



Monthly Property Management Department Report

To: Albert P. Childress
City Manager

Handwritten initials "APC" in blue ink, circled in blue.

Date: September 14, 2023

From: Gary Moreira
Senior Property Manager

Subject: August 2023 Property Management Report

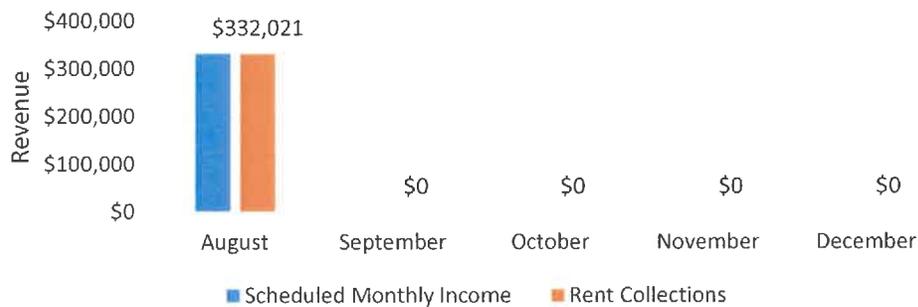
Property Management

Rent Collections

Projected Income - \$332,021

Collected - \$332,021

Lease Income Key West Bight - Upland Only



Projected Income – \$129,978

Collected - \$129,978

Lease Income - General Fund



Projected Income – \$11,385

Collected – \$11,385

Lease Income - Submerged Lands



Leases Renewed/Executed	0
Records Request	2
Yardi database Import	Report development
Gross Sales data entry to Yardi	4
Leases drafted	2
Leases Reviewed	11
Rent Collected	100%
Default Notices	1

Tenant meetings	6
Tenant Complaints received	2 Roof leaks
Property Maintenance requested	3 (From site inspections)
Lease Language Modifications	0