



COMMISSION MEETING

INFORMATION

Date: January 31, 2022

To: Port Commission

From: Brittany Williams, Manager of Properties and Economic Development

SUBJECT: Harbor Square 4th Quarter 2021 Report

Accounting:

October '21 – December '21 revenue enclosed

New Leases:

N/A

Lease Extensions & Expansions:

Bldg. 1 Tenant extended 12 months (\$23,435.76), non-commissionable
Bldg. 2 Tenant extended 12 months (\$7,216.20), non-commissionable
Bldg. 2 Tenant extended 12 months (\$9,100.20) non-commissionable
Bldg. 2 Tenant extended 12 months (\$18,700.68), non-commissionable
Bldg. 2 Tenant extended 24 months (\$327,899.04), non-commissionable
Bldg. 2 Tenant extended 24 months (\$53,918.16), non-commissionable
Bldg. 3 Tenant extended 12 months (\$46,717.56), non-commissionable
Bldg. 4 Tenant exercised option to extend 12 months (\$39,394.80), non-commissionable
Bldg. 5 Tenant extended 24 months (\$35,601.12), non-commissionable

End of Lease:

N/A

Projects:

- Bldg. 4 Elevator Repair
- Elevator Maintenance Bid
- Janitorial Contract Bid
- Sweeper Contract Bid

Incidents:

N/A

Harbor Square Business Park: 4th Quarter Report - Gross

2021	GPI basis								
Month	Bldg.1	Bldg.2	Bldg.3	Bldg.4	Bldg.5	Hotel	HSAC	Other	TOTAL
October	\$17,088.13	\$44,346.71	\$22,159.89	\$17,290.93	\$29,916.00	\$7,334.41	\$29,650.00	\$2,404.04	\$ 167,786.07
November	\$17,276.17	\$44,403.67	\$22,159.89	\$17,290.93	\$29,916.00	\$7,334.41	\$29,650.00	\$379.48	\$ 168,031.07
December	\$17,276.17	\$44,403.67	\$22,352.33	\$17,290.93	\$30,396.06	\$7,334.41	\$29,650.00	\$3,459.11	\$ 168,703.57
				2021	Occupancy at end of quarter		89.06%	2021	\$ 504,520.71
				2020	Occupancy at end of quarter		89.48%	2020	\$ 501,639.68
								Variance	\$ 2,881.03
						% Change	-0.42%	% Change	0.57%

Rent Abatement per Lease:

N/A

Security Deposit Received:

N/A

Security Deposit Refunded:

N/A

2020									
Month	Bldg.1	Bldg.2	Bldg.3	Bldg.4	Bldg.5	Hotel	HSAC	Other	TOTAL
October	\$ 16,914.27	\$ 43,943.26	\$ 21,868.42	\$ 19,482.01	\$ 29,354.07	\$ 7,199.13	\$ 29,475.00	\$ 921.12	\$ 168,236.16
November	\$ 17,029.14	\$ 43,960.16	\$ 20,659.97	\$ 18,516.30	\$ 29,354.07	\$ 7,199.13	\$ 29,475.00	\$ (2,958.37)	\$ 166,193.77
December	\$ 17,029.14	\$ 43,960.16	\$ 20,718.25	\$ 20,289.44	\$ 28,538.63	\$ 7,199.13	\$ 29,475.00	\$ 14.64	\$ 167,209.75
				2020	Occupancy at end of quarter		89.48%	2020	\$ 501,639.68
				2019	Occupancy at end of quarter		98.55%	2019	\$ 532,218.82