



Monthly Property Management Department Report

To: Albert P. Childress 
City Manager

Date: June 6, 2024

From: Gary Moreira
Senior Property Manager

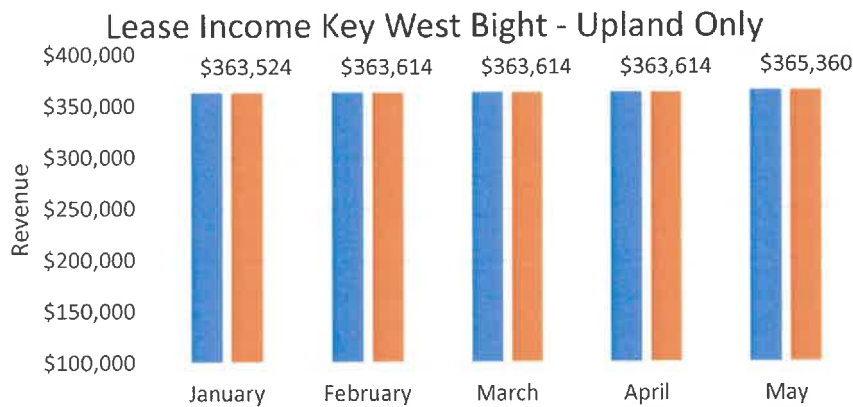
Subject: May 2024 Property Management Report

Property Management

Rent Collections –

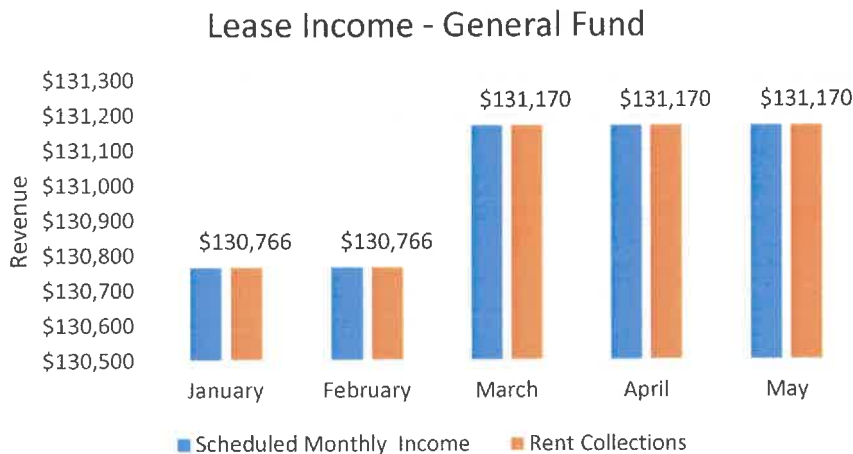
Projected Income - \$365,360

Collected - \$365,360



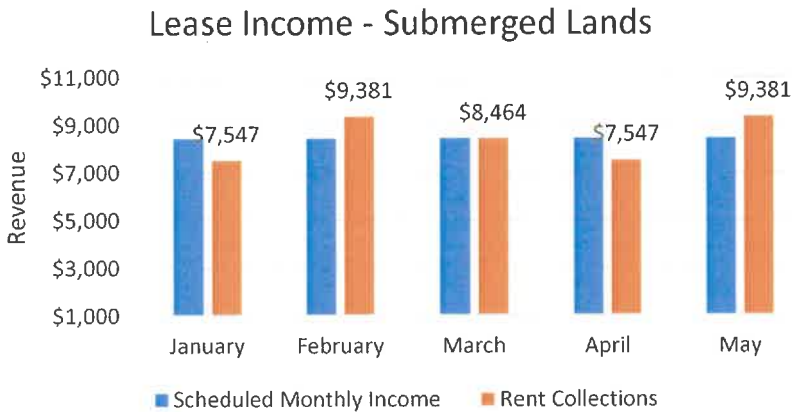
Projected Income – \$131,170

Collected - \$131,170



Projected Income – \$8,464

Collected – \$9,381



Leases Renewed, Amendments/Executed	2
Records Request/Research	1
Yardi & Maintain X database Import	0
Gross Sales data entry to Yardi	4
Leases/Licenses drafted	1
Leases/Agreements Reviewed	22
Rent Collected	See tables
Default Notices/Collection Calls	1 (B.O.'s Fishwagon)
Tenant meetings	7
Tenant Complaints received	1
Property Maintenance requested	3
Lease Language Modifications	3
Public Notices Published	0