

ASSET MANAGEMENT SERVICES

BY NRG REALTY GROUP



*SEAMLESS MANAGEMENT
SUPERIOR SERVICE*

CONTACT US TO GET STARTED

972.266.6307

jordan.hall@nrgrealtgroup.com

nrgrealtgroup.com/management-services

ASSET MANAGEMENT SERVICES

Our Team



Our **in-house** property management team is built to deliver seamless, full-service support for our clients and their assets. With dedicated leadership in **property management**, **accounting**, **marketing**, and experienced **maintenance technicians**, every aspect of your property is handled by specialists who work together **under one roof**. This integrated structure allows for faster response times, clearer communication, and consistent execution.



JORDAN HALL

Director of Asset Management

972.266.6307

jordan.hall@nrgrealtgroup.com

[Connect with me on LinkedIn](#)



JUSTIN DODD

President & Managing Broker

214.534.7976

justin@nrgrealtgroup.com

ACCOUNTING

MARKETING TEAM

MAINTENANCE TEAM



KAREN SILVA

Accounting & Operations Coordinator

469-657-7544

karen@nrgrealtgroup.com



JENNA GAUSE

Director of Marketing &

Operations



ABBY KEPPLIN

Marketing Coordinator

HIRAM CLARK

Maintenance Technician

MATT MCDONALD

Maintenance Technician

NRG Management Services' accounting and lease administration services are designed to provide accuracy, transparency, and predictability for both owners and tenants, ensuring financial performance is managed proactively—not reactively.

ACCOUNTING & FINANCIAL MANAGEMENT

- Yardi platform for accurate tracking and ease of use for tenants
- On-time tenant invoicing and payment processing
- On-time owner distributions
- Late fee enforcement
- End-of-month (EOM) comprehensive monthly reporting
- Ongoing reconciliation
- End-of-year (EOY) reconciliation of all tenant payments versus base rent and all landlord-incurred costs in accordance with the lease

ANNUAL BUDGETING & FORECASTING

- Annual budgets established at the beginning of each year
- Evaluation of property needs and associated costs
- Detailed rent schedules with adjusted reimbursement amounts for the upcoming year
- Market-driven forecasting of increases in taxes, insurance, and utilities
- Proactive budgeting to minimize end-of-year reconciliation surprises for tenants

LEASE ADMINISTRATION & COMPLIANCE

- Lease administration and abstracting
- Lease compliance monitoring
- Clear identification of tenant financial responsibilities per lease terms

PROPERTY TAXES & INSURANCE OVERSIGHT

- End-of-year property tax review
- Thorough evaluation and protest advisement when assessed values appear inaccurate
- Insurance monitoring throughout the year

CLIENT BENEFIT

- Fewer reconciliation issues at year-end
- Greater financial clarity and predictability
- Smoother tenant relationships and stronger long-term asset performance

ASSET MANAGEMENT SERVICES

Maintenance



Our hands-on maintenance approach ensures consistent oversight and accountability at every property. Through **quarterly and semi-annual property inspections**, we verify that tenants are meeting their maintenance obligations under the lease and that issues are addressed before they escalate. With an in-house maintenance team, we **avoid delays and inflated costs** associated with third-party vendors, resulting in faster response times, lower costs for both landlords and tenants, and dependable, high-quality workmanship. When specialized services are required, our vendor management program leverages a **trusted network of proven professionals**—covering roofs, HVAC, septic systems, water wells, overhead doors, and other major trades—ensuring reliable service beyond what a typical online search can provide.

QUARTERLY & SEMI-ANNUAL PROPERTY INSPECTIONS

UPHOLD MAINTENANCE OBLIGATIONS

IN-HOUSE MAINTENANCE TEAM

VENDOR MANAGEMENT



VACANCY MANAGEMENT

Our vacancy management services are designed to protect your asset and **minimize carrying costs during downtime**. When a property is vacant, we maintain regular oversight to ensure the building remains secure and well-maintained, reducing the risk of damage or unauthorized access. We proactively manage and coordinate utilities, monitor pest control needs, and identify cost-saving opportunities to limit unnecessary expenses. This hands-on approach helps **preserve the value** of the property while positioning it for a smooth and efficient transition to the next tenant.

ROUTINE PROPERTY
CHECKS

SITE SECURITY

REDUCE COST OF
VACANCY

UTILITY COORDINATION

TENANT RELATIONS

Strong tenant relations require more than reacting to issues after they arise—they demand proactive, consistent engagement. At NRG, we prioritize **regular site visits** and open communication with tenants to understand how their business is performing, how the space is working for them, and whether their needs are evolving. By addressing concerns early and maintaining an active presence, we help **prevent unexpected move-outs** and **support longer lease terms** and renewals. Just as importantly, NRG handles maintenance requests directly, so owners aren't burdened with late-night calls or texts—allowing tenants to feel supported while landlords enjoy true **peace of mind**.

ON-SITE INSPECTIONS

TENANT RELATIONS

PROACTIVE
MANAGEMENT

NRG HANDLES
MAINTENANCE
REQUESTS

ASSET MANAGEMENT SERVICES

BY NRG REALTY GROUP



READY TO GET STARTED?

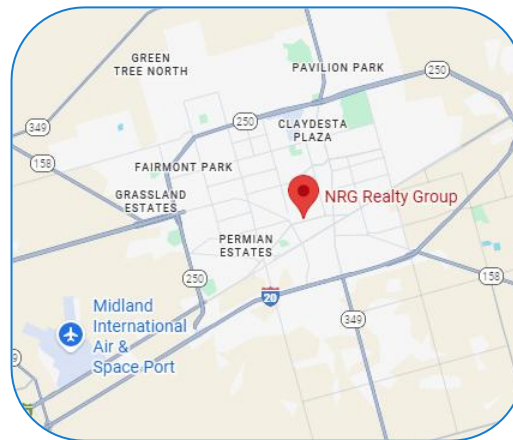
Call Jordan or fill out the Contact Us form on our website:
nrgrealtygroup.com/management-services

JORDAN HALL

972.266.6307

jordan.hall@nrgrealtygroup.com

OFFICE LOCATIONS



MIDLAND OFFICE

1611 W Illinois Ave
Midland, TX 79701



DALLAS OFFICE

6191 State Hwy 161, Suite 430
Irving, TX 75038