



# Monthly Property Management Department Report

To: Albert P. Childress  
City Manager



Date: February 8, 2024

From: Gary Moreira  
Senior Property Manager

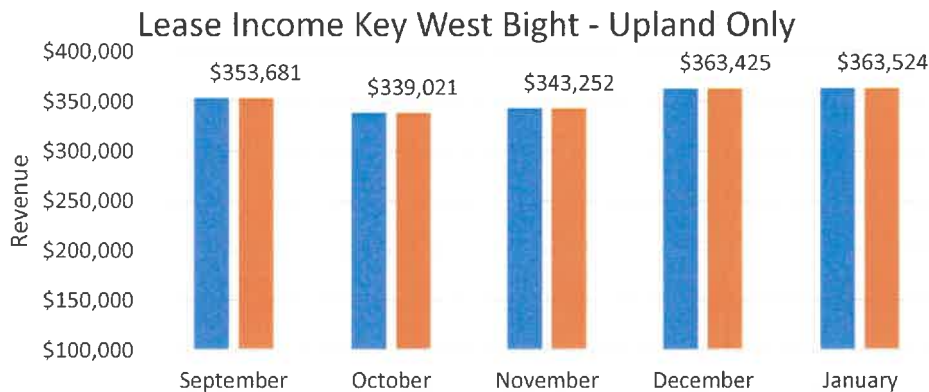
Subject: January 2024 Property Management Report

## Property Management

Rent Collections – Note: tables have not included percentage rent estimates from percentage rent vs. base rent paying tenants.

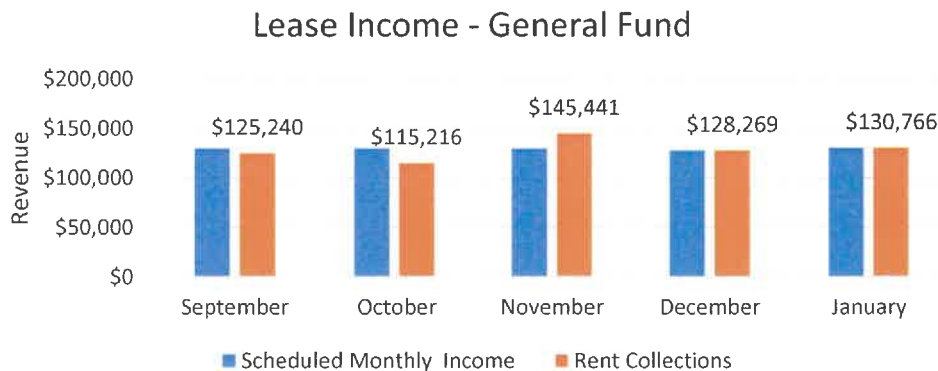
Projected Income - \$363,524

Collected - \$363,524



Projected Income – \$130,766

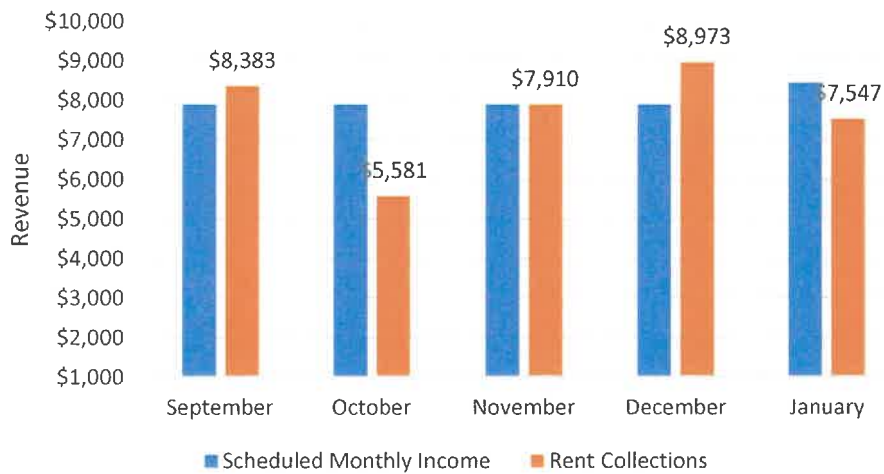
Collected - \$130,766



Projected Income – \$8,464

Collected – \$7,547\*

### Lease Income - Submerged Lands



\*Default notice sent to 815 Eisenhower

Leases Renewed, Amendments/Executed	3
Records Request/Research	3
Yardi database Import	4
Gross Sales data entry to Yardi	2
Leases/Licenses drafted	4
Leases/Agreements Reviewed	15
Rent Collected	See tables
Default Notices/Collection Calls	1
Tenant meetings	6
Tenant Complaints received	2
Property Maintenance requested	3 (From site inspections)
Lease Language Modifications	2
Public Notices Published	0