



BEXLEY SQUARE

2210 East Main Street, Bexley, OH 43209

DECEMBER 31, 2024 / PROPERTY INSPECTION REPORT

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A MEMBER OF
CHAINLINKS
RETAIL ADVISORS

Property Inspection Checklist

PROPERTY: BEXLEY SQUARE

REPORT PREPARED BY: SCOTT CHASE

OWNER: BCIC BEXLEY SQUARE, LLC

DATE OF INSPECTION: MARCH 3, 2025

STATUS UPDATE

Summary: Property Inspection Report for February 2025 with inspection completed in March.

Late February and early March Weather has brought higher daytime temperatures above freezing and overnight temperatures remaining below freezing. This has brought an increased frequency of the freeze-thaw cycle which is common for this time of year. As a result of this there has been a notable increase in the number of potholes observed in entry areas, driveways, service alleys and in individual parking spaces. These are being addressed in a two-part process with the higher risk areas being addressed first. These higher risk areas include main entry driveways, main arterial traffic lanes and service alleys where traffic patterns are limited and are often travelled by heavy vehicles. Smaller potholes and those in secondary parts of the property (individual parking spaces and perimeter lot areas) are to be addressed later (in mid to late Spring) once the average temperature remains above freezing. Short term - we have been having FIX fill the potholes with cold patch where the risk of damage to vehicles is the greatest. Long-term – we are having Armor Asphalt evaluate each property to address the smaller potholes including those located in individual parking spaces, asphalt settling, overall crack filling, sealing, and re-striping where needed. If the scope of work is substantial, a multi-year proposal is to be received from Armor. Each proposal will be forwarded to all property ownership contacts for discussion purposes and prior ownership approval prior to any long-term work being done. For those ownership groups who elect to have services performed we will be grouping properties together in best efforts to obtain group pricing among properties to obtain a better overall value while still receiving discrete billing for the services to be rendered on each individual property. As of January 23rd management duties have transitioned between property managers and I have been assigned management duties for this property. Please note my contact email and phone number so that I may be of service to you and to address any concerns in a timely manner. My goal is to both understand your investment objectives and to have your management services support these within the scope of the executed Property Management Agreement.

New Task List / Deadlines:

- Planning to distribute a survey to each current tenant to obtain updated contacts for each business establishment and to communicate updated management company contacts. Deadline 3/31/25.
- Planning to visit each current tenant, introduce myself and provide contact information and inquire as to any open/pending issues they may be experiencing. Deadline 3/31/25
- Schedule annual fire alarm testing and backflow device recertification.

Ongoing Task List / Deadlines:

- Review and prioritization of tenant related repairs and projects (primarily roof leaks and RTU units). Communication with assigned asset managers and/or property owners, contractors and tenants (per lease). Ongoing with most recent repairs completed.
- Review of most recent documented visit to each vacant unit (if any) by mobile technicians (FIX) to verify unit is secured, utilities are on and no running water or frozen pipes are found. Ongoing with most recent round of inspections completed.
- Review of any ongoing and short-term upcoming T/I projects (both Landlord and Tenant work) as well as Capex identified in the approved Budget. Ongoing with first round of reviews completed.

Completed Task List / Deadlines:

- Become familiar with this property by making a first visit onsite and inspecting the items on this checklist excluding any roof areas and taking general pictures. Completed. Deadline 2/11/25.

Property Inspection Checklist

- Prepare checklist and review and attach several pictures taken to provide an overall view of the property. Completed. Deadline 2/11/25.
- Review Property Inspection Checklist from prior month to identify any identified areas of concern or deficiencies. Completed. Deadline 2/11/25.
- Briefly review prior months financial statements to become familiar with current A/R, A/P, occupancy, lease statuses noting any upcoming commencements and approximate cash position. Completed. Deadline 2/11/25.

Property Inspection Checklist

EXTERIOR/GROUNDS INSPECTION

ITEMS	GREAT	GOOD	FAIR	POOR	RECOMMENDATION
LANDSCAPING					
Trees					
Low branches (eye level)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None Identified or Noted
Roots lifting walks	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None Identified or Noted
Large dead wood in big trees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Winter Season - Not Applicable
Tree trimming status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Winter Season - Not Applicable
Utility lines	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None Identified or Noted
Lawns					
Lawn well-manicured	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Winter Season - Not Applicable
Bare areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Winter Season - Not Applicable
Weeds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Winter Season - Not Applicable
Edging @ walks/curbs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Winter Season - Not Applicable
Objects on lawn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Winter Season - Not Applicable
Rocks left from grading	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Winter Season - Not Applicable
Shrubs					
Shrubs well-manicured	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Winter Season - Not Applicable
Overgrowth onto walks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Winter Season - Not Applicable
Growth covering signs, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Winter Season - Not Applicable
Areas of neglect	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None Identified or Noted
Seasonal color/flowers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Winter Season - Not Applicable
Mulch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Winter Season - Not Applicable
General					
Missing plant material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Winter Season - Not Applicable
Declining plant material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Winter Season - Not Applicable
Drainage problems	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None Identified or Noted
Weeds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Winter Season - Not Applicable
Insect, disease, rodent problems	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None Identified or Noted
PARKING LOT					

Property Inspection Checklist

Potholes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Monitor these through the Spring Season
Excessive cracking/“alligatoring”	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None Noted
Trash or debris	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Minimal following snow melt
Oil spots / Stains	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None Noted
Curb and gutter free of dirt and debris	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK - Considering recent snow melt
Storm drain	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Appears to be in good condition
Concrete collar	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ok
Condition of flow lines	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK
Seal coating	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK
Striping	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Good
Condition of car stops	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK where present
Signage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Good
DUMPSTER AREA					
Cleanliness	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Good considering recent snow melt
Concrete pad	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK where present
Enclosure	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Good
Grease trap	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ground Level - Not Found or Identified

Additional Notes: _____

Property Inspection Checklist

EXTERIOR/BUILDING INSPECTION

ITEMS	GREAT	GOOD	FAIR	POOR	RECOMMENDATION
BUILDING ENTRANCE					
Exterior					
Doors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK
Door frames	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK
Canopy/Awnings	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK where Present
Street numbers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK
Entry steps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not Present or Identified
Handicap rail	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not Present or Identified
Common Space / Lobby Area					
Ceiling tiles and grid	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not Applicable
Lights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not Applicable
Walls	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not Applicable
Doors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not Applicable
Fire safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not Applicable
Debris	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not Applicable
Sidewalks					
Walkways	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clean
Cracks/Alligatoring	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None Noted
Crumbling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not Identified
Stains	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None Noted
Debris/cleanliness	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK
Trash receptacles	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK
Columns	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK
Exterior building walls					
General condition	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Good
Paint	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK
Crumbling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None Identified
Windows					
Glass	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK

Property Inspection Checklist

Glazing	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK
Caulking	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK
Frames	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK
Gutters and Downspouts					
Debris	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not Inspected - part of roof inspections
Condition (bent/obstructed)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None Noted
Fence					
Condition	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK Where Present
Exterior Lighting					
Pole lights	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pending Light Audit
Wall packs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pending Light Audit
Canopy/soffit lighting	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pending Light Audit
Signage					
Pylon/Marquee	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK
Tenant signage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK
Leasing Sign	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None
Roof					
Membrane	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not Inspected, Assumed Good
Coping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not Inspected, Assumed Good
Roof drains/covers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not Inspected, Assumed Good
Drainage - low areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not Inspected, Assumed Good
Penetrations - vents, AC units	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not Inspected, Assumed Good
Debris/cleanliness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not Inspected, Assumed Good
Misc equipment					
Emergency generator	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not Found
Electrical/Sprinkler/Mechanical Room	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK
Backflows	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Certification current per record - Not Inspected
Riser	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Certification current per record - Not Inspected
Fire alarm monitoring panel	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Assumed Good - Not checked
Key-pad system					
Security system	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK

Property Inspection Checklist

Meters (gas, water, electric)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Present - for each space
Hotbox	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK
Lockbox(es)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	OK

Additional Notes: _____

ADDITIONAL PHOTOS



RETAIL PROPERTY / FOR LEASE

BEXLEY SQUARE / 2210 EAST MAIN STREET, BEXLEY, OH 43209