



# Monthly Property Management Department Report

To: Albert P. Childress   
City Manager

Date: March 14, 2024

From: Gary Moreira  
Senior Property Manager

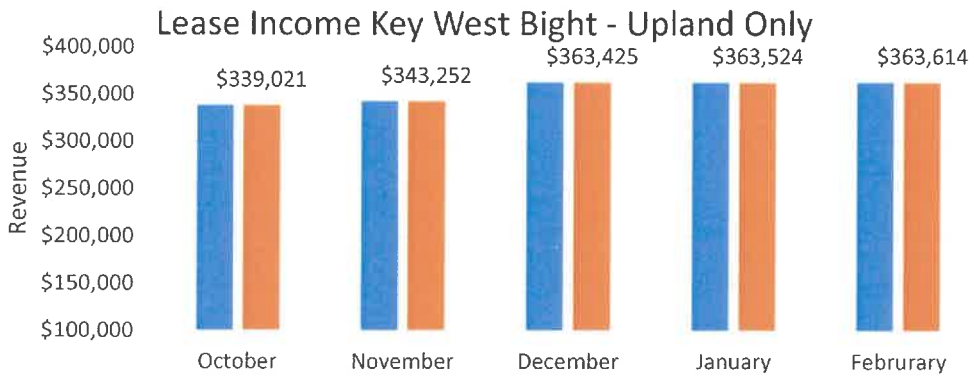
Subject: February 2024 Property Manager Report

## Property Management

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

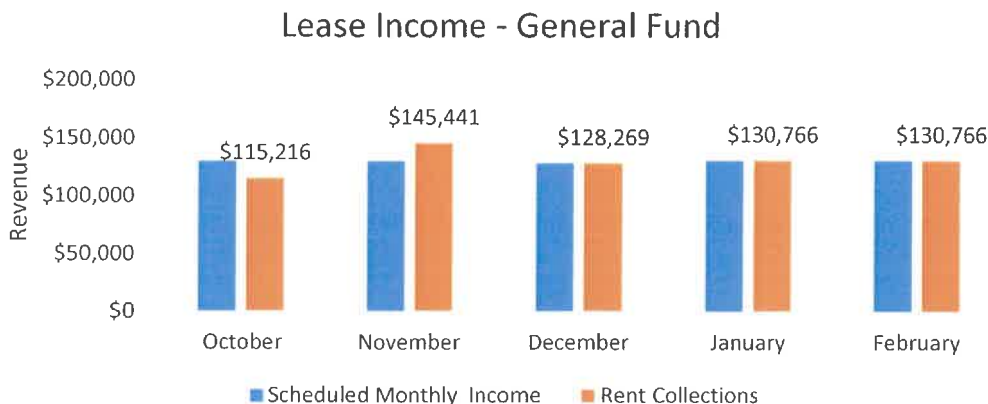
Projected Income - \$363,614

Collected - \$363,614



Projected Income – \$130,766

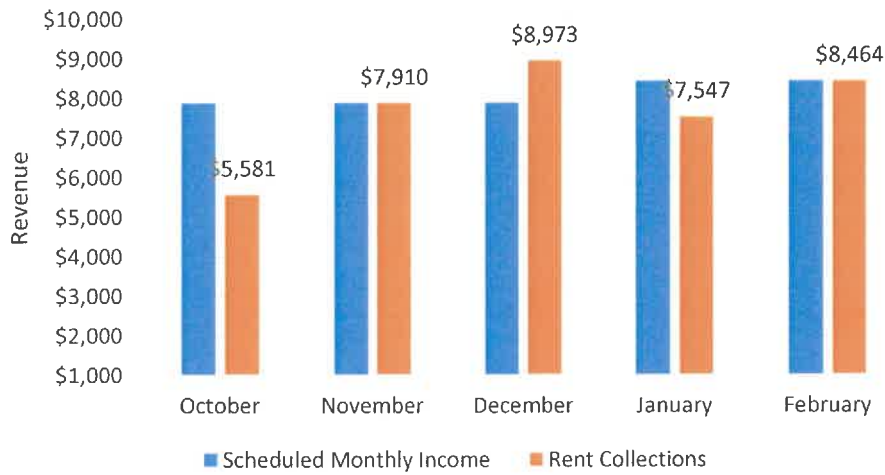
Collected - \$130,766



Projected Income – \$8,464

Collected – \$8,464

### Lease Income - Submerged Lands



Leases Renewed, Amendments/Executed	3
Records Request/Research	2
Yardi & Maintain X database Import	18
Gross Sales data entry to Yardi	5
Leases/Licenses drafted	0
Leases/Agreements Reviewed	19
Rent Collected	See tables
Default Notices/Collection Calls	2
Tenant meetings	13
Tenant Complaints received	3
Property Maintenance requested	1 (From site inspections)
Lease Language Modifications	3
Public Notices Published	1