



# Monthly Property Management Department Report

**To:** Brian L. Barroso, City Manager

**Date:** July 18, 2025

**From:** Gary Moreira, Senior Property Manager

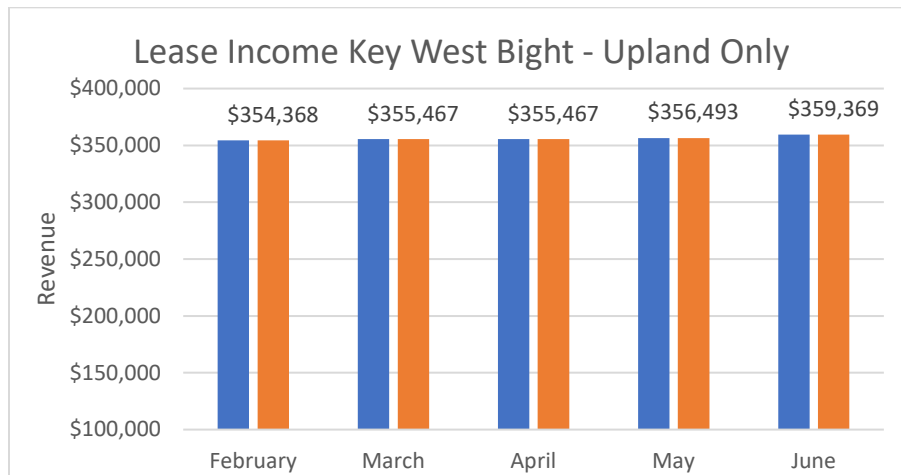
**Subject:** June 2025

## Property Management

Rent Collections –

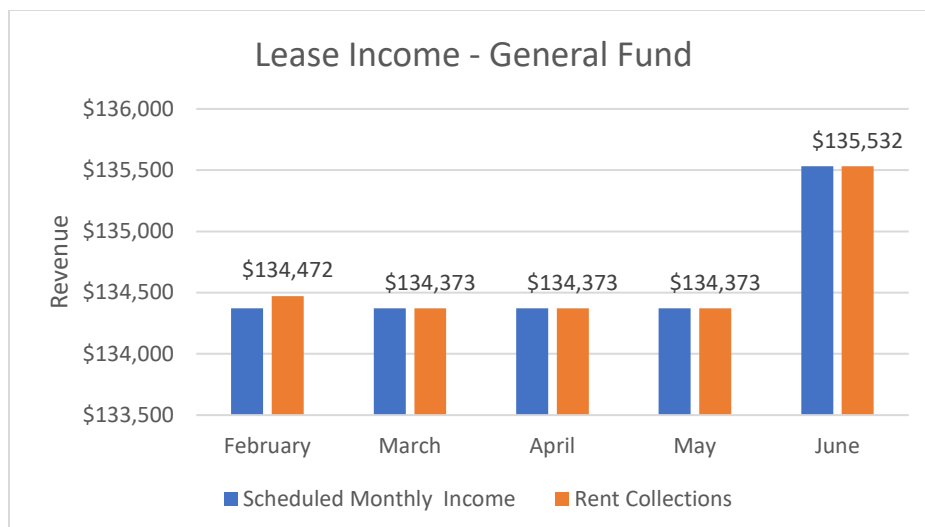
Projected Income - \$359,369

Collected - \$359,369



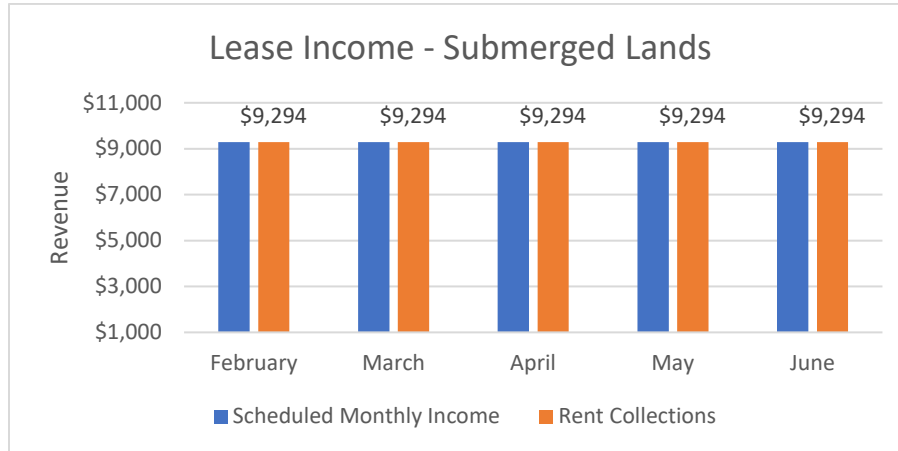
Projected Income – \$134,3473

Collected - \$134,473



Projected Income – \$9,294

Collected – \$9,294



Leases/Licenses Renewed, Amendments/Executed	3
Records Request/Research	10
Yardi & Maintain X database Import	6
Gross Sales data entry to Yardi	5
Leases/Licenses drafted	3
Leases/Agreements Reviewed	18
Rent Collected	See tables
Default Notices/Collection Calls	0
Tenant meetings	3
Tenant Complaints received	0
Property Maintenance requested	2
Lease Language Modifications	0
Public Notices Published	0
RFP Selection	0