

# **Capri EGM, LLC**

## **Part 2A of Form ADV**

### **The Brochure**

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This brochure provides information about the qualifications and business practices of Capri EGM, LLC (“the “Firm”). If you have any questions about the contents of this brochure, please contact us at 312-827-2280. The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission or by any state securities authority.

Additional information about the Firm and is also available on the SEC’s website at:  
[www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).

## Item 2: Material Changes

There has been no material change

## Item 3: Table of Contents

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## **Item 4: Advisory Business**

### **Capri EGM, LLC**

Capri EGM, LLC (the “Firm”) is an investment company, providing real estate investment management services to pension plans and corporations, specializing in corporate build-to-suit and sale leaseback financing, and the acquisition of single-tenant office, industrial, and retail net lease properties. The Firm invests client’s funds in domestic real estate equity or debt investments through separate account or commingled fund structures. Real estate investments include core, core-plus, value-add and opportunistic strategies.

For separate account clients, the Firm tailors its investment strategies and product types to its client’s requests and investments may be made on a discretionary or non-discretionary basis.

The Firm was formed in June 2014 as a Delaware limited liability company. Capri EGM is owned 47.5% by EGM Net Lease Adviser, 47.5% by Capri, and 5% by JSDA 1, LLC. EGM Net Lease Adviser is 100% owned by Shelby E.L. Pruett. As of December 31, 2018, the Firm had approximately US\$460,000,000 in gross fair market value in assets under management (including unfunded investor commitments) on behalf of 1 institutional client.

## **Item 5: Fees and Compensation**

The Firm charges fees for investment advisory services generally as a percentage of assets under management. Investment advisory fees are negotiable; however, compensation will typically include an origination or acquisition fee of 0% - 2.00%, an annual asset or portfolio management fee during the investment period of 0% - 1.50% and a divestiture fee of 0% - 1.50%. In addition, when permitted, the Firm will receive additional compensation in the form of participation (less than 50%) in an investment property's net cash flow and/or in the residual profits upon sale or loan repayment. In all cases the fee will be agreed to by the client and disclosed in the advisory agreement or in the case of private funds in the offering documents or PPM (or equivalent).

The Firm also acts as the manager of private investment funds. The Firm will receive a management fee from such funds based on net assets invested in the fund as well as carried interests in the returns of the funds after investors in the funds have received a specified rate of return on their investments.

Fees are payable at the time services are provided, or in arrears, generally on a quarterly basis. Investment advisory contracts are usually cancelable with notice of 30 days by the institutional client. Fees are generally billed to separate account clients and are deducted from fund accounts.

The Firm may engage real estate or mortgage loan brokers as well as securities brokers from time to time which fees will be paid by the client. See Section on Brokerage Practices.

## **Item 6: Performance Based Fees and Side-by-Side Management**

As previously stated, when permitted, the Firm receives performance based fees or carried interests as additional compensation after institutional clients or fund investors have received a specified rate of return on their investments. Since hurdle rates, over which the Firm earns performance based fees or carried interest, may vary among institutional clients or fund investors, there is the potential for a conflict of interest at the time that the Firm is allocating a given investment to an institutional client or fund. The Firm uses an objective rotational system to allocate these investments among competing institutional clients and funds. The Firm believes that this practice sufficiently resolves that apparent conflict.

## **Item 7: Types of Clients**

The Firm primarily provides real estate equity and debt investment advice to institutional clients through separate account or fund vehicles. While the Firm does not impose a minimum dollar value of assets with respect to maintaining a separate account with the Firm, the private investment funds sponsored by the Firm often do require a minimum subscription amount in order to invest. Potential investors will receive offering memoranda that will disclose any minimum subscription requirements.

## **Item 8: Methods of Analysis, Investment Strategies and Risk of Loss**

The Firm's analysis methods relating to real estate investments (debt or equity) include the following:

**Economic Environment** – Local and regional economic factors are considered such as macro trends in population, job formation, distribution of employment, personal income, demographics, and technology in the manufacturing base. These factors are viewed in the overall context of the United States economy.

**Market and Competitive Conditions** – Local and regional property market conditions are analyzed to determine the extent of supply/demand equilibrium in the market. This entails a review of factors such as the amount of speculative construction, absorption of new and existing commercial space or residential housing units, average commercial building vacancies, and net effective (versus contract) rental rates.

To determine the competitive position of the investment property within the market, an evaluation of competitive properties is performed. Competitive properties are analyzed with respect to size, location, design, absorption, tenancy, and other factors.

**Physical Assessment** – An assessment of the property's size and physical condition is made. This includes an evaluation of site location, access, zoning, environmental factors, and conformity with adjacent land uses. With respect to the building, environmental issues, structural integrity, age, architectural design, amenities, functional obsolescence, and other physical aspects are reviewed. The Firm works closely with outside technical consultants during this phase of the investment analysis.

**Operational Review** – Property operating strategy is analyzed. This includes an evaluation of such factors as: the cost and effectiveness of current marketing, including trends in the property's absorption, turnover, and occupancy levels; proposed marketing strategy including pricing and competitive positioning; management systems and the quality and frequency of reporting; and operational efficiency through an analysis of operating expenses relative to competition and industry standards.

**Financial and Valuation Analysis** – A financial and valuation analysis is performed. This entails a review of the property's operating and financial history including an analysis of capital expenditures, lease terms, tenant credit quality, and other factors. The goal of this effort is to determine the quality of the property's operating cash flow stream. A credit assessment of the borrower or sponsor is also made for debt related investments. With this information, an operating proforma is completed which incorporates the conclusions reached from the overall analysis previously described. The proforma becomes the basis for estimating the value of the investment property in addition to utilizing outside appraisals, feasibility studies, and an estimate of the property's replacement cost. In this manner, the property's rewards relative to its risk can be assessed.

**Sources of Information** – The Firm uses the following sources of information in their analyses:

- (1) Market research materials purchased from third party providers;
- (2) Internal research;
- (3) Federal, state, and local government reports;
- (4) Market leasing and vacancy reports;
- (5) Industry publications;
- (6) Appraisal, feasibility, and land use studies; and
- (7) Technical reports (i.e. engineering, environmental, etc.).

With respect to evaluating the credit strength of building tenants, the Firm may review annual reports, research materials, and other information.

**Investment Strategies** – Investment strategies used to implement advice given to clients will include core, core-plus, value-add and opportunistic commercial real estate investment programs, in both equity and debt formats, and generally be long term (5-10 year) in nature. In addition, strategies with respect to the securitization of investment assets will be executed where appropriate.

**Risk of Loss** – In addition to general investment risks, investments will be subject to the risks incident to ownership and development of real estate and there can be no assurance that any rate of return or other investment objectives will be realized or that there will be any return of capital. Real estate risks include changes in the general economic climate, changes in the overall market, local real estate conditions, the financial condition of tenants, buyers and sellers of properties, supply of or demand for competing properties in an area, the attractiveness and location of properties, the quality and philosophy of management, accelerated construction activity, technological innovations that dramatically alter space requirements, the availability of financing, changes in interest rates and the availability of mortgage funds which may render the sale or refinancing of properties difficult or impracticable, competition based on rental rates, energy and supply shortages, various uninsured and uninsurable risks, and government regulations (including those governing usage, improvements, zoning and taxes), quality of maintenance, insurance and management services, changes in operating costs, uninsured losses or delays from casualties or condemnation, potential liability under changing environmental and other laws, structural or property-level latent defects, acts of God and other factors beyond the control of the manager. Private fund investors should refer to the Risk Factors section of the offering documents and PPM or equivalent for a disclosure of risks.

## **Item 9: Disciplinary Information**

The Firm and its employees have not been involved in any legal or disciplinary events in the past 10 years that would be material to a client's evaluation of the company or its personnel.

## **Item 10: Other Financial Industry Activities and Affiliations**

The Firm acts as the investment manager to investment entities in which clients are solicited to invest. These entities are not restricted to limited partnerships; they may be structured as limited liability companies as well. These entities will generally invest in real estate and real estate

related investments. The Firm (and/or certain of its employees) own or control the general partner/managing member/investment manager of each of the investment entities.

In the case of allocating investment opportunities in a preferential way, to the extent that an investment opportunity is appropriate for more than one client, The Firm employs an objective rotational system to allocate these investments among competing clients (including the private investment funds it manages). The Firm believes this practice sufficiently resolves that apparent conflict.

### **Item 11: Code of Ethics, Participation or Interest in Client Transactions and Personal Trading**

The Firm has adopted a written Code of Ethics (“Code”) in accordance with the SEC’s rule 204A-1, which addresses conflicts of interest and personal investments and is applied to officers and employees of the Company. The General Partners of the Funds are affiliated with the Firm by common ownership. The Firm’s employees and the persons acting on its behalf are subject to the registered adviser’s supervision and control and are therefore “persons associated with” the registered adviser and subject to the Firm’s compliance program. This Code has been adopted to assist the Firm, and to guide all officers and employees, in complying with federal securities rules and regulations and other Company standards applicable to carrying out the Firm’s fiduciary responsibility to clients.

Among other things, the Code requires the Firm and its employees to act in the clients' best interests, abide by all applicable regulations, avoid even the appearance of insider trading, and receive pre-approval and report on many types of personal securities transactions. The Firm's restrictions on personal securities trading apply to employees as well as employees' family members living in the same household. The Chief Compliance Officer monitors employee trading, relative to potential insider information and relative to client's transactions to ensure that employees do not engage in improper transactions. The Firm co-invests in certain private funds alongside its investors for alignment of interests. This could cause the Firm to favor a certain private fund with a given investment. The Firm employs an objective rotational system to allocate these investments among competing clients, including the private investment funds it manages. The Firm believes this practice sufficiently resolves the apparent conflict. A copy of the Firm's Code will be provided to any client or prospective client upon request.

## **Item 12: Brokerage Practices**

It is possible that the Firm will cause private investment funds for which it is acting as investment manager to purchase securities. With respect to such purchases, The Firm will have discretion regarding which securities will be bought or sold and the broker or dealer to be used. In addition, the Firm may engage real estate, mortgage or loan brokers.

**Soft Dollars and Proprietary Research** - Securities brokers, real estate brokers, and mortgage brokers are selected by the Firm on the basis of experience, reputation, and availability to meet due date requirements. Brokers, real estate brokers, and mortgage brokers are customarily compensated on a competitive commission basis. The Firm may affect securities transactions at commission rates (or "mark-up/mark-down" to dealers) in excess of the minimum commission rates (or "mark-up/mark-down") available, if the Firm believes that such amount of commission (or "mark-up/mark-down") is reasonable in relation to the value of brokerage, research, or other services provided by such broker or dealer, viewed in terms of either that particular transaction or the Firm's overall responsibilities with respect to its clients. The Firm accepts only proprietary research from the brokers and do not enter into any soft dollar arrangements whereby it receives research or any other benefit from third parties. Research services received from brokers and dealers are supplemental to the Firm's own research effort. To the best of the Firm's knowledge, these services are generally made available to all parties doing business with such brokers. The Firm does not separately compensate such brokers for the research and does not believe that it pays for such brokers research due to the difficulty associated with the brokers not breaking out the costs for such services. The Firm's acceptance of research from brokers is done in accordance with the provision of Section 28(e) of the Securities Exchange Act of 1934, as amended.

From time to time, the Firm may enter into referral fee arrangements to compensate solicitors for recommending its investment advisory services to potential investors in its private investment funds. To the extent required, such arrangements are entered into in accordance with Rule 206(4)-3 and Rule 206(4)-5 under the Investment Advisers Act of 1940

## **Item 13: Review of Accounts**

The Firm's clients and private investment fund offering documents and PPM's (or equivalent) sometimes impose written investment guidelines to be followed in connection with the



management of their real estate properties. The Firm follows these guidelines, if any, when executing its acquisition strategy for the clients. All investment guidelines shall be directed to the Investment Committee for review and implementation.

The Firm monitors all client accounts and private funds on a regular basis. Reviews will incorporate those factors agreed upon in the relevant IMA. In particular, the Firm is responsible for reviewing client accounts and private funds on a quarterly basis, at various levels, including market factors affecting investments in the account, diversification of the portfolio, and financial variables, such as current leases signed that can impact values of investments in the account, capital improvement schedules and borrower credit status on debt related investments.

The Firm's clients receive quarterly reports about the properties they own in their accounts or in the private funds in which they invest on a quarterly basis. The information included in each client report depends upon each client's particular preference, but typically includes a list of the fair market values of investments and transactions for the period covered by the report. Current information related to tenancy, leasing, and the overall market in which the property operates is also included.

#### **Item 14: Client Referrals and Other Compensation**

The Firm does not receive any economic benefits from non-clients in connection with the provision of investment advice to clients.

#### **Item 15: Custody**

All client accounts are held in custody by unaffiliated banks, but the Firm can access certain accounts to make disbursements, and therefore, the Firm is considered to have custody of such accounts. All accounts can be classified in two groups –Portfolio Accounts and Property Accounts.

**Portfolio Accounts** – These accounts are established and maintained by the Firm's portfolio accounting staff for all clients (separate account clients and commingled fund clients). Funds in these accounts are used primarily to pay portfolio level expenses, such as, asset management fees, audit fees, tax preparation fees, filing fees, investment appraisal fees, legal fees, and consulting fees. Other disbursements may include: (a) capital funding for acquisition of new investments; (b) funding to existing properties to pay for capital improvements or operating expenses; and (c) cash distributions to investors. The Firm may also establish accounts for real estate tax escrow, insurance escrow, capital improvement reserve, and debt service reserve for loan investments as stipulated by the investment agreement related to each investment. Two or more of the Firm's senior employees are signatories on all portfolio accounts and therefore, the Firm is considered to have custody of these accounts. The Firm causes the banks to send account statements directly to such clients or their independent representatives on a monthly basis. Additionally, the Firm performs its due diligence to ensure the banks are sending clients account statements as instructed. Clients should carefully review these statements and compare them to any account information provided by the Firm. The Firm engages a third-party independent CPA firm to perform an annual surprise cash custody audit as required under Rule 206(4)-2(a)(4).

**Short term Investments** – Client funds are primarily invested in banks which are FDIC insured. From time to time there may be larger cash balances on hand which are invested in short-term Treasury bills.

**Property Accounts** – These accounts are established and managed by the third-party property managers for the purpose of managing property level cash receipts and disbursements. Surplus cash from these accounts is normally transferred to portfolio accounts for further distribution to the investors. The day-to-day cash management functions for property accounts are performed by the property manager. The property manager has the signing authority on all property accounts. The Firm's senior employees are signatories on all property accounts maintained on behalf of the commingled fund clients and therefore, the Firm is considered to have custody of these accounts. However, the Firm does not have any signing authority on any property account maintained on behalf of its separate account clients. The Firm cannot direct any disbursements from these accounts and therefore, is not considered to have custody of these property accounts.

### **Item 16: Investment Discretion**

The Firm has investment discretion over certain separate account clients after agreement on basic return targets and investment parameters and other separate account clients are non-discretionary as to investments. All terms agreed with a separate account client would be included in the Investment Management Agreement with the client. Generally, a basic structure has been identified by the client or proposed by the Firm as the type of real estate that the Firm will invest in on behalf of the client. The structure would include real estate equity, debt or both, whether it is wholly owned, a joint venture, first mortgage debt, subordinated debt or preferred equity and the product type would be office, industrial or retail. All of the Firm's commingled funds are discretionary and the terms would be included in private investment fund offering documents and PPM's (or equivalent).

### **Item 17: Voting Client Securities**

Registrant does not invest in securities that carry proxy voting rights and therefore the Company and its advisory affiliate do not vote proxies.

### **Item 18: Financial Information**

Registrant has custody of client funds, however, the Registrant has no financial condition that would impair its ability to meet contractual commitments to clients.