

Prepared For: Portal Demo - The Clean  
 Prepared By: cpadmin@clean.com  
 Total RSF: 952,702

Software: Kardin Portal  
 Date: 3/2/2023 4:02:16 PM  
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## Portfolio Sample Reports

### 2023 Monthly Reforecast Detail

	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Total	\$/RSF
	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Reforecast	Reforecast	Reforecast	Reforecast	Reforecast	Reforecast		
<b>Income</b>														
<b>Rental Income</b>														
4110-0000 Base Rent - Office	1,098,529	1,106,267	1,105,000	1,100,572	1,102,672	1,103,047	1,112,926	1,098,155	1,107,716	1,109,981	1,109,981	1,110,565	13,265,411	13.92
4120-0000 Base Rent - Retail	218,692	218,692	220,753	241,428	242,553	242,181	242,331	255,771	255,771	256,034	255,909	254,159	2,904,277	3.05
4130-0000 Base Rent - Storage	1,675	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,950	1,975	20,900	0.02
4140-0000 Free Rent	-9,167	-2,350	0	-11,833	-2,300	-9,121	-48,892	-50,271	-39,375	-2,062	-1,750	0	-177,121	-0.19
4150-0000 Retail Sales Rent	1,623	2,141	3,785	2,623	2,623	3,328	3,223	3,123	3,918	2,223	2,223	3,018	33,855	0.04
4160-0000 CPI Rent	3,502	3,586	4,114	3,586	3,586	3,586	5,326	5,326	7,116	7,116	7,116	7,116	61,076	0.06
4170-0000 Parking Revenue	116,216	116,216	120,976	120,580	120,580	120,580	124,935	124,935	124,935	124,935	124,935	124,935	1,464,758	1.54
4180-0000 Vacancy Adjustment	-68,316	-68,316	-68,316	-75,737	-75,737	-77,015	-77,015	-90,455	-90,455	-90,455	-90,455	-90,455	-962,728	-1.01
4190-0000 Misc. Income	8,215	9,805	7,843	9,601	10,551	10,551	10,801	10,801	3,901	3,901	3,901	3,901	93,775	0.10
<b>Total Rental Income</b>	<b>1,370,969</b>	<b>1,387,742</b>	<b>1,395,855</b>	<b>1,392,521</b>	<b>1,406,229</b>	<b>1,398,838</b>	<b>1,375,336</b>	<b>1,359,086</b>	<b>1,375,229</b>	<b>1,413,374</b>	<b>1,413,811</b>	<b>1,415,214</b>	<b>16,704,204</b>	<b>17.53</b>
<b>Current Year Recovery Income</b>														
4131-0010 Gross Potential Rents	357,548	359,548	359,548	351,598	351,598	351,598	351,598	357,625	357,877	357,877	357,877	357,877	4,272,169	4.48
4132-0010 Loss to Lease	-25,379	-24,314	-24,314	-22,722	-22,297	-21,871	-21,206	-25,946	-25,202	-24,308	-23,550	-22,829	-283,939	-0.30
4210-0000 Combined Expense Recovery	343,208	345,237	346,514	335,797	335,797	335,319	340,015	337,620	349,438	349,438	349,441	349,441	4,117,264	4.32
4215-0000 Free - Combined Expense Recovery	-570	-1,972	-1,019	-1,093	-1,093	0	-10,895	-4,534	-17,154	0	0	0	-38,331	-0.04
4230-0000 Real Estate Tax Recovery	107,991	108,991	110,424	113,361	113,361	113,064	114,597	113,539	119,359	119,359	119,359	119,359	1,372,765	1.44
4235-0000 Free - Real Estate Tax Recovery	-182	-798	-371	-371	-371	0	-4,086	-1,538	-6,699	0	0	0	-14,416	-0.02
4240-0000 Insurance Recovery	31,675	31,475	28,938	33,057	33,057	33,012	33,591	33,231	35,284	35,284	35,284	35,284	399,170	0.42
4245-0000 Free - Insurance Recovery	-65	-350	0	-138	-138	0	-1,429	-574	-2,249	0	0	0	-4,944	-0.01
4250-0000 Utility Recovery	650	1,280	675	375	375	375	375	375	375	375	375	375	5,980	0.01
<b>Total Current Year Recovery Income</b>	<b>814,876</b>	<b>819,098</b>	<b>820,394</b>	<b>809,863</b>	<b>810,288</b>	<b>811,497</b>	<b>802,558</b>	<b>809,798</b>	<b>811,028</b>	<b>838,025</b>	<b>838,786</b>	<b>839,507</b>	<b>9,825,717</b>	<b>10.31</b>
<b>Economic Rent</b>														
4133-0010 Concessions	0	-25	0	-75	-50	-50	-250	-450	-150	-125	-75	-50	-1,300	-0.00
4133-0011 Recurring Concessions	-6,721	-6,721	-6,721	524	787	1,084	1,376	1,662	1,955	2,250	2,550	2,852	-5,123	-0.01
4134-0010 Employee Discount	-1,108	-1,108	-1,108	-1,188	-1,188	-1,188	-1,188	-1,208	-1,209	-1,209	-1,209	-1,209	-14,119	-0.01
4135-0010 Vacancy	-19,327	-22,951	-22,951	-23,757	-22,569	-22,569	-23,757	-21,747	-14,508	-10,881	-8,463	-7,254	-220,734	-0.23
4136-0010 Uncollectible Rent	-997	0	-1,000	-987	-988	-989	-991	-995	-998	-1,001	-1,003	-1,005	-10,953	-0.01
4137-0010 Model Unit	-1,109	-1,109	-1,109	-1,188	-1,188	-1,188	-1,188	-1,208	-1,209	-1,209	-1,209	-1,209	-14,123	-0.01
<b>Total Economic Rent</b>	<b>-29,261</b>	<b>-31,914</b>	<b>-32,888</b>	<b>-26,670</b>	<b>-25,195</b>	<b>-24,900</b>	<b>-25,997</b>	<b>-23,947</b>	<b>-16,120</b>	<b>-12,175</b>	<b>-9,409</b>	<b>-7,875</b>	<b>-266,352</b>	<b>-0.28</b>
<b>Other Income</b>														
4139-0017 Washer/Dryer Rental	981	981	981	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	11,943	0.01
4139-0019 Clubhouse Rental	0	300	300	300	300	300	300	300	300	300	300	300	3,300	0.00
4139-0026 Pet Fee	417	417	0	417	417	417	417	417	417	417	417	417	4,583	0.00

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	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Reforecast	Reforecast	Reforecast	Reforecast	Reforecast	Reforecast		
4139-0028 NSF Fee	175	380	175	175	175	175	175	175	175	175	175	175	2,305	0.00
4139-0029 Late Fee Income	350	350	700	350	350	350	350	350	350	350	350	350	4,550	0.00
4139-0041 Application Fee	320	370	320	320	320	320	320	320	320	320	320	320	3,890	0.00
<b>Total Other Income</b>	<b>2,243</b>	<b>2,798</b>	<b>2,476</b>	<b>2,562</b>	<b>2,562</b>	<b>2,562</b>	<b>2,562</b>	<b>2,562</b>	<b>2,562</b>	<b>2,562</b>	<b>2,562</b>	<b>2,562</b>	<b>30,571</b>	<b>0.03</b>
<b>Total Income</b>	<b>2,158,827</b>	<b>2,177,723</b>	<b>2,185,837</b>	<b>2,178,276</b>	<b>2,193,884</b>	<b>2,187,998</b>	<b>2,154,458</b>	<b>2,147,498</b>	<b>2,172,699</b>	<b>2,241,785</b>	<b>2,245,749</b>	<b>2,249,407</b>	<b>26,294,140</b>	<b>27.60</b>
<b>Operating Expenses - Recoverable</b>														
<b>Taxes</b>														
5010-0000 Real Property Taxes	0	0	0	500,000	482,000	0	0	0	0	212,000	0	819,000	2,013,000	2.11
7720-0010 Property Taxes	0	0	0	95,000	0	0	0	0	0	98,000	0	0	193,000	0.20
<b>Total Taxes</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>595,000</b>	<b>482,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>310,000</b>	<b>0</b>	<b>819,000</b>	<b>2,206,000</b>	<b>2.32</b>
<b>Insurance</b>														
5110-0000 Fire Insurance	7,789	53,807	7,789	8,000	8,000	26,500	8,000	8,000	8,000	8,000	8,000	26,500	178,385	0.19
5120-0000 Property Insurance	5,940	0	61,294	71,000	0	61,320	6,000	0	61,340	6,000	65,000	61,360	399,254	0.42
5121-0000 Liability Insurance	8,904	0	0	9,000	0	0	9,000	0	0	9,000	0	0	35,904	0.04
5125-0000 Excess Liability	0	0	0	13,750	0	16,500	0	0	0	0	0	16,500	46,750	0.05
7705-0010 General Liability Insurance	0	0	23,558	0	0	0	0	0	26,000	0	0	0	49,558	0.05
7710-0010 Fire & Extend Coverage	989	989	989	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	12,867	0.01
<b>Total Insurance</b>	<b>23,622</b>	<b>54,796</b>	<b>93,630</b>	<b>102,850</b>	<b>9,100</b>	<b>105,420</b>	<b>24,100</b>	<b>9,100</b>	<b>96,440</b>	<b>24,100</b>	<b>74,100</b>	<b>105,460</b>	<b>722,718</b>	<b>0.76</b>
<b>Utilities</b>														
5210-0000 Electricity	91,530	98,113	98,113	111,000	111,000	111,000	111,000	111,000	111,000	111,000	111,000	111,000	1,286,757	1.35
5215-0000 Gas	40,954	41,143	38,954	41,496	41,496	41,496	41,496	41,496	41,496	41,496	41,496	41,496	494,513	0.52
5220-0000 Water & Sewer	14,224	14,125	14,066	14,251	14,251	14,251	14,251	14,251	14,251	14,251	14,251	14,251	170,670	0.18
5240-0000 Other Utilities	0	0	55	0	0	250	250	250	0	0	0	0	805	0.00
7603-0010 Cable TV	129	129	129	120	120	120	120	120	120	120	120	120	1,467	0.00
7605-0010 Gas	1,454	1,367	1,298	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	17,619	0.02
7610-0010 Electric	1,298	1,312	1,367	2,300	2,300	2,300	2,300	2,300	2,300	2,300	2,300	2,300	24,677	0.03
7615-0010 Water	3,657	3,259	3,404	4,333	4,333	4,333	4,333	4,333	4,333	4,333	4,333	4,333	49,320	0.05
7620-0010 Sewer	3,154	3,140	3,151	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	39,445	0.04
7625-0010 Garbage	2,323	2,323	2,323	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	29,469	0.03
<b>Total Utilities</b>	<b>158,723</b>	<b>164,911</b>	<b>162,860</b>	<b>180,833</b>	<b>180,833</b>	<b>181,083</b>	<b>181,083</b>	<b>181,083</b>	<b>180,833</b>	<b>180,833</b>	<b>180,833</b>	<b>180,833</b>	<b>2,114,742</b>	<b>2.22</b>
<b>HVAC</b>														
5260-0000 HVAC - Contract	10,116	10,007	10,116	13,335	13,335	13,335	13,335	13,335	13,335	13,335	13,335	13,335	150,257	0.16
5265-0000 HVAC - Repair & Maintenance	6,312	6,280	5,416	6,488	7,488	9,415	9,415	7,488	5,564	5,564	6,564	9,912	85,906	0.09
<b>Total HVAC</b>	<b>16,428</b>	<b>16,288</b>	<b>15,532</b>	<b>19,823</b>	<b>20,823</b>	<b>22,750</b>	<b>22,750</b>	<b>20,823</b>	<b>18,899</b>	<b>18,899</b>	<b>19,899</b>	<b>23,248</b>	<b>236,164</b>	<b>0.25</b>
<b>Janitorial</b>														

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	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Reforecast	Reforecast	Reforecast	Reforecast	Reforecast	Reforecast		
5230-0000 Trash Removal	2,953	2,969	2,953	2,958	2,958	2,958	2,958	2,958	2,958	2,958	2,958	2,958	35,499	0.04
5310-0000 Janitorial - Contract	51,439	51,439	51,643	51,382	51,382	51,323	51,323	52,373	52,373	52,373	52,373	52,373	621,795	0.65
5320-0000 Cleaning Supplies	4,112	1,479	5,112	4,115	4,115	4,115	4,115	4,115	4,115	4,115	4,115	4,115	47,737	0.05
5340-0000 Window Cleaning - Contract	623	8,441	623	2,345	625	2,345	625	8,545	625	2,345	625	2,345	30,112	0.03
7300-0000 Janitorial - Contract	377	377	377	360	360	360	360	360	360	360	360	360	4,371	0.00
7302-0000 Cleaning Supplies	62	0	62	62	62	62	62	62	62	62	62	62	680	0.00
7304-0000 Window Cleaning - Contract	0	256	0	0	120	0	0	120	0	0	120	0	616	0.00
<b>Total Janitorial</b>	<b>59,565</b>	<b>64,960</b>	<b>60,769</b>	<b>61,222</b>	<b>59,622</b>	<b>61,163</b>	<b>59,443</b>	<b>68,533</b>	<b>60,493</b>	<b>62,213</b>	<b>60,613</b>	<b>62,213</b>	<b>740,810</b>	<b>0.78</b>
<b>Repairs &amp; Maintenance</b>														
5250-0000 General Building	20,200	16,388	20,200	20,524	24,736	25,684	21,156	21,156	21,156	20,524	20,524	24,574	256,821	0.27
5401-0000 Carpet Cleaning	515	415	932	1,368	1,068	1,468	1,068	1,468	1,068	1,468	1,068	1,468	13,374	0.01
5409-0000 Doors	200	876	200	3,300	1,450	1,450	1,450	1,450	1,450	1,450	1,450	1,450	16,176	0.02
5415-0000 Electrical	194	194	194	417	417	417	417	417	417	417	417	417	4,334	0.00
5423-0000 Elevators	13,976	8,576	15,201	15,324	15,324	15,739	15,324	15,324	15,324	15,324	15,324	15,324	176,082	0.18
5435-0000 Equipment	0	65	624	0	0	1,500	650	0	0	4,000	650	0	7,489	0.01
5445-0000 Glass Repair & Replace	282	157	282	642	6,642	642	642	642	642	642	642	642	12,497	0.01
5447-0000 Lighting	581	1,161	483	968	968	968	968	968	968	968	968	968	10,935	0.01
5453-0000 Locks & Keys	399	426	491	511	511	511	511	511	511	511	511	511	5,917	0.01
5461-0000 Painting	210	420	3,920	420	3,920	420	420	420	3,920	420	7,170	420	22,080	0.02
5465-0000 Pest Control	1,106	1,381	1,106	1,120	1,120	1,120	1,120	1,120	1,120	1,120	1,120	1,120	13,672	0.01
5473-0000 Plumbing	307	177	177	918	918	918	918	918	918	918	918	918	8,925	0.01
5487-0000 Roof	1,414	1,799	750	1,333	1,333	1,333	1,333	1,333	2,333	1,333	1,533	1,533	17,363	0.02
5489-0000 Signs	306	110	555	410	210	210	410	210	210	410	210	210	3,461	0.00
7310-0010 Hardware Supplies	0	0	232	200	200	200	200	200	200	200	200	200	2,032	0.00
7315-0010 Plumbing	0	180	324	400	400	400	400	400	400	400	400	400	4,104	0.00
7325-0010 Carpentry	380	125	0	0	125	0	0	125	0	0	125	0	880	0.00
7330-0010 HVAC	0	59	350	600	800	1,297	1,285	1,285	900	600	600	600	8,376	0.01
7335-0010 Other	0	0	0	30	30	30	30	30	30	30	30	30	270	0.00
7340-0010 Common Area Painting/Supplies	100	23	200	0	150	150	0	150	0	200	100	0	1,073	0.00
7345-0010 Laundry Room Expense	30	56	180	30	30	180	30	30	180	30	30	180	986	0.00
7350-0010 Cleaning Supplies/Paper	464	494	464	464	464	464	464	464	464	464	464	464	5,592	0.01
7355-0010 Pest Service	244	244	244	230	230	230	230	230	230	230	230	230	2,802	0.00
7360-0010 Fire Monitoring	106	106	106	100	100	100	100	100	100	100	100	100	1,218	0.00
7361-0010 Fire Extinguishers	0	87	0	600	0	0	0	0	0	600	0	0	1,287	0.00
7365-0010 Light Bulbs	99	0	253	200	200	200	200	200	200	200	200	200	2,152	0.00
7366-0010 Light Fixtures	0	482	0	30	30	30	30	30	30	30	30	30	752	0.00

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7375-0010 Appliance Repair	89	355	500	100	100	100	100	100	100	100	100	100	1,844	0.00
7380-0010 Glass Screen Repair	0	150	187	150	150	150	150	150	150	150	150	150	1,687	0.00
7385-0010 Gym Equipment/Repair	0	0	0	0	225	0	0	225	0	0	225	0	675	0.00
<b>Total Repairs &amp; Maintenance</b>	<b>41,201</b>	<b>34,504</b>	<b>48,155</b>	<b>50,389</b>	<b>61,851</b>	<b>55,911</b>	<b>49,605</b>	<b>49,655</b>	<b>53,020</b>	<b>52,839</b>	<b>55,489</b>	<b>52,239</b>	<b>604,856</b>	<b>0.63</b>
<b>Parking &amp; Grounds</b>														
5530-0000 Landscape	10,998	15,463	12,483	16,017	18,742	11,033	11,261	16,386	16,261	14,461	16,186	14,461	173,751	0.18
5530-0001 Land Contract	1,650	1,650	825	1,650	1,650	1,650	1,650	1,650	1,650	1,650	1,650	1,650	18,975	0.02
5530-0002 Landscape - Other	0	0	600	0	2,000	0	0	0	0	0	0	0	2,600	0.00
5542-0000 Parking Lot	4,249	1,249	4,249	4,501	4,501	4,501	4,501	4,501	4,501	4,501	4,501	4,501	50,255	0.05
5590-0000 Parking & Grounds	1,868	1,209	1,868	2,483	2,483	2,483	2,483	2,483	2,483	2,483	2,983	4,983	30,295	0.03
7410-0010 Landscaping	1,800	2,400	2,336	1,800	2,400	3,000	1,854	2,454	2,854	1,854	2,454	1,854	27,060	0.03
7415-0010 Pool - Contract	0	0	-87	0	1,200	1,200	1,200	1,200	0	0	0	0	4,713	0.00
7420-0010 Pool - Supplies	0	60	0	0	500	500	500	500	0	0	0	0	2,060	0.00
7422-0010 Pool - Repairs	0	0	0	5,683	83	83	83	83	83	83	83	83	6,350	0.01
<b>Total Parking &amp; Grounds</b>	<b>20,565</b>	<b>22,031</b>	<b>22,274</b>	<b>32,134</b>	<b>33,559</b>	<b>24,451</b>	<b>23,532</b>	<b>29,257</b>	<b>27,832</b>	<b>25,032</b>	<b>27,857</b>	<b>27,532</b>	<b>316,058</b>	<b>0.33</b>
<b>Security &amp; Life Safety</b>														
5610-0000 Fire/Life Safety Contract	958	983	958	979	979	979	979	12,979	12,979	12,979	12,979	12,979	71,707	0.08
5620-0000 Security	45,456	44,898	34,684	45,693	45,693	45,693	45,693	45,693	45,693	45,693	45,693	48,693	539,278	0.57
<b>Total Security &amp; Life Safety</b>	<b>46,414</b>	<b>45,881</b>	<b>35,642</b>	<b>46,672</b>	<b>46,672</b>	<b>46,672</b>	<b>46,672</b>	<b>58,672</b>	<b>58,672</b>	<b>58,672</b>	<b>58,672</b>	<b>61,672</b>	<b>610,985</b>	<b>0.64</b>
<b>Management &amp; Administration</b>														
5710-0000 Advertising & Promotions	1,238	1,030	1,738	1,742	1,742	1,742	1,742	1,742	1,742	1,742	1,742	1,742	19,682	0.02
5720-0000 Bank Charges	287	395	395	397	397	397	397	397	397	397	397	397	4,648	0.00
5730-0000 Legal	1,682	682	682	3,483	2,483	2,483	4,483	2,483	2,483	2,483	2,483	2,483	28,396	0.03
5745-0000 Meals & Entertainment	1,347	1,764	1,764	1,642	1,642	1,642	1,642	1,642	1,642	1,642	1,642	1,642	19,649	0.02
5753-0000 Office Rent	12,653	12,673	12,673	12,750	12,750	13,350	13,480	13,480	13,480	13,480	13,480	13,480	157,729	0.17
5760-0000 Payroll - Base	24,037	24,037	25,643	24,072	24,394	24,394	24,674	28,046	24,674	24,674	24,674	24,674	297,991	0.31
5765-0000 Payroll - Bonus	0	900	0	0	0	0	0	0	0	0	0	8,900	9,800	0.01
5766-0000 Payroll - Burden	7,209	7,209	7,819	8,160	8,282	8,282	8,366	9,648	7,766	7,692	7,692	10,272	98,396	0.10
5780-0000 Property Management Fees	44,308	44,706	44,872	45,736	46,118	45,965	45,328	44,826	48,496	50,532	50,584	50,657	562,129	0.59
7010-0010 Salaries & Wages- Admin	12,098	12,098	12,098	13,096	13,096	13,096	13,096	13,096	13,096	13,096	13,096	13,096	154,157	0.16
7012-0010 Salaries & Wages-Main	2,200	2,200	2,200	2,667	2,667	2,667	2,667	2,667	2,667	2,667	2,667	2,667	30,598	0.03
7013-0010 Overtime	0	292	292	292	292	292	292	292	292	292	292	292	3,208	0.00
7014-0010 Payroll Burden	6,577	6,577	6,577	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	7,040	81,171	0.09
7015-0010 Bonuses	0	300	0	0	0	0	2,000	0	0	0	0	3,300	5,600	0.01
7016-0010 Lease Commissions	0	1,290	650	417	417	417	417	417	417	417	417	417	5,690	0.01

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## Portfolio Sample Reports

### 2023 Monthly Reforecast Detail

	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Total	\$/RSF
	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Reforecast	Reforecast	Reforecast	Reforecast	Reforecast	Reforecast		
7025-0010 Medical Insurance	2,198	2,198	2,198	2,300	2,300	2,300	2,300	2,300	2,300	2,300	2,300	2,300	27,294	0.03
7030-0010 Workers Comp Insurance	1,980	1,980	1,980	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	23,940	0.03
7038-0010 Employee Mileage	180	0	358	200	200	200	200	200	200	200	200	200	2,338	0.00
7039-0010 Career Apparel	75	150	150	150	150	150	150	150	150	2,150	150	150	3,725	0.00
7040-0010 Employee Expense	157	23	208	275	275	275	275	275	275	275	275	275	2,863	0.00
7041-0010 Employee Expense/Meals	208	157	23	100	100	100	100	100	100	100	100	100	1,288	0.00
7045-0010 Security - Contract	2,384	2,384	2,384	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	29,652	0.03
7050-0010 Security - Extras	0	0	0	50	50	50	50	50	50	50	50	50	450	0.00
7055-0010 Office Equipment/Repairs	0	364	0	180	180	180	180	180	180	180	180	180	1,984	0.00
7060-0010 Office Supplies	88	0	532	400	400	400	400	400	400	400	400	400	4,220	0.00
7065-0010 Postage/Delivery Services	10	157	125	120	120	120	120	120	120	120	120	120	1,372	0.00
7075-0010 Telephone	450	365	118	500	500	500	500	500	500	500	500	500	5,433	0.01
7076-0010 Internet Access Fees	85	158	85	85	85	85	85	85	85	85	85	85	1,093	0.00
7080-0010 Other Office Expense	0	0	0	190	190	190	190	190	190	190	190	190	1,710	0.00
7085-0010 Answering/Beeper Services	135	141	135	135	135	135	135	135	135	135	135	135	1,626	0.00
7090-0010 Conference/Seminars/Training	0	1,256	0	40	40	40	40	40	2,540	40	40	40	4,116	0.00
7095-0010 Dues & Subscription	311	311	311	385	385	385	385	385	385	385	385	385	4,398	0.00
7105-0010 Business Taxes & Licenses	244	0	0	200	200	200	200	200	200	200	200	200	2,044	0.00
7110-0010 Credit Check Charges	250	300	150	300	300	300	300	300	300	300	300	300	3,400	0.00
7110-0020 Legal Fees - Eviction	0	0	0	0	0	1,000	0	0	1,000	0	0	1,000	3,000	0.00
7120-0010 Property Management Fees	6,037	6,037	6,029	6,095	6,133	6,148	6,139	6,206	7,978	8,099	8,187	8,243	81,331	0.09
<b>Total Management &amp; Administration</b>	<b>128,429</b>	<b>132,133</b>	<b>132,189</b>	<b>137,458</b>	<b>137,321</b>	<b>138,783</b>	<b>141,631</b>	<b>141,849</b>	<b>145,538</b>	<b>146,121</b>	<b>144,261</b>	<b>160,409</b>	<b>1,686,121</b>	<b>1.77</b>
<b>Marketing &amp; Advertising</b>														
7205-0010 Advertising-Newspaper	266	586	266	417	417	417	417	417	417	417	417	417	4,868	0.01
7206-0010 Advertising-Newsletter	231	231	231	240	240	240	240	240	240	240	240	240	2,853	0.00
7207-0010 Advertising-Magazine	1,288	1,288	1,288	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	18,864	0.02
7210-0010 Advertising-Signs	315	283	315	283	283	283	283	283	283	283	283	283	3,463	0.00
7215-0010 Mrktng-Brochure/Flyer/Promo	60	60	60	60	60	5,000	60	60	60	60	60	60	5,660	0.01
7220-0010 Resident Svcs/Retention	355	500	89	500	500	500	500	500	500	500	500	500	5,444	0.01
7221-0010 Lease Renewal Cost	89	355	500	500	500	500	500	500	500	500	500	500	5,444	0.01
7225-0010 Model Apt Expense	0	2,882	0	0	0	0	3,500	0	0	0	0	0	6,382	0.01
7230-0010 Resident Referral	100	100	200	83	83	83	83	83	83	83	83	83	1,150	0.00
7235-0010 Other Referral	0	75	0	42	42	42	42	42	42	42	42	42	450	0.00
7237-0010 Internet	0	6	0	0	0	0	1,300	0	0	0	0	0	1,306	0.00
7240-0010 Other Marketing/Advertising	250	858	250	250	250	250	250	250	250	250	250	250	3,608	0.00

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## Portfolio Sample Reports

### 2023 Monthly Reforecast Detail

	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Total	\$/RSF
	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Reforecast	Reforecast	Reforecast	Reforecast	Reforecast	Reforecast		
<b>Total Marketing &amp; Advertising</b>	2,954	7,224	3,199	4,042	4,042	8,982	8,842	4,042	4,042	4,042	4,042	4,042	59,492	0.06
<b>Non-Routine</b>														
7453-0010 Carpets - Common Area	0	349	0	0	4,545	0	0	0	0	0	0	0	4,894	0.01
7455-0010 Office / Model Furniture / Equip	0	0	389	0	0	2,142	0	0	2,121	0	0	0	4,652	0.00
7460-0010 Plumbing	0	52	0	2,000	0	0	0	0	0	1,515	0	0	3,567	0.00
7465-0010 Building Interior Other	0	0	85	25,000	0	0	0	0	0	0	0	0	25,085	0.03
7471-0010 Building Exterior Other	0	0	0	0	0	2,500	0	0	0	0	0	0	2,500	0.00
7476-0010 Maintenance / Landscaping Equip	0	0	0	500	0	0	0	0	0	0	0	0	500	0.00
7485-0010 Signage	279	0	0	0	505	0	0	0	0	0	0	0	784	0.00
<b>Total Non-Routine</b>	279	401	474	27,500	5,050	4,642	0	0	2,121	1,515	0	0	41,982	0.04
<b>Turnover</b>														
7505-0010 Carpet Cleaning/Repairs	1,830	1,830	1,831	1,220	1,220	1,830	1,830	1,830	1,830	1,830	1,220	610	18,911	0.02
7510-0010 Carpet Replacement	6,000	0	5,447	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	65,447	0.07
7515-0010 Window Cover Clean	321	321	321	325	325	325	325	325	325	325	325	325	3,888	0.00
7517-0010 Window Cover Replacement	0	386	0	0	0	0	378	0	0	378	0	0	1,142	0.00
7520-0010 Apartment Cleaning	299	0	299	400	400	400	400	400	400	400	400	400	4,198	0.00
7525-0010 Counter Top Repair	0	588	0	0	0	165	0	0	165	0	0	165	1,083	0.00
7530-0010 Vinyl Flooring	998	0	1,299	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	13,097	0.01
7535-0010 Contract Painting	272	300	118	300	300	300	300	300	300	300	300	300	3,390	0.00
7540-0010 Paint & Paint Supplies	0	274	333	810	540	540	1,350	2,430	1,620	1,350	810	540	10,597	0.01
7545-0010 Deposit Forfeitures/Refunds	-1,855	-1,980	-2,140	-2,000	-2,000	-2,000	-2,000	-2,000	-2,000	-2,000	-2,000	-2,000	-23,975	-0.03
<b>Total Turnover</b>	7,865	1,719	7,508	8,255	7,985	8,760	9,783	10,485	9,840	9,783	8,255	7,540	97,778	0.10
<b>Total Operating Expenses - Recoverable</b>	506,044	544,849	582,231	1,266,178	1,048,858	658,617	567,442	573,500	657,731	894,049	634,021	1,504,188	9,437,707	9.91
<b>Operating Expenses - Unrecoverable</b>														
<b>Non-Recoverable Expenses</b>														
6240-0000 Utilities NR	0	185	0	750	0	0	0	0	0	0	0	0	935	0.00
6250-0000 General Building NR	54	54	54	108	108	108	108	108	108	108	108	108	1,137	0.00
6260-0000 HVAC NR	0	0	125	0	0	0	750	0	0	0	0	0	875	0.00
6435-0000 Equipment NR	0	585	0	0	0	0	0	0	0	0	0	0	585	0.00
6710-0000 Advertising & Promotions NR	50	1,200	1,850	50	6,550	50	50	50	50	50	50	50	10,050	0.01
<b>Total Non-Recoverable Expenses</b>	104	2,024	2,029	908	6,658	158	908	158	158	158	158	158	13,582	0.01
<b>Total Operating Expenses - Unrecoverable</b>	104	2,024	2,029	908	6,658	158	908	158	158	158	158	158	13,582	0.01
<b>Net Operating Income</b>	1,652,678	1,630,850	1,601,577	911,190	1,138,368	1,529,223	1,586,108	1,573,840	1,514,809	1,347,578	1,611,569	745,061	16,842,850	17.68

### Non-Operating Expenses

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### 2023 Monthly Reforecast Detail

	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Total	\$/RSF
	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Reforecast	Reforecast	Reforecast	Reforecast	Reforecast	Reforecast		
<b>Landlord's Expense</b>														
7205-0000 Business Travel	1,417	2,168	792	1,417	1,417	1,417	1,417	1,417	1,417	2,617	1,417	1,417	18,326	0.02
7225-0000 Legal Fees	3,880	500	1,000	1,000	1,000	1,000	4,000	1,000	1,000	1,000	1,000	1,000	17,380	0.02
7230-0000 Meals & Entertainment	8	8	8	83	83	83	83	83	83	83	83	83	775	0.00
7235-0000 Professional Services	0	370	1,104	3,294	536	5,281	250	1,741	250	250	250	275	13,601	0.01
7240-0000 Space Planning	994	528	528	1,150	1,150	1,150	1,150	1,150	1,150	1,150	1,150	1,150	12,401	0.01
<b>Total Landlord's Expense</b>	<b>6,299</b>	<b>3,575</b>	<b>3,433</b>	<b>6,944</b>	<b>4,186</b>	<b>8,931</b>	<b>6,900</b>	<b>5,391</b>	<b>3,900</b>	<b>5,100</b>	<b>3,900</b>	<b>3,925</b>	<b>62,483</b>	<b>0.07</b>
<b>Total Non-Operating Expenses</b>	<b>6,299</b>	<b>3,575</b>	<b>3,433</b>	<b>6,944</b>	<b>4,186</b>	<b>8,931</b>	<b>6,900</b>	<b>5,391</b>	<b>3,900</b>	<b>5,100</b>	<b>3,900</b>	<b>3,925</b>	<b>62,483</b>	<b>0.07</b>
<b>Cash Flow after Non-Operating Expenses</b>	<b>1,646,379</b>	<b>1,627,275</b>	<b>1,598,144</b>	<b>904,245</b>	<b>1,134,181</b>	<b>1,520,292</b>	<b>1,579,208</b>	<b>1,568,449</b>	<b>1,510,909</b>	<b>1,342,478</b>	<b>1,607,669</b>	<b>741,136</b>	<b>16,780,367</b>	<b>17.61</b>
<b>Debt Service</b>														
<b>Debt Service</b>														
2500-0000 Principal Repayment	20,655	20,773	20,892	25,316	25,462	25,609	25,756	525,905	26,054	26,204	26,356	526,507	1,295,490	1.36
7110-0000 Interest Expense	44,916	44,818	44,721	31,530	31,384	38,540	38,611	38,046	37,480	37,329	37,178	35,985	460,536	0.48
7915-0010 Mortgage Interest	3,902	3,902	3,892	3,881	3,871	8,028	8,017	8,319	8,621	8,610	8,600	7,547	77,190	0.08
7970-0010 Principal Payment	2,618	2,618	2,628	2,639	2,649	2,660	2,670	2,681	2,691	2,702	2,713	502,724	531,993	0.56
<b>Total Debt Service</b>	<b>72,091</b>	<b>72,112</b>	<b>72,133</b>	<b>63,366</b>	<b>63,366</b>	<b>74,836</b>	<b>75,055</b>	<b>574,950</b>	<b>74,846</b>	<b>74,846</b>	<b>74,846</b>	<b>1,072,763</b>	<b>2,365,210</b>	<b>2.48</b>
<b>Total Debt Service</b>	<b>72,091</b>	<b>72,112</b>	<b>72,133</b>	<b>63,366</b>	<b>63,366</b>	<b>74,836</b>	<b>75,055</b>	<b>574,950</b>	<b>74,846</b>	<b>74,846</b>	<b>74,846</b>	<b>1,072,763</b>	<b>2,365,210</b>	<b>2.48</b>
<b>Cash Flow after Debt Service</b>	<b>1,574,287</b>	<b>1,555,163</b>	<b>1,526,011</b>	<b>840,880</b>	<b>1,070,815</b>	<b>1,445,456</b>	<b>1,504,153</b>	<b>993,499</b>	<b>1,436,063</b>	<b>1,267,632</b>	<b>1,532,823</b>	<b>-331,627</b>	<b>14,415,157</b>	<b>15.13</b>
<b>Capital Expenditures</b>														
<b>Capital Expenditures</b>														
1120-0000 Building Improvements	0	173,500	245,950	535,000	406,000	215,000	60,000	110,000	67,000	0	0	0	1,812,450	1.90
1130-0000 Tenant Improvements	90,250	0	48,990	93,000	0	49,750	138,000	261,000	360,000	0	12,000	0	1,052,990	1.11
1140-0000 Other Capital Expenditures	44,898	15,889	0	0	50,000	4,000	70,000	200	1,850	500	36,500	1,500	225,337	0.24
1160-0000 Lease Commissions	6,250	28,847	30,921	0	0	13,366	76,691	59,182	29,771	0	465	0	245,494	0.26
1410-0000 Building Improvements	0	9,854	10,000	0	0	0	0	150,000	0	0	0	0	169,854	0.18
1420-0000 Furniture & Fixtures	0	159	0	0	0	800	0	0	0	0	0	0	959	0.00
1425-0000 Appliances	0	0	34	500	500	500	500	500	500	500	500	500	4,534	0.00
1500-0000 Lease Commissions	0	1,280	0	500	500	500	500	500	500	500	500	500	5,780	0.01
<b>Total Capital Expenditures</b>	<b>141,398</b>	<b>229,529</b>	<b>335,896</b>	<b>629,000</b>	<b>457,000</b>	<b>283,916</b>	<b>345,691</b>	<b>581,382</b>	<b>459,621</b>	<b>1,500</b>	<b>49,965</b>	<b>2,500</b>	<b>3,517,399</b>	<b>3.69</b>
<b>Total Capital Expenditures</b>	<b>141,398</b>	<b>229,529</b>	<b>335,896</b>	<b>629,000</b>	<b>457,000</b>	<b>283,916</b>	<b>345,691</b>	<b>581,382</b>	<b>459,621</b>	<b>1,500</b>	<b>49,965</b>	<b>2,500</b>	<b>3,517,399</b>	<b>3.69</b>
<b>Cash Flow after Capital Expenditures</b>	<b>1,432,889</b>	<b>1,325,634</b>	<b>1,190,115</b>	<b>211,880</b>	<b>613,815</b>	<b>1,161,540</b>	<b>1,158,462</b>	<b>412,116</b>	<b>976,442</b>	<b>1,266,132</b>	<b>1,482,858</b>	<b>-334,127</b>	<b>10,897,758</b>	<b>11.44</b>

### Asset Level Income

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### 2023 Monthly Reforecast Detail

	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Total	\$/RSF
	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Reforecast	Reforecast	Reforecast	Reforecast	Reforecast	Reforecast		
<b>Partnership Income</b>														
7510-0000 Interest Income	2,690	2,690	1,590	2,700	2,700	2,700	2,700	2,700	2,700	2,700	2,700	2,700	31,270	0.03
Total Partnership Income	2,690	2,690	1,590	2,700	2,700	2,700	2,700	2,700	2,700	2,700	2,700	2,700	31,270	0.03
Total Asset Level Income	2,690	2,690	1,590	2,700	2,700	2,700	2,700	2,700	2,700	2,700	2,700	2,700	31,270	0.03
<b>Cash Flow after Asset Level Income</b>	<b>1,435,579</b>	<b>1,328,324</b>	<b>1,191,705</b>	<b>214,580</b>	<b>616,515</b>	<b>1,164,240</b>	<b>1,161,162</b>	<b>414,816</b>	<b>979,142</b>	<b>1,268,832</b>	<b>1,485,558</b>	<b>-331,427</b>	<b>10,929,028</b>	<b>11.47</b>
<b>Asset Level Expenses</b>														
<b>Partnership Expense</b>														
7615-0000 Asset Management Fees	122,397	121,421	113,766	118,975	73,948	115,269	123,657	122,551	119,384	126,000	125,581	62,646	1,345,596	1.41
Total Partnership Expense	122,397	121,421	113,766	118,975	73,948	115,269	123,657	122,551	119,384	126,000	125,581	62,646	1,345,596	1.41
Total Asset Level Expenses	122,397	121,421	113,766	118,975	73,948	115,269	123,657	122,551	119,384	126,000	125,581	62,646	1,345,596	1.41
<b>Cash Flow after Asset Level Expenses</b>	<b>1,313,182</b>	<b>1,206,903</b>	<b>1,077,940</b>	<b>95,604</b>	<b>542,568</b>	<b>1,048,972</b>	<b>1,037,505</b>	<b>292,266</b>	<b>859,758</b>	<b>1,142,832</b>	<b>1,359,977</b>	<b>-394,073</b>	<b>9,583,433</b>	<b>10.06</b>
<b>Expenses/Adjustments for Net Income</b>														
<b>GAAP Adjustment</b>														
7800-0000 GAAP Adjustment	1,972	19,185	7,535	17,720	30,478	22,477	-18,760	-24,167	-8,787	29,725	30,325	30,909	138,612	0.15
Total GAAP Adjustment	1,972	19,185	7,535	17,720	30,478	22,477	-18,760	-24,167	-8,787	29,725	30,325	30,909	138,612	0.15
<b>Depreciation &amp; Amortization</b>														
7900-0000 Depreciation & Amortization	117,996	119,588	122,002	105,699	109,466	114,457	122,064	114,539	92,733	92,733	80,722	80,722	1,272,722	1.34
8005-0010 Amortization Expense	100	1,700	1,744	100	200	300	400	15,500	15,500	15,500	15,500	15,500	82,044	0.09
8015-0010 Dep-Building	39,552	39,552	39,552	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	478,656	0.50
Total Depreciation & Amortization	157,648	160,840	163,298	145,799	149,666	154,757	162,464	170,039	148,233	148,233	136,222	136,222	1,833,422	1.92
<b>Principal Repayment</b>														
7780-0000 Principal Repayment - Contra	-20,391	-20,507	-20,624	-25,316	-25,462	-25,609	-25,756	-525,905	-26,054	-26,204	-26,356	-526,507	-1,294,692	-1.36
Total Principal Repayment	-20,391	-20,507	-20,624	-25,316	-25,462	-25,609	-25,756	-525,905	-26,054	-26,204	-26,356	-526,507	-1,294,692	-1.36
<b>Net Income Adjustments</b>														
9000-0000 Principal Repayment - Contra	-2,618	2,618	-2,628	-2,639	-2,649	-2,660	-2,670	-2,681	-2,691	-2,702	-2,713	-502,724	-526,757	-0.55
Total Net Income Adjustments	-2,618	2,618	-2,628	-2,639	-2,649	-2,660	-2,670	-2,681	-2,691	-2,702	-2,713	-502,724	-526,757	-0.55
Total Expenses/Adjustments for Net Income	136,611	162,135	147,581	135,564	152,033	148,965	115,278	-382,713	110,700	149,051	137,479	-862,100	150,585	0.16
<b>Net Income</b>	<b>1,317,970</b>	<b>1,274,297</b>	<b>1,266,254</b>	<b>589,040</b>	<b>847,535</b>	<b>1,183,922</b>	<b>1,267,918</b>	<b>1,256,361</b>	<b>1,208,679</b>	<b>995,280</b>	<b>1,272,463</b>	<b>470,527</b>	<b>12,950,247</b>	<b>13.59</b>