



Jones Lang LaSalle Americas (Illinois), L.P.  
Leasing and Management  
1033 Skokie Boulevard, Northbrook, IL 60062  
tel +1 847 509 1121 fax +1 847 509 1131

January 26, 2024

**RE: Corporate Center of Northbrook II, 1033 Skokie Boulevard, Northbrook, Illinois  
2024 Operating Expenses, Amenities Expenses, and Real Estate Taxes**

Dear Tenant:

Per the terms of your Lease Agreement, during each calendar year you are invoiced monthly for your pro-rata share of Estimated Operating Expenses, Amenities Expenses, and Real Estate Taxes in 2024.

The attached February 2024 Rent Statement reflects the new monthly billing amounts for operating expenses, other operating expenses (amenities expenses), and real estate taxes based on the 2024 Budget projections, along with the adjustment for the January, 2024 billing. The reconciliation of the 2023 Actual Expenses versus the amount billed will be included on the April 2024 Rent Statement.

The 2024 Budget estimates are \$9.20 psf for operating expenses, \$1.73 psf for other operating expenses, and \$8.28 psf for real estate taxes. The operating/other operating expenses take into account union wage increases for the building maintenance, cleaning, and other service labor. The real estate taxes are based upon projections provided by the building's real estate tax attorney for the second year of the triennial assessment. The attached 2024 Budget Summary provides a breakout by category.

We will continue to seek opportunities to contain property expenses and are committed to maintaining a first-class environment and excellent service. Please review and give either Briana or myself a call if you have any questions. We will be happy to assist you in any way that we can.

Very truly yours,

***Barbara Liebers***

Barbara Liebers  
General Manager  
Jones Lang LaSalle Americas (Illinois), L.P.

Enclosures



Jones Lang LaSalle, Inc.  
1033 Skokie Boulevard  
Suite 100  
Northbrook, IL 60062

## Rent Statement - 02/01/2024

### Lease Information

**Kapstone Paper and Packaging Corporation**

**Kapstone Paper and Packaging Corporation**

1033 Skokie Boulevard  
Suite 330  
Northbrook, IL 60062

**Lease Id** t0001061  
**Property ID** o0448900  
**Location** Corporate Center II  
**Suite(s)** 0250, 0330

**Account Number** o0448900-t0001061

**Remit Payment To:**  
**JLLA INC AAF CCII 1033 LLC**  
62931 Collection Center Drive  
Chicago, IL 60693-0629

Direct all billing inquiries to (847) 509-1121

### To Ensure Proper Credit, Please Return Upper Portion With Your Remittance

**Statement for: Kapstone Paper  
and Packaging Corporation**

**Lease ID: t0001061**

**As of: 02/01/2024**

**Amount Due: 40,116.82**

Trans Date	Invoice Num	Trans Num	Description	Net	Tax	Total	Payments	Amount Due
<b>Balance Forward</b>								<b>34.98</b>
02/01/2024	202400000031	C-8174191	Base Rent Office- STE 0250(2/2024)	7,568.17	0.00	7,568.17	0.00	7,603.15
02/01/2024	202400000031	C-8174192	Base Rent Office- STE 0330(2/2024)	15,116.83	0.00	15,116.83	0.00	22,719.98
02/01/2024	202400000031	C-8174193	Escl-Oper Exp- STE 0250(2/2024)	2,679.28	0.00	2,679.28	0.00	25,399.26
02/01/2024	202400000031	C-8174194	Escl-Oper Exp- STE 0330(2/2024)	5,350.67	0.00	5,350.67	0.00	30,749.93
02/01/2024	202400000031	C-8174195	Escl-R/E Tax- STE 0250(2/2024)	2,414.09	0.00	2,414.09	0.00	33,164.02
02/01/2024	202400000031	C-8174196	Escl-R/E Tax- STE 0330(2/2024)	4,821.06	0.00	4,821.06	0.00	37,985.08
02/01/2024	202400000031	C-8174197	Garage Monthly Parking- STE 0330(2/2024)	225.00	0.00	225.00	0.00	38,210.08
02/01/2024	202400000031	C-8174198	Operating Expense Other- STE 0250(2/2024)	502.41	0.00	502.41	0.00	38,712.49
02/01/2024	202400000031	C-8174199	Operating Expense Other- STE 0330(2/2024)	1,003.34	0.00	1,003.34	0.00	39,715.83
02/01/2024	202400000041	C-8188149	Escl-Oper Exp- STE 0250(1/2024)	2,679.28	0.00	2,679.28	0.00	42,395.11
02/01/2024	202400000041	C-8188150	Escl-Oper Exp- STE 0330(1/2024)	5,350.67	0.00	5,350.67	0.00	47,745.78
02/01/2024	202400000041	C-8188151	Reversed Escl-Oper Exp :Revises charge ctrl# 8051495- STE 02(1/2024)	-2,544.69	0.00	-2,544.69	0.00	45,201.09
02/01/2024	202400000041	C-8188152	Reversed Escl-Oper Exp :Revises charge ctrl# 8051496- STE 03(1/2024)	-5,081.88	0.00	-5,081.88	0.00	40,119.21
02/01/2024	202400000041	C-8188153	Escl-R/E Tax- STE 0250(1/2024)	2,414.09	0.00	2,414.09	0.00	42,533.30
02/01/2024	202400000041	C-8188154	Escl-R/E Tax- STE 0330(1/2024)	4,821.06	0.00	4,821.06	0.00	47,354.36
02/01/2024	202400000041	C-8188155	Reversed Escl-R/E Tax :Revises charge ctrl# 8051497- STE 025(1/2024)	-2,429.93	0.00	-2,429.93	0.00	44,924.43



Jones Lang LaSalle, Inc.  
1033 Skokie Boulevard  
Suite 100  
Northbrook, IL 60062

**Statement for: Kapstone Paper  
and Packaging Corporation**

**Lease ID: t0001061**

**As of: 02/01/2024**

**Amount Due: 40,116.82**

Trans Date	Invoice Num	Trans Num	Description	Net	Tax	Total	Payments	Amount Due
02/01/2024	202400000041	C-8188156	Reversed Escl-R/E Tax :Revises charge ctrl# 8051498- STE 033(1/2024)	-4,852.69	0.00	-4,852.69	0.00	40,071.74
02/01/2024	202400000041	C-8188157	Operating Expense Other- STE 0250(1/2024)	502.41	0.00	502.41	0.00	40,574.15
02/01/2024	202400000041	C-8188158	Operating Expense Other- STE 0330(1/2024)	1,003.34	0.00	1,003.34	0.00	41,577.49
02/01/2024	202400000041	C-8188159	Reversed Operating Expense Other :Revises charge ctrl# 80515(1/2024)	-494.04	0.00	-494.04	0.00	41,083.45
02/01/2024	202400000041	C-8188160	Reversed Operating Expense Other :Revises charge ctrl# 80515(1/2024)	-986.63	0.00	-986.63	0.00	40,096.82
02/01/2024	202400000049	C-8257892	W-40970-000356	20.00	0.00	20.00	0.00	40,116.82

**0 – 30 Days**  
40,081.84

**31 – 60 Days**  
34.98

**61 – 90 Days**  
0.00

**Above 90 Days**  
0.00

**Prepayments**  
0.00

**Amount Due**  
40,116.82

# Corporate Center of Northbrook - 2024 Budget

## 2024 Operating Expense Estimate

Suite: CCII-0250

Lease RSF 3,493

Tenant: Kapstone Paper and Packaging Corporation

Expiration Date: 12/31/2027

Reimbursement Type:	Tax		CAM		Amenities	
Reimbursement Method:	NNN		NNN		NNN	
Current Expense Code:	2024Budget-OTXE CCII		2024Budget-OOPE CCII - 95%		2024Budget-OTOR CCII	
Base Stop:	0.00		0.00		0.00	
Base Year:	N/A		N/A		N/A	
RSF:	128,670		128,670		128,670	
Current Year Expenses:	1,067,000	8.28	1,184,213	9.20	222,060	1.73
Base Yr Expenses:	0	0.00	0	0.00	0	0.00
Difference:	1,067,000	8.28	1,184,213	9.20	222,060	1.73
Pro-Rata Share / Lease RSF:	2.7150%	N/A	2.7150%	N/A	2.7150%	N/A
Tenant's Share:	28,969.05	8.28	32,151.38	9.20	6,028.93	1.73
Monthly Amount:	2,414.09		2,679.28		502.41	

Per Month

Total Tenant Reimbursement: 5,595.78

# Corporate Center of Northbrook - 2024 Budget

## 2024 Operating Expense Estimate

Suite: CCII-0330

Lease RSF 6,977

Tenant: Kapstone Paper and Packaging Corporation

Expiration Date: 12/31/2027

Reimbursement Type:	Tax		CAM		Amenities	
Reimbursement Method:	NNN		NNN		NNN	
Current Expense Code:	2024Budget-OTXE CCII		2024Budget-OOPE CCII - 95%		2024Budget-OTOR CCII	
Base Stop:	0.00		0.00		0.00	
Base Year:	N/A		N/A		N/A	
RSF:	128,670		128,670		128,670	
Current Year Expenses:	1,067,000	8.28	1,184,213	9.20	222,060	1.73
Base Yr Expenses:	0	0.00	0	0.00	0	0.00
Difference:	1,067,000	8.28	1,184,213	9.20	222,060	1.73
Pro-Rata Share / Lease RSF:	5.4220%	N/A	5.4220%	N/A	5.4220%	N/A
Tenant's Share:	57,852.74	8.28	64,208.03	9.20	12,040.09	1.73
Monthly Amount:	4,821.06		5,350.67		1,003.34	

Per Month

Total Tenant Reimbursement: 11,175.07

**Corporate Center of Northbrook II  
1033 Skokie Blvd.  
2024 Recoverable Expense Summary**

Page: 1  
Date: 1/23/2024

	<u>Total Expenses</u>	<u>\$ / psf</u>
CLEANING	\$ 282,875	\$ 2.20
REPAIRS AND MAINTENANCE / ROADS, GROUND AND SECURITY	\$ 365,602	\$ 2.84
UTILITIES	\$ 210,714	\$ 1.64
ADMINISTRATIVE	\$ 274,627	\$ 2.13
INSURANCE	\$ 50,395	\$ 0.39
 SUBTOTAL OPERATING EXPENSES	 \$ 1,184,213	 \$ 9.20

TOTAL OPERATING EXPENSES	\$ 1,184,213	\$ 9.20
 REAL ESTATE TAXES	 \$ 1,067,000	 \$ 8.28
 SHARED CAM - AMENITIES EXPENSES	 \$ 222,060	 \$ 1.73
 TOTAL OPERATING EXPENSES & TAXES	 <u>\$ 2,473,273</u>	 <u>\$ 19.21</u>



BILLABLE COMPANY **The**  
**CPA Group** (Kapstone)

<b>W-40970-000356</b> Lighting	Location <b>3   3</b>	Creation Date <b>Dec. 18, 2023</b>	Completed <b>Dec. 20, 2023</b>
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Light out in Carol's  
office

Labor and Materials	Quantity	Cost	Markup	Tax	Subtotal
Day Porter Regular	0.50 Hours	\$20.00	\$0.00	\$0.00	\$20.00
		<b>\$20.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$20.00</b>

Invoice Total

Materials	\$0.00
Labor	\$20.00
Markup	\$0.00
Tax	\$0.00
	<b>\$20.00</b>