



Monthly Property Management Department Report

To: Brian L. Barroso, City Manager

Date: April 7, 2025

From: Gary Moreira, Senior Property Manager

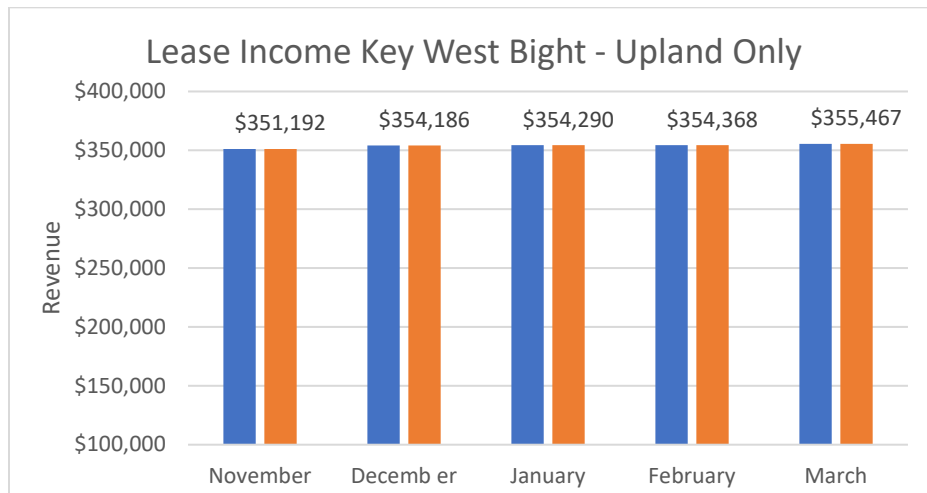
Subject: March 2025

Property Management

Rent Collections –

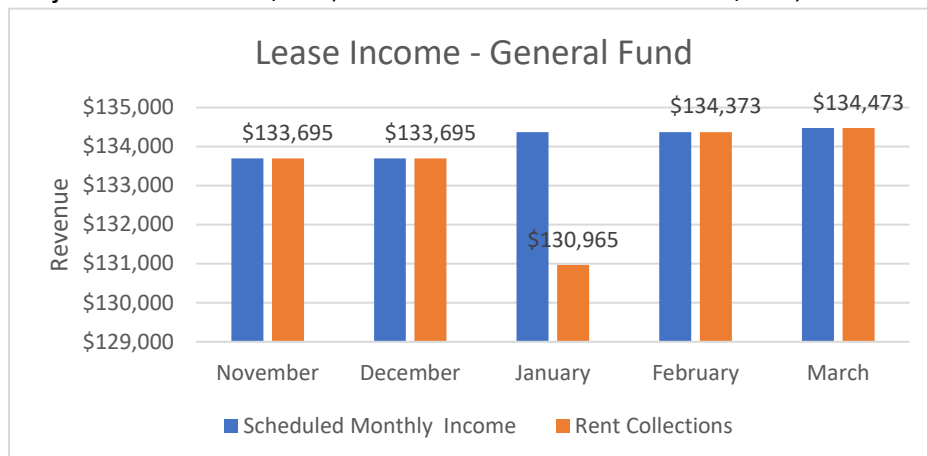
Projected Income - \$355,467

Collected - \$355,467



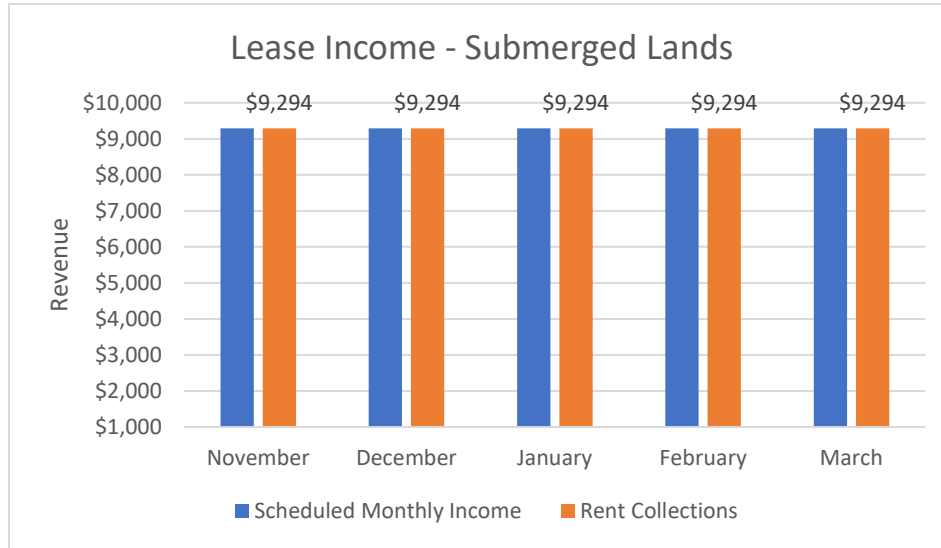
Projected Income – \$134,3473

Collected - \$134,473



Projected Income – \$9,294

Collected – \$9,294



Leases/Licenses Renewed, Amendments/Executed	4
Records Request/Research	1
Yardi & Maintain X database Import	2
Gross Sales data entry to Yardi	2
Leases/Licenses drafted	3
Leases/Agreements Reviewed	12
Rent Collected	See tables
Default Notices/Collection Calls	1
Tenant meetings	3
Tenant Complaints received	2
Property Maintenance requested	4
Lease Language Modifications	0
Public Notices Published	0
RFP Selection	0