.00	0.00	3,450.00
5340999 Total Contract Services	1,197.00	1,203.00	6.00	0.50	5,541.00	6,442.00	901.00	13.99	6,442.00
5350000 Maintenance									
5350004 Hardware/Tools	12.29	135.00	122.71	90.90	218.49	540.00	321.51	59.54	540.00
5380002 Janitorial - Contract	2,250.00	2,250.00	0.00	0.00	7,200.00	9,000.00	1,800.00	20.00	9,000.00
5380003 Janitorial-Suppl/Material	34.46	105.00	70.54	67.18	295.47	420.00	124.53	29.65	420.00
5380004 Refuse	3,813.54	3,960.00	146.46	3.70	15,254.16	15,840.00	585.84	3.70	15,840.00
5380999 Total Maintenance	6,110.29	6,450.00	339.71	5.27	22,908.12	25,800.00	2,891.88	11.21	25,800.00
5390000 Total Repairs and Maintenance	15,943.31	15,715.00	-228.31	-1.45	58,569.27	62,735.00	4,165.73	6.64	62,735.00
5400000 Administrative Expense									
5410000 Management Fee	11,976.76	11,853.00	-123.76	-1.04	46,562.30	46,925.00	362.70	0.77	46,925.00



### Budget Comparison

Period = Oct 2021-Dec 2021

Book = Accrual ; Tree = expense detail

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual	
5420003	Office Supplies	192.82	30.00	-162.82	-542.73	199.02	120.00	-79.02	-65.85	120.00
5420004	Postage/Messenger	0.00	24.00	24.00	1.40	96.00	94.60	94.60	98.54	96.00
5420005	Telephone	698.51	945.00	246.49	26.08	3,272.91	3,780.00	507.09	13.42	3,780.00
5420006	Office Operations-General	8.50	30.00	21.50	71.67	52.12	120.00	67.88	56.57	120.00
5420008	Bank Charges	168.62	204.00	35.38	17.34	901.20	816.00	-85.20	-10.44	816.00
5420011	Publications/Subscription	0.00	35.00	35.00	100.00	13.23	35.00	21.77	62.20	35.00
5420012	Computer/Software Maintenance	37.50	39.00	1.50	3.85	882.00	1,058.00	176.00	16.64	1,058.00
5420013	Printing	0.00	0.00	0.00	0.00	0.00	18.00	18.00	100.00	18.00
5420019	Signage	0.00	0.00	0.00	0.00	80.00	50.00	-30.00	-60.00	50.00
5420050	General Supplies	43.67	45.00	1.33	N/A	110.48	180.00	69.52	38.62	180.00
5430000	Permits & Fees	891.71	2,000.00	1,108.29	55.41	2,586.80	3,420.00	833.20	24.36	3,420.00
5440002	Auto Mileage	262.08	165.00	-97.08	-58.84	262.08	660.00	397.92	60.29	660.00
5450000	Answering Service	44.84	60.00	15.16	25.27	180.75	240.00	59.25	24.89	240.00
5450002	Credit Verification	120.00	90.00	-30.00	-33.33	480.00	360.00	-120.00	-33.33	360.00
5450003	Temporary Help	0.00	0.00	0.00	N/A	0.00	600.00	600.00	100.00	600.00
5460000	Legal Fees	0.00	0.00	0.00	N/A	2,135.19	0.00	-2,135.19	N/A	0.00
5460002	Eviction Costs	-982.20	705.00	1,687.20	239.32	517.80	2,820.00	2,302.20	81.64	2,820.00
5460010	Other Professional Fees	0.00	150.00	150.00	100.00	0.00	600.00	600.00	100.00	600.00
5470000	Management Seminars	13.88	165.00	151.12	91.59	60.93	660.00	599.07	90.77	660.00
5470004	Luncheon Meetings	12.50	75.00	62.50	83.33	189.26	300.00	110.74	36.91	300.00
5490999	Total Administrative Expense	13,489.19	16,615.00	3,125.81	18.81	58,487.47	62,859.00	4,370.53	6.95	62,859.00
5500000	Utilities									
5510000	Electric-Common Area	3,006.00	2,900.00	-106.00	-3.66	8,688.49	8,700.00	11.51	0.13	8,700.00
5510001	Gas	1,592.27	795.00	-797.27	-100.29	2,691.98	3,180.00	488.02	15.35	3,180.00
5510002	Water	6,220.00	6,600.00	380.00	5.76	17,934.73	19,800.00	1,865.27	9.42	19,800.00
5510003	Sewer	4,558.41	5,000.00	441.59	8.83	13,285.93	15,000.00	1,714.07	11.43	15,000.00
5510005	Utility-Vacant Units	146.00	330.00	184.00	55.76	594.42	1,320.00	725.58	54.97	1,320.00
5510999	Total Utilities	15,522.68	15,625.00	102.32	0.65	43,195.55	48,000.00	4,804.45	10.01	48,000.00
5590000	Turnover Expense									
5600001	Apartment Cleaning	285.00	480.00	195.00	40.62	1,470.00	2,160.00	690.00	31.94	2,160.00
5600002	Blind - Repair	0.00	20.00	20.00	100.00	0.00	90.00	90.00	100.00	90.00
5600004	Painting	790.00	180.00	-610.00	-339.89	790.00	720.00	-70.00	-9.72	720.00
5600005	Painting Supplies	199.58	330.00	130.42	39.52	377.78	1,320.00	942.22	71.38	1,320.00
5600006	Repairs & Replacements-Other	149.52	220.00	70.48	32.04	726.81	880.00	153.19	17.41	880.00
5600007	Carpet Cleaning	0.00	390.00	390.00	100.00	315.00	1,560.00	1,245.00	79.81	1,560.00
5600008	Carpet Replacements	818.62	350.00	-468.62	-133.89	2,431.42	1,400.00	-1,031.42	-73.67	1,400.00

