



Monthly Property Management Department Report

To: Albert Childress
City Manager

APC

Date: November 9, 2023

From: Gary Moreira
Senior Property Manager

Subject: October 2023 Property Manager

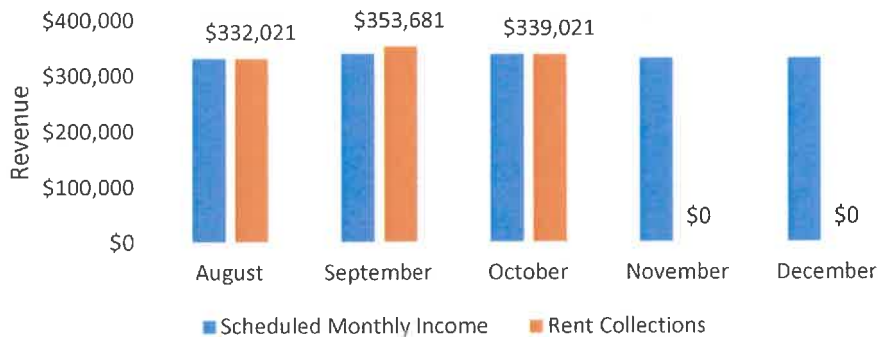
Property Management

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

Projected Income - \$339,021

Collected - \$339,021

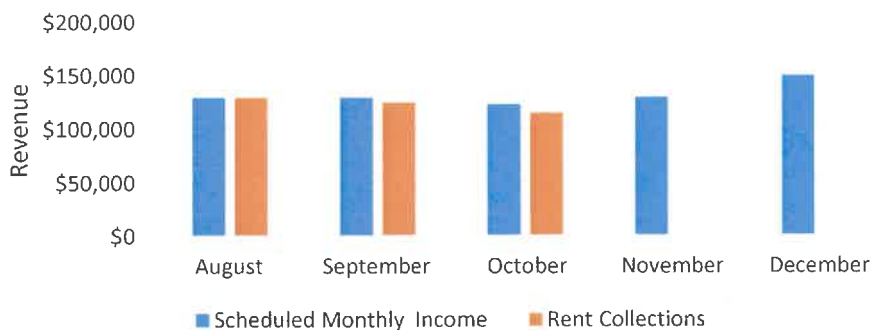
Lease Income Key West Bight - Upland Only



Projected Income – \$123,388

Collected - \$115,216*

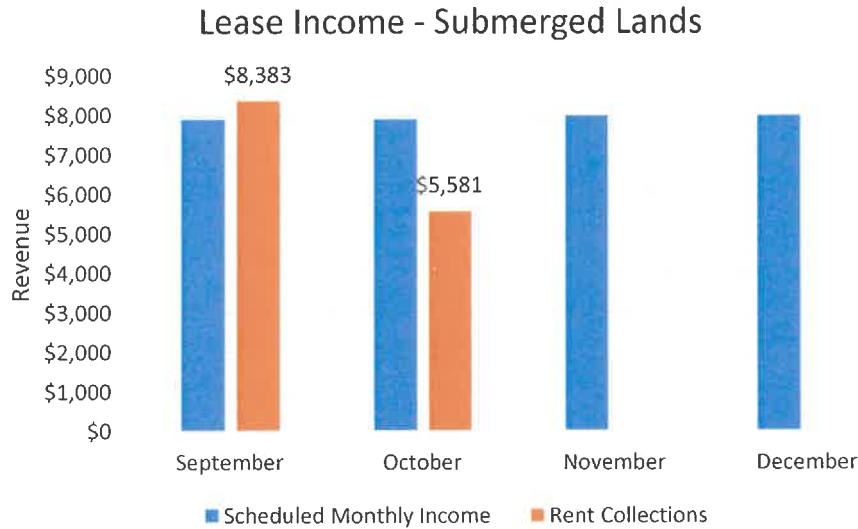
Lease Income - General Fund



*Shortfall either collected or default served at time of this report. Report does not reflect September collections or fluctuations in percentage rents paid.

Projected Income – \$7,910.

Collected – \$5,581*



*Shortfall due to late payment Garrison Bight Marina. Demand notice sent to owner of GB Marina and 915 Eisenhower, (Pelican Landing).

Leases Renewed/Executed	0
Records Request/Research	4
Yardi database Import	0
Gross Sales data entry to Yardi	6
Leases/Licenses drafted	2
Leases Reviewed	13
Rent Collected	See tables
Default Notices/Collection Calls	4
Tenant meetings	5
Tenant Complaints received	1
Property Maintenance requested	3 (From site inspections)
Lease Language Modifications	0
Public Notices Published	1