



# Lease Expense Reconciliations & Developing CAM Pools – Part 1 LEARNING WORKSHOP

TREC CE Approved for 6 hours Course #35415 Provider #9907

## Course Description

This proven and effective workshop has been designed for individuals with limited experience in commercial real estate. Property management, accounting and financial analyst professionals have all benefited from this workshop. Through the use of actual lease clauses participants will develop an understanding of lease terminology, how it contributes to the asset value, the underlying drivers for managing the tenant/owner relationship and managing risks.

## Workshop Content

- + Impact of reimbursable expenses to NOI and Value
- + Define each of the operating expenses
- + Define lease types: gross, full service, NNN and rent escalations
- + Define and learn how to calculate rentable vs. usable square plus pro rata share
- + Define fixed vs. variable expenses
- + Learn how to perform a lease gross up calculation
- + Discuss operating recovery methods with controllable vs. uncontrollable expenses
- + Learn how to calculate the property management fee

## Format

Hands on, highly interactive six (6) hour learning workshop. Students will reference actual leases and work with practice cases to develop basic CAM expense pools and reconciliations. Each student must bring a calculator to work the exercise cases.

## Learning Objectives

At the conclusion of this session, attendees will be able to accurately interpret the appropriate lease clauses required to prepare, calculate rental rate changes and basic lease expense reconciliations.

## Instructor

Julie Brand Lynch, Managing Partner of LYNOUS Talent Management, uses proven methods for teaching adult learners. She has taught for some of the top real estate programs in the country to include: SMU, TCU, UNT, Clemson and Johns Hopkins Universities.

**Dates:** Tuesday – November 12, 2019

**Time:** 9:00 a.m. to 4:00 p.m.

**Training Location:** 6860 N. Dallas Parkway, Ste. 200  
Plano, TX 75024

**Learning Investment:** \$365 Includes materials and Free Parking

