

OPERATIONAL REVIEW CALL

DATE	02/15/08	PROPERTIES
PROP MANAGER	Holladay PM	New Client in Your Home Town
PARALEGAL	Leslie Legal	
ACCOUNTANT	Barbara Gap	
CONSTRUCTION	Local PM overseeing	
Others		

EXPIRED LEASING

60 Days or less are to be listed on this worksheet

COID	SUITE	EXPIR	COMPL	COMMENTS
N912	6A	02/28/08		Dr. John Q. Public - Lease document is with Tenant for signature
N918	101	02/29/08		Cynthia Yellow-Feather, M.D. - Client wants the lease hand delivered to Tenant, but Tenant refuses to meet with PM, PM to meet with
N918	A	03/31/08		Marie Trouble, M.D. - Client wants the lease hand delivered to Tenant, but Tenant refuses to meet with PM, PM to meet with Hospital
N924	407	03/31/08		Surgery Center, LLC - Lease has been fully executed, to be overnighted to the Nashville office
N924	408	03/31/08		George Bush, MD, - Waiting on January CPI index to compute increase
N940	101	2/29/08		Non-Profit Social Agency, Inc. - PM's are having problems getting with Tenants for signature

LEASING REVIEW

ACTION ITEM	(Y/N)	COMMENTS
Pending SLP?	N	
Pending Lease Docs for Drafting?	N	
Pending Leases at Tenants?	Y	N912 - Suite 6A - John Q. Public
Leases Fully Executed to Accounting?	Y	
Review of Leasing Notes for Adequacy?	Y	
Emergency Transactions?	N	

MRI RENT ROLL

ACTION ITEM	(Y/N)	COMMENTS
Are all prospects listed on RR?	Y	
Are there any dead prospects listed on	N	
Are 'PROS' or 'TI' properly identified?	Y	
Leases missing from RR?	N	
Leases to be vacated?	N	
Square Footage Corrections?	Y	Architectural remeasurements...fix upon renewal
Other Issues?	N	

CONSTRUCTION / TI

Current TI Status

TENANT	COMP DT	COMMENTS
Ralph Wilson, M.D.	5/20/08	Bids reviewed, contract awarded, Savage, Inc mobilizing. CER has been approved

ACTION ITEM	(Y/N)	COMMENTS
Outstanding TI Overages?	Y	Check was collected from Tenant before construction contract signed
Contractor Requirements?	Y	Biz License & Certificate of Insurance check out
Outstanding Invoices?	N/A	
Procedural Issues?	N/A	
Pending CER Approvals?	N	
Other?	N/A	

COLLECTIONS

COID	SUITE	AMT	COMMENTS
N918	101	BRO - \$5,241.60	Cynthia Yellow-Feather, M.D. - 90 days delinquent on 10/1/07 charge, 60 days delinquent on 11/1/07 charge, 30 days delinquent on 12/1/07 - a payment plan is being negotiated
N924	400	BRO - \$1,364.06	Jag Aggarwal, M.D. - 7/20/06 beginning balance. We are waiting for a letter from Client accounting indicating that all initial balances are incorrect. This tenant was not on the statement to write off the charges. Client has contacted her accounting department for proof of payment and is awaiting an explanation. PM is contacting Client for a follow up. Client Rep can't get CEO to approve a forgiveness letter.

