

Property Status Report

Property:

Score: 61

Tracking Number:

Owner:

Review Date:

Management Company:

Analyst:

Date of Report:

Complete all entries in the yellow areas only.

Number entries must be made in WHOLE NUMBERS. High score or point value is for properties with fewer findings.

Units: 25
 # of Vacants: 4
 # of Units not Rent Ready: 0

Buildings Inspected: 3
 # of Units Inspected: 5
 # of Files: 5

1) Site Condition

a. Structures: <i>including fencing, gates, walls, play areas</i>	<input checked="" type="checkbox"/>	Check box if N/A	 	Rate 0-4	n/a	0-3 points
b. Walkways & Parking Lots	<input checked="" type="checkbox"/>	Check box if N/A	 	Rate 0-4	n/a	0-2 points
c. Grounds: Lawn, Shrubs and Trees	<input type="checkbox"/>	Check box if N/A	3	Rate 0-4	1.5	0-2 points
d. Market Appeal: <i>including signage, sanitation, litter</i>	<input type="checkbox"/>	Check box if N/A	3	Rate 0-4	1.5	0-2 points
Total Points					3.0	<i>Max Points: 10</i>

2) Building Condition - Exterior & Common Areas

a. Common Areas (community room, kitchen, office, hallways)	<input checked="" type="checkbox"/>	Check box if N/A	 	Rate 0-4	 	0-3 points
b. Building Systems	<input checked="" type="checkbox"/>	Check box if N/A	 	Rate 0-4	 	0-2 points
c. Building exteriors: Doors, Windows, Screens			5	3	100.0%	0.0
			# Deficiencies	# Buildings with Deficiencies		0-3 points
d. Building exteriors: Siding, Paint, Brick, Roof (<i>including downspouts</i>)			4	1	33.3%	2.7
			# Deficiencies	# Buildings with Deficiencies		0-4 points
e. EHS findings			No (3)			3.0
Total Points					5.7	<i>Max Points: 15</i>

3) Condition of Units

a. EHS's compared to the number of units inspected <i>points = % of units with EHS findings (including smoke detector violations)</i>		# Units with EHS & SD	1	20.0%	8.0	0-10 points
b. Units with deficiencies compared to the number of units inspected <i>points = % of units needing repairs</i>		# Units needing repairs	2	40.0%	6.0	0-10 points
c. Management Inspections/Work Orders for Repairs (<i>5% of the units - minimum 2</i>). <i>Count any unfinished or delayed 3 or more business days.</i>		# with issues	1	2	50.0%	2.5
		# Reviewed				0-5 points
d. Vacant Units: Percent of property vacant				16.0%	4.2	0-5 points
e. Vacant Units: Units not Rent Ready				0.0%	5.0	0-5 points
f. Cannibalized Units: Evidence the units have been "stripped" of amenities. <i>Note: Not applicable if appliances are stored off-site for security purposes</i>		# units cannibalized	1	25.0%	3.8	0-5 points
Total Points					29.5	<i>Max Points: 40</i>

4) Files and Documentation

a. File Organization/File Content: Are the files organized and contain necessary documentation? (<i>includes use of OHFA required forms</i>)			1	Rate 0-4 <i>(never=0 always=4)</i>	1.3	0-5 points
b. Files with findings compared to the total number of files inspected		# files with findings	4	80.0%	1.0	0-5 points
c. Outstanding uncorrected 8823's: (<i>8823's from prior review</i>)		# of 8823's Uncorrected	2	66.7%	1.7	0-5 points
d. Certifications completed timely including: Initial and/or Recertifications (<i>if applicable</i>)			4	 	5.0	0-5 points
				Rate 0-4 <i>(never=0 always=4)</i>		
Total Points					9.0	<i>Max Points: 20</i>

5) Marketing & Fair Housing

a.	Affirmative Fair Housing Marketing Plan (AFHMP) is available for inspection and current.	Yes (2)	2.0	
b.	Has management demonstrated sufficient marketing of all vacant units & following AFHMP and tenant selection plan. Obtain copies of management's marketing efforts (ads, signage).	# Marketed: 2 50.0%	3.0	0-5 points
c.	Office is organized; Staff is professional; Residents comfortable speaking with staff (<i>Resident Relations</i>)	Somewhat (2)	2.0	0, 2, or 4 points
d.	Staff is responsive to OHFA requests for information and assistance throughout review process (<i>includes timely responses & meets deadlines</i>)	No (0)	0.0	0, 2, or 4 points
Total Points			7.0	<i>Max Points: 15</i>

SCORING

81-100	Doing Well
61-80	Acceptable
60 and below	Consider for Watchlist

Physical Points:

38

File & Market Points:

16

Total Score:

61

Will automatically adjust based on any areas marked N/A that are not included in the overall score

Comments:

PC-111

Modified 5/23/17