



# CAPSTAR

## PROPERTY MANAGEMENT

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# ABOUT US

## CORPORATE OFFICE

438 N. FREDERICK AVE #450  
GAITHERSBURG, MD 20877

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**CapStar Commercial Realty**  
**Capstar Properties**

## OUR STORY

CapStar was founded in 1994 and offers expertise in a variety of real estate services. Today, we are one of the fastest growing commercial real estate firms in the Washington-Baltimore Metropolitan area, and one of the largest business acquisition firms on the East Coast. Our team has 30+ years of knowledge and experience in the mid-Atlantic market including leasing, sales, investments, business acquisition, and property management.

## PROPERTIES WE MANAGE:

- Office buildings
- Retail plazas
- Mix-used buildings
- Industrial-Warehouse/Flex
- Parking lots
- Storage
- Land
- Commercial Condominium
- HOA Association
- Student Housing
- Multi-Family
- Single Family to Condo Unit
- Residential Portfolio

## OUR BUSINESS PHILOSOPHY

Our business philosophy is to fulfill our clients' requirements with ultimate integrity, honesty, flexibility and creativity.

# HOW WE CAN HELP

Seek a new or replacement property management company

In need of a professional finance and accounting team for financial functions, dues, budgets, and reconciliation

Professional software, resources, and user-friendly approach for owners

Seek professional interaction, communication, and conflict resolution for owners

Professional guidance and timely action catered to the condominium's bylaws and regulations

Selection of trusted, licensed, bonded, and reasonable cost contractors-vendors

## KEY ACCOMPLISHMENTS

### COMMERCIAL

- Managing over 148,000 SF of Commercial Properties
- Average Occupancy Rate achieving 87%
- Increased 6.9% overall Gross Rent Income from the previous year

### CONDO ASSOCIATIONS

- Managing over 200,000 SF of Commercial Condo Associations
- Managing over 90 Units of Commercial Condo Units
- Reduced Electric Utility Costs by 15-20% in the last two years through deals with energy providers
- Reduced Trash Removal Expense by 10-18% through deals with Trash Removal Companies
- Increased income by 5-10% through Money Market and CD investment

### MULTI-FAMILY

- Increased the occupancy rate from 9% to 73% after one year of management
- Achieved a 300% increase in gross annual income through strategic vacancy reduction

### RESIDENTIAL

- Managing 27 individual residential properties
- Managing over \$12 Million value of residential properties
- Managing over 56,000 SF of residential properties
- Serving 51 Tenants



# PROPERTY MANAGEMENT PORTFOLIO

**Hagerstown Portfolio**  
**8 properties**  
 Hagerstown, Maryland | 17k SF



**OFFICE**  
 Frederick, Maryland | 26.7 SF



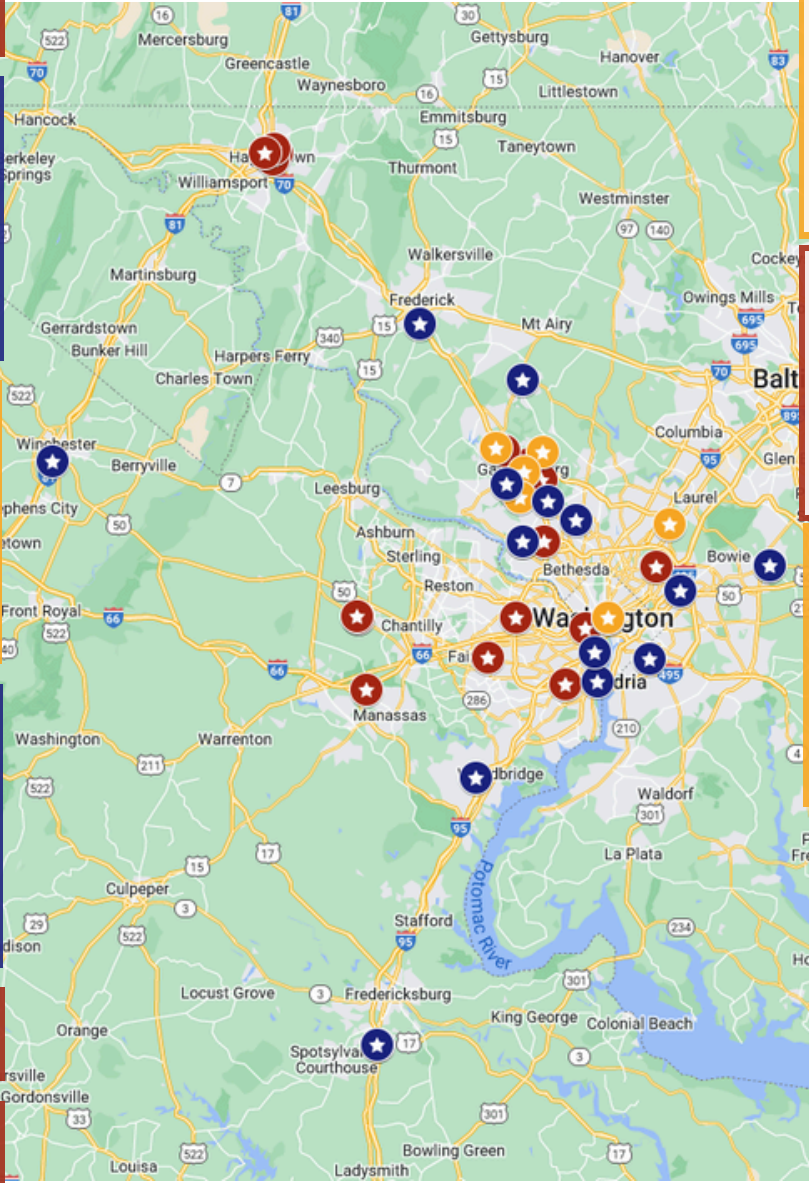
**MEDICAL/ OFFICE CONDO**  
 Germantown, Maryland | 158k SF



**MIXED USE**  
 Gaithersburg, Maryland | 2.9k SF

**Single Family**  
 Potomac, Maryland | 6.2 k SF

**Single Condo**  
 Manassas, Virginia | 1.1k SF




**INDUSTRIAL/WAREHOUSE CONDO**  
 Gaithersburg, Maryland | 38k SF



**STUDENT HOUSING**  
 College Park, Maryland | 6.4k SF



**HOA CONDO**  
 Washington, District of Columbia | 15k SF

**Townhouse**  
 Vienna, Virginia | 1.9k SF



**SHOPPING CENTER**  
 Fredericksburg, Virginia | 30k SF

## CAPSTAR'S SERVICES

- BROKER & MARKET EXPERTISE
- FULL-SERVICE LEASING
- PROPERTY DOCUMENTATION
- CONTRACTOR-VENDOR LIST & CAPITAL IMPROVEMENTS
- ACCOUNTING & FINANCIALS
- CONDOMINIUM SERVICES
- LANDLORD SERVICES
- TENANT SCREENING
- EASY PORTAL ACCESS
- REGULATION COMPLIANCE

**If you don't see what you're looking for on this list, please don't hesitate to reach out and inquire with us!**