



# Monthly Property Management Department Report

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

**Date:** August 12, 2025

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

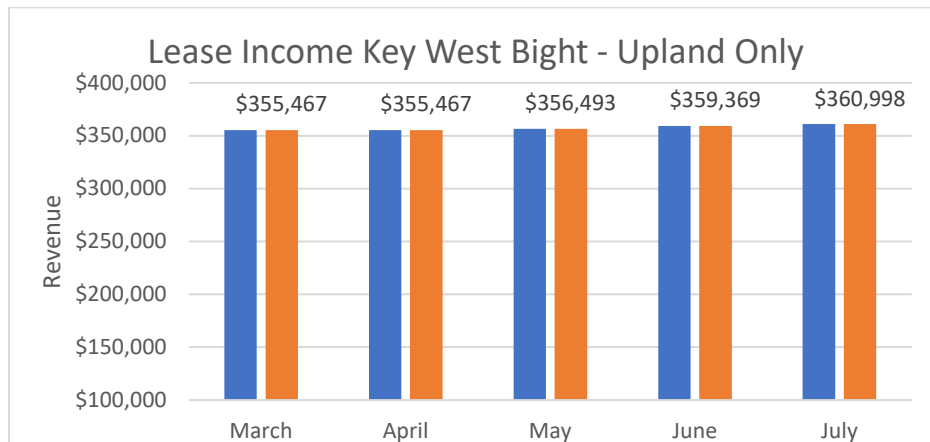
**Subject:** July 2025

## Property Management

Rent Collections –

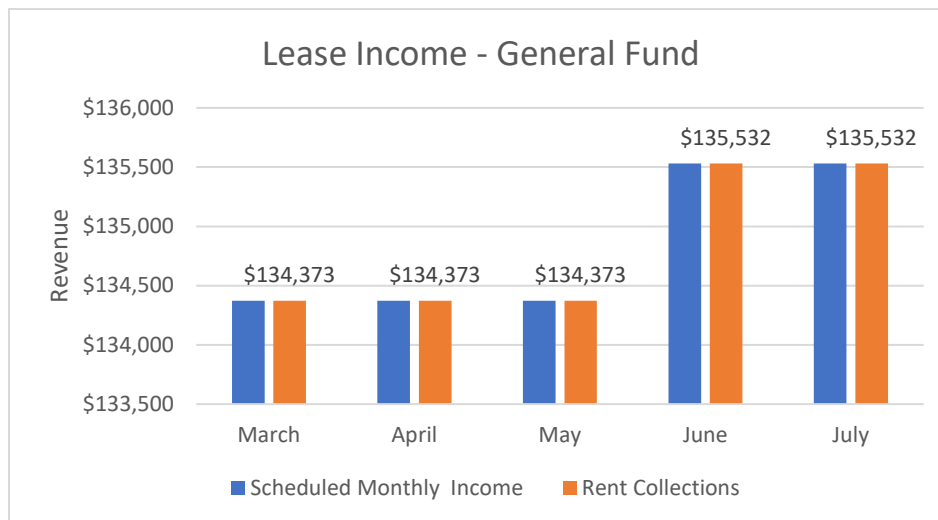
Projected Income - \$360,998

Collected - \$360,998



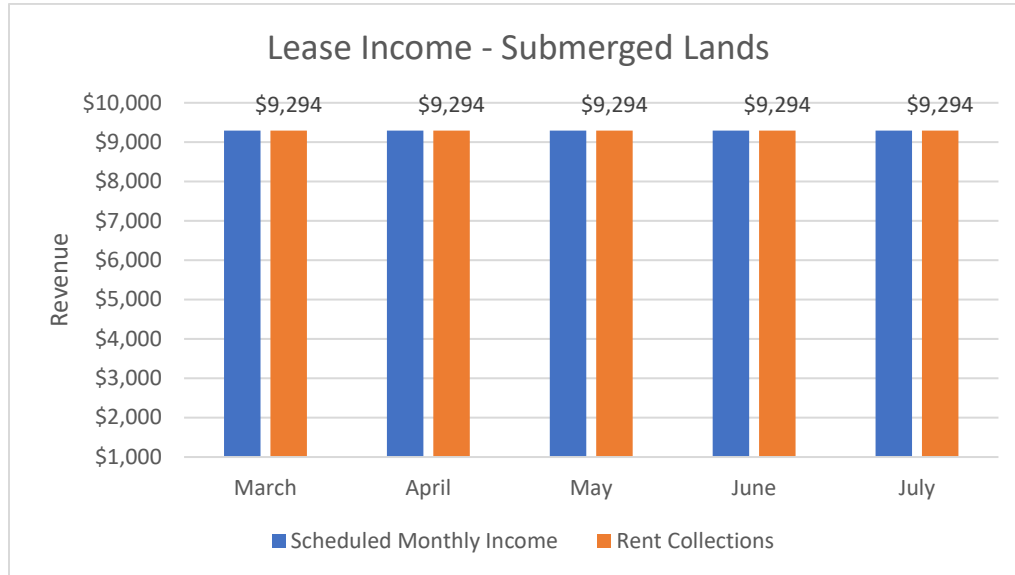
Projected Income – \$135,532

Collected - \$135,532



Projected Income – \$9,294

Collected – \$9,294



Leases/Licenses Renewed, Amendments/Executed	5
Records Request/Research	2
Yardi & Maintain X database Import	1
Gross Sales data entry to Yardi	0
Leases/Licenses drafted	5
Leases/Agreements Reviewed	7
Rent Collected	See tables
Default Notices/Collection Calls	0
Tenant meetings	1
Tenant Complaints received	1
Property Maintenance requested	1
Lease Language Modifications	0
Public Notices Published	0
RFP Selection	0