



20100 East 32nd Parkway, Suite 150  
Aurora, CO 80011  
(303) 371-1400

February 14, 2023

MajesticRealty.com  
R.E. License #00255328 (CA)

Victory Packaging, LP  
Attn: Accounts Payable  
3555 Timmons Lane, Suite 1400  
Houston, TX 77027

RE: 2022 Operating Expense Reconciliation

Dear Accounts Payable:

The monthly operating expense payments are reconciled annually to reflect the actual expenses incurred for the prior year. Enclosed is an invoice that outlines the reconciled operating expenses for 2022 as well as a detailed breakdown of those expenses.

The 2022 expense reconciliation resulted in a debit on your account in the amount of \$5,589.86. Please pay this amount with your next monthly rental payment.

If you have any questions, please do not hesitate to contact me at (303) 574-8904. I will be happy to review the invoice with you.

Sincerely,

Majestic Management Co.

A handwritten signature in blue ink, appearing to read "Nicole Creighton", is written over a horizontal line.

Nicole Creighton  
Property Manager

Enclosures

**COMMERCENTER #3**

Sixth Floor

13191 Crossroads Parkway North

City of Industry CA 91746

# INVOICE

TENANT NAME		TENANT ID.	LEASE ID.	INVOICE NO.
Victory Packaging, L.P.		720201	18622	665936
BUSINESS UNIT NO.	BUSINESS UNIT ADDRESS			DATE
350603	19673 & 19683 E. 32nd Pkwy. Aurora CO			2/14/2023
665936 001	Common Area Maint./Fire 01/01			31,374.26
665936 002	Insurance - All 01/01/22-12/3			-823.00
665936 003	Management Fee			-3.80
665936 004	Current Year Real Estate Tax			-24,957.60
665936 005	Utilities 01/01/22-12/31/22			0.00
TERMS: Due Upon Receipt				
TOTAL AMOUNT DUE				\$ 5,589.86
USD				

TO ENSURE PROPER CREDIT PLEASE DETACH THIS PORTION AND RETURN WITH PAYMENT

D.B.A.	COMP ID.	TENANT ID.	LEASE ID.	INVOICE NO.
Victory Packaging, L.P.	03506	720201	18622	665936
PROJECT NO.	BUSINESS UNIT ADDRESS			DATE
350603	19673 & 19683 E. 32nd Pkwy. Aurora CO			2/14/2023

INVOICE PAYABLE ON RECEIPT

TOTAL AMOUNT DUE

\$ 5,589.86

Victory Packaging, L.P.  
 Attn: Accounts Payable  
 3555 Timmons Lane, Suite 1400  
 Houston, TX 77027

MAKE CHECK PAYABLE TO:

**COMMERCENTER #3**  
 Sixth Floor  
 13191 Crossroads Parkway North  
 City of Industry CA 91746

FOR QUESTIONS OR INQUIRIES, PLEASE CALL (562) 692-9581

### Expense Participation Reconciliation

1/1/2022 - 12/31/2022

2/14/2023 10:34:48

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Property: 350603 Commercenter #3 LLC

Lease 18622

Victory Packaging, L.P.

Unit No: 0001

	Unit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Per SQ FT
Property Sq. Ft.: 200,002		100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00		
	Base Rent - Industrial	80,000.80	80,000.80	80,000.80	80,000.80	82,000.82	82,000.82	82,000.82	82,000.82	82,000.82	82,000.82	82,000.82	82,000.82	976,009.76	
	Capital Cost Reserves-Roof	3,333.00	3,333.00	3,333.00	3,333.00	3,333.00	3,333.00	3,333.00	3,333.00	3,333.00	3,333.00	3,333.00	3,333.00	39,996.00	
	Capital Cost Reserves-Paint	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	12,000.00	
	Capital Cost Reserves-Asphalt	667.00	667.00	667.00	667.00	667.00	667.00	667.00	667.00	667.00	667.00	667.00	667.00	8,004.00	
	Management Fees	1,627.00	1,627.00	1,627.00	1,627.00	1,627.00	1,627.00	1,627.00	1,627.00	1,627.00	1,627.00	1,627.00	1,627.00	19,524.00	
5115 570	Insurance-Property & Rental			3,658.00			3,657.00			3,657.00			3,657.00	14,629.00	
5120 570	Insurance-Liability			1,759.00			1,755.00			1,755.00			1,755.00	7,024.00	
5205	Backflow Testing & Repair								226.00					226.00	
5250 355	FLS-Sprinkler Repair	3,449.50			18,716.85		294.35		7,906.66	8.25	497.01	408.25	515.70	31,796.57	
5250 360	FLS-Fire Alarm Repair		606.62								750.00			1,356.62	
5250 365	FLS-Fire Alarm Monitoring	592.20												592.20	
	Cont														
5250 380	FLS-Fire Pump Service		189.03		504.08	315.05	252.04	315.05	252.04	252.04	315.05		819.13	3,213.51	
5275 395	HVAC Contract Maintenance		47.23		97.37						82.63		30.70	257.93	
5280 420	Janitorial Services				28.68	375.87		28.68		28.68				461.91	
5285	Keys/Card Access			185.55										185.55	
5290 435	Landscaping-Contract Services	150.52	150.52		563.08	412.56	412.56	412.56	412.56	412.56	412.56		563.08	3,902.56	
5290 440	Landscaping-Other		1,694.00		193.64	1,699.62	2,010.81	857.28	224.90	711.40	202.11			7,593.76	
5305 475	Lighting-Contract Service				31.68				31.68				31.68	95.04	
5305 480	Lighting-Repairs				398.92				652.16				268.46	1,319.54	
5315 500	Painting Exterior				75.00									75.00	
5320 515	Parking Lot Repairs					8,460.00	1,411.68	12,958.00		1,120.00			680.00	24,629.68	
5320 520	Parking Lot Services		140.20	21.87	420.66		34.37	420.66	592.33	250.96	140.22		589.04	2,610.31	
5330	Pest Control								390.00					390.00	
5345 535	Repairs - Exterior											1,890.00	2,401.00	4,291.00	
5350 545	Roof Repairs						530.00	5,465.00		1,770.00				7,765.00	
5365	Signs		177.82			347.51		136.58			119.86			781.77	
5370	Snow Removal		4,100.01	4,100.01	4,100.01						4,056.08	4,056.08	4,056.08	24,468.27	
5380	Sweeping		140.20		420.66			420.66	435.42	140.22	140.22		420.66	2,118.04	
5385	Window Washing			130.00			130.00		130.00				130.00	520.00	
5500 570	Current Year Property Taxes	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	493,862.40	
	CAM-Fire	4,192.22	7,245.63	4,437.43	25,550.63	11,610.61	5,075.81	21,014.47	11,253.75	4,694.11	6,715.74	6,354.33	10,505.53	118,650.26	.59
	Ins-All			5,417.00			5,412.00			5,412.00			5,412.00	21,653.00	.11
	CYr RE Tax	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	493,862.40	2.47
	Utilities														

CAMF BASE YEAR CAM-Fire													
PRORATA SHARE CAM-Fire	4,192.22	7,245.63	4,437.43	25,550.63	11,610.61	5,075.81	21,014.47	11,253.75	4,694.11	6,715.74	6,354.33	10,505.53	118,650.26
UNIT DIRECT Expenses													
BILLED CAM-Fire	7,273.00	7,273.00	7,273.00	7,273.00	7,273.00	7,273.00	7,273.00	7,273.00	7,273.00	7,273.00	7,273.00	7,273.00	87,276.00
BALANCE DUE CAM-Fire	<u>3,080.78-</u>	<u>27.37-</u>	<u>2,835.57-</u>	<u>18,277.63</u>	<u>4,337.61</u>	<u>2,197.19-</u>	<u>13,741.47</u>	<u>3,980.75</u>	<u>2,578.89-</u>	<u>557.26-</u>	<u>918.67-</u>	<u>3,232.53</u>	<u>31,374.26</u>
INA BASE YEAR Ins-All													
PRORATA SHARE Ins-All			5,417.00			5,412.00			5,412.00			5,412.00	21,653.00
UNIT DIRECT Expenses													
BILLED Ins-All	1,873.00	1,873.00	1,873.00	1,873.00	1,873.00	1,873.00	1,873.00	1,873.00	1,873.00	1,873.00	1,873.00	1,873.00	22,476.00
BALANCE DUE Ins-All	<u>1,873.00-</u>	<u>1,873.00-</u>	<u>3,544.00</u>	<u>1,873.00-</u>	<u>1,873.00-</u>	<u>3,539.00</u>	<u>1,873.00-</u>	<u>1,873.00-</u>	<u>3,539.00</u>	<u>1,873.00-</u>	<u>1,873.00-</u>	<u>3,539.00</u>	<u>823.00-</u>
TAXR BASE YEAR CYr RE Tax													
PRORATA SHARE CYr RE Tax	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	41,155.20	493,862.40
UNIT DIRECT Expenses													
BILLED CYr RE Tax	43,235.00	43,235.00	43,235.00	43,235.00	43,235.00	43,235.00	43,235.00	43,235.00	43,235.00	43,235.00	43,235.00	43,235.00	518,820.00
BALANCE DUE CYr RE Tax	<u>2,079.80-</u>	<u>2,079.80-</u>	<u>2,079.80-</u>	<u>2,079.80-</u>	<u>2,079.80-</u>	<u>2,079.80-</u>	<u>2,079.80-</u>	<u>2,079.80-</u>	<u>2,079.80-</u>	<u>2,079.80-</u>	<u>2,079.80-</u>	<u>2,079.80-</u>	<u>24,957.60-</u>
UTIL BASE YEAR Utilities													
PRORATA SHARE Utilities													
UNIT DIRECT Expenses													
BILLED Utilities													
BALANCE DUE Utilities													

## MANAGEMENT FEE CALCULATION SECTION:

Fixed Fee

NET MANAGEMENT FEE 19,520.20

BILLED: 19,524.00

Management Fee added to batch: 1553113 BALANCE DUE: 3.80-**TOTAL BALANCE DUE: 5,589.86**

ACCOUNT# R0084041  
PARCEL # 0182127006006  
TAX DISTRICT # 361

REAL ESTATE PROPERTY TAX NOTICE  
2022 TAXES DUE IN 2023

ALEXANDER L. VILLAGRAN  
ADAMS COUNTY TREASURER & PUBLIC TRUSTEE  
4430 S. ADAMS COUNTY PARKWAY  
BRIGHTON, COLORADO 80601 (720) 523-6160



TAX AUTHORITY	TAX LEVY	TEMP TAX CREDIT	GENERAL TAX	VALUATION	ACTUAL	ASSESSED
AURORA	7.81600	0.78900	\$28,355.67	LAND	\$2,011,164	\$583,240
ADAMS COUNTY	26.96700	0.00000	\$97,833.58	IMPROVEMENTS	\$10,498,836	\$3,044,660
HIMALAYA WATER & SANITATI	2.50000	0.00000	\$9,069.75	NET TOTAL	\$12,510,000	\$3,627,900
RTD	0.00000	0.00000	\$0.00			
SD 28	77.84600	0.00000	\$282,417.50			
TOWER METRO	20.00000	0.00000	\$72,558.00			
URBAN DRAINAGE SOUTH PLAT	0.10000	0.00000	\$362.79			
URBAN DRAINAGE & FLOOD CO	0.90000	0.00000	\$3,265.11			
TOTAL			\$493,862.40			
	NET LEVY--> 136.1290					
		GRAND TOTAL	\$493,862.40			

SB 25 - In absence of State Legislative Funding, your school mill levy would have been: 138.993

LEGAL DESCRIPTION OF PROPERTY

SUB:MAJESTIC COMMERCENTER SUBD FILING NO 1 BLK:1LOT:3

PROPERTY LOCATION: 19662 E 34TH DR AURORA

MESSAGES

**Go Paperless**  
**eNoticesOnline.com**  
AUTHORIZATION CODE  
ACT - TN8BM9PL

See insert for Senior/Disabled Veteran exemptions and E-Statement instructions.

Email Verification code: KRZ03CQN

Unpaid prior year taxes:

No

PAYMENT	DUE DATE	AMOUNT
FIRST HALF	FEB 28, 2023	\$246,931.20
SECOND HALF	JUN 15, 2023	\$246,931.20
FULL PAYMENT	APR 30, 2023	\$493,862.40

PAYMENT OPTIONS FOR CURRENT YEAR TAXES

VISA MasterCard DISCOVER AMERICAN EXPRESS ELECTRONIC CHECK

R0084041  
COMMERCENTER #3  
13191 CROSSROADS PKWY N FL 6  
CITY OF INDUSTRY, CA 91746-3421



Make Checks Payable To: **Adams County Treasurer**  
POST DATED CHECKS ARE NOT ACCEPTED  
If you have sold this property, please forward this statement to the new owner or return to this office marked "property sold."  
IF YOUR TAXES ARE PAID BY A MORTGAGE COMPANY, KEEP THIS NOTICE FOR YOUR RECORDS.  
Please see reverse side of this form for additional information.

2022 TAXES DUE IN 2023

Check this box for mailing address correction. Make changes on reverse side.

RETURN THIS COUPON FOR SECOND HALF PAYMENTS (DUE BY JUNE 15TH)

**2nd Half Coupon**

**2**

PAY TAXES ONLINE AT: WWW.ADCOTAX.COM

Return this coupon with payment to:  
ADAMS COUNTY TREASURER  
P.O. BOX 869  
BRIGHTON, COLORADO 80601-0869

ACCOUNT NUMBER  
R0084041

PROPERTY OWNER OF RECORD

125083\*474\*\*G50\*\*0.889\*\*1/2\*\*\*\*\*AUTOMIXED AADC 990  
COMMERCENTER #3  
13191 CROSSROADS PKWY N FL 6  
CITY OF INDUSTRY CA 91746-3421

SECOND HALF DUE BY JUN 15, 2023 \$246,931.20

PAYMENTS MUST BE IN U.S. FUNDS

0000001800840413 00246931208 000000000001

2022 TAXES DUE IN 2023

Check this box for mailing address correction. Make changes on reverse side.

RETURN THIS COUPON WITH FIRST HALF PAYMENT (DUE FEBRUARY 28TH) OR FULL PAYMENT (DUE APRIL 30TH)

**Full Payment or 1st Half Coupon**

**1**

PAY TAXES ONLINE AT: WWW.ADCOTAX.COM

Return this coupon with payment to:  
ADAMS COUNTY TREASURER  
P.O. BOX 869  
BRIGHTON, COLORADO 80601-0869

ACCOUNT NUMBER  
R0084041

PROPERTY OWNER OF RECORD

125083\*474\*\*G50\*\*0.889\*\*1/2\*\*\*\*\*AUTOMIXED AADC 990  
COMMERCENTER #3  
13191 CROSSROADS PKWY N FL 6  
CITY OF INDUSTRY, CA 91746-3421

FIRST HALF DUE BY FEB 28, 2023 \$246,931.20

PAYMENTS MUST BE IN U.S. FUNDS

FULL PAYMENT DUE BY APR 30, 2023 \$493,862.40

0000001800840413 00246931208 004938624031

**Remit To:**  
Majestic Realty Co.  
Sixth Floor  
13191 Crossroads Parkway North  
City of Industry CA 91746

Date: 1/31/2022  
Account: 205703  
Page: 1

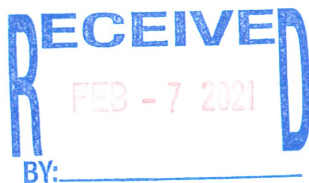
**Billing Address:**  
Commercenter #3  
Commercenter #3  
East 32nd Parkway and East 34th Drive  
Aurora CO 80011

**Customer Address:**  
Commercenter #3  
East 32nd Parkway and East 34th Drive  
Aurora CO 80011

Please be advised that your account has been debited or back-charged as follows:

Date	Number	Type	Item	Due Date	Remark	Amount
1/31/2022	616304	Invoice	001	1/31/2022	BLDG RENTAL 12/21-12/22	14,629.00
<b>Total Amount Invoiced</b>						14,629.00
<b>Balance Due</b>						14,629.00

350603.1360



Majestic Realty Co.  
13191 Crossroads Parkway North  
Sixth Floor  
City of Industry, CA 91746

GROUP BILLING  
Effective 12/13/2021

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**INSURANCE STATEMENT**

Invoice Number: 21-MC-0301  
Project Number: 2059  
Owner: ~~2059~~  
COMMERCENTER #3, LLC

Building Number: 301

205703

Location:

19682 E 34TH DRIVE, MAJESTIC  
COMMERCENTER, BUILDING #3

City/State: AURORA, CO 80011

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**DESCRIPTION**

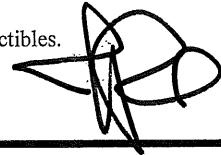
**AMOUNT**

Coverage:	Commercial Property / Excess Property
Building Value:	\$8,398,704
Building Rents:	\$990,458
Policy Term:	12/13/2021 to 12/13/2022
Primary Carrier:	Federal Ins Co
Policy Number:	52082

**TOTAL:**

**\$14,629**

Note: Property coverage includes a \$5,000 deductible for each separate loss.  
This coverage includes \$5M earthquake and limited flood with various deductibles.

 2-1-22

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Coverage Placed By:  
Aon Risk Solutions / Aon Risk Insurance Services West, Inc.  
707 Wilshire Boulevard, Suite 2600  
Los Angeles, CA 90017

**Remit To:**  
Majestic Realty Co.  
Sixth Floor  
13191 Crossroads Parkway North  
City of Industry CA 91746

Date: 1/31/2022  
Account: 205703  
Page: 1

**Billing Address:**  
Commercenter #3  
Commercenter #3  
East 32nd Parkway and East 34th Drive  
Aurora CO 80011

**Customer Address:**  
Commercenter #3  
East 32nd Parkway and East 34th Drive  
Aurora CO 80011

Please be advised that your account has been debited or back-charged as follows:

Date	Number	Type	Item	Due Date	Remark	Amount
1/31/2022	617960	Invoice	001	1/31/2022	GEN. LIAB. INS. 12/21-12/22	7,024.00
<b>Total Amount Invoiced</b>						7,024.00
<b>Balance Due</b>						7,024.00

350603.1360

Majestic Realty Co.  
13191 Crossroads Parkway North  
Sixth Floor  
City of Industry, CA 91746

GROUP BILLING  
Effective 12/13/2021

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**INSURANCE STATEMENT**

Invoice Number: 21-MC-0301  
Project Number ~~205803~~ 205703  
Owner: COMMERCENTER 3, LLC  
  
Building Number: 301  
  
Location: 19682  
E 34TH DRIVE, MAJESTIC COMMERCENTER,  
BUILDING #3  
  
City/State: AURORA, CO 80011

DESCRIPTION	AMOUNT
Coverage:	Commercial General Liability, Umbrella and Excess Liability
Square Footage:	200,002 Sqft
Policy Term:	12/13/2021 to 12/13/2022
Primary Carrier:	Federal Insurance Company
Policy Number:	3533-36-57

TOTAL:

\$7,024

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Coverage Placed By:

Aon Risk Solutions / Aon Risk Insurance Services West, Inc.  
707 Wilshire Boulevard, Suite 2600  
Los Angeles, CA 90017

**AON**