



# Monthly Property Management Department Report

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

**Date:** September 10, 2025

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

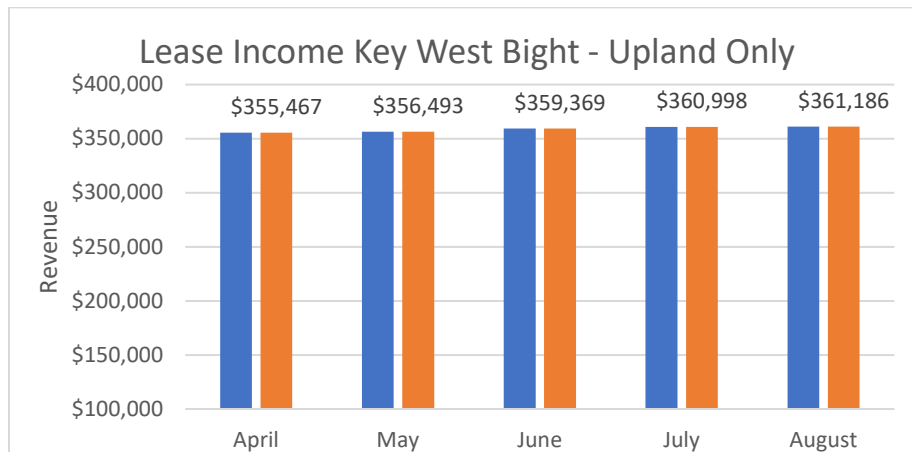
**Subject:** August 2025

## Property Management

Rent Collections –

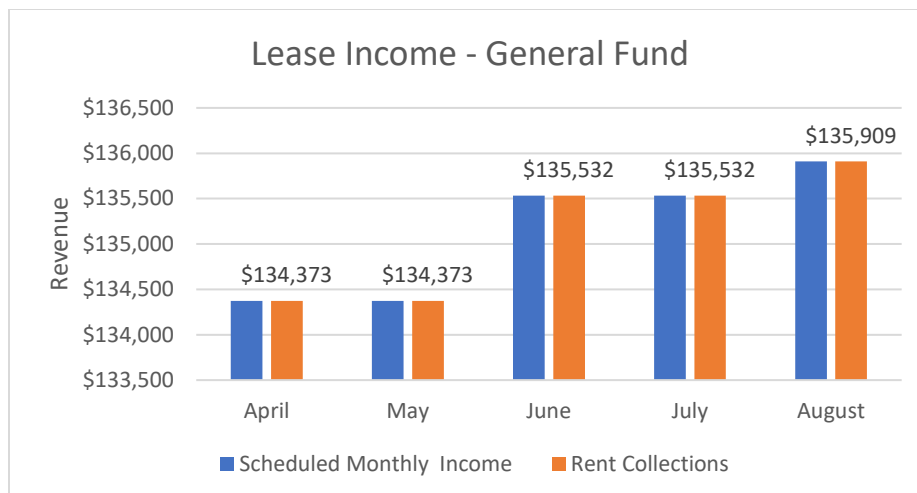
Projected Income - \$361,186

Collected - \$361,186



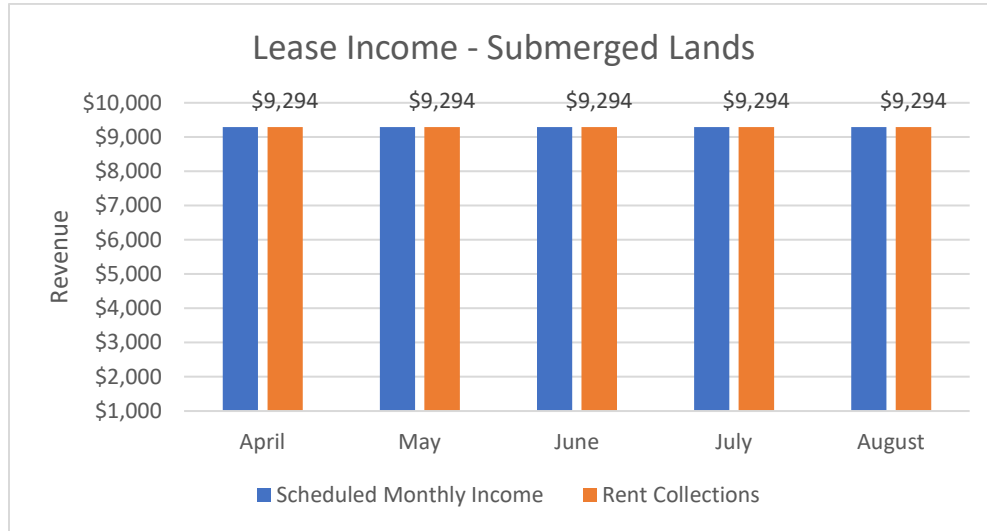
Projected Income – \$135,909

Collected - \$135,909



Projected Income – \$9,294

Collected – \$9,294



Leases/Licenses Renewed, Amendments/Executed 7

Records Request/Research 1

Yardi & Maintain X database Import 4

Gross Sales data entry to Yardi 5

Leases/Licenses drafted 4

Leases/Agreements Reviewed 9

Rent Collected See tables

Default Notices/Collection Calls 0

Tenant meetings/calls 3

Tenant Complaints received 0

Property Maintenance requested 1

Lease Language Modifications 0

Public Notices Published 0

RFP Selection 0