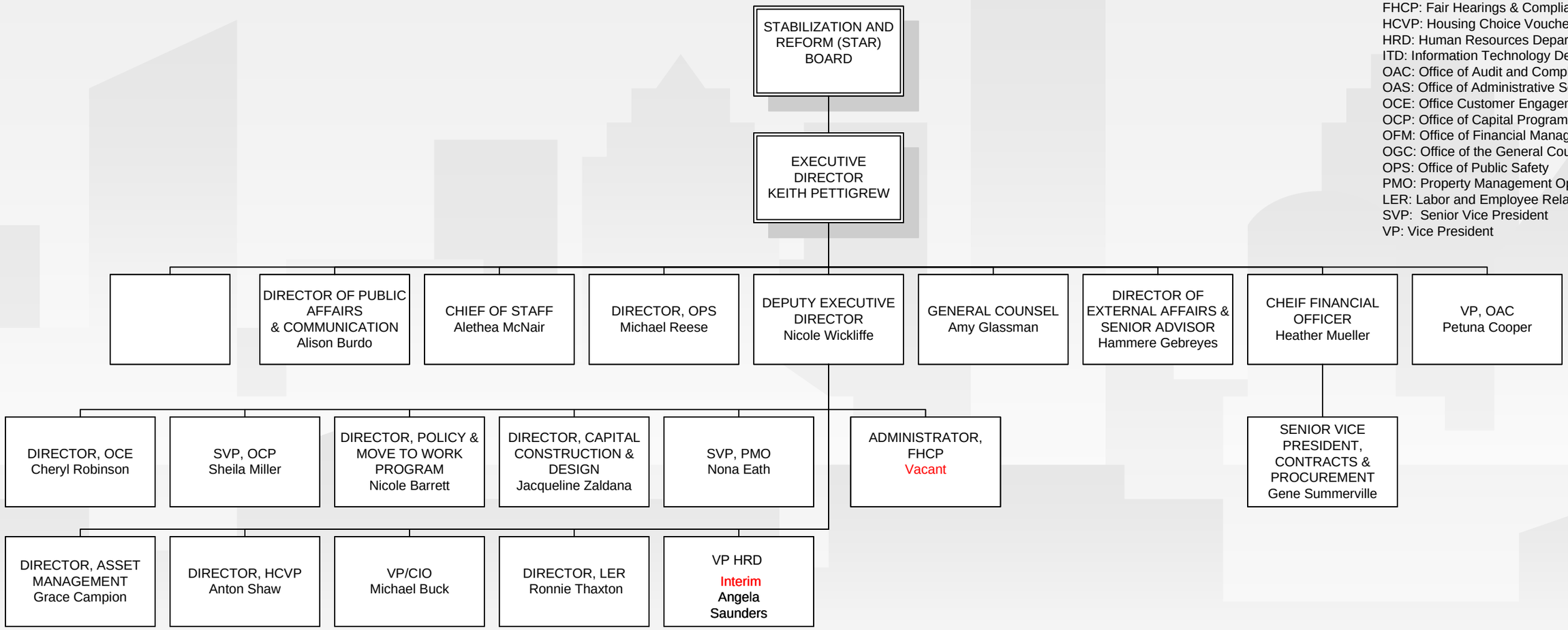
DISTRICT OF COLUMBIA HOUSING AUTHORITY
ORGANIZATIONAL CHART

Agency Organizational Chart

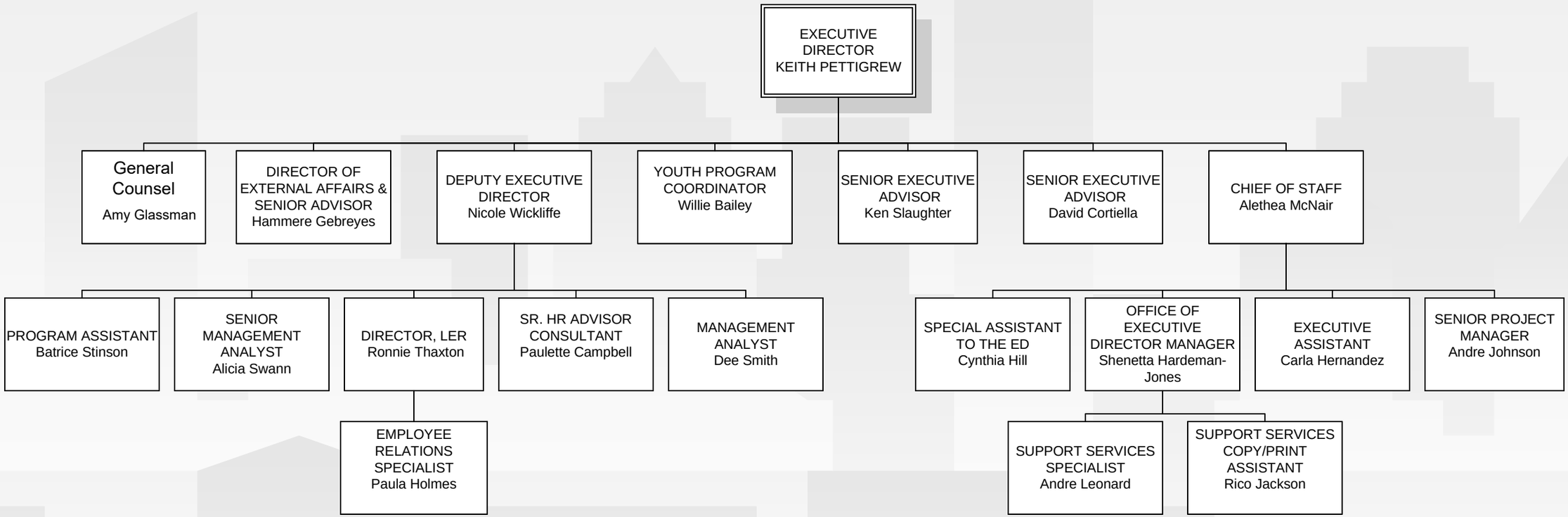


LEGEND
CIO: Chief Information Officer
FHCP: Fair Hearings & Compliance Programs
HCVP: Housing Choice Voucher Program
HRD: Human Resources Department
ITD: Information Technology Department
OAC: Office of Audit and Compliance
OAS: Office of Administrative Services
OCE: Office Customer Engagement
OCP: Office of Capital Programs
OFM: Office of Financial Management
OGC: Office of the General Counsel
OPS: Office of Public Safety
PMO: Property Management Operations
LER: Labor and Employee Relations
SVP: Senior Vice President
VP: Vice President

Last Edited: 2/28/2025

DISTRICT OF COLUMBIA HOUSING AUTHORITY
ORGANIZATIONAL CHART

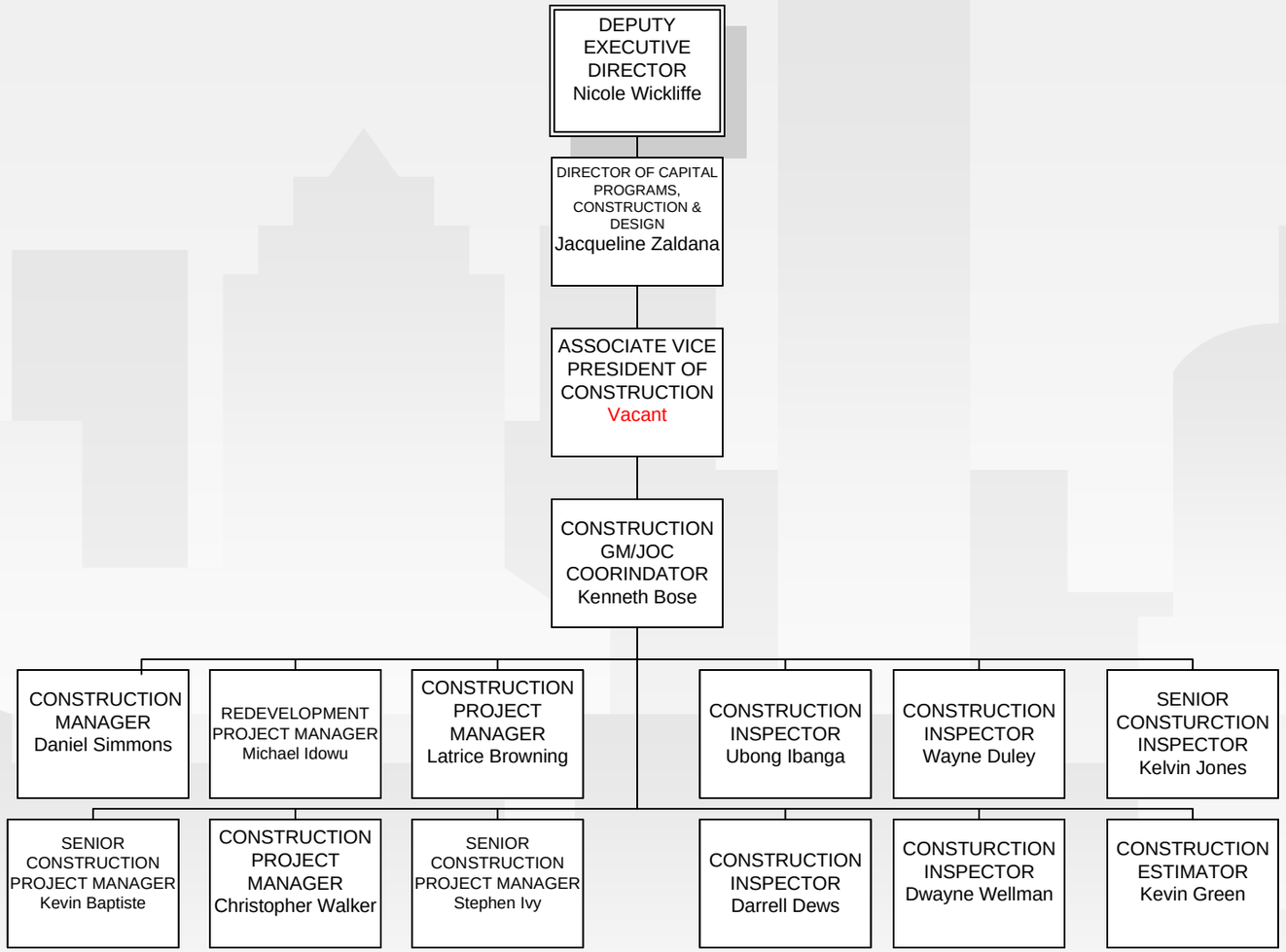
Agency Organizational Chart



Last Edited: 2/28/2025

DISTRICT OF COLUMBIA HOUSING AUTHORITY
ORGANIZATIONAL CHART

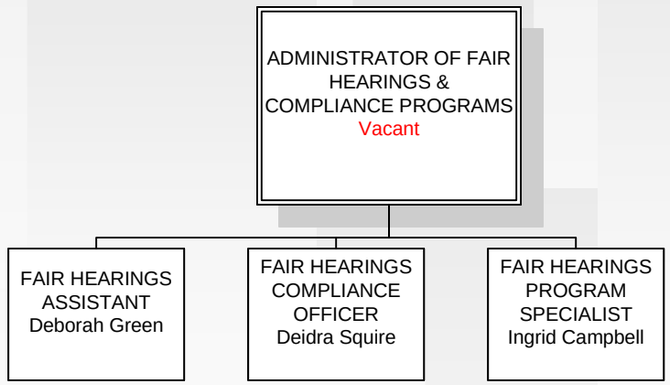
Office of Capital Programs
Construction & Design



Last Edited: 2/28/2025

DISTRICT OF COLUMBIA HOUSING AUTHORITY
ORGANIZATIONAL CHART

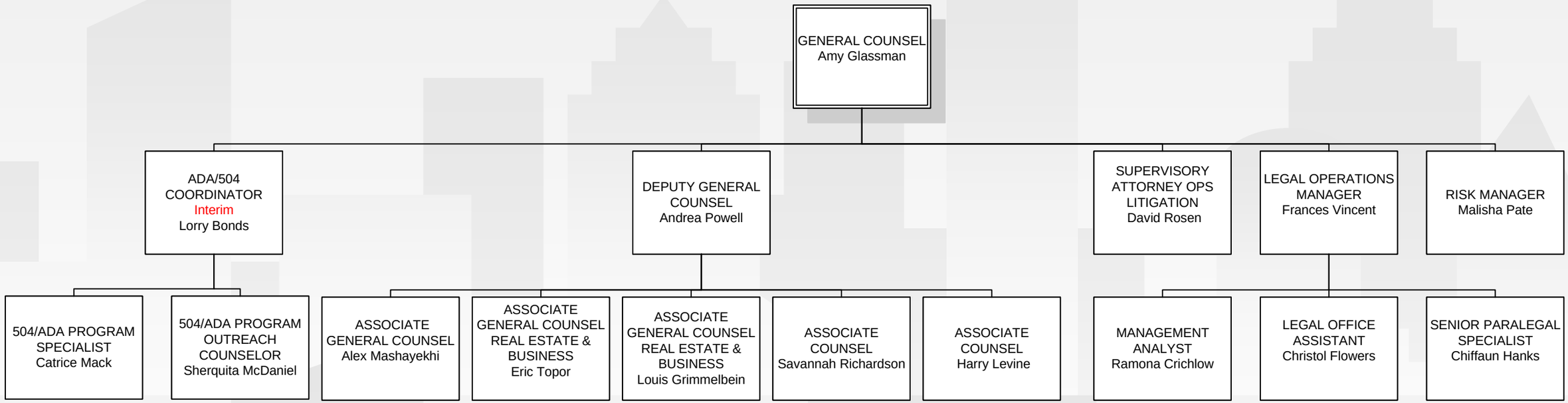
Office of Fair Hearings & Compliance Programs



Last Edited: 2/28/2025

DISTRICT OF COLUMBIA HOUSING AUTHORITY
ORGANIZATIONAL CHART

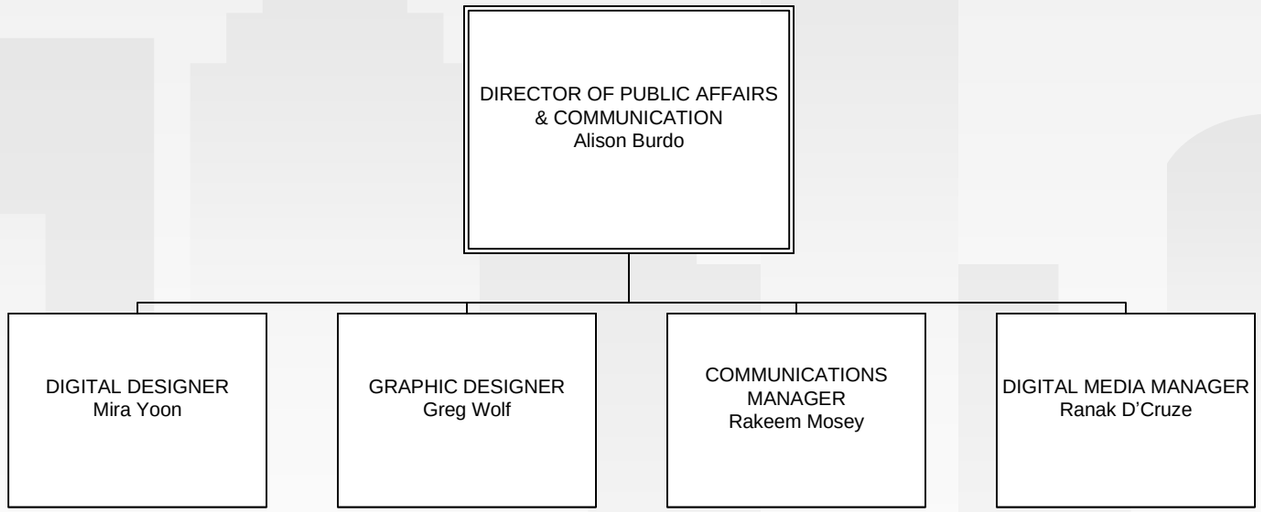
Office of the General Counsel



Last Edited: 2/28/2025

DISTRICT OF COLUMBIA HOUSING AUTHORITY
ORGANIZATIONAL CHART

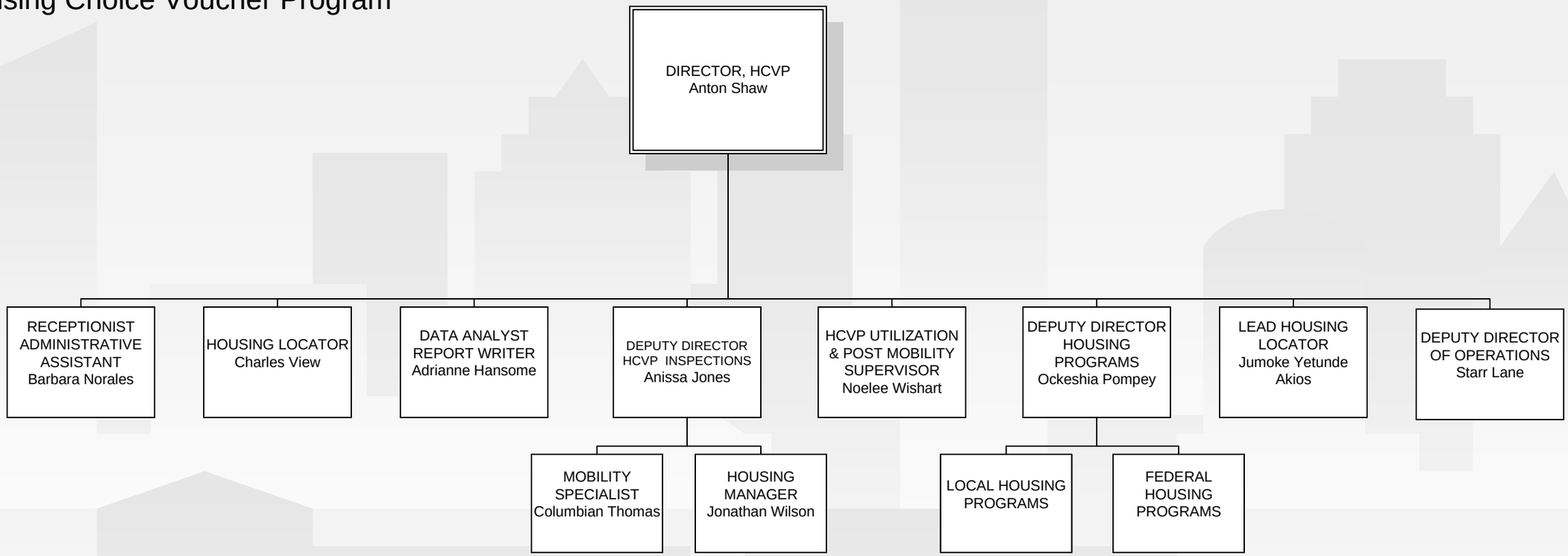
Office of Public Affairs & Communication



Last Edited: 2/28/2025

DISTRICT OF COLUMBIA HOUSING AUTHORITY
ORGANIZATIONAL CHART

Housing Choice Voucher Program



Department Staff Overview
Clerical Assistant: 5
Data Analyst: 2
Data Analyst Report Writer: 1
Executive Assistant: 1
HCVP Utilization & Post Mobility Supervisor: 1
Homeownership Program Coordinator: 2
Housing Program Quality Control Supervisor: 1
Housing Inspections Supervisor: 2
Housing Inspector: 2
Housing Inspector I: 2
Housing Inspector II: 23
Housing Locator: 2
Housing Program Coordinator: 14
Housing Program Coordinator DM: 1
Housing Program Manager: 2
Housing Program Specialist I: 5
Housing Program Specialist II: 47

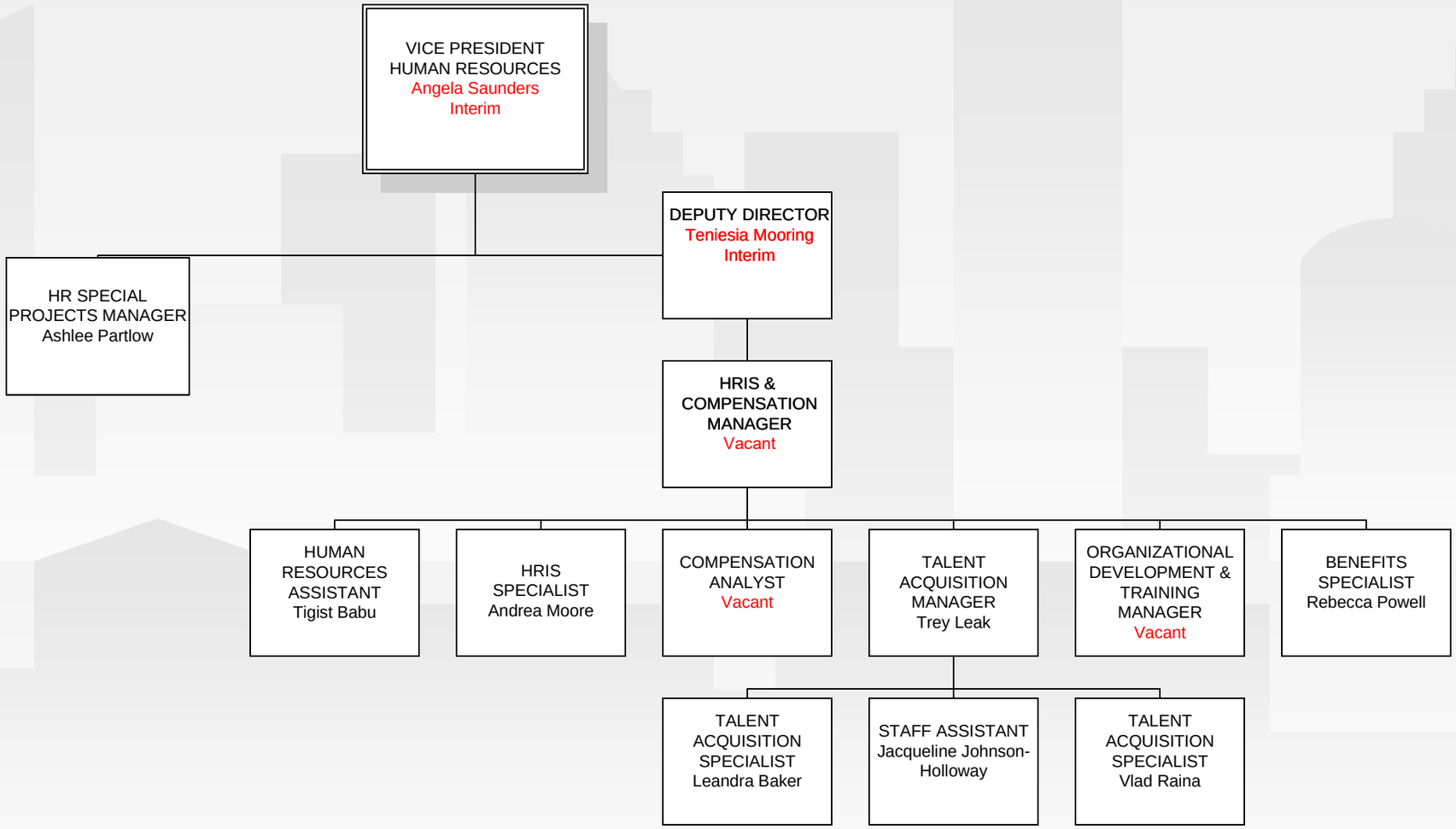
Department Staff Overview Continued:
Inspections Manager: 1
Inspections Program Assistant: 1
Landlord Liaison: 1
Lead Housing Locator: 1
Lead Recertification & Quality Control Specialist: 1
Mediation Specialist: 1
Mobility Specialist: 3
Orientation and Training Coordinator: 1
Post Mobility Landlord Relations Specialist: 1
Quality Control Procurement Analyst: 1
Quality Assurance Manager: 1
Quality Control Coordinator: 2
Reception Administrative Assistant: 1
ROTC Supervisor: 1
Scheduling Coordinator: 2
Section 8 Financial Analyst:1
Senior Housing Inspector: 1

Department Staff Overview Continued:
Supervisory Housing Inspector: 1
Supervisory Housing Program Specialist: 2
Supervisor Housing Program Specialist: 5
Supervisor Quality Control Integrity Management Specialist: 1
Waitlist Manager: 1

Last Edited: 2/20/2025

DISTRICT OF COLUMBIA HOUSING AUTHORITY
ORGANIZATIONAL CHART

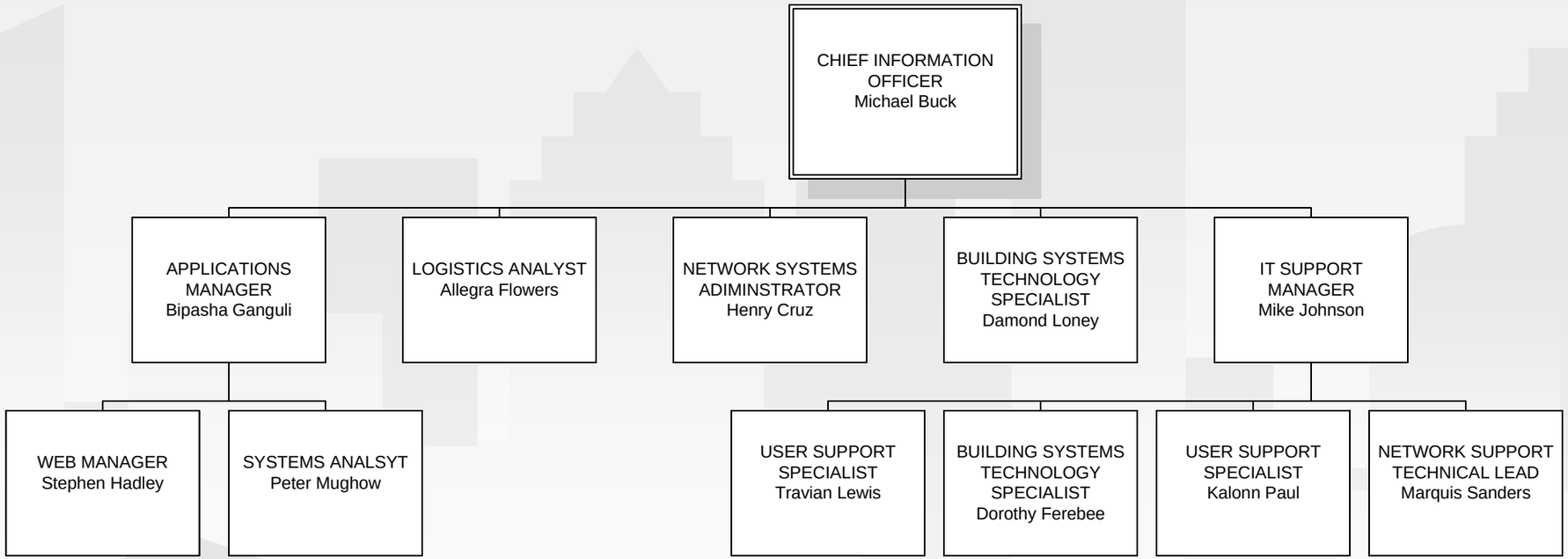
Human Resources Department



Last Edited: 2/20/2025

DISTRICT OF COLUMBIA HOUSING AUTHORITY
ORGANIZATIONAL CHART

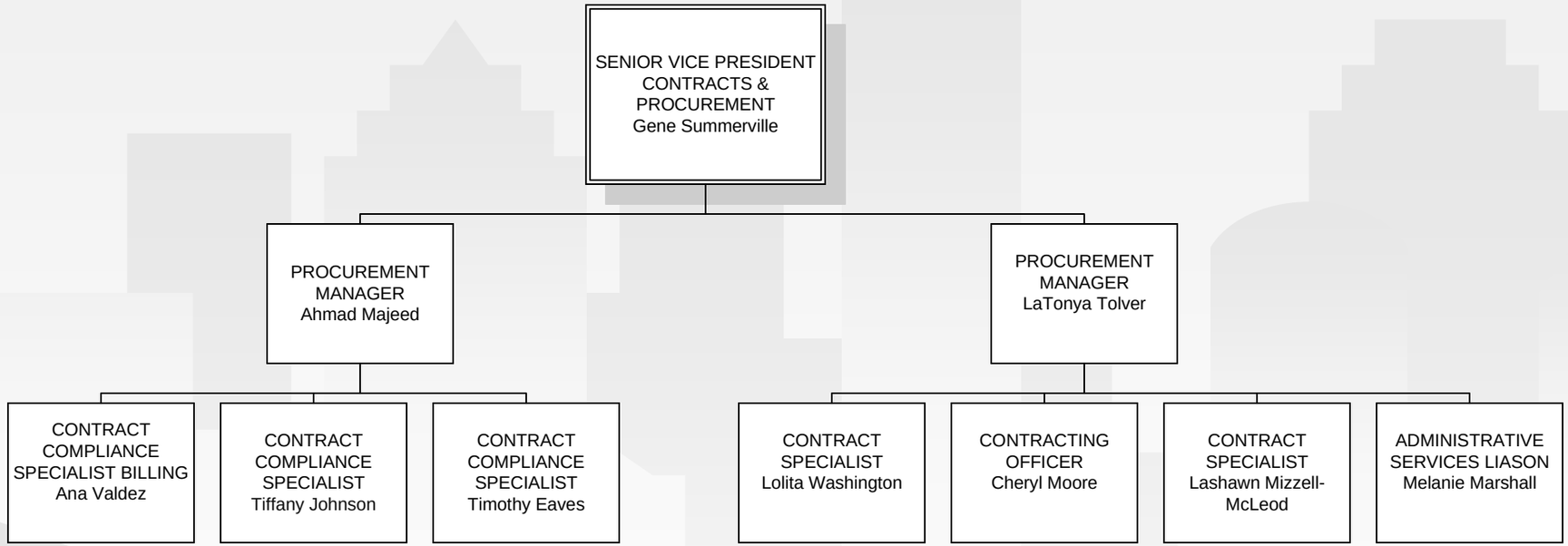
Information Technology Department



Last Edited: 2/20/2025

DISTRICT OF COLUMBIA HOUSING AUTHORITY
ORGANIZATIONAL CHART

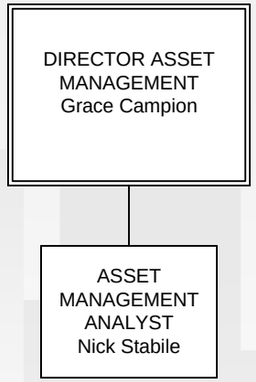
Office of Contracts & Procurement



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DISTRICT OF COLUMBIA HOUSING AUTHORITY
ORGANIZATIONAL CHART

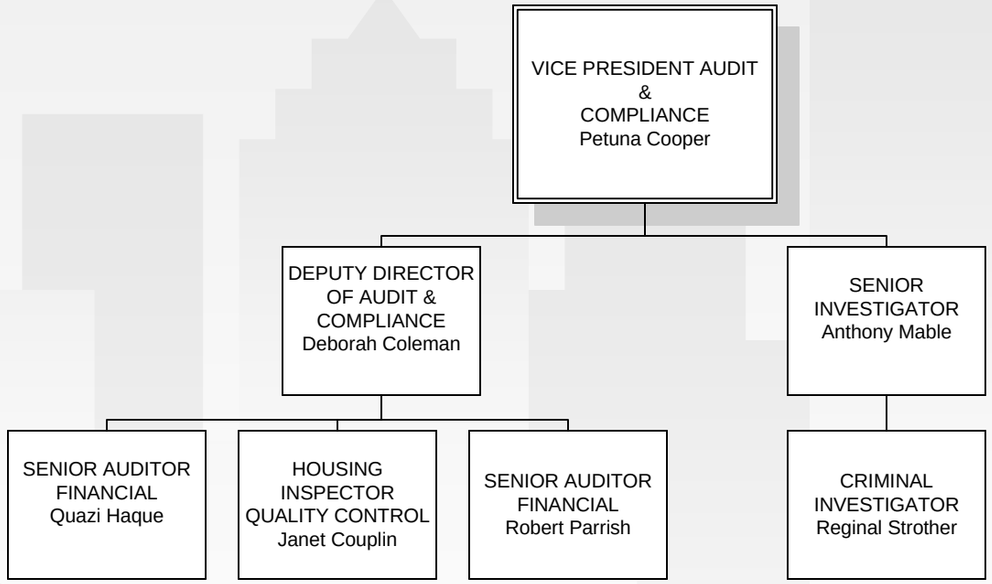
Office of Asset Management



Last Edited: 2/20/2025

DISTRICT OF COLUMBIA HOUSING AUTHORITY
ORGANIZATIONAL CHART

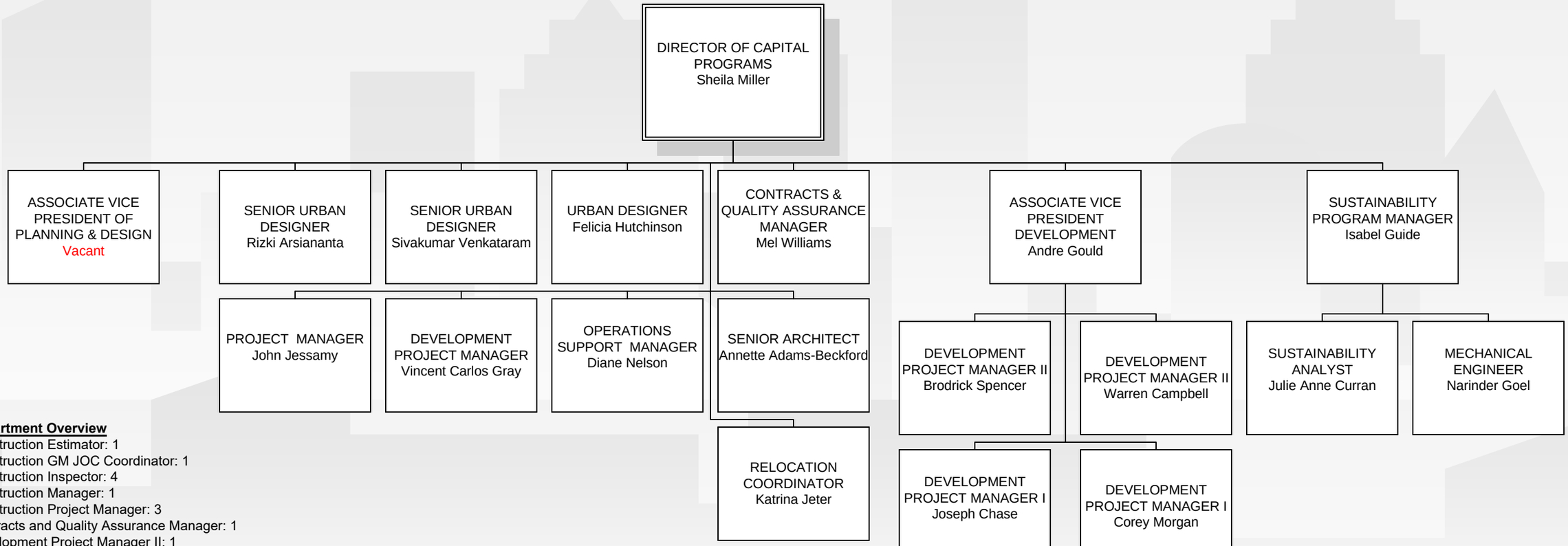
Office of Audit and Compliance



Last Edited: 2/20/2025

DISTRICT OF COLUMBIA HOUSING AUTHORITY
ORGANIZATIONAL CHART

Office of Capital Programs



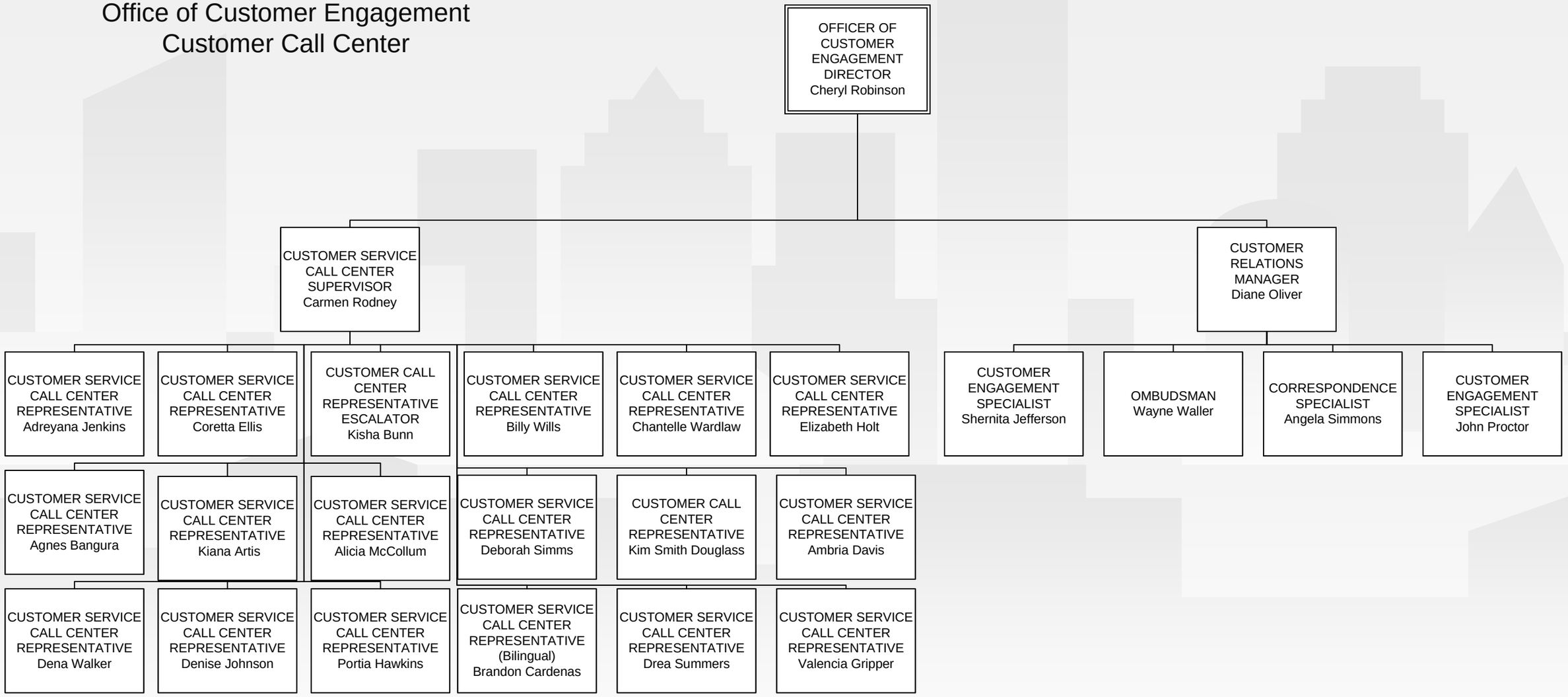
Department Overview

Construction Estimator: 1
Construction GM JOC Coordinator: 1
Construction Inspector: 4
Construction Manager: 1
Construction Project Manager: 3
Contracts and Quality Assurance Manager: 1
Development Project Manager II: 1
Development Project Manager: 1
Development Project Manager I: 3
Mechanical Engineer: 1
Operations Support Manager: 1
Project Manager: 1
Redevelopment Project Manager: 1
Relocation Coordinator: 1
Senior Architect: 1
Senior Urban Designer: 1
Senior Construction Project Manager: 1
Staff Assistant:1
Sustainability Program Manager: 1
Sustainability Analyst: 1
Urban Designer: 1

Last Edited: 2/20/2025

DISTRICT OF COLUMBIA HOUSING AUTHORITY
ORGANIZATIONAL CHART

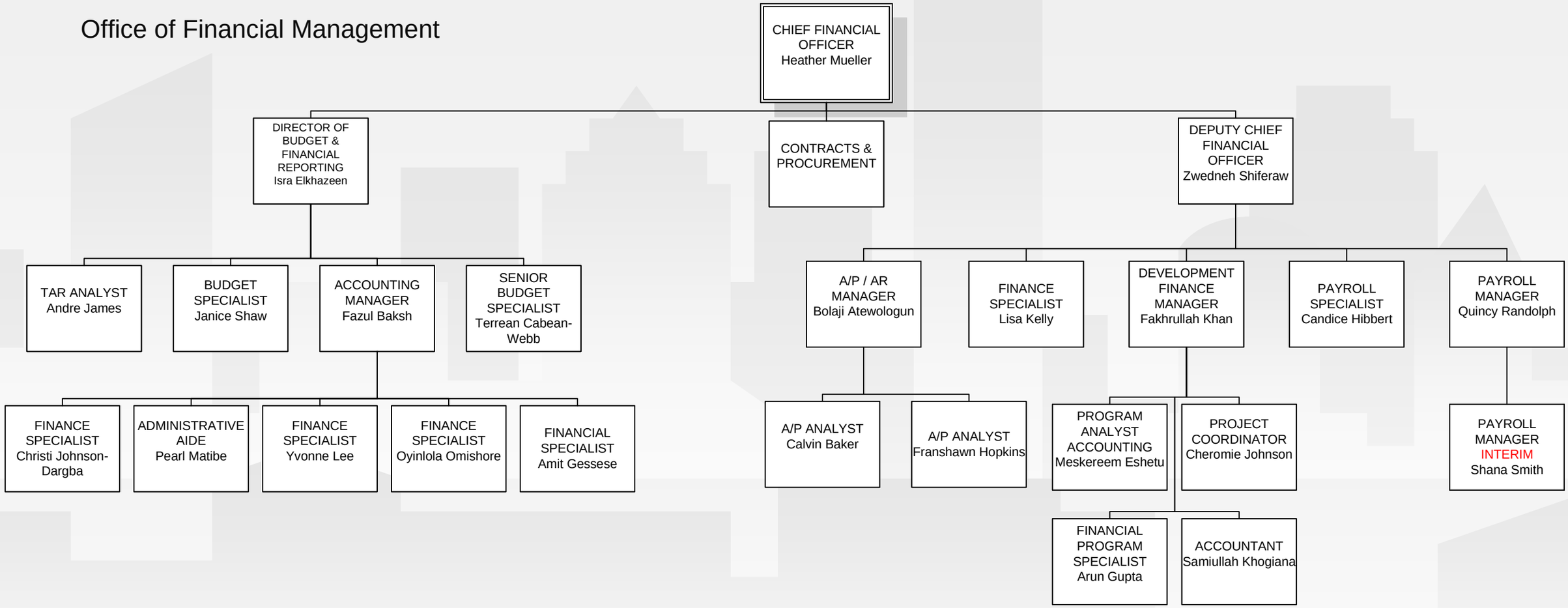
Office of Customer Engagement
Customer Call Center



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DISTRICT OF COLUMBIA HOUSING AUTHORITY
ORGANIZATIONAL CHART

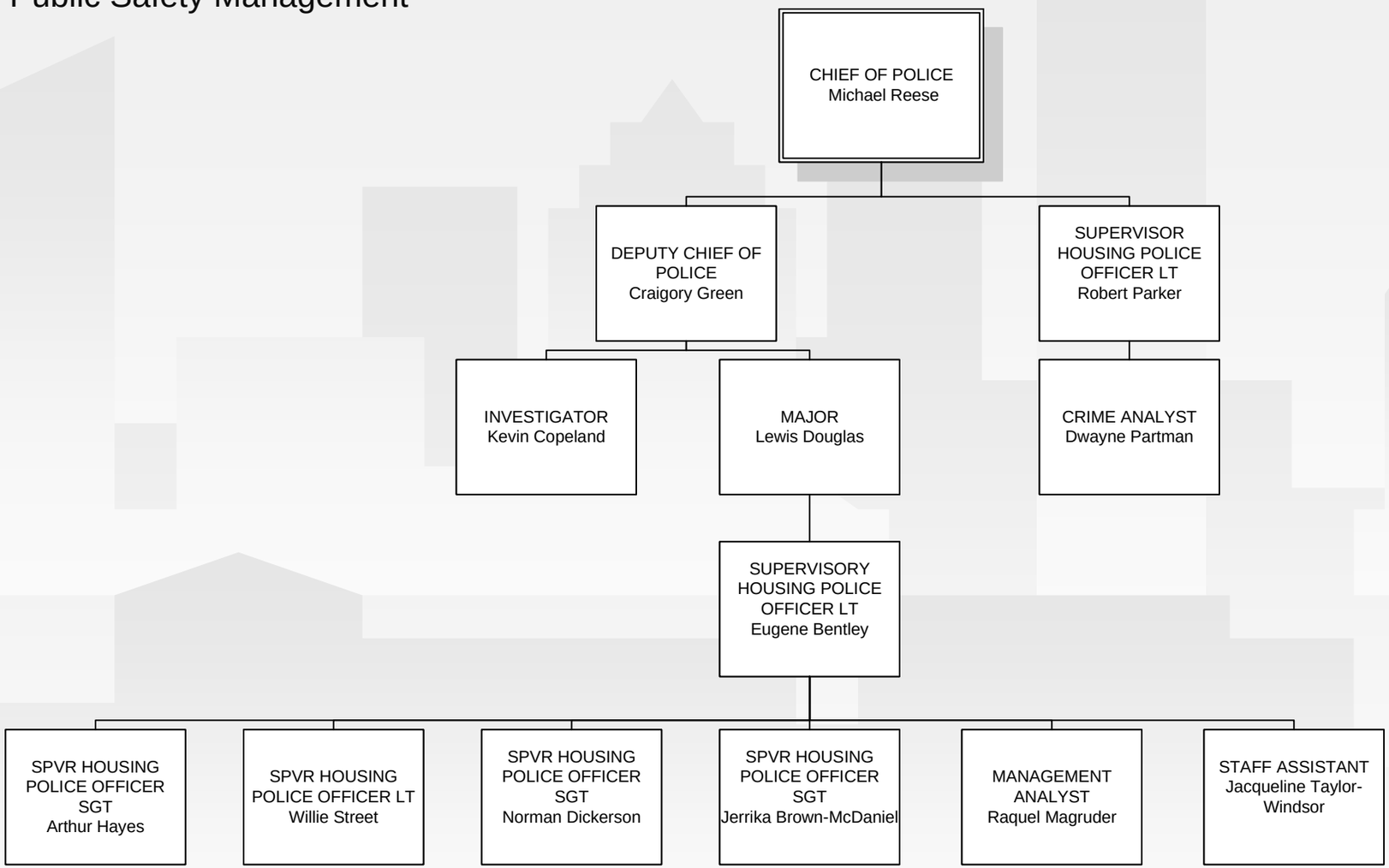
Office of Financial Management



Last Edited: 2/20/2025

DISTRICT OF COLUMBIA HOUSING AUTHORITY
ORGANIZATIONAL CHART

Office of Public Safety Management



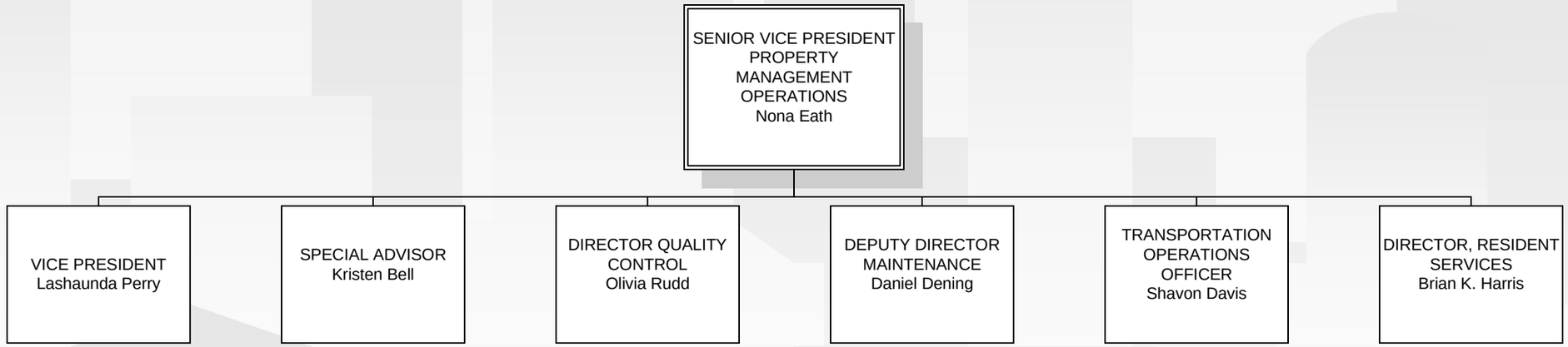
LEGEND
SPVR: Supervisor
LT: Lieutenant
SGT: Sergeant

Department Overview:
Clerical Assistant: 2
Crime Analyst: 1
Investigator: 2
Law Enforcement Training Database Manager: 1
Management Analyst: 1
Police Officer: 15
Security Officer: 38
Senior Outreach Worker: 1
Senior Security Officer: 1
Special Police Officer: 59
Supervisor Housing Police Lieutenant: 3
Supervisor Housing Police Sergeant: 8
Senior Police Officer: 8
Senior Security Officer: 23

Last Edited: 2/20/2025

DISTRICT OF COLUMBIA HOUSING AUTHORITY
ORGANIZATIONAL CHART

Property Management Operations Office



Department Overview
Area Manager: 4
Area Manager Mixed Finance Communities: 1
Carpenter: 3
Clerical Assistant: 3
Community Navigator Individual & Family Services: 1
Community Navigator: 5
Construction Inspector: 1
Credit Building Rent Reporting Program Specialist: 1
Data Management Section 3: 1
Data Management Specialist: 1
Electrician: 5
Eligibility Recertification Specialist: 8
Executive Assistant: 1
Family Self- Sufficiency Coordinator: 2
Family Self-Sufficiency Manager: 1
Financial Operations Manager: 1
Financial Operations Assistant: 1
Gardener: 6
Housing Inspector II: 1
Housing Manager: 20
Housing Manager Assistant: 44
Intake and Case Management Specialist: 1
Interim Housing Manager: 3

Department Overview:
Job Development Specialist: 2
Laborer: 82
Laborer II: 18
Landscape Foreman: 1
Maintenance Foreman: 17
Maintenance Mechanic: 60
Maintenance Worker: 14
Materials Handler: 1
Manager Facilities Maintenance: 1
Maintenance Workforce Development & Skills Assessment Manager: 1
Motor Pool Driver:1
Motor Vehicle Operator: 4
Painter: 6
Pest Control Coordinator: 1
Pest Controller: 4
Plasterer: 5
Plumber: 2
Project Manager: 1
Regional Maintenance Supervisor: 4
Renovation Project Manager: 1
Resident Relations Manager: 1
Roofer: 5
Special Initiatives & Youth Coordinator: 1

Department Overview:
Senior Programs Manager: 1
Special Advisor: 1
Staff Assistant: 3
Support Services Worker: 1
Supervisor Utility System Repairer Operator: 1
Utility Systems Repairer Operator: 2
Utility Systems Repairer: 3
Warehouse Distribution Manager: 1
Welder: 3
Youth Outreach: 1

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Department	Job Description	Date of Hire	61 Salary	$ 5,043,063.25
HCVP	Clerical Assistant	Vacant	$	55,298.00
HCVP	Clerical Assistant	Vacant	$	50,605.00
HCVP	Clerical Assistant	2023-06-05	$	50,605.00
HCVP	Housing Inspections Supervisor	2007-09-04	$	114,730.00
HCVP	Housing Inspector	2007-11-27	$	93,464.00
HCVP	Housing Inspector	1991-03-25	$	93,464.00
HCVP	Housing Inspector	2008-04-14	$	93,464.00
HCVP	Housing Inspector	2015-11-09	$	85,532.10
HCVP	Housing Inspector	2003-04-21	$	85,532.00
HCVP	Housing Inspector	2016-11-27	$	83,041.00
HCVP	Housing Inspector	2019-09-16	$	80,622.00
HCVP	Housing Inspector	2019-10-28	$	75,995.00
HCVP	Housing Inspector	2022-08-01	$	73,781.00
HCVP	Housing Inspector	2017-07-17	$	73,780.93
HCVP	Housing Program Coordinator	1988-11-07	$	105,506.00
HCVP	Housing Program Coordinator	1991-06-17	$	105,506.00
HCVP	Housing Program Coordinator	2000-10-10	$	99,449.00
HCVP	Housing Program Coordinator	2012-12-17	$	96,552.98
HCVP	Housing Program Coordinator	2008-08-04	$	93,740.00
HCVP	Housing Program Coordinator	2016-12-12	$	88,358.00
HCVP	Housing Program Coordinator	2022-03-28	$	85,785.02
HCVP	Housing Program Coordinator	2023-04-10	$	85,785.02
HCVP	Housing Program Coordinator	2022-09-26	$	85,785.02
HCVP	Housing Program Manager	2002-03-04	$	143,753.00
HCVP	Housing Program Manager	2025-01-27	$	71,632.08
HCVP	Housing Program Quality Control Super	2006-12-26	$	129,128.00
HCVP	Housing Program Specialist	1995-02-06	$	90,741.00
HCVP	Housing Program Specialist	2008-11-17	$	88,098.00
HCVP	Housing Program Specialist	2014-07-28	$	83,041.00
HCVP	Housing Program Specialist	2015-10-19	$	83,041.00
HCVP	Housing Program Specialist	2008-01-22	$	83,041.00
HCVP	Housing Program Specialist	2000-07-17	$	78,274.00
HCVP	Housing Program Specialist	1985-12-23	$	78,274.00
HCVP	Housing Program Specialist	2018-06-11	$	78,274.00
HCVP	Housing Program Specialist	2007-04-30	$	78,274.00
HCVP	Housing Program Specialist	2023-06-05	$	59,489.00
HCVP	Housing Program Specialist	2023-09-25	$	73,781.00
HCVP	Housing Program Specialist	2023-08-14	$	73,781.00
HCVP	Housing Program Specialist	2023-07-17	$	73,781.00
HCVP	Housing Program Specialist	2010-12-20	$	73,781.00
HCVP	Housing Program Specialist	2022-01-03	$	71,632.00
HCVP	Housing Program Specialist	2022-03-14	$	71,632.00
HCVP	Housing Program Specialist	2024-11-04	$	59,489.04
HCVP	Housing Program Specialist	2025-03-10	$	71,632.00
HCVP	Housing Program Specialist	2025-02-25	$	71,632.00
HCVP	Housing Program Specialist	2025-02-25	$	71,632.00
HCVP	Housing Program Specialist	2025-02-24	$	71,632.00
HCVP	Housing Program Specialist	2025-02-24	$	71,632.00
HCVP	Housing Program Specialist	2025-02-24	$	59,489.04
HCVP	Housing Program Specialist	2025-02-24	$	71,632.00

		61	$	5,043,063.25
Department	**Job Description**	**Date of Hire**	**Salary**	
HCVP	Housing Program Specialist	Vacant	$	73,781.00
HCVP	Housing Program Specialist	Vacant	$	73,781.00
HCVP	Housing Program Specialist	Vacant	$	73,781.00
HCVP	Inspections Program Assistant	2017-04-18	$	56,959.00
HCVP	Inspections Program Assistant	Pending	$	56,959.00
HCVP	Mobility Specialist	2022-03-14	$	80,622.00
HCVP	Supervisory Housing Inspector	1997-12-07	$	111,931.00
HCVP	Supervisory Housing Program Specialist	2007-06-25	$	114,730.10
HCVP	Supervisory Housing Program Specialist	2009-04-13	$	104,993.00
HCVP	Supervisory Housing Program Specialist	2022-11-08	$	104,992.99
HCVP	Supervisory Housing Program Specialist	2021-08-02	$	101,933.94

		169	$ 11,010,288.28
Department	**Job Description**	**Date of Hire**	**Salary**
OPS	Clerical Assistant	2021-04-26	$ 48,652.00
OPS	Clerical Assistant	2002-03-24	$ 58,093.98
OPS	Criminal Analyst	2024-12-02	$ 85,785.00
OPS	Deputy Chief of Police	2024-07-29	$ 157,664.00
OPS	Director of Public Safety	2024-02-05	$ 192,399.98
OPS	Investigator	2024-08-26	$ 81,765.00
OPS	Investigator	2024-10-07	$ 81,765.01
OPS	Major	2024-11-18	$ 144,451.00
OPS	Management Analyst	1993-04-05	$ 111,931.00
OPS	Police Officer	2023-06-05	$ 72,251.00
OPS	Police Officer	2024-12-30	$ 69,156.00
OPS	Police Officer	2020-03-30	$ 82,495.00
OPS	Police Officer	2022-01-31	$ 75,502.00
OPS	Police Officer	2018-04-30	$ 72,251.00
OPS	Police Officer	2018-01-22	$ 88,629.00
OPS	Police Officer	2024-03-25	$ 55,685.00
OPS	Police Officer	2023-07-03	$ 82,495.00
OPS	Police Officer	2024-07-15	$ 69,156.00
OPS	Police Officer	2022-09-26	$ 72,251.00
OPS	Police Officer	2020-09-28	$ 72,251.00
OPS	Police Officer	2023-02-13	$ 72,251.00
OPS	Police Officer	2024-05-20	$ 69,156.00
OPS	Police Officer	2023-10-23	$ 69,156.00
OPS	Police Officer	2024-06-10	$ 69,156.00
OPS	Police Officer	2024-03-25	$ 55,685.00
OPS	Security Officer	2023-04-24	$ 49,704.10
OPS	Security Officer	2002-08-26	$ 53,107.00
OPS	Security Officer	2023-08-28	$ 46,484.00
OPS	Security Officer	2024-01-16	$ 45,411.00
OPS	Security Officer	2020-07-06	$ 49,704.10
OPS	Security Officer	2023-07-17	$ 49,704.10
OPS	Security Officer	2021-04-26	$ 49,704.10
OPS	Security Officer	2001-08-13	$ 53,107.00
OPS	Security Officer	2020-02-18	$ 49,704.10
OPS	Security Officer	2019-01-20	$ 49,704.10
OPS	Security Officer	2024-11-18	$ 45,410.98
OPS	Security Officer	2017-11-27	$ 48,630.00
OPS	Security Officer	2005-06-06	$ 53,107.00
OPS	Security Officer	2024-03-11	$ 45,411.00
OPS	Security Officer	2008-07-07	$ 53,107.00
OPS	Security Officer	2020-09-28	$ 49,704.10
OPS	Security Officer	2024-11-18	$ 45,410.98
OPS	Security Officer	2002-09-16	$ 53,107.00
OPS	Security Officer	2017-06-05	$ 49,704.10
OPS	Security Officer	2023-04-18	$ 49,704.10
OPS	Security Officer	2023-03-06	$ 47,739.00
OPS	Security Officer	2005-07-05	$ 53,107.00
OPS	Security Officer	2023-07-17	$ 49,704.10
OPS	Security Officer	2023-08-28	$ 49,704.10
OPS	Security Officer	2024-06-10	$ 45,411.00

		169	$ 11,010,288.28
Department	**Job Description**	**Date of Hire**	**Salary**
OPS	Security Officer	2024-11-18	$ 45,410.98
OPS	Security Officer	2012-01-03	$ 53,107.00
OPS	Security Officer	2020-04-27	$ 49,704.10
OPS	Security Officer	2024-02-26	$ 45,411.00
OPS	Security Officer	2013-08-26	$ 53,106.98
OPS	Security Officer	2019-03-18	$ 48,630.00
OPS	Security Officer	2024-08-26	$ 45,411.00
OPS	Security Officer	2016-04-04	$ 49,887.00
OPS	Security Officer	2023-06-05	$ 49,704.10
OPS	Security Officer	2023-08-28	$ 46,484.00
OPS	Security Officer	2007-09-04	$ 53,107.00
OPS	Security Officer	1997-10-27	$ 53,107.00
OPS	Security Officer	2022-03-28	$ 49,704.10
OPS	Security Officer	2005-06-06	$ 53,107.00
OPS	Security Officer	2010-12-20	$ 53,107.00
OPS	Security Officer	2024-08-26	$ 45,411.00
OPS	Security Officer	2025-01-27	$ 45,411.00
OPS	Security Officer	2025-01-06	$ 69,156.00
OPS	Security Officer	2024-11-18	$ 45,410.98
OPS	Security Officer	2017-04-24	$ 49,887.00
OPS	Security Officer	2024-02-12	$ 45,411.00
OPS	Security Officer	2023-08-28	$ 46,484.00
OPS	Security Officer	2016-04-04	$ 52,033.00
OPS	Security Officer	2022-04-11	$ 47,739.00
OPS	Security Officer	2019-01-20	$ 49,704.10
OPS	Security Officer	2025-01-13	$ 45,411.00
OPS	Security Officer	2005-02-14	$ 50,960.00
OPS	Security Officer	2017-06-26	$ 49,704.10
OPS	Security Officer	2013-08-19	$ 53,106.98
OPS	Security Officer	2005-02-15	$ 53,107.00
OPS	Security Officer	2024-02-12	$ 45,411.00
OPS	Security Officer	1998-04-13	$ 53,107.00
OPS	Security Officer	2015-03-23	$ 50,960.00
OPS	Security Officer	2000-07-05	$ 53,107.00
OPS	Security Officer	2024-04-08	$ 45,411.00
OPS	Senior Outreach Worker	2023-10-23	$ 50,605.00
OPS	Senior Police Officer	2024-06-17	$ 79,482.00
OPS	Senior Police Officer	2016-01-25	$ 95,049.97
OPS	Senior Police Officer	2017-10-30	$ 95,049.97
OPS	Senior Police Officer	2019-03-04	$ 97,824.00
OPS	Senior Police Officer	2017-07-24	$ 95,049.97
OPS	Senior Police Officer	2022-02-28	$ 86,887.00
OPS	Senior Police Officer	2024-01-16	$ 79,482.00
OPS	Senior Police Officer	2020-09-28	$ 90,869.00
OPS	Senior Police Officer	2024-04-08	$ 79,482.00
OPS	Special Police Officer	2020-09-28	$ 61,843.00
OPS	Special Police Officer	2025-01-13	$ 55,684.93
OPS	Special Police Officer	2024-06-10	$ 55,685.00
OPS	Special Police Officer	2024-10-07	$ 55,685.00
OPS	Special Police Officer	2024-09-16	$ 55,685.00

		169	$ 11,010,288.28
Department	**Job Description**	**Date of Hire**	**Salary**
OPS	Special Police Officer	2024-06-10	$ 55,685.00
OPS	Special Police Officer	2024-10-07	$ 55,684.93
OPS	Special Police Officer	2024-06-10	$ 55,685.00
OPS	Special Police Officer	2024-06-10	$ 55,685.00
OPS	Special Police Officer	2024-06-10	$ 55,685.00
OPS	Special Police Officer	2020-01-06	$ 61,843.00
OPS	Special Police Officer	2025-01-21	$ 55,684.93
OPS	Special Police Officer	2024-02-26	$ 55,685.00
OPS	Special Police Officer	2024-09-16	$ 55,685.00
OPS	Special Police Officer	2015-11-05	$ 66,649.00
OPS	Special Police Officer	2020-11-23	$ 61,842.14
OPS	Special Police Officer	1997-01-21	$ 71,404.00
OPS	Special Police Officer	1998-10-13	$ 55,685.00
OPS	Special Police Officer	2024-09-16	$ 55,685.00
OPS	Special Police Officer	2024-10-07	$ 55,685.00
OPS	Special Police Officer	1999-03-22	$ 71,404.00
OPS	Special Police Officer	1998-04-13	$ 71,404.00
OPS	Special Police Officer	2024-07-01	$ 55,685.00
OPS	Special Police Officer	2024-10-07	$ 55,685.00
OPS	Special Police Officer	2025-01-21	$ 55,685.00
OPS	Special Police Officer	2023-03-06	$ 57,224.00
OPS	Special Police Officer	2024-06-10	$ 55,685.00
OPS	Special Police Officer	2022-12-05	$ 57,224.00
OPS	Special Police Officer	2023-08-28	$ 57,224.00
OPS	Special Police Officer	2024-02-26	$ 66,649.00
OPS	Special Police Officer	2024-07-15	$ 55,685.00
OPS	Special Police Officer	2018-11-13	$ 65,064.06
OPS	Special Police Officer	2020-11-23	$ 61,842.14
OPS	Special Police Officer	2024-09-16	$ 55,685.00
OPS	Special Police Officer	2022-09-26	$ 61,843.00
OPS	Special Police Officer	1998-04-13	$ 71,404.00
OPS	Special Police Officer	1999-10-25	$ 71,404.00
OPS	Special Police Officer	2020-07-20	$ 57,224.00
OPS	Special Police Officer	1997-06-08	$ 71,404.00
OPS	Special Police Officer	2024-06-10	$ 55,685.00
OPS	Special Police Officer	2024-02-12	$ 55,685.00
OPS	Special Police Officer	1997-11-03	$ 71,404.00
OPS	Special Police Officer	2024-09-16	$ 55,685.00
OPS	Special Police Officer	2021-12-20	$ 58,762.00
OPS	Special Police Officer	2024-07-15	$ 55,685.00
OPS	Special Police Officer	2024-07-15	$ 55,685.00
OPS	Special Police Officer	2024-09-16	$ 55,685.00
OPS	Special Police Officer	2024-01-16	$ 55,685.00
OPS	Special Police Officer	2016-03-14	$ 66,649.00
OPS	Special Police Officer	2024-06-10	$ 55,685.00
OPS	Special Police Officer	2014-02-18	$ 65,064.06
OPS	Special Police Officer	2023-12-18	$ 55,685.00
OPS	Special Police Officer	2023-08-28	$ 57,224.00
OPS	Special Police Officer	2024-09-16	$ 55,685.00
OPS	Special Police Officer	2023-11-06	$ 57,223.92

		169	$ 11,010,288.28
Department	**Job Description**	**Date of Hire**	**Salary**
OPS	Special Police Officer	2024-09-16	$ 55,685.00
OPS	Special Police Officer	2023-06-05	$ 57,224.00
OPS	Special Police Officer	2024-01-16	$ 55,685.00
OPS	Special Police Officer	2022-04-25	$ 58,762.00
OPS	Special Police Officer	2024-10-07	$ 55,684.93
OPS	Staff Assistant	2007-03-19	$ 93,464.00
OPS	Supv Housing Police Office Lt	2017-06-05	$ 122,878.00
OPS	Supv Housing Police Office Lt	2024-09-16	$ 122,878.00
OPS	Supv Housing Police Office Lt	1997-11-03	$ 122,878.00
OPS	Supv Housing Police Office Sgt	2021-07-19	$ 105,208.00
OPS	Supv Housing Police Office Sgt	2019-04-01	$ 91,869.00
OPS	Supv Housing Police Office Sgt	2020-02-18	$ 115,209.95
OPS	Supv Housing Police Office Sgt	2024-06-18	$ 91,869.00
OPS	Supv Housing Police Office Sgt	1999-03-22	$ 115,251.00
OPS	Supv Housing Police Office Sgt	2022-08-15	$ 96,100.00
OPS	Supv Housing Police Office Sgt	2021-08-30	$ 110,108.00
OPS	Supv Housing Police Office Sgt	2016-04-04	$ 100,546.00
OPS	Supv Housing Police Office Sgt	1998-10-13	$ 115,251.00
OPS	Supv Housing Police Office Sgt	2009-10-26	$ 115,251.00

	Assigned	Year	Make	Model
1	ASSET MANAGEMENT	2025	HONDA	CIVIC
2	AUDIT & COMPLIANCE	2006	CHEVROLET	TRAILBLAZER
3	AUDIT & COMPLIANCE	2006	CHEVROLET	TRAILBLAZER
4	AUDIT & COMPLIANCE	2011	JEEP	LIBERTY
5	BOILER OPERATIONS	2010	FORD	F SERIES SUP DUTY
6	BOILER OPERATIONS	2010	FORD	F SERIES SUP DUTY
7	BOILER OPERATIONS	2010	FORD	F SERIES SUP DUTY
8	BOILER OPERATIONS	2015	CHEVROLET	SILVERADO
9	BOILER OPERATIONS	2015	CHEVROLET	SILVERADO
10	BOILER OPERATIONS	2024	CHEVROLET	EXPRESS G2500
11	CAPITOL CONTRUCTION	2025	HONDA	CIVIC
12	EXECUTIVE DRECTOR OFFICE	2011	JEEP	LIBERTY
13	EXECUTIVE DRECTOR OFFICE	2017	FORD	EXPLORER
14	EXECUTIVE DRECTOR OFFICE	2024	GMC	YUKON XL
15	EXECUTIVE DRECTOR OFFICE	2025	HONDA	CIVIC
16	FLEET MANAGEMENT	2006	CHEVROLET	COBALT
17	FLEET MANAGEMENT OPERATIONS	2007	FORD	EXPLORER
18	FLEET MANAGEMENT OPERATIONS	2009	CHEVROLET	MALIBU
19	FLEET MANAGEMENT OPERATIONS	2017	FORD	EXPLORER
20	FLEET MANAGEMENT OPERATIONS	2017	FORD	F150
21	FLEET MANAGEMENT OPERATIONS	2017	FORD	F150
22	FLEET MANAGEMENT OPERATIONS	2017	FORD	F150
23	FLEET MANAGEMENT OPERATIONS	2017	FORD	F150
24	FLEET MANAGEMENT OPERATIONS	2017	FORD	F450

	Assigned	Year	Make	Model
25	FLEET MANAGEMENT OPERATIONS	2018	FORD	F150
26	FLEET MANAGEMENT OPERATIONS	2018	FORD	F150
27	FLEET MANAGEMENT OPERATIONS	2019	FORD	F150
28	FLEET MANAGEMENT OPERATIONS	2019	PIPEHUNTER	TRAILER
29	FLEET MANAGEMENT OPERATIONS	2021	KENWORTH	CONSTRUCTION
30	FLEET MANAGEMENT OPERATIONS	2021	KENWORTH	CONSTRUCTION
31	FLEET MANAGEMENT OPERATIONS	2021	KENWORTH	CONSTRUCTION
32	FLEET MANAGEMENT OPERATIONS	2021	PEQUEA	TRAILER
33	FLEET MANAGEMENT OPERATIONS	2021	PEQUEA	TRAILER
34	FLEET MANAGEMENT OPERATIONS	2021	PEQUEA	TRAILER
35	FLEET MANAGEMENT OPERATIONS	2024	CHEVROLET	EXPRESS G2500
36	FLEET MANAGEMENT OPERATIONS	2024	CHEVROLET	EXPRESS G2500
37	FLEET MANAGEMENT OPERATIONS	2025	CHEVROLET	MALIBU
38	FLEET MANAGEMENT OPERATIONS	2025	CHEVROLET	SILVERADO
39	FLEET MANAGEMENT OPERATIONS	2025	CHEVROLET	SILVERADO
40	HOUSING CHOICE VOCHER PROGRAM	2016	FORD	FUSION
41	HOUSING CHOICE VOCHER PROGRAM	2016	FORD	FUSION
42	HOUSING CHOICE VOCHER PROGRAM	2016	FORD	FUSION
43	HOUSING CHOICE VOCHER PROGRAM	2016	FORD	FUSION
44	HOUSING CHOICE VOCHER PROGRAM	2016	FORD	FUSION
45	HOUSING CHOICE VOCHER PROGRAM	2016	FORD	FUSION
46	HOUSING CHOICE VOCHER PROGRAM	2016	FORD	FUSION
47	HOUSING CHOICE VOCHER PROGRAM	2016	FORD	FUSION
48	HOUSING CHOICE VOCHER PROGRAM	2016	FORD	FUSION

	Assigned	Year	Make	Model
49	HOUSING CHOICE VOCHER PROGRAM	2016	FORD	FUSION
50	HOUSING CHOICE VOCHER PROGRAM	2016	FORD	FUSION
51	HOUSING CHOICE VOCHER PROGRAM	2016	FORD	FUSION
52	HOUSING CHOICE VOCHER PROGRAM	2016	FORD	FUSION
53	HOUSING CHOICE VOCHER PROGRAM	2016	FORD	FUSION
54	HOUSING CHOICE VOCHER PROGRAM	2016	FORD	FUSION
55	HOUSING CHOICE VOCHER PROGRAM	2016	FORD	FUSION
56	HOUSING CHOICE VOCHER PROGRAM	2016	FORD	FUSION
57	HOUSING CHOICE VOCHER PROGRAM	2017	FORD	FOCUS
58	HOUSING CHOICE VOCHER PROGRAM	2017	FORD	FOCUS
59	HOUSING CHOICE VOCHER PROGRAM	2017	FORD	FOCUS
60	HOUSING CHOICE VOCHER PROGRAM	2017	FORD	FOCUS
61	HOUSING CHOICE VOCHER PROGRAM	2017	FORD	FOCUS
62	HOUSING CHOICE VOCHER PROGRAM	2017	FORD	FOCUS
63	HOUSING CHOICE VOCHER PROGRAM	2017	FORD	FOCUS
64	HOUSING CHOICE VOCHER PROGRAM	2018	FORD	F150
65	HOUSING CHOICE VOCHER PROGRAM	2018	FORD	FOCUS
66	HOUSING CHOICE VOCHER PROGRAM	2018	FORD	FOCUS
67	HOUSING CHOICE VOCHER PROGRAM	2018	FORD	FOCUS
68	INFORMATION TECHNOLOGY	2012	CHEVROLET	MALIBU
69	OFFICE OF ADMINSTRATIVE SERVICES	2006	FORD	ESCAPE
70	OFFICE OF ADMINSTRATIVE SERVICES	2025	HONDA	CIVIC
71	OFFICE OF ADMINSTRATIVE SERVICES	2025	HONDA	CIVIC
72	OFFICE OF CAPITOL PLANNING	2011	CHEVROLET	COLORADO

	Assigned	Year	Make	Model
73	OFFICE OF CAPITOL PLANNING	2011	CHEVROLET	COLORADO
74	OFFICE OF PUBLIC SAFETY	2010	CHEVROLET	IMPALA
75	OFFICE OF PUBLIC SAFETY	2010	CHEVROLET	SILVERADO
76	OFFICE OF PUBLIC SAFETY	2015	FORD	TAURUS
77	OFFICE OF PUBLIC SAFETY	2015	FORD	TAURUS
78	OFFICE OF PUBLIC SAFETY	2015	FORD	TAURUS
79	OFFICE OF PUBLIC SAFETY	2016	FORD	EXPLORER
80	OFFICE OF PUBLIC SAFETY	2016	FORD	EXPLORER
81	OFFICE OF PUBLIC SAFETY	2016	FORD	EXPLORER
82	OFFICE OF PUBLIC SAFETY	2016	FORD	EXPLORER
83	OFFICE OF PUBLIC SAFETY	2016	FORD	EXPLORER
84	OFFICE OF PUBLIC SAFETY	2016	FORD	EXPLORER
85	OFFICE OF PUBLIC SAFETY	2017	FORD	EXPLORER
86	OFFICE OF PUBLIC SAFETY	2017	FORD	EXPLORER
87	OFFICE OF PUBLIC SAFETY	2020	FORD	EXPLORER
88	OFFICE OF PUBLIC SAFETY	2020	FORD	EXPLORER
89	OFFICE OF PUBLIC SAFETY	2022	FORD	EXPLORER
90	OFFICE OF PUBLIC SAFETY	2022	FORD	EXPLORER
91	OFFICE OF PUBLIC SAFETY	2022	FORD	EXPLORER
92	OFFICE OF PUBLIC SAFETY	2023	FORD	EXPLORER
93	OFFICE OF PUBLIC SAFETY	2023	FORD	EXPLORER
94	OFFICE OF PUBLIC SAFETY	2023	FORD	EXPLORER
95	OFFICE OF PUBLIC SAFETY	2023	FORD	EXPLORER
96	OFFICE OF PUBLIC SAFETY	2023	FORD	EXPLORER

	Assigned	Year	Make	Model
97	OFFICE OF PUBLIC SAFETY	2024	FORD	EXPLORER
98	OFFICE OF PUBLIC SAFETY	2024	FORD	EXPLORER
99	OFFICE OF PUBLIC SAFETY	2024	FORD	EXPLORER
100	OFFICE OF PUBLIC SAFETY	2024	FORD	EXPLORER
101	OFFICE OF PUBLIC SAFETY	2024	FORD	EXPLORER
102	OFFICE OF PUBLIC SAFETY	2025	CHEVROLET	MALIBU
103	OFFICE OF PUBLIC SAFETY	2025	CHEVROLET	MALIBU
104	OFFICE OF PUBLIC SAFETY	2025	CHEVROLET	MALIBU
105	PROPERTY MANAGEMENT OPERATIONS	1997	FORD	BUCKET
106	PROPERTY MANAGEMENT OPERATIONS	2007	GMC	C7500
107	PROPERTY MANAGEMENT OPERATIONS	2008	FORD	F SERIES SUP DUTY
108	PROPERTY MANAGEMENT OPERATIONS	2008	FORD	F450
109	PROPERTY MANAGEMENT OPERATIONS	2009	FORD	F450
110	PROPERTY MANAGEMENT OPERATIONS	2009	FORD	F450
111	PROPERTY MANAGEMENT OPERATIONS	2009	FORD	F750
112	PROPERTY MANAGEMENT OPERATIONS	2009	GMC	C7500
113	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	CUTAWAY VAN
114	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	CUTAWAY VAN
115	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	CUTAWAY VAN
116	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	CUTAWAY VAN
117	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	CUTAWAY VAN
118	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	CUTAWAY VAN
119	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	ECONOLINE
120	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	ECONOLINE

	Assigned	Year	Make	Model
121	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	ECONOLINE
122	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	ECONOLINE
123	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	ECONOLINE
124	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	ECONOLINE
125	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	ECONOLINE
126	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	ECONOLINE
127	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	ECONOLINE
128	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	ECONOLINE
129	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	ECONOLINE
130	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	ECONOLINE
131	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	ESCAPE
132	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	F350
133	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	F350
134	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	F350
135	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	F350
136	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	F350
137	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	F350
138	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	F350
139	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	F350
140	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	F350
141	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	F350
142	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	F350
143	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	F350
144	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	F350

	Assigned	Year	Make	Model
145	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	F350
146	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	F350
147	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	F350
148	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	F350
149	PROPERTY MANAGEMENT OPERATIONS	2010	FORD	F350
150	PROPERTY MANAGEMENT OPERATIONS	2011	CHEVROLET	COLORADO
151	PROPERTY MANAGEMENT OPERATIONS	2012	FORD	F250
152	PROPERTY MANAGEMENT OPERATIONS	2012	FORD	F250
153	PROPERTY MANAGEMENT OPERATIONS	2016	CHEVROLET	SILVERADO
154	PROPERTY MANAGEMENT OPERATIONS	2016	CHEVROLET	SILVERADO
155	PROPERTY MANAGEMENT OPERATIONS	2016	CHEVROLET	SILVERADO
156	PROPERTY MANAGEMENT OPERATIONS	2016	FORD	F250
157	PROPERTY MANAGEMENT OPERATIONS	2016	FORD	F550
158	PROPERTY MANAGEMENT OPERATIONS	2017	FORD	ESCAPE
159	PROPERTY MANAGEMENT OPERATIONS	2017	FORD	ESCAPE
160	PROPERTY MANAGEMENT OPERATIONS	2017	FORD	ESCAPE
161	PROPERTY MANAGEMENT OPERATIONS	2017	FORD	ESCAPE
162	PROPERTY MANAGEMENT OPERATIONS	2017	FORD	ESCAPE
163	PROPERTY MANAGEMENT OPERATIONS	2018	FORD	ESCAPE
164	PROPERTY MANAGEMENT OPERATIONS	2019	FORD	ESCAPE
165	PROPERTY MANAGEMENT OPERATIONS	2019	FORD	RANGER
166	PROPERTY MANAGEMENT OPERATIONS	2019	FORD	RANGER
167	PROPERTY MANAGEMENT OPERATIONS	2019	FORD	RANGER
168	PROPERTY MANAGEMENT OPERATIONS	2025	HONDA	CIVIC

Accidents involving agency vehicles

Date	Description
1/17/2024	OPS Vehicle [2016 Ford Interceptor] collided with another vehicle causing minimal damage
4/15/2024	HCVP Vehicle [2016 Ford Focus] collided with another vehicle.
5/11/2024	PMO vehicle [2015 Chevy Silverado] collided with vehicle causing damage to the other vehicle
6/8/2024	HCVP Vehicle [2016 Ford Focus] collided with another vehicle causing major damage
6/13/2024	HCVP vehicle [2016 Ford Fusion] collided with vehicle. Both cars were damaged
8/4/2024	PMO vehicle [2019 Chevy Pickup] hit by a tree causing major damage

Statement Date	Dept	Vendor / Service	Amount	Employee	Reason / Justification
Oct-23	OED	Avis.com Rental	$ 355.75		Rental Car NAHRO
Oct-23	OCP	CCI Hotels Res (John Stringfield - OCP)	$ 350.07	John Stringfield	Hotel Stay
Oct-23	OCP	Expedia (Surna, Nelson, Gould - OCP)	$ 2,661.21	Surna, Nelson, Gould	NAHRO Confernce
Oct-23	HCVP	Southwest Airlines - (Deborah Jackson) HCVP	$571.47	Deborah Jackson	NAHRO Confernce
Oct-23	OCP	Southwest Airlines (Aleksandr Suurna - OCP)	$ 647.96	Aleksandr Suurna	Airline Ticket NAHRO
Oct-23	OCP	Southwest Airlines (Andre J. Gould - OCP)	$ 462.96	Andre J. Gould	Airline Ticket NAHRO
Oct-23	OCP	Southwest Airlines (John Stringfield - OCP)	$ 291.92	John Stringfield	Airline Ticket NAHRO
Oct-23	OCP	Southwest Airlines (Thor A. Nelson - OCP)	$473.96	Thor A. Nelson	Airline Ticket NAHRO
Oct-23	PMO	United Airlines - Daniel Dening (PMO)	$ 599.80	Daniel Dening	Airline Ticket - Yardi Training
Oct-23	PMO	United Airlines - Daniel Dening (PMO)	$ 169.00	Daniel Dening	Airline Ticket - Yardi Training
Oct-23	PMO	United Airlines - Daniel Dening (PMO)	$ 169.00	Daniel Dening	Airline Ticket - Yardi Training
Dec-23	OPS	American Airlines (Sgt. Lance Harrison)	$ 515.81	Sgt. Lance Harrison	Training/2024 WFRA Police Recruitment & Retention Summit
Jan-24	OPS	Horseshoe Advance Deposit Las Vegas	$ 78.99		Training/2024 WFRA Police Recruitment & Retention Summit
May-24	OED	American Airlines	$ 261.48	Keith Pettigrew	Training / travel
May-24	OED	American Airlines	$ 282.47	Keith Pettigrew	Training / travel
May-24	HRD	Southwest Airlines	$ 892.97	Kimberly Graham	Training / travel
Jun-24	OED	JW Marriott - New Orleans	$ 1,702.41	Keith Pettigrew	Training / travel
Jun-24	OED	Avis	$ 392.93	Keith Pettigrew	Training / travel
Jun-24	HRD	Portland Marriott	$ 415.30	Kimberly Graham	Training / travel
Jul-24	OPS	American Airlines	$ 732.95	Willie Street	Training / travel
Jul-24	OPS	American Airlines	$ 732.95	Michael Reese	Training / travel
Jul-24	OPS	American Airlines	$ 732.95	Jerricka Brown	Training / travel
Jul-24	BOC	American Airlines	$ 226.96	Raymond Skinner	Training / travel
Jul-24	OPS	Delta	$ 341.95	Norman Dickerson	Training / travel
Jul-24	OPS	Delta	$ 341.95	Michelle Williams	Training / travel
Aug-24	OED	American Airlines	$ 73.47	Keith Pettigrew	NAHRO AIRFARE
Aug-24	OED	American Airlines	$ 103.48	Keith Pettigrew	NAHRO AIRFARE
Aug-24	BOC	Southwest Airlines	$ 524.96	Commissioner Blackson	NAHRO Conference / Training
Aug-24	OPS	Intercontinental Hotel - New Orleans, LA	$ 764.64	Willie Street	NAHRO Conference / Training
Aug-24	OPS	Intercontinental Hotel - New Orleans, LA	$ 686.86	Michael Reese	NAHRO Conference / Training
Aug-24	OPS	Intercontinental Hotel - New Orleans, LA	$ 764.64	Jerricka Brown	NAHRO Conference / Training

$ 17,323.22

FY 2024 OVERTIME

Count	Employee Name	Employee ID	Department	Job	Salary	Hourly Rate	Total OT & CB Amount	Fringe Benefit
1	Morgan, Christopher E	60154	Operations	Electrician	$ 74,490.23	$ 35.81	$ 80,109.09	$ 2,017.02
2	Lalangan-Jones, Fred	1886	OFFICE OF PUBLIC SAFETY	Police Officer	$ 85,220.10	$ 40.97	$ 62,444.77	$ 15,880.90
3	Fulton, Keith D	146355	Operations	Motor Vehicle Operator	$ 57,196.88	$ 27.50	$ 59,860.68	$ 10,747.57
4	Davis, Shavon M	60151	Operations	Transportation Ops Off	$ 98,484.01	$ 47.35	$ 52,927.12	$ 14,062.25
5	Desilva, Frederick R	999781	Operations	Maintenance Mechanic	$ 68,557.09	$ 32.96	$ 49,541.16	$ 5,571.89
6	Arias, Jose G	246091	PROPERTY MANAGEMENT OPERATIONS	Landscape Foreman	$ 88,552.01	$ 42.57	$ 43,696.35	$ 16,630.85
7	Morain, Richard N	1197	Operations	Maintenance Mechanic	$ 63,673.56	$ 30.61	$ 42,583.00	$ 6,373.76
8	Campbell, William M	1658	Operations	Maintenance Mechanic	$ 71,017.32	$ 34.14	$ 42,579.68	$ 1,917.41
9	Burke, Alan B	9292	PROPERTY MANAGEMENT OPERATIONS	Pest Control Coordinator	$ 92,830.19	$ 44.63	$ 40,392.52	$ 10,755.43
10	Day, Darius	9431	OFFICE OF PUBLIC SAFETY	Police Officer	$ 79,322.01	$ 38.14	$ 39,374.48	$ 2,075.03
11	Morgan, Christopher E	60154	PROPERTY MANAGEMENT OPERATIONS	Electrician	$ 74,490.23	$ 35.81	$ 36,650.08	$ 2,017.02
12	Davis, Shavon M	60151	PROPERTY MANAGEMENT OPERATIONS	Transportation Operations Officer	$ 98,484.01	$ 47.35	$ 35,104.65	$ 14,062.25
13	Christian, Thomas R	60188	Kenilworth Courts	Maintenance Foreman	$ 72,319.29	$ 34.77	$ 31,286.92	$ 7,183.27
14	Bonds, Michael J	7084	PROPERTY MANAGEMENT OPERATIONS	Regional Maintenance Supervisor	$ 100,955.09	$ 48.54	$ 30,352.84	$ 6,908.77
15	Hall, Cecil A	779	PROPERTY MANAGEMENT OPERATIONS	Welder	$ 74,490.48	$ 35.81	$ 30,015.81	$ 6,940.13
16	Matthew, Kenneth Troy	3221	OFFICE OF PUBLIC SAFETY	Special Police Officer	$ 57,984.31	$ 27.88	$ 29,877.02	$ 6,012.55
17	Crews, Carl	5618	BENNING TERRACE	Maintenance Mechanic	$ 71,017.40	$ 34.14	$ 28,340.74	$ 11,622.20
18	Molina-Ayala, Pablo	9130	PROPERTY MANAGEMENT OPERATIONS	Painter	$ 66,133.54	$ 31.79	$ 28,082.98	$ 11,576.52
19	Fulton, Keith D	146355	PROPERTY MANAGEMENT OPERATIONS	Motor Vehicle Operator	$ 57,196.88	$ 27.50	$ 26,986.39	$ 10,747.57
20	Bunn, Eryck A	666993	PROPERTY MANAGEMENT OPERATIONS	Maintenance Foreman	$ 85,973.93	$ 41.33	$ 26,664.71	$ 5,996.50
21	Griffith, Lyle N	60068	PROPERTY MANAGEMENT OPERATIONS	Supervisory Utility System Repairer	$ 96,538.35	$ 46.41	$ 26,656.15	$ 17,502.88
22	Dixon, Donald E	120130	JAMES CREEK	Maintenance Foreman	$ 83,469.80	$ 40.13	$ 25,726.24	$ 7,484.99
23	Loney, Damond E	7231	INFORMATION TECHNOLOGY	Building Systems Technology Specialist	$ 122,810.23	$ 59.04	$ 25,718.49	$ 3,926.89
24	Rashidi Garekani, Mike	9809	OFFICE OF PUBLIC SAFETY	Police Officer	$ 75,877.71	$ 36.48	$ 25,154.89	$ 4,344.45
25	Morain, Richard N	1197	BENNING TERRACE	Maintenance Mechanic	$ 63,673.56	$ 30.61	$ 25,042.29	$ 6,373.76

FY 25 OVERTIME

Count	Employee Name	Employee ID	Department	Job	Salary	Total OT & CB Amount	Fringe Benefit
1	Desilva, Frederick R.	999781	Operations	Maintenance Mechanic	$73,859.00	$47,950.27	$6,364.22
2	Morgan, Christopher E.	60154	Operations	Electrician	$77,471.00	$32,476.57	$2,955.55
3	Griffith, Lyle N.	60068	Operations	Supv Util Syst Rpr Oper	$100,401.00	$27,206.73	$9,863.94
4	Fulton, Keith D.	146355	Operations	Motor Vehicle Operator	$59,485.00	$27,114.51	$9,392.59
5	Ricanek, Demetrius A.	147522	Operations	Maintenance Foreman	$89,412.00	$21,479.26	$7,253.35
6	Ayala, Efrain	552323	Operations	Maintenance Mechanic	$73,859.00	$20,355.54	$6,937.13
7	Melvin, Marques	3043	Operations	Maintenance Mechanic	$73,858.93	$16,740.98	$2,106.67
8	Payton, Andrew W.	7229	Regency House	Laborer II	$54,105.00	$13,816.05	$4,060.66
9	Morain, Richard N.	1197	Operations	Maintenance Mechanic	$66,220.00	$12,603.61	$5,041.85
10	Fullard, Ivory	146683	Operations	Utility Systems Repairer	$77,471.00	$12,436.68	$55.92
11	Akinmboni, Funsho T.	145377	Operations	Maintenance Mechanic	$73,859.00	$8,861.67	$8,408.37
12	Morgan, James W.	7194	Operations	Maintenance Mechanic	$71,299.07	$8,694.02	$4,096.04
13	Arias, Felix S.	899834	Operations	Maintenance Mechanic	$73,859.00	$8,278.61	$1,668.13
14	Smith, Robert E.	1231	Operations	Electrician	$77,471.00	$6,729.98	$1,668.23
15	Marshall, Edward Q.	1330	Operations	Laborer	$52,487.00	$6,487.06	$3,666.63
16	Mozee, Kevin A.	1000245	Operations	Maintenance Foreman	$72,240.00	$6,325.62	$110.07
17	Lane Jr., Carlton	9105	Operations	Maintenance Mechanic	$66,220.00	$5,983.14	$1,433.93
18	Johnson, Tyrone J.	246288	Operations	Maintenance Foreman	$84,280.00	$3,953.61	$8,785.54
19	Miller, Antonio A.	9211	Operations	Electrician	$74,800.00	$3,896.26	$4,926.56
20	Carr, Deangelo D.	1401	Operations	Maintenance Worker	$63,285.00	$3,254.33	$8,497.01
21	Whitten, Anthony	9424	Judiciary House	Maintenance Mechanic	$67,837.00	$3,183.61	$3,752.76
22	Christian, Thomas R.	60188	Kenilworth Courts	Maintenance Foreman	$78,223.00	$2,408.28	$6,124.69
23	Williams, Alfonso	899833	Kelly Miller Dwellings	Maintenance Mechanic	$71,299.07	$1,627.57	$10,461.20
24	Tyree, Marquet R.	1000255	Operations	Laborer	$45,262.05	$1,251.46	$-
25	Burke, George L.	146806	Kelly Miller Dwellings	Maintenance Mechanic	$73,859.00	$1,043.76	$7,380.83

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PREAMBLE

The parties to this Agreement are the District of Columbia Housing Authority (hereinafter referred to as "DCHA") and Local 2725 of the American Federation of Government Employees, (hereinafter referred to as the "Union," and collectively known as the "Parties"). The purpose of this Agreement is:

1. To promote fair and reasonable working conditions;
2. To promote harmonious relations between the parties;
3. To establish an equitable and orderly procedure for the resolution of differences;
4. To protect the rights and interest of the employees, the Union and DCHA; and
5. To promote the efficient operations of DCHA.

Each party confirms, without reservation, the contents of this Agreement, notwithstanding changes in the law permitting the parties to alter or disregard its terms. Now therefore, in consideration of the mutual covenants and promises contained herein the DCHA and the Union do hereby agree as follows.

ARTICLE 1

RECOGNITION

Section A—Status of DCHA

The DCHA is an independent authority of the District government and a corporate body which has a legal existence separate from the District Government, pursuant to the District of Columbia Housing Authority Act of 1999.

Section B—Recognition of Union

The DCHA recognizes Local 2725 of the American Federation of Government Employees, AFL-CIO, as the sole and exclusive representative for all employees in the bargaining unit as described in Section C of this Article.

The Union, as the exclusive representative of all employees in the unit, has the right to act for and negotiate agreements covering all employees in the bargaining unit and is responsible for representing the interests of all such employees without discrimination and without regard to membership in the Union.

Section C—Definition of the Bargaining Unit

The employees in the bargaining unit represented by the American Federation of Government Employees, Local 2725 at DCHA are the following:

All employees of DCHA, excluding public safety personnel, the security force, management officials, confidential employees, supervisors (including housing managers), and any employee engaged in personnel or labor-management relations work in other than a purely clerical capacity.

Section D—Unit Clarification

When a position(s) changes or a new position(s) is established and the parties differ as to whether the position(s) is inside or outside the bargaining unit, either party may file a unit clarification petition with the D.C. Public Employee Relations Board (PERB).

ARTICLE 2

GOVERNING LAWS AND RULES

Section A—Agreement Governs

This Agreement exclusively shall govern the labor relations between the DCHA and its bargaining unit employees. In the event that any DCHA or District of Columbia Government-wide rules, regulations, issuances, or policies are in conflict with the provisions of this Agreement, this Agreement shall prevail.

Section B—Other D.C. Rules

It is understood that District of Columbia Government-wide personnel rules and regulations, including the rules promulgated in the District Personnel Manual system, shall not be applicable to bargaining unit employees. However, it is understood that District of Columbia Government-wide laws, rules and regulations, not inconsistent with this Agreement, that apply to the DCHA (e.g., D.C. Human Rights Law, Disability Compensation Law), but are not specifically incorporated herein, are nevertheless applicable to bargaining unit employees.

Section C—Higher Laws

If, during the life of this Agreement, a law from a higher authority invalidates or requires an amendment to any part of

this Agreement the parties shall meet promptly upon request of either party to negotiate the change.

Section D—Communications on Working Conditions

The DCHA shall communicate, consult, and negotiate with only the Union on matters related to working conditions affecting bargaining unit employees. However, in accordance with the provisions of Article 9, Grievance Procedure, DCHA may communicate with a grievant and/or authorized non-union representative in order to resolve a grievance related to the working conditions of the grievant.

Section E—Consultation and Impact Bargaining

Except in emergency situations, the DCHA shall consult with the Union prior to changing DCHA rules, regulations, and policies which affect the working conditions of bargaining unit employees. When the change directly impacts on the conditions of employment of bargaining unit employees, such impact shall be a proper subject of negotiation.

Section F—No Strike or Lockout

1. The Union recognizes that it is unlawful to participate in, authorize, or ratify a strike.
2. The term strike as used herein means a concerted refusal to perform duties or any unauthorized concerted work stoppage or slowdown, including any "sickouts."
3. No lockout of employees shall be instituted by the DCHA during the term of this Agreement, except that the DCHA, in a strike situation, retains the right to close down any facility and provide for the safety of employees, equipment, or the public.

ARTICLE 3

EMPLOYEE RIGHTS

Section A—Rights Guaranteed

All bargaining unit employees shall be treated fairly, equitably and with respect, in accordance with District of Columbia laws, rules and regulations, as they apply to the DCHA. Bargaining unit employees shall be guaranteed the following rights:

1. The right to freely express their opinions on all public issues, including those related to the duties they are assigned to perform: provided, however, that the DCHA may promulgate reasonable rules and regulations requiring that such opinions be clearly disassociated from the DCHA' s policy.

2. The right to disclose information unlawfully suppressed, information concerning illegal or unethical conduct which threatens or which is likely to threaten public health and safety or which involves the unlawful appropriation of public funds, and information which would tend to impeach the testimony of persons appearing before District of Columbia or Congressional committees or the responses of such employees to inquiries from authorized District of Columbia or Federal government officials making such inquiries concerning the implementation of programs, information which would involve the expenditure of public funds, and the protection of the constitutional rights of citizens and the rights of employees under laws, rules and regulations for the protection of the rights of employees: provided, however, that nothing in this Agreement shall be construed to permit the disclosure of the contents of personnel files, personal medical reports, or any other information in such a manner as to invade the individual privacy of an employee or citizen of the United States.

3. The right to communicate freely and openly with members of the District of Columbia City Council and to respond fully and with candor to inquiries from committees of the Council, and from members of the Council: provided, however, that nothing in this section shall be construed to permit the invasion of the individual privacy of another employee or any citizen of the United States.

4. The right to assemble in public places for the free discussion of matters of interest to themselves and to the public and the right to notify, on their own time, fellow employees and the public of such meetings.

5. The right to humane, dignified, and reasonable conditions of employment, which allow for personal growth and

self-fulfillment, and for the unhindered discharge of job responsibilities.

6. The right to individual privacy: provided, however, that nothing in this section shall limit in any manner an employee's access to his or her own personnel file, medical report file, or any other file or document concerning his or her status or performance within the DCHA.

7. Bargaining unit employees shall be protected against penalty or reprisal for reporting an unsafe or unhealthful working condition or practice, or assisting in the investigation of such condition or practice.

Section B—Employees' Rights to Organize

1. The DCHA and the Union agree that bargaining unit employees have the right to join, organize, or affiliate with, or to refrain from joining, organizing, or affiliating with the Union. This right extends to participating in the management of the Union, or acting as a representative of the Union, including representation of its views to the Executive Branch, Council or other appropriate governmental authority.

2. Bargaining unit employees shall be free from interference, restraint, coercion and discrimination in the exercise of their right to organize and designate representatives of their own choosing for the purpose of collective bargaining and labor-management cooperation.

Section C—Employee Protections

1. Nothing in this Agreement is intended to waive the legal rights of any bargaining unit employees unless clearly and unequivocally expressed herein.

2. Instructions and guidances shall be given in a reasonable and constructive manner and in an atmosphere that will avoid unnecessary embarrassment before other employees or the public.

3. The DCHA shall not retaliate against any employee for the exercise of his/her rights under this Agreement or any applicable laws, rules or regulations.

ARTICLE 4

MANAGEMENT RIGHTS

Section A—Retention of Management Rights

The DCHA shall retain the sole right, in accordance with applicable laws, rules and regulations:

1. To direct employees of the DCHA.
2. To hire, promote, transfer, assign, and retain employees in positions within the DCHA and to suspend, demote, discharge or take other disciplinary action against employees for cause;
3. To relieve employees of duties because of lack of work or other legitimate reasons;
4. To maintain the efficiency of the operations entrusted to DCHA;
5. To determine the mission of the DCHA, its budget, its organization, the number of employees and the number, types and grades of positions of employees assigned to an organizational unit, work project or tour of duty, and the technology of performing its work; or its internal security practices; and
6. To take whatsoever actions may be necessary to carry out the mission of the DCHA in emergency situations.

Section B—Union's Grievances of Alleged Violations of Management's Exercise of Rights

Notwithstanding Section A above, the Union may grieve, if in exercising management's rights, the DCHA allegedly violates any provisions of this Agreement or any District of Columbia Government-wide laws, rules or regulations applicable to the DCHA, which are grievable under this Agreement.

ARTICLE 5

DISTRIBUTION OF AGREEMENT AND ORIENTATION OF EMPLOYEES

Section A—Distribution of Agreement

The DCHA shall print and distribute a copy of this Agreement to each individual in the bargaining unit within ninety

(90) days of the effective date of this Agreement. The costs associated with the reproduction of this Agreement shall be borne by the DCHA.

Section B—Orientation of New Employees

When the DCHA conducts orientation sessions for new employees, thirty (30) minutes shall be allocated to the Union to make a presentation and distribute the Union's membership packet. The DCHA shall provide each new employee with a copy of this Agreement and other relevant information.

Section C—Notice of Orientation–Schedule

The DCHA shall provide the Union with reasonable written advance notice of the date, time and place of each orientation session.

Section D—Identification of Union in Employee Handbook

The DCHA shall include in any employee handbook it shall publish, the following statement:

> Many employees of DCHA are represented by Local 2725 of the American Federation of Government Employees, AFL-CIO, which is the exclusive bargaining agent and representative. The Union is available to help and represent employees on any employment related matter. The Union office is located at 1133 North Capitol Street, N.E., Room G-2, and the telephone number is (202) 842-4540.

In the event the DCHA does not publish a new employee handbook for the duration of this Agreement, the above paragraph shall be printed and inserted in each existing employee handbook. In addition, the DCHA shall list the Union in each publication of its telephone directory.

ARTICLE 6

NON-DISCRIMINATION

Section A—Discrimination Prohibited

The DCHA and the Union agree not to discriminate for or against employees covered by this Agreement on account of membership or non-membership in the Union, or on account of

race, color, religion, sex (including sexual harassment), national origin, age, physical handicap, marital status, political affiliation or other criteria prohibited by law. The DCHA recognizes its responsibility to promote and ensure equal employment for all persons on the basis of merit without discrimination based on race, religion, color, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, or political affiliation and to promote the full realization of Equal Employment Opportunity (“EEO”) through positive programs of affirmative action at every management level within the DCHA.

DCHA and the Union recognize that DCHA and all its employees must not discriminate in their interactions with DCHA’s residents, participants, program applicants or other persons doing business with DCHA.

Section B—Affirmative Action Plan

In the development and implementation of its Affirmative Action Plan, and in accordance with applicable District of Columbia and Federal laws and regulations, the DCHA agrees to consider the following:

1. Procedures to allow for the redesigning of jobs to reflect the needs of the DCHA and the skills of bargaining unit employees;

2. Reasonable accommodations to the religious needs of bargaining unit employees; and

3. To ensure that any alleged discriminatory personnel management policies, procedures, or practices shall be handled in accordance with EEO procedures and statutes.

Section C—Distribution of Affirmative Action Plan and EEO Complaints Procedures

The DCHA agrees to provide the Union with a copy of the DCHA’s Affirmative Action Plan and furnish each employee with a copy. The EEO complaint regulations and procedures will be published, posted and distributed to each employee as well as included in the Affirmative Action Plan. The parties agree that EEO complaints shall be processed in accordance with District law, rules and regulations. This does not preclude the non-EEO aspects of mixed grievances (where clear distinction can be made

and where such complaints are within the scope of the grievance procedure as defined within this Agreement) from going through the negotiated procedure.

Section D—Nondiscrimination in Union Representation

The Union recognizes its responsibility as bargaining agent and agrees to represent all employees in the bargaining unit without discrimination.

Section E—Union and Management Advice on EEO Problems

Through the procedures established for labor-management cooperation, each party shall advise the other of EEO problems of which they are aware or become aware. The DCHA shall ensure that problems brought to its attention under this Article shall be promptly remedied.

Section F—Sexual Harassment

Sexual harassment is a form of sex discrimination, and is an unlawful employment practice under Title VII of the Civil Rights Act 1964, as amended. The DCHA and the Union recognize that sexual harassment is a form of misconduct that undermines the integrity of the employment relationship and adversely affects employee opportunities. All employees must be allowed to work in an environment free from unsolicited and unwelcome sexual overtures. Sexual harassment is defined in EEO rules governing complaints of discrimination in the District of Columbia Government (4 DCMR 199.1 (1995)):

"Sexual harassment" means unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when;

(1) submission to such conduct is made either explicitly or implicitly a term or condition of employment;

(2) submission to or rejection of such conduct by an employee is used as the basis for employment decisions affecting such employee; or

(3) such conduct has the purpose of or effect of unreasonably interfering with an employee's work performance or, creating an intimidating, hostile or offensive working environment. Sexual harassment may include, but is not limited to,

(a) verbal harassment or abuse,

(b) subtle pressure for sexual activity,

(c) patting or pinching,

(d) brushing against another employee's body, and

(e) demands for sexual favors.

Section G—Prompt Reporting of Discrimination Complaints

DCHA encourages prompt reporting of complaints of discrimination prohibited under this Article. All information regarding a complaint is confidential.

Section H—EEO Complaints

The Executive Director or his designee shall be the deciding official in the sexual harassment complaint process. The Executive Director or his designee shall investigate all formal complaints of sexual harassment. Employees who experience sexual harassment should immediately notify their immediate supervisor. Employees who are not comfortable reporting incidents of sexual harassment to the immediate supervisor may notify the Director of Human Resources or his/her designee. All verbal reports of sexual harassment discrimination must be reduced to writing by either the complainant or the individual(s) designated to receive complaints, and be signed by the complainant. The complainant may file a complaint with the DCHA or the D.C. Office of Human Rights and/or the United States Equal Employment Opportunity Commission.

Section I—Retaliation Prohibited

No complainant will be harassed, discharged, or retaliated against for filing a discrimination complaint.

Section J—Americans With Disabilities Act

1. Reasonable Accommodation Request

The Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act (Section 504) shall apply to all employees covered by this Agreement.

Reasonable accommodations requested by the employee under the ADA and Section 504 shall be in writing. Human Resources shall provide assistance to any employee who needs help

in writing his/her request. The request should state the nature of the disability, the limitations imposed by the employee's disability, how those limitations could be overcome with a reasonable accommodation, and the accommodation sought. All requests shall be signed by the employee, and shall be forwarded to his/her supervisor and the Human Resources Director. The DCHA shall process such requests in a prompt manner.

DCHA examines the employee's job and determines its purpose and essential functions. The employee shall be consulted to determine his/her physical or mental abilities and limitations as they relate to the job's essential functions. If, after reviewing the employee's request, the Human Resources Director or designee cannot make a determination of whether the employee is a qualified individual with a disability, he/she shall request further medical information and/or a medical examination of the employee. Such request shall be limited to whether the employee is disabled under the ADA and can perform the essential functions of the position with reasonable accommodation.

2. Reasonable Accommodation

Once it has been determined that the employee is disabled under the ADA or Section 504, DCHA shall evaluate the accommodation proposed by the employee and, if reasonable, make the accommodation. If not acceptable, DCHA may offer an alternative that is comparable unless it is decided that the disability cannot be reasonably accommodated.

3. Status During Review

While the employee is waiting for DCHA's decision on his/her request for a reasonable accommodation, he/she shall continue to work, if possible. If the employee is unable to continue to work in his/her current position, he/she shall be placed on sick or annual leave or granted leave without pay.

4. Legal Rights

Nothing in this Article supersedes or waives any legal rights of an employee under the ADA.

Any employee who believes that he/she has been discriminated against on the basis of a disability may file an appropriate charge with DCHA's EEO Officer, the D.C. Human Rights Commission or the Equal Employment Opportunity Commission (EEOC). Such issues of discrimination are not subject to the grievance process.

ARTICLE 7

UNION SECURITY AND UNION DUES DEDUCTIONS

Section A—Applicability

The terms and conditions of this Agreement shall apply to all employees in the bargaining unit without regard to Union membership. Employees covered by this Agreement have the right to join or refrain from joining the Union.

Section B—Deduction of Union Dues From Members Pay

The DCHA agrees to deduct Union dues from each bargaining unit employee's bi-weekly pay upon authorization on designated authorization forms. Union dues withholding authorization may be canceled upon written notification to the Union and the DCHA thirty (30) days prior to each annual anniversary of the effective date of this Agreement, regardless of the provisions of the authorization form. When Union dues are canceled, the DCHA shall withhold a service fee in accordance with Section C of this Article.

Section C—Deduction of Service Fees From Non-Union Members Pay

Because the Union is responsible for representing the interests of all bargaining unit employees, without discrimination and without regard to Union membership, (except as provided in Section E below), the DCHA agrees to deduct a service fee from the bi-weekly pay of each bargaining unit employee who does not join the Union without a written authorization. The service fee and/or Union dues withheld shall be transmitted to the Union, minus a collection fee of five cents ($0.05) per deduction per pay period. The service fee withholding shall continue for the duration of this Agreement. Payment of dues or service fees through wage deductions shall continue to be implemented in accordance with procedures established by the DCHA and this Article. Employees who enter the bargaining unit shall have the service fee or Union dues withheld by the DCHA within two (2) pay periods of his/her date of entry on duty or authorization.

Section D—Service Fee Equals Dues

The service fee applicable to non-union members shall be equal to the bi-weekly union membership dues that are attributable to representation.

Section E—Start of Dues Deduction

Within two (2) pay periods following the submission of an employee's application for membership and dues check-off, the DCHA shall start deducting Union dues from the employee.

Section F—Stop Dues Deduction

Within two (2) pay periods following the effective date of an employee's separation from the bargaining unit, the DCHA shall stop deducting Union dues or service fees from the affected employee.

Section G—Payment of Dues or Service Fees Not Condition of Employment

Payment of dues or service fees shall not be a condition of employment

Section H—DCHA Indemnified

The DCHA shall be indemnified or otherwise held harmless for any good faith errors or omissions in carrying out the provisions of this Article.

ARTICLE 8

UNION REPRESENTATION

Section A—Recognition of Union Representatives and Officials

DCHA shall recognize up to, but not exceeding, twenty-five (25) Union officers and stewards. DCHA shall also recognize appropriate Union officials and non-employee Union officials as authorized representatives of the Union.

Section B—Union Listing of Representatives and Officials

The Union will furnish the DCHA a written list of officials, stewards, and authorized employee representatives and submit changes as they occur. Recognition will be given to those representatives whose names have been submitted to the DCHA.

Section C—Representation by Union Stewards

Union stewards are authorized to perform and discharge the duties and responsibilities of their position as they relate to representing the bargaining unit employees. Requests by stewards

to meet with bargaining unit employees or requests of bargaining unit employees to meet with stewards shall not require prior explanation to the supervisor of the problems involved other than to identify the area to be visited, and the general nature of the Union business to be conducted.

Section D—Notice of Change in Assignments for Union Representatives

The DCHA shall make every reasonable effort to notify the Union no later than five (5) work days prior to placing Union representatives on special assignments and/or details or making shift changes. In the case of reassignments or transfers, the requirements of Article 16 shall apply. In no case shall such action be taken as a means of punishment or retaliation.

Section E—Permission to Transact Labor-Management Business

1. A Union representative, when leaving work to transact permissible labor-management business during work hours, the representative shall first request permission from higher immediate supervisor. The Union and bargaining unit employees recognize that workload and scheduling considerations will not always allow for the immediate release of employees from their assignments. However, the DCHA agrees that such permission for release shall not be unreasonably delayed.
2. A union representative's request for time to perform official union duties for up to four (4) hours shall be granted immediately, if possible. If the request cannot be granted immediately due to work load and or scheduling conditions, the employee shall be released within twenty-four (24) hours of the request.
3. If the request is for more than four (4) hours, the employee shall be released immediately if possible. If the request cannot be granted immediately, the supervisor shall promptly advise the employee when the request shall be granted; however, the union representative shall be released within two (2) workdays.
4. When the request for release to perform official duties cannot be granted immediately, the union representative shall be allowed to contact the appropriate person or the union

office in order to provide information regarding when the request shall be granted.

Section F—Notice to Supervisor of Visit by Union Representative

Upon entering a work area other than his/her own the Union representative shall advise the appropriate supervisor of his/her presence and the name of the employee he/she desires to visit. In the event the Union representative wishes to visit a work area, but not to meet with a bargaining unit employee, he/she must notify the appropriate supervisor upon arrival.

Section G—Labor-Management Activities on Official Time

Union representatives who are unit employees shall be permitted official time to engage in the following labor-management activities:

1. Assist employees in the preparation and/or presentation of grievances, complaints or appeals;
2. Advise employees on rights and privileges under this Agreement and applicable laws rules and regulations.
3. Arrange for witnesses and obtain other information or assistance relative to a grievance or appeal;
4. Consult with DCHA officials to provide mutual cooperation; and
5. Conduct and/or participate in other legitimate labor-management business.

Section H—Scheduling of Grievance Representations

The Union agrees that grievances should preferably be investigated, received, processed and presented during the first and last hour of the grievant's scheduled tour of duty unless otherwise authorized. The DCHA recognizes that this is not always practicable and will not prevent Union representatives from representing employees at other times consistent with the provisions of this Agreement.

Section I—DCHA's Approval of Union Meeting Attendance

The DCHA reserves the right to grant permission for attendance at Union meetings during work hours when such

assemblage is in the interest of DCHA, provided that release of employees will not unduly interrupt the work force in the judgment of the DCHA.

Section J—Retaliation Prohibited

The DCHA shall not punish or retaliate against employees for performing permissible labor-management business.

ARTICLE 9

GRIEVANCE PROCEDURE

Section A—Purpose of Grievance Procedure

The purpose of this Article is to provide a mutually acceptable method for the prompt and equitable settlement of grievances. Therefore, the DCHA and the Union retain the right to settle any grievance in the enforcement of this Agreement. The DCHA shall ensure that all settlements reached with respect to grievance resolutions and other matters regarding the enforcement of this Agreement shall be implemented.

Section B—Definition of Grievance

A grievance is a complaint by a party or parties that:

1. There has been a violation, misapplication, or misinterpretation of this Agreement;
2. That there has been a violation or misapplication of the appropriate term(s) and condition(s) of this Agreement, or
3. There has been a violation or misapplication of any law, rule or regulation which affects the term(s) or condition(s) of employment under this Agreement.

Section C—Presentation of Grievance

This procedure is designed to enable the parties to settle grievances at the lowest possible administrative level.

1. Grievance Categories:

A. *Personal:*

(1) A grievance of a personal nature requires the signature of the aggrieved employee at Step 2 even if the grievant is represented by the Union. If an individual

grievant proceeds without Union representation, the Union shall be given the opportunity, pursuant to advance notification by DCHA, to be present, and offer its view at any meeting held to adjust the grievance. A copy of any settlement agreement reached between the parties or of any adjustment, decision or response made by the DCHA must be sent to the Union within ten (10) days.

(2) Grievances filed in response to disciplinary suspension(s) or removal(s) shall be appealed directly to Step 3 within twenty (20) workdays of the effective date of the action. Grievances filed under this provision shall contain all information required in Section D 2 a (1) through (5) of this Article.

B. *Class:* A grievance involving all the employees in the bargaining unit must be filed and signed by the Union President, directly at Step 3 of the grievance procedure. Grievances so filed will be processed only if the issue raised is common to all unit employees. A class grievance must contain all of the information specified in Section D 2 a (1) (2) (3) and (5) of this Agreement. The Executive Director or his designee shall respond in writing within twenty (20) working days of its receipt.

C. *Group:* When a grievance involves a group of bargaining unit employees within the DCHA, the grievance may be filed by:

(1) The group of employees at the appropriate step of the grievance procedure where resolution is possible. The grievance shall bear the signature of the affected employees; or by

(2) The Union, on behalf of the employees at the step where resolution of the grievance is possible. The Union shall describe and identify the group on whose behalf it is filing the grievance.

A grievance filed by a group of employees or by the Union on behalf of a group of employees shall contain all of the information specified in Section D 2 a (1) through (5) of this Article, except that a grievance filed by the Union shall bear the signature of the president or the president's designee instead

of the signature of the affected employees. Any final decision or settlement of a group grievance shall be binding only on the group as identified therein.

In the event the group is not represented by the Union, the Union must be given the opportunity, pursuant to advance notification, to be present and offer its view at any meeting held to adjust the grievance. A copy of any settlement agreement reached between the parties or of any adjustment, decision or response made by the DCHA must be sent to the Union within ten (10) days.

Section D—Procedural Steps

1. (Step 1).
   a. Except for grievances filed in response to disciplinary actions, which are appealed in accordance with Section C 1 A (2) of this Article, the Union with or without the aggrieved employee, shall discuss the grievance with the employee's immediate or acting supervisor within twenty (20) workdays of the event giving rise to the grievance, or within twenty (20) work days of the employee's or Union's knowledge of such event. A step 1 grievance may be initiated in writing or orally.
   b. The supervisor shall make a Decision on the grievance and reply to the employee and his/her representative within ten (10) workdays after the Step 1 discussion of the grievance.
2. (Step 2).
   a. If the grievance is not settled, the Union with or without the employee, shall submit a signed, written grievance to the appropriate management official within ten (10) workdays following the supervisor's Step 1 response. The appropriate management official shall be at an administrative level that reports directly to the Executive Director (i.e. Deputy Executive Director or Department Director).

   The grievance at this and subsequent steps shall, contain:

   (1) Description of the nature of the grievance;

   (2) The date(s) on which the alleged violation occurred;

(3) A statement of the remedy or adjustment sought;

(4) Authorization by the employee if Union representation is desired, except as specified in Section C 1 B of this Article; and/or Article 10 Section E 2 (c).

(5) The signature of the aggrieved employee and the Union representative, if applicable, according to the category of the grievance.

b. If the grievance does not contain the required information, the grievant and his/her representative shall receive written notice of each deficiency and such deficiencies must be corrected within five (5) workdays.

c. The Step 2 management official shall submit a signed, written grievance response to the employee and to his/her Union representative within ten (10) workdays of its receipt. If the aggrieved employee is not represented by the Union, the Step 2 management official must send a copy of the Step 2 response to the Union within ten (10) workdays of receipt of the Step 2 grievance.

3. (Step 3).

a. If the grievance remains unsettled the Union, with or without the employee, shall submit it to the Executive Director within ten (10) work days following receipt of the Step 2 response.

b. Within fifteen(15) work days following receipt of the Step 3 grievance, the Executive Director or his/her designee shall meet with the aggrieved employee's representative to attempt to resolve the grievance.

c. The Executive Director shall respond in writing to the employee and his/her representative within seven (7) workdays following the Step 3 meeting. If the employee is not being represented by the Union, the Executive Director must send a copy of the Step 3 response to the Union within ten (10) workdays of the Step 3 meeting.

4. (Step 4).

a. The Union may appeal an unresolved grievance to Arbitration after receipt of an unsatisfactory Step 3 Decision.

b. The Union shall provide the Executive Director with written notice of its intent to arbitrate a grievance within twenty (20) workdays of receipt of the unsatisfactory Step 3 response.

c. Only the Union can advance a grievance to arbitration except in the instance of disciplinary actions as described in Article 10, Section C. (e) 7.

Section E—Arbitration

1. *Selection of an Arbitrator:* Within seven (7) work days from the DCHA's receipt of the arbitration request, the moving party shall solicit a panel of seven (7) impartial arbitrators from the Federal Mediation and Conciliation Service (FMCS) or the American Arbitration Association (AAA). Upon receipt of the FMCS or AAA panel, the parties shall select a mutually agreeable arbitrator. If the list does not contain a mutually agreeable arbitrator, then each party shall alternatively strike names from the panel until one (1) remains.

   If, before the selection process begins, either party maintains that the panel of arbitrators is unacceptable, a request for a new panel from the FMCS or AAA shall be made. Subsequent requests can be made until the parties receive an acceptable panel.

   If either party refuses to participate in the selection of an arbitrator, FMCS or AAA have the authority to appoint one, upon the request of the opposing party.

2. *Hearing Site:* The DCHA shall provide the hearing site, which must be agreeable to both parties. If any additional costs are involved, they shall be borne equally by the parties.

3. *One Grievance:* The arbitrator shall hear and decide only one (1) grievance in each case unless the parties mutually agree to consolidate grievances or in the case of expedited grievances.

4. *Informality:* The arbitration hearing shall be informal and the rules of evidence shall not strictly-apply.

5. *Hearing Closed:* The hearing shall not be open to the public or persons not immediately involved.

6. *Sequester:* Witnesses shall be sequestered at the request of either party.

7. *Record:* Either party has the right to record the hearing and to have a verbatim stenographic record made at his/her own expense. The expense may be shared upon mutual agreement.

8. *Statement of Issues:* The parties shall attempt to submit a joint statement of the issue or issues to the arbitrator.

9. *Witness Lists:* The parties shall exchange witness lists either orally or in writing prior to the date the hearing is commenced.

10. *Written Award:* The arbitrator's award shall be in writing and shall set forth the arbitrator's findings, reasoning, and conclusions within thirty (30) days after the conclusion of the hearing or within thirty (30) days after the arbitrator receives the briefs, if filed, whichever is later.

11. *Arbitrator's Jurisdiction:* The arbitrator shall not have the power to add to, subtract from, or modify the provisions of this Agreement through the award. The arbitrator shall confine his/her award to the issue(s) presented.

12. *Remedies:* The arbitrator shall have the full authority to award appropriate remedies.

13. *Binding Arbitration:* The arbitrator's award shall be binding upon both parties.

14. *Fees and Expenses:* A statement of the arbitrator's fee and expenses shall accompany the award. DCHA will bear seventy-five percent (75%) and the Union twenty-five percent (25%) of the Arbitrator's costs, fees and expenses. In the event that the Union declines to process a grievance regarding matters that were heretofore appealable to the Office of Employee Appeals, the employee shall have the option of arbitrating the dispute without Union representation and the DCHA shall bear the entire Arbitrator's costs, fees and expenses.

15. *Appeal:* Either party may appeal the arbitration award in accordance with the applicable law and regulations.

Section F—Scheduling Priorities

A grievance concerning a disciplinary action; reduction in force; performance ratings; erroneous employee payments; privacy and employee records management; or deciding the classification of a position; shall have scheduling priority. Unresolved grievances over disciplinary actions involving no more than a suspension for thirty (30) days or less shall be submitted for expedited arbitration.

Section G—Expedited Arbitration

The intent of expedited arbitration is to maximize expedition and minimize costs. When needed, the parties shall request expedited arbitration panels from the AAA or FMCS. The first available arbitrator shall be selected. Proceedings shall be informal. No briefs shall be filed or transcripts made. There shall be no formal rules of evidence. The hearing shall normally be completed in less than one day and the arbitrator shall hear as many grievances as possible within his/her scheduled date(s). Decisions shall, if possible, be issued from the bench, but shall be followed by the issuance of brief written award(s). Expedited arbitration awards shall not be considered as a precedent in any future case.

Section H—General Arbitration Rules

1. All time limits shall be strictly observed unless the parties mutually agree to extend said time limits.

2. The arbitration of grievances shall be conducted at a time and place that will afford a fair and reasonable opportunity for both parties and their witnesses to attend. Witnesses shall be present only for the time necessary for them to present evidence. When discussions and hearings required under this procedure are held during the work hours of the participants, all bargaining unit employees entitled to be present shall be excused with pay for that purpose. An employee whose tour of duty is other than a regular work week shall have his/her tour of duty adjusted to be placed in a tour of duty status for any hearing at which he/she, has been called as witness.

3. If either party considers a grievance to be either substantively or procedurally non-grievable or non-arbitrable, that party shall so notify the other party prior to the date of the

hearing. Issues of procedural or substantive arbitrability raised in accordance with Section H. 3 of this Article shall be presented first at the arbitration hearing.

Section I—Back Pay Penalty

1. Payment of Awards/Settlements

Arbitration awards or settlements which involve back pay shall be paid within sixty (60) days of the date of the decision or settlement unless the decision or settlement requires a longer time or periodic payments. In the event DCHA is entitled to a credit for compensation earned by the employee while out, the sixty (60) days will begin when the Union has provided proof of the amount earned (e.g., a W-2 form or pay stubs) to DCHA. The payment shall be accompanied by a printout showing how the back pay amount was calculated.

2. Penalty

If the arbitration or settlement agreement is not paid within sixty (60) days of the date of the decision or settlement, DCHA shall incur penalty charges of five percent (5%) per year on the amount of the award, beginning on the sixty-first day after the award is made or the date of any settlement.

ARTICLE 10
DISCIPLINE

Section A—Applicability

The provisions of this Article apply to each bargaining unit employee of the DCHA, with the exception of probationary and temporary employees.

Section B—Definitions

Admonition—Any verbal warning, job discussion, counseling session, etc., indicating disapproval of a specific act, infraction or violation of policy, that is usually given by the employee's immediate supervisor or other appropriate management official.

Days—Workdays, unless otherwise specified.

Disciplinary Action—A reprimand, suspension, reduction in rank, grade or pay, or removal.

Nexus—A reasonable connection between the conduct of an employee and the ability of the employee to perform his or her job or the ability of DCHA to perform effectively.

Reduction in grade—An involuntary personnel action which changes an employee, while continuously employed, to a grade level with a lower representative rate.

Reduction in pay—An involuntary personnel action that reduces an employee's scheduled pay rate.

Removal—The involuntary separation of an employee for cause as defined in Article 10, Section C. 4.

Reprimand—A written statement that is usually issued by the employee's supervisor to censure an employee for a specific act or violation of one (1) or more of the causes set forth in the Table of Appropriate Penalties in Appendix A of this Agreement, but which does not impose a reduction in grade or pay, a suspension, or a removal.

Suspension—The placing of an employee in a temporary non-duty, non-pay status for cause.

Section C—Principles of Discipline

1. Administration.

   a. In the administration of this Article, a basic principle shall be that discipline shall be corrective in nature, rather than punitive.

   b. Except in cases of serious infractions that warrant immediate discipline, disciplinary actions must be progressive in nature.

   c. Disciplinary action(s) must be initiated promptly, and may not be issued more than forty-five (45) days from the date DCHA knew or should have known of the alleged offense.

   d. No employee may be reprimanded, suspended, reduced in rank, grade or pay, or removed (except by reduction-in-force) except for just cause. The causes for which a disciplinary action may be taken include, but are not necessarily limited to, the infractions or offenses as stated in the Table of Appropriate Penalties set forth in Appendix A of this Agreement.

   e. The Table of Appropriate Penalties provides a range of penalties appropriate for an offense. The DCHA shall not be restricted absolutely by the range of penalties as provided. An infraction or offence which is not listed may be the basis for a disciplinary action if it is shown

to be an instance of one or more of the causes listed in the Table of Appropriate Penalties, subject to the following:

(1) When a disciplinary action is taken for Cause # 16, " Other Conduct" or Cause #22, "Conviction of a Misdemeanor," the disciplinary action shall be based on a finding that:

   a. The employee engaged in the alleged conduct during duty or off-duty hours, when such evidence is relevant to assessing a penalty; and

   b. The conduct would have or has had adverse impact on DCHA's ability to perform effectively. Adverse impact shall be presumed for the on-duty conduct as stated in Causes # 1 to # 4.

(2) In selecting the appropriate penalty to be imposed in a disciplinary action, consideration shall be given to any contributing mitigating or aggravating circumstances. The results of such consideration shall be in writing and shall be placed in the disciplinary action file.

(3) DCHA shall insure that the employee, the employee's representative(s), and witnesses shall have freedom from restraint, coercion, interference on or reprisal by the DCHA or its employees during the investigation, preparation and presentation of the employee's appeal of a disciplinary action.

(4) In showing that an employee's conduct would have or has had adverse impact on DCHA's ability to perform effectively, DCHA must demonstrate nexus. Nexus which is relied upon must be set forth in the disciplinary action.

(5) A conviction of a misdemeanor, a plea of guilty, a finding of guilt, or a conviction following a plea of nolo contendere shall constitute prima facie evidence of the elements of the misdemeanor. If the employee disputes the evidence used by the DCHA, the burden of proof then rests with the employee against whom the action is proposed, based upon a preponderance of the evidence, to

show that he or she did not engage in the conduct which resulted in the conviction, finding of guilt, or plea.

(6) Except as provided in Section D. 2. A. (2) of this Article, a disciplinary action, shall not be cited after three (3) years from the effective date of the action, unless an arbitrator, the Executive Director, a court of competent jurisdiction, the Office of Human Rights, or other competent tribunal orders that the action be removed prior to three (3) years.

(7) Bargaining unit employees have the right to grieve disciplinary actions taken for cause through the grievance procedure set forth in Article 9 of this Agreement, which is the exclusive appeal procedure for DCHA bargaining unit employees. If the Union declines to process the grievance to arbitration under the provisions of Article 9, the employee has the right to have the grievance heard by an arbitrator and the DCHA shall bear the arbitrator's costs, fee and expenses.

(8) The material upon which a disciplinary action is based, and which is relied upon to support the action, including witness statements, documents, and reports of investigations or extracts there-from, shall be assembled and given to the employee and the employee's representative, along with the disciplinary action. Material which cannot be disclosed to the employee, the employee's representative, or the employee's designated physician shall not be used to support the disciplinary action. The disciplinary action shall inform the employee of his or her right to file a grievance in accordance with the provisions of Article 9 of this Agreement. A copy of the disciplinary action and all supporting documents shall be provided to the Union on or before the date that it is provided to the employee.

(9) (a) Time limits for filing a grievance appeal in response to a disciplinary action shall begin on

the effective date of the disciplinary action in accordance with Article 9, Section C 1 A (2).

(b) Disciplinary actions shall be served on the employee either in person or by certified or registered mail, return receipt, or by another commercial delivery service that provides for proof of service. A copy of the proof of service shall be provided to the Union upon receipt.

(10) (a) The employee to whom the disciplinary action is issued shall be asked to acknowledge its receipt. If the employee refuses to acknowledge receipt, an appropriate written statement, signed by a witness, may be used as evidence of service.

(b) If the employee is not in a duty status, the disciplinary action shall be sent to the employee's last known address, recorded in the employee's Official Personnel File (OPF), by certified or registered mail, return receipt requested or by another commercial delivery service that provides for proof of service, a copy of the proof of service shall be provided to the Union within two (2) days of receipt.

(11) If the employee who receives a disciplinary action is in a pay status, the employee shall be entitled to a reasonable amount of official time, not to exceed ten (10) hours of official time, to assist the employee's representative with preparation of a grievance in defense of the disciplinary action.

(12) When an employee against whom a disciplinary action is taken does not request Union representation, the employee shall have the right to be accompanied, represented, or advised by an attorney, or another representative of his or her choice in the preparation and/or presentation of the employee's grievance response to the disciplinary action.

Section D—Admonitions and Discipline

1. Admonition

a. If reason exists to admonish an employee for a minor infraction, the admonishment must be given in private in order to avoid unnecessary embarrassment to the employee and/or others. An admonition is generally issued by the employee's immediate supervisor and advises the employee that future violations of a same or similar nature may result in disciplinary action.

c. An admonition is not a disciplinary action and is not included in the employee's Official Personnel or Disciplinary Record.

d. An admonition is not grievable and may not be cited in subsequent disciplinary actions, except that an admonition may be used as evidence to rebut an employee's assertion that he or she did not receive a warning or corrective guidance prior to a disciplinary action.

e. The employee may respond in writing to the admonition, which shall be made a part of any record kept by the supervisor.

2. Discipline

a. Reprimand

(1) A reprimand may not be issued unless it has been reviewed and approved by a management official who is at least one level higher than that of the issuing official. The approval shall be in writing, shall be included in the official record, and shall be provided to the employee and the employee's representative in accordance with Section C 1 (e) 8 of this Article.

(2) A reprimand shall be considered a prior offense and may be cited as prior disciplinary record within two (2) years of the effective date of the reprimand unless an arbitrator, the Executive Director, a court of competent jurisdiction, the Office of Human Rights orders removal of the action prior to two (2) years.

(3) A reprimand is grievable in accordance with the provisions of Article 9, Section C 1 A of this Agreement.

b. Suspension of Fourteen (14) Calendar Days or Less

(1) A suspension of fourteen (14) calendar days or less may not be issued unless it has been reviewed and approved by a management official who is at least one level higher than that of the issuing official. The approval shall be in writing, shall be included in the official record, and shall be provided to the employee and the employee's representative in accordance with Section C 1 (e) 8 of this Article.

(2) The employee against whom a suspension in accordance with item (1), above, is initiated shall be served with written notice of the charges and shall be informed that he or she will be suspended after fifteen (15) calendar days. The employee shall remain on the job or shall be in a paid leave status, at the option of the Employer, for fifteen (15) calendar days prior to the first day of the suspension.

c. Suspension of More Than Fourteen (14) days

(1) A suspension of more than fourteen (14) calendar days may not be issued unless it has been reviewed and approved by a management official who is at least one level higher than that of the issuing official. The approval shall be in writing, shall be included in the official record, and shall be provided to the employee and the employee's representative in accordance with Section C, 1, (e), 8, of this Article.

(2) The employee against whom the disciplinary action is initiated shall be served with written notice of the charges and shall be informed that he or she will be suspended after thirty (30) calendar days. The employee shall remain on the job or shall be in a paid leave status, at the option of the Employer, for thirty (30) calendar days prior to the first day of the suspension.

d. Removal

(1) Except as provided in Section E of this Article, a removal may not be issued unless it has been reviewed and approved by a management official who is at least one level higher than that of the issuing official. The approval shall be in writing, shall be included in the

official record, and shall be provided to the employee and the employee's representative in accordance with Section C, 1, e, (8), of this Article.

(2) The employee against whom the removal action is initiated shall be served with written notice of the charges and shall be informed that he or she will be removed after thirty (30) calendar days. The employee shall remain on the job or shall be in a paid leave status, at the option of the Employer, for thirty (30) calendar days prior to the effective date of the removal.

(3) Employees subject to a removal action under these provisions shall be allowed to contact the union office prior to removal from the work place.

(4) When an employee is immediately removed from the work place, the Union shall be informed in writing regarding the reasons at the time of removal from the work place.

e. Reduction in Grade or Reduction in Pay.

(1) Reduction in grade or pay not be issued unless it has been reviewed and approved by the Director of Human Resources. The approval shall be in writing, shall be included in the official record, and shall be provided to the employee and the employee's representative in accordance with Section C, 1, (e), 8, of this Article.

(2) The employee against whom the reduction in pay or grade is initiated shall be served with written notice of the reduction in pay or grade and shall be informed that the reduction in pay or grade will occur after thirty (30) calendar days.

(3) Documentation of the reason(s) used to substantiate the reduction in pay or grade shall be provided to the employee and the employee's representative.

(4) Reduction in pay or grade may be grieved in accordance with the provisions of Article 9 of this Agreement.

Section E—Emergency Procedures

1. Exceptions may be made to the notice requirements in Section D. 2. b. (2), Section D. 2. c. (2) and Section D. 2. d. (2) of this Article when the employee's conduct constitutes an

immediate hazard to DCHA, to the employee concerned, to other employees, or to the detriment of public health, safety or welfare. In such circumstances, a written determination of the employee's alleged conduct shall be prepared and shall be provided to the employee and the employee's representative, along with all supporting information and documentation, within fourteen (14) calendar days.

2. If, under the circumstances described in Section E 1, the employee's alleged infraction involves criminal conduct and is under active police investigation or prosecution, the employee may be immediately suspended by authorization of the Executive Director, and

   a. The employee shall be advised of his or her right to Union representation, or to be represented by an attorney or other representative of choice.

   b. Within five (5) calendar days of the effective date of the emergency suspension, the employee and the employee's representative shall be provided with a written statement of the reason(s) for the emergency suspension.

   c. A grievance may be filed in defense of an emergency suspension within twenty (20) calendar days of placement in an off duty, non-pay status. The grievance shall be in compliance with the provisions of Article 9, Section D, 2, a, (1) (2) and (3). The grievance shall not require the signature of the employee, however, it shall require the signature of the Union President.

3. If, under the circumstances described in Section E 1, the employee's conduct does not involve allegation(s) of criminal activity, the employee may be immediately suspended by authorization of the Executive Director, and

   a. The employee shall be advised of his or her right to Union representation, or to be represented by an attorney or other representative of choice.

   b. Within five (5) calendar days the Employer shall suspend, remove, or return the employee to duty or to pay status, at the Employer's option.

   c. Suspension or removal notices issued under these procedures shall comply with the provisions of Section C and E of this Article.

d. A grievance may be filed in defense of an emergency suspension issued under these provisions within twenty (20) calendar days of receipt of the suspension or removal notice. The grievance shall be in compliance with the provisions of Article 9, Section D, 2, a, (1) (2) (3) (4) and (5).

ARTICLE 11

LABOR-MANAGEMENT COOPERATION

Section A—Labor-Management Committee Meetings

The DCHA and the Union shall establish a joint Labor-Management Committee that will meet on a monthly basis. The agenda for scheduled meetings shall be exchanged at least five (5) days prior to the meeting. In the absence of an agenda or notification five (5) days in advance, no meeting shall be held. Labor-Management Committee meetings shall be held with the Executive Director or his/her designee.

Section B—Composition and Business of Committee

The Committee shall be composed of five (5) members representing the Union and five (5) members representing the DCHA.

The Labor-Management Committee shall exchange views and consider and make recommendations to the DCHA about policies and practices related to working conditions, terms of employment, compensation and the implementation of this Agreement. The Committee shall also discuss matters of common interest to both parties, or other matters which either party believes will contribute to the improvement of relations between them.

It is understood that appeals, grievances or problems of individual employees shall not be subjects of discussion at these meetings, nor shall the meeting be for any other purpose which will modify, add to, or detract from the provisions of this Agreement.

Upon request of either party, other meetings of the Committee may be scheduled as the need arises upon the request of either party at times mutually agreed upon.

Section C—Official Time for Union Attendance

The Union's appointees to the Labor-Management Committee shall be granted official time to attend the above-described

meeting when the conferences occur during the regular working hours of the employees. To the extent possible, the Union shall notify the DCHA at least one (1) day in advance of any scheduled meeting if an alternate will attend in the absence of an appointed member.

Section D—Attendance of Other Persons

Each party may have other persons attend meetings, including appointed members of the committee who are not employees of the DCHA. However, such representatives shall not exceed two (2), unless otherwise mutually agreed upon.

Section E—Summary

A brief summary of the matters discussed and any understandings reached at all meetings, as well as the positions taken by the parties in a disagreement, will be prepared by a recorder appointed at each meeting, and the summary will be initialed by both sides.

ARTICLE 12

EMPLOYEE LISTS AND INFORMATION

Section A—Information Provided by DCBA

Within thirty (30) days after the effective date of this Agreement the DCHA will provide the Union with separate lists of all employees in the bargaining unit and in the excluded categories described in Article 1. The list shall include the following information:

1. Name;
2. Job title, series and grade;
3. Responsibility Center Code;
4. Service Computation Date;
5. Not to exceed dates for term employees;
6. Type of appointment and status.

This list shall be updated quarterly. If the list is not provided in a timely fashion, the Union shall submit a written request to the DCHA for the list.

Section B—Information Provided to Union

The Union shall receive the following information:

1. A list of new hires, separations, transfers, reassignments, and details in excess of sixty (60) days, to be provided quarterly;
2. EEO Reports, as they are printed; and
3. Merit Staffing Vacancy Announcements, as they are posted.

Section C—Position Descriptions

1. Within thirty (30) days of execution of this Agreement the DCHA shall provide the Union with an approved, standardized copy of the position description for each job category in and outside the bargaining unit.
2. Changes to established position descriptions and newly created position descriptions shall be provided to the Union prior to implementation.

Section D—Decertification of Bargaining Unit Positions

The DCHA shall notify the Union immediately if any bargaining unit position is decertified from the bargaining unit.

Section E—DCHA Administrative Updates

The DCHA agrees to provide the Union with a copy of updates and changes to the DCHA administrative issuances which affect working conditions and/or the compensation of bargaining unit employees, as they are issued. The DCHA recognizes its obligation to provide advance notice of any proposed changes in working conditions not already covered by this Agreement.

Section F—Reorganization/Realignment

The DCHA will notify the Union of reorganization/realignment plans within the DCHA prior to implementation.

Section G—Requests for Information

Upon request by the Union, DCHA shall provide all relevant information necessary for collective bargaining or the enforcement, administration or interpretation of this Agreement, including information necessary to determine whether to file or continue processing of a grievance.

ARTICLE 13

FACILITIES AND SERVICES

The DCHA agrees to the use of facilities for meeting purposes for the Union subject to the following conditions:

1. Meetings will be held before the start of business, during lunch periods, or after close of business.
2. The use of facilities will not involve any additional expense to the DCHA other than the normal expenses which are incurred for items such as heating and lighting.
3. The Union will request, in writing, the use of DCHA facilities for the purpose of Union meetings no later than two (2) working days in advance of the requested meeting date. The DCHA will reply within two (2) working days of the initial request.
4. The Union recognizes its responsibility when using DCHA facilities to observe all applicable security and public safety regulations and to conduct its meetings in an orderly manner so as not to interfere with normal work operations. The Union assumes responsibility for all damages to DCHA property occasioned by its use, and agrees to leave the facility in a clean and neat condition.

ARTICLE 14

BULLETIN BOARDS

The DCHA agrees to provide a reasonable amount of space on existing or new bulletin boards in areas commonly used by employees in the bargaining unit. The Union shall use this space for the purpose of advising members of meetings and any other legitimate Union information.

ARTICLE 15

SAFETY, HEALTH, AND COMFORT

Section A—Responsibilities

The DCHA shall provide employees with reasonably safe and healthful working conditions, in accordance with applicable District and Federal workplace safety and health laws. The

DCHA shall ensure the implementation and enforcement of all applicable District and Federal health and safety laws, rules and regulations. Employees are responsible for performing their duties in a safe manner.

Section B—CPR Training/First Aid

The DCHA shall offer training in cardiopulmonary resuscitation (CPR) and first aid, at no expense to the employee. The DCHA shall provide first aid kits that shall be readily available to all DCHA employees at their worksites and shall be in each DCHA emergency vehicle. The names, work telephone numbers and work locations of all employees trained in CPR techniques and first aid shall be provided to the Union, shall be posted in employee work areas, and shall be included in the DCHA's telephone book.

The DCHA and the employees will cooperate in ensuring that all first aid kits are maintained properly.

Section C—Restrooms, Shower Rooms, etc.

The DCHA shall provide and maintain clean, sanitary and stocked restroom facilities for all employees. Shower rooms and related facilities shall be repaired and maintained in good condition.

Section D—Asbestos and/or Other Hazardous Substances—Notification and Removal

1. The DCHA shall make every effort, within a reasonable period of time, to remove asbestos from all worksites as required by law. The DCHA shall provide to the Union a list of worksites that are known or suspected to have asbestos. Employees who are known to have been exposed to asbestos shall be entered into a medical monitoring program aimed at early detection of physical problems related to asbestos.

2. The DCHA agrees to provide to potentially exposed bargaining unit employees and the Union all information available to the DCHA concerning hazardous substances.

3. A list of all chemicals used by the DCHA along with their generic names shall be provided to the Union on an annual basis and when use of a hazardous substance is

discontinued or use of a new substance is initiated. Such listing shall indicate chemical use by work area.

4. Within budgetary limitations, emergency shower facilities shall be provided at locations where employees are required to be exposed to hazardous substances.

Section E—Safety, Safety Equipment and Procedures

1. The DCHA agrees to maintain the workplace and its equipment in good condition. Deficiencies in this area shall be identified and corrected.

2. (a) The DCHA shall acquire, maintain, and require employees to use safety/protective equipment to protect them from hazardous conditions encountered during the performance of official duties.

   (b) The Union may recommend new protective clothing and equipment and modifications to existing equipment for consideration by the DCHA. The Union shall also be consulted prior to purchase of major new equipment and/or devices impacting upon working conditions and/or personnel.

3. (a) The Union agrees to promote safety and encourage employees to follow safety procedures.

   (b) The Union and the DCHA shall make every effort to prevent accidents. If accidents occur, the prime consideration will be the welfare of the injured employee. In an emergency the DCHA shall promptly contact the appropriate emergency response authority. (e.g. DCHAPD, DCEMS, DCMPD, etc.) As promptly as the situation allows, accidents are to be reported to the supervisor by the injured employee and/or his/her coworkers. The supervisor must report injuries to the Office of Risk Management.

4. The DCHA shall prepare and post instructions for evacuation of all DCHA work sites in case of emergency.

5. (a) The DCHA agrees to take such steps as are necessary to ensure the safety of employees who are required to work alone and will immediately implement security/safety measures affecting these employees.

(b) DCHA shall ensure that these procedures are known and followed by all employees.

(c) The DCHA agrees to revise and/or implement security/safety measures for the protection of employees, as needed.

(d) Continuous review of security/safety measures shall be the joint responsibility of the DCHA and the Union.

(e) The DCHA and the Union mutually recognize the need for protection of employees from assault and intimidation at the workplace and will work cooperatively to obtain appropriate protective measures.

Section F—Weather Conditions

In the event of excessive temperature or equipment failure, nonessential employees may be reassigned or released in accordance with DCHA procedures. For purposes of determining excessive temperatures which will warrant the release of nonessential employees, the following shall be a temperature and humidity reference guide:

95 degrees Fahrenheit—55% humidity (minimum)

96 degrees Fahrenheit—52% humidity

97 degrees Fahrenheit—49% humidity

98 degrees Fahrenheit—45% humidity

99 degrees Fahrenheit—42% humidity

100 degrees Fahrenheit—38% humidity

During extreme weather conditions, the DCHA agrees that adversely affected nonessential employees working inside buildings where the temperature is eighty seven (87) degrees or higher or fifty (50) degrees or lower for four (4) consecutive hours, as verified by the Union and Human Resources, shall be dismissed or relocated, at the option of the DCHA.

During periods of severe weather the Executive Director may, after consideration of information from the U.S. National Weather Bureau and or other appropriate sources, determine that nonessential employees who are required to work outside shall not be required to perform those duties

Section G—Maintenance of Vehicles

Employees shall promptly report all defective equipment and/or deficiencies in maintenance of vehicles to the appropriate supervisor for corrective action. DCHA employees shall not be required to drive or be a passenger in any DCHA vehicle that has a serious safety deficiency. DCHA vehicles shall be subject to District of Columbia safety inspection at the prescribed time(s).

Section H—Reporting Unsafe Conditions

1. When an employee identifies what he/she believes to be in an unsafe or unhealthy working condition, the employee shall notify his/her supervisor, who shall investigate the matter immediately and take prompt and appropriate corrective action.
2. DCHA employees shall not be required to perform duties in unsafe and/or unhealthy working conditions, however the supervisor may require the employee(s) to perform their duties in another work area or to perform other duties outside the affected area until the unsafe and/or unhealthy condition is abated.
3. Employees shall be protected against penalty or reprisal for reporting any unsafe or unhealthful working condition or practice, assisting in the investigation of such conditions, or for participating in any occupational safety and health program and activities.

Section I—Safety Committee and Safety Inspections

A Union and Management Safety Committee shall be established. The Executive Director shall appoint up to three (3) representatives and the Union shall appoint up to three (3) representatives, one of whom shall be DCHA's Safety Officer. One Union and one DCHA representative shall serve as co-chairpersons. The Committee shall:

1. Meet once each month, or at the call of either co-chairperson, to review special conditions which may develop.
2. Conduct safety inspections, which shall be done at all regional properties, except Scattered Sites, at least every six (6) months, and shall make joint recommendations to the appropriate administrator through the Safety Officer.

3. Coordinate the development and conduct of appropriate health and safety training programs.
4. Consult with and render assistance to the DCHA Safety Officer upon request. When the DCHA is aware of a workplace inspection or investigation, which is conducted by a DCHA safety representative or by an outside agency, such as the Federal or District of Columbia Occupational Safety and Health Administration (''OSHA'') or the National Institute of Occupational Safety and Health in response to a complaint by the Union or bargaining unit employee, the Union shall be given the opportunity to participate. During the course of any such inspection or investigation, any employee may bring to the attention of the representative any unsafe or unhealthful working condition.

Section J—Accident and Injury Reports

1. The DCHA is responsible for providing injured employees with information regarding proper accident reporting forms and for helping employees complete accident reports and workers compensation forms.
2. The Safety Officer shall provide a copy of the monthly report of on-the-job injuries which is submitted to the District of Columbia Department of Employment Services and/or Office of Occupational Safety and Health to the Union. The Safety Officer shall promptly notify the Union president in the event of an on-the-job death.

Section K—Employee Lunchroom

Within space limitations, the DCHA agrees to provide an employee lunchroom or other appropriate space at the main offices and at other DCHA facilities, which may be used by employees during their lunch periods.

Section L—Fitness for Duty

An employee may be accompanied by a Union representative at any meeting regarding a fitness-for-duty examination.

ARTICLE 16
REASSIGNMENTS

Section A—Notice of Reassignments

Except in emergency circumstances, if any employee is to be reassigned, he/she will be given advance notice of the reassign-

ment, including an explanation related thereto. If reassignment involves relocation to a different facility or building, DCHA will provide at least five (5) working days notice.

Section B—Punishment or Retaliation in Reassignment Prohibited

In no instance will reassignment or transfer from the bargaining unit be used as a means of punishment or retaliation.

Section C—Reassignment of Union Officials

In the event a reassignment of a Union Steward, Chief Steward or President is planned, the Union President will be given fifteen (15) working days advance written notice regarding such anticipated reassignment.

Section D—Employee Requests for Reassignments

Employees requesting reassignments or transfers within the same organizational unit or to other organizational units shall submit a request in writing, inclusive of the supportive reasons, to their supervisor. If denied by the immediate supervisor, the request may be appealed through the appropriate levels of supervision up to the Executive Director. Responses to the requests shall be issued at each level within two (2) weeks.

ARTICLE 17

UNIFORMS

Section A—Uniforms and Protective Clothing

1. The DCHA shall provide uniforms as listed at item 1. a. and b., of this Article to all wage grade and District Schedule employees whose duties require uniforms. Employees who have been issued uniforms are required to wear those uniforms while on duty.

   a. Maintenance Workers (LW & RW)

      5 pairs of work pants
      5 work shirts, long sleeve
      5 work shirts, short sleeve
      2 pairs, coveralls
      1 pair, insulated coveralls
      1 pair, frigid weather coveralls

1 pair, work boots with fiberglass inserts
2 pairs, welder's boots for welders
1 work jacket
1 frigid wear work jacket
1 summer wear work cap
1 winter wear work cap
1 set, rain gear (hat, jacket, pants, and boots)

b. District Schedule Workers Who Are Required To Work Outside

1 summer cap
1 winter cap
1 frigid weather work jacket
1 set, rain gear (hat, jacket, pants, and boots)
1 pair boots for DMA (fiberglass inserts)

2. Replacement uniforms will be provided only when the worn ones are returned to the DCHA.

3. Employees who terminate their employment are required to return their uniforms prior to receiving their final paycheck.

4. If the DCHA determines that protective clothing is required for performance of specific duties, such items shall be provided by the DCHA. If protective clothing is provided, it must be worn.

5. In its determination of whether or not protective clothing is required for an employee's duties, DCHA shall follow the appropriate OSHA safety standards as well as any other applicable laws, rules and regulations.

6. Employees required to work outside shall be furnished with appropriate protective clothing which is suitable for the weather conditions in which they are required to work, such as rainwear, frigid weather clothing, etc.,

7. Within six (6) months of execution of this Agreement, the DCHA and the Union shall establish a Uniform and Protective Clothing Committee to review and make recommendations to the Executive Director or his/her designee, regarding uniforms and protective clothing. The Uniform and Protective Clothing Committee shall have two (2) members appointed by the Executive Director and two (2) members appointed by the Union President.

ARTICLE 18

TOOLS

Section A—Issuance and Replacement of Tools

The DCHA shall provide, at no cost, a first issue of all tools it deems necessary for employees to perform their work. New and current employees will be responsible for replacing tools lost or stolen, except when theft from a secured DCHA vehicle, authorized private vehicle or location is involved and when the employee was not at fault. The DCHA will replace worn or broken tools issued upon the return of unserviceable tools, unless it is evidenced that the employee has abused the tools. The DCHA shall provide lockable tool boxes and secure locations for the tools. Employees will be responsible for obtaining and maintaining their own locks for individually issued tool boxes.

Section B—Maintenance of Tools

The DCHA shall maintain its power and special tools in safe working condition. Employees will be responsible for proper care and safe operation of power and special tools after receiving proper training in the use and care of the tools. Tools issued will remain the property of the DCHA. Employees terminating their employment shall be required to return such tools prior to receiving their final paycheck.

ARTICLE 19

HOURS OF WORK

Section A—Work Hours

Normal work hours for all full-time employees are between the hours of 8:15 a.m. and 4:45 p.m., Monday through Friday.

Section B—Notification of Change of Tour of Duty

To the extent possible, employees and the Union shall be notified ten (10) work days in advance of any permanent or long term (i.e. six (6) months or longer) change in their scheduled tour of duty.

Section C—Changes Under Sections A & B

Changes proposed or made under the provisions of Sections A & B are subject to mandatory negotiation with the Union.

Section D—Staff Meetings

Staff meetings shall be scheduled during regular work hours, except in the case of an emergency.

Section E—Alternative Work Schedules

The Union and DCHA (the Parties) may jointly determine that Alternative Work Schedules (AWS) within a specific work area may best serve the needs of DCHA and affected employees. AWS may be established by agreement between the Parties in accordance with the Memorandum of Understanding Between the Parties Regarding Alternative Work Schedules which is incorporated into this Agreement by reference.

ARTICLE 20
USE OF PRIVATE VEHICLES

Section A—DCHA Provision of Transportation

1. DCHA shall provide, within budgetary limitations, vehicles for the use of employees who need transportation to perform their duties.
2. DCHA recognizes its responsibility to provide transportation for employees to perform their duties. In the event a vehicle is not available for an employee who needs transportation to perform his/her duties, the employee shall have the right to elect to use his/her privately owned vehicle (POV).

Section B—Use of Private Vehicle

If an employee elects to use his/her POV to perform his/her duties, the DCHA shall reimburse the employee for mileage at the rate established between DCHA and the Union, consistent with analogous Federal government regulations on the use of a POV.

Section C—Inoperable Vehicles

An employee whose POV is rendered inoperable during the course of official duties shall be granted reasonable time, upon

notification to the supervisor, to make minor repairs or get the vehicle to a garage and return to DCHA.

Section D—Transportation Expenses

Employees shall be reimbursed in accordance with DCHA rules and regulations for the following expenses incurred during the performance of official duties for the DCHA with a government or POV;

1. Parking fees;
2. Tolls; and
3. Parking tickets incurred through no fault of the employee: provided that employees shall obey all parking and traffic laws in the performance of their duties on behalf of the DCHA.

ARTICLE 21

EMPLOYEE ASSISTANCE PROGRAM

Section A—Employee Assistance Program

The DCHA Employee Assistance Program (EAP) is designed to provide confidential and professional assessment, counseling, and referral services for DCHA employees who are experiencing personal problems that impair or have the potential to impair their work performance. The program shall offer services for alcohol and drug abuse, and emotional and stress related problems. The Parties acknowledge that the early identification, documentation, and referral of an employee for help can result in improved job performance and employee morale. Participation in the EAP shall not be used to harass an employee, or to treat an employee in a disparate manner. An employee's participation in the EAP is not mandatory. However, if the employee refuses to participate in the EAP, then the DCHA may proceed to initiate and/or implement disciplinary action, as warranted. This Article shall be implemented in full compliance with the ADA.

Section B—Eligible Participants

All employees shall be allowed to participate in the EAP. The DCHA shall pay the full cost of the program. Employees shall be provided up to six (6) face-to-face counseling sessions per problem with the EAP provider, to address behavioral, emotional or physical problems.

Section C—Types of EAP Referrals

1. *Self-Referral.* This type of referral occurs at the employee's own initiative when the employee recognizes the need for assistance and consults with the EAP before or when job performance and/or attendance becomes a problem. The employee may make a self-referral without the DCHA's knowledge or consent. The employee's EAP records or record of participation shall not be independently released to the DCHA. In cases where an employee is seeking some accommodation from the DCHA, such as a change in work schedule, advance sick leave, etc., to complete an EAP program, the DCHA may request confirmation by the EAP provider of the employee's appointment and/or attendance.

2. *DCHA Referral.* This type of referral shall be initiated by a supervisor, manager or the Human Resources Department when Management recognizes that there are serious performance problems and refers the employee to the EAP. Not all attendance or performance problems should be referred to the EAP. A referral should only be made in cases where poor job performance and/or attendance problems continue after the employee has been counseled by his/her supervisor regarding performance and/or attendance issues. During counseling, the employee shall be informed of the expectations for improvement and shall be given a reasonable time to improve. The employee's record of compliance and participation in the EAP shall be released to the DCHA only with the employee's consent.

Section D—Disciplinary Actions and EAP

As a part of its consideration of a proposed disciplinary action, the DCHA shall consider whether the EAP might assist the employee to improve work performance and/or attendance. However, a referral to the EAP is not a prerequisite to the DCHA's addressing performance and/or attendance problems through appropriate disciplinary action. The DCHA may hold implementation of a proposed disciplinary action in abeyance if an employee accepts DCHA's referral to the EAP, complies with recommendations of the EAP, and improves job performance and/or attendance. The employee shall be given a reasonable amount of time to improve job performance and/or attendance.

If the employee demonstrates consistent and sustained improvement in job performance and/or attendance for a reasonable period of time, the disciplinary action that is held in abeyance shall be rescinded. If the employee's attendance or work performance does not improve within a reasonable time, the pending disciplinary action may be invoked in accordance with Article 9 of the Agreement.

Section E—Use of Leave

Self-referred employees may use any accrued annual leave, sick leave, earned compensatory time, or leave without pay, as appropriate. Employees may request advanced sick leave for purposes of compliance with EAP recommendations. Should the employee choose to inform his/her immediate supervisor or the supervisor's designee of the initial appointment with the EAP, the supervisor or designee, at his/her discretion, may grant two (2) hours of administrative leave for the initial appointment. For subsequent appointments, employees may use any accrued annual leave, sick leave, earned compensatory time, leave without pay or advance sick leave, as appropriate.

Section F—Counsel by the Union

The Unions shall be provided an opportunity to counsel employees at the request of the employee or the employee's supervisor. Any information on the EAP provided to employees shall include information on their right to contact their Local Union representative.

Section G—Confidentiality

Inquiries by employees or referrals to the EAP shall be kept in strict confidence by supervisors, managers, and employees. The Parties agree that breaches of the confidentiality of an employee's participation in the EAP may be cause for discipline. All records pertaining to an employee's participation in the EAP shall be kept in confidential files in the DCHA's Human Resource Department, separate from the employee's official personnel files.

Section H—Training and Education Awareness Program

All DCHA managers and supervisors shall participate in a specialized EAP training program designed to educate Management officials on the identification, documentation, consultation and referral of employees needing EAP assistance. The DCHA

shall conduct an employee EAP education and awareness program for all employees.

ARTICLE 22

TENURE

Section A—Probationary and Evaluation Period

Career and term employees shall initially serve a six (6) month probationary period, during which time employees may be terminated without cause. Probationary employees shall be evaluated immediately after completion of the third month of employment. The evaluator shall share with the employee information regarding the employee's progress and/ or ways to improve his/her chance to reach career status at DCHA. The three (3) month evaluation shall be put into writing and shall be placed in the Official Personnel File of the employee. A copy of the written evaluation shall be provided to the employee.

Section B—Career Employees Right to Apply For Vacant Positions

Upon satisfactory completion of the six (6) month probationary period, career employees shall be eligible to apply for vacant full time positions for which they are qualified.

Section C—Conversion of Term and Temporary Employees

Employees who have occupied a temporary or term position(s) for at least six (6) months and who have performed at a satisfactory level shall be considered for the first position, for which they are qualified, that remains vacant after posting in accordance with Article 28, Section C.

ARTICLE 23

TRAINING, CAREER DEVELOPMENT AND UPWARD MOBILITY

Section A—Employee Development and Affirmative Action

Consistent with employee development and Affirmative Action Program guides, it is the DCHA's intention to provide training and career development opportunities for bargaining unit employees for the purpose of developing and maintaining

their skills so that they may perform at the highest possible levels of their positions and advance in accordance with individual potential and abilities.

Section B—Career Development Plans

1. The DCHA will offer to assist employees in implementing individual career development plans by providing easy access to information on training opportunities, publicizing current training programs, advising employees of requirements needed to enter training programs, assisting employees in applying for training opportunities, scheduling training and making resources available to cover approved expenses for training.
2. The DCHA shall distribute to all bargaining unit employees, on a quarterly basis, a list of training programs offered by or through the DCHA.
3. Employees shall be given reasonable opportunities to discuss training needs and/or opportunities with their supervisors and/or other DCHA or personnel officials.

Section C—Training and Educational Opportunities

1. The DCHA shall distribute training and educational opportunities among the bargaining unit employees.
2. Requests for training and educational opportunities shall be processed promptly.
3. A record of satisfactorily completed training courses may be filed by each employee in his or her Official Personnel File.
4. When an institution of higher learning provides for accreditation of on-the-job experience, upon the employee's request, the DCHA shall submit verification of such experience.

Section D—Labor Management Committee Responsibility

The parties recognize the importance of career development, training, and upward mobility. The Labor-Management Committee established in this Agreement shall, on a periodic basis, perform the following functions:

1. Review existing policies and practices, with respect to training and career development and recommend changes in existing programs;

2. Recommend the adoption of new programs, policies and practices; and

3. Review and offer comments on programs proposed by the DCHA.

The Labor-Management Committee may, if it deems necessary, establish a subcommittee, to deal with these issues.

Recommendations submitted to the Executive Director by the Committee shall be given careful consideration and the Committee shall be informed, within a reasonable period of time, of the status of its recommendations.

ARTICLE 24

PERFORMANCE EVALUATIONS

Section A—Performance Rating Plan

The parties agree that the performance rating plan in effect under the predecessor Agreement will remain in effect until such time as a new Performance Management System plan is established, within six (6) months after negotiations with the Union. A sub-committee of the Labor Management Committee will be responsible for the development and recommendation of the Performance Management System to the Executive Director for approval.

Section B—Notification of Duties and Responsibilities

Each employee will be given, within thirty (30) days of entering a new position, or within thirty (30) days of reassignment involving changes or additional duties, notification of the 'duties and responsibilities which will be used in the performance rating process. As soon as factors are identified for each occupational group, every employee in that occupational group will be notified of the factors which will be used in rating his/her performance.

Section C—Fair and Objective Evaluations

The DCHA recognizes its responsibility to assure employees fair and objective evaluations. The DCHA agrees to discuss work deficiencies with employees when observed and to advise the employee on ways of improving performance.

Section D—Employee Discussion with Supervisor

At the time that an annual performance rating is given, the responsible supervisor will discuss with the employee areas of potential development and improvement including the employee's performance under the DCHA's Performance Management System and any work plans in effect at the time the rating is issued.

ARTICLE 25

PERSONNEL FILES

Section A—Official Personnel File

The Official Personnel Files ("OPF") of all employees in the bargaining unit covered by this Agreement shall be maintained by the DCHA's Director of Human Resources Department (HRD).

Section B—Employee Examination of OPF

Employees shall have the right to examine the contents of their OPF. Upon request, in accordance with procedures issued by the HRD, employees shall have the right to obtain copies of any official documents contained in their OPF.

Section C—Union Representative's Review of OPF

Upon consideration of written authorization by an employee, the Union representative may examine an employee's OPF and make copies of materials placed in the employee's OPF.

Section D—Confidential Information

DCHA shall keep all records of arrests from the Metropolitan Police Department, fingerprint records, and other confidential reports in a confidential file apart from the OPF. No person shall have access to the confidential file without authorization from the Director of HRD.

Section E—Access Card

The access card signed by all those who have requested and been given access to the employee's file, as required by personnel regulations and procedures, shall be made available for review by the employee.

Section F—Additions and Deletions

Each employee shall have the right to present information immediately germane to any information contained in his/her OPF and have irrelevant or untimely information removed from the OPF.

Section G—Notice of Changes

Employees are responsible for notifying the HRD of any changes in personal data, i.e., personal mailing address, telephone number, marital status, number and names of dependents, and individuals to be contacted in the event of an emergency.

ARTICLE 26

DETAILS AND TEMPORARY PROMOTIONS

Section A—Details

1. A "detail" is the temporary official assignment of an employee to a different position for a specified time period with the employee returning to his/her regular duties at the end of the detail. The employee on detail shall, at all times, be considered the incumbent of his/her regular position.
2. Details shall be made in accordance with this Agreement and will be used for meeting temporary needs of the DCHA's work program and for on-the-job training. Details may be appropriately used to meet emergencies occasioned by abnormal work loads, changes in mission, or organization, unanticipated absences, or to complete special projects.
3. When an employee is detailed to a higher graded position for more than sixty (60) days, he/she shall receive the higher rate of pay as acting pay, effective the pay period which begins on or after the sixty-first (61st) day.
4. For details in excess of thirty (30) days, the detail shall be documented, a copy given to the employee and a copy made a part of the employee's official personnel file.
5. For details in excess of sixty (60) days, the employee's performance in the position to which he/she has been detailed shall be evaluated (including a rating) by the detail supervisor; the detail evaluation shall be included in the employee's official personnel file.

6. Details shall not be made as a means of retaliation or punishment.

Section B—Temporary Promotions

1. An employee may be given a temporary promotion to meet a temporary need. At the end of the specified period of time, the employee shall be returned to the same or comparable position from which the employee was temporarily promoted.
2. A temporary promotion of one hundred and twenty (120) days or less may be made without regard to merit promotion requirements.
3. A temporary promotion exceeding one hundred and twenty (120) days shall be made in accordance with merit promotion procedures.

ARTICLE 27

POSITION MANAGEMENT AND CLASSIFICATION

Section A—Written Position Description

Each position covered in the bargaining unit that is in existence or is established or changed must be accurately described in writing and shall be classified to the proper occupational title series, schedule, and grade.

Section B—Position Description Provided Upon Assignment

Employees shall be furnished a current, accurate, approved copy of the description of the position to which assigned at the time of the assignment or upon request. Employees detailed or reassigned to established positions shall be given position descriptions at the time of assignment. Employees detailed to an un-established position shall be furnished with statements of duties at the time of assignments to the details.

Section C—Updated Position Descriptions

Position descriptions shall be kept current and accurate. Changes in duties to a position shall be incorporated in the position description to assure that the position is correctly classified/graded to the proper title, series, schedule, and grade.

Section D—Other Related Duties

Where language such as "other related duties as assigned" or "performs other related duties as assigned" appears in an employee's official position description, the clause shall mean those duties which must be performed and must be directly related to those duties listed in the employee's position description.

Section E—Equal Pay for Equal Work

The parties agree that the principle of equal pay for substantially equal work shall be applied to all position classifications and personnel actions in accordance with the relevant District of Columbia law.

Section F—Access to Chart and Classification Information

An employee, upon request, shall have access to organizational and functional charts and other pertinent information directly related to the classification of his/her position.

ARTICLE 28

MERIT STAFFING

Section A—Purpose

1. In order to insure that all recruitment, hiring and merit promotion principles are applied in a consistent and equitable manner all such personnel actions shall be the responsibility of the Human Resources Department in the Central Office.
2. All employees are hired, assigned, transferred, promoted, upgraded, and compensated solely on the basis of merit, ability, job performance and seniority if applicable. To the maximum possible extent, promotions to vacant positions will be made from within the Authority and shall be based solely on merit, skill, ability, and previous job performance.
3. All selections shall be based on objective, job-related selection criteria and shall be made without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, physical handicap, political affiliation, or Union activity.

Section B—Merit Staffing Plan

The parties agree that the Merit Staffing Plan in effect under the predecessor Agreement will remain in effect until such time as a new Merit Staffing Plan is established, after negotiations with the Union.

Section C—Posting Vacancies

DCHA agrees that all vacancy announcements shall be posted for application by DCHA employees for a period of at least ten (10) work days prior to the expiration date throughout the DCHA. When a vacant position cannot be filled by a DCHA employee, the position may be posted to applicants from the public for a minimum period of ten (10) work days or until the position is filled. Such announcements shall provide a synopsis of duties to be performed, qualifications required, any special knowledge, skills or ability that will be given consideration. The Union President or designee shall be furnished a copy of all vacancy announcements, cancellations, corrections, or amendments.

Section D—Executive Director's Approval

No persons, including DCHA residents, recruited for a specific employment vacancy may begin nor may anyone be hired and placed on the DCHA payroll without the written approval of the Executive Director.

Section E—Hire From Within

1. Vacant positions shall be posted for application to current DCHA employees. Vacancies shall be filled by the best qualified applicant. Among applicants who are essentially equally qualified, seniority shall be the determining factor in the selection of the successful applicant. When a vacant position cannot be filled by a DCHA employee, the position shall be advertised to the public and may be filled by applicants who are not currently employed by DCHA.
2. If the selecting official chooses an applicant other than the senior qualified applicant, the reason(s) for doing so must be put into writing and must be provided to the Union and the affected employee(s) upon request.

Section F—Updating Personnel Information

1. DCHA's Office of Human Resource Management shall be responsible for updating the official job descriptions

and maintaining the correct salary scales and position titles, and for coordinating the recruitment and selection process.

2. When an existing position is changed or reclassified, the Union shall be notified prior to implementation of the change and or promotion of the affected employee(s).

Section G—Verification

The Authority reserves the right, at any time, to verify the accuracy of former employment. The DCHA may review police reports, personal references, and any other verifications. Any dishonesty or falsification in completing the application will be grounds to disqualify the individual for hire or will be a basis for terminating an employee's service with the DCHA.

Section H—Interviews

If the selecting official interviews one (1) candidate, he/she shall interview all candidates. Interviews must be job-related, reasonably consistent, and fair to all candidates

ARTICLE 29

CONTRACTING OUT

Section A—General

The parties recognize that contracting out of work that is normally performed by employees covered by this Agreement is of mutual concern to the DCHA and the Union. Accordingly, DCHA shall contract out work normally performed by bargaining unit employees only when it will not result in the displacement of current employees or when, despite training and corrective measures involving both management and employees, a unit, department, or specialized function is unable to carry out its assigned functions and is thereafter eliminated. DCHA does not anticipate the contracting out of any properties beyond those disclosed to the Union to date.

Section B—Information, Consideration of Union Views

When bargaining unit employees will be adversely impacted by contracting out what was heretofore considered bargaining unit work, the DCHA shall consult with the Union forty-five

(45) days prior to the final action, except in emergencies. At, or before the time of consultation regarding the impact of the action, the DCHA agrees to provide the following information to the Union:

1. The DCHA's assessment of the effect of the contracting out upon employees;
2. The DCHA's assessment of whether it will be able to offer alternative employment to any affected employees;
3. The DCHA's assessment of employment opportunities that may be available with the contractor for qualified employees;
4. The DCHA's assessment of the economic impact of the contracting out upon the operations of the DCHA.

Section C—Union Recommendations

The Union shall have full opportunity to make recommendations regarding ways to minimize the impact and effect upon the bargaining unit to the Executive Director. The Union's recommendations shall be considered and if the contracting out initiative is not withdrawn, the Executive Director shall provide written notice to the Union regarding the reasons for proceeding with the contract. The DCHA will encourage all operators of contracted out properties and contractors performing services to be contracted out to make bona fide offers of employment to qualified DCHA employees who will be affected by contracting out.

ARTICLE 30

BENEFITS

Section A—Benefits Committee

The District of Columbia Housing Authority (DCHA) and Local 2725 of the American Federation of Government Employees (the Union), (hereinafter collectively referred to as "the parties") agree to establish a Benefits Committee for employees of the DCHA.

The Benefits Committee shall consist of two (2) representatives appointed by DCHA's Executive Director and two (2) representatives appointed by the president of the Union. An expert in Employee Benefits will be invited to attend meetings, as needed.

The purpose of the Benefits Committee shall be to:

1. Monitor the quality and level of services provided to covered employees under existing Health, Optical, and Dental Insurance Plans for DCHA.
2. Recommend changes and enhancements in Health, Optical, and Dental benefits for DCHA employees.
3. Explore issues concerning the workers' compensation system that affects DCHA employees.
4. Discuss and explore other benefit programs to determine the extent to which they impact DCHA employees.

NOTE: Employees should contact the Human Resources Office to address their personal benefits concerns.

Section B—Life Insurance

1. Life insurance is provided to DCHA employees in accordance with Section 1-622.01 et seq. of the District of Columbia Official Code (2001 Edition) and Chapter 87 of Title 5 of the United States Code.
   a. District of Columbia Official Code §1-622.03 (2001 Edition) requires that benefits shall be provided as set forth in §1-622.07 to all employees of the District first employed after September 30, 1987, except those specifically excluded by law or by rule.
   b. District of Columbia Official Code §1-622.01 (2001 Edition) requires that benefits shall be provided as set forth in Chapter 87 of Title 5 of the United States Code for all employees of the District government first employed before October 1, 1987, except those excluded by law or by rule and regulation.
   c. The DC and US Codes cited in (a) and (b) above are applicable to DCHA employees.
2. The current life insurance benefits for employees hired on or after October 1, 1987 are: Life insurance in an amount equal to the employee's annual salary rounded to the next thousand, plus an additional $2,000. Employees are required to pay two-thirds (2/3) of the total cost of the monthly premium. DCHA shall pay one-third (1/3) of the total cost of the premium. Employees may choose to purchase additional life insurance coverage through the

District Government. These additions to the basic coverage are set forth in the schedule below.

Optional Plan	Additional Coverage	Premium Amount
Option A – Standard	Provides $10,000 additional coverage	Cost determined by age
Option B – Additional	Provides coverage up to five times the employee's annual salary	Cost determined by age and employee's salary
Option C – Family	Provides $5,000 coverage for the eligible spouse and $2,500 for each eligible child	Cost determined by age

Section C—Health Insurance

1. Pursuant to D. C. Official Code §1-621.02 (2001 Edition), all employees covered by this Agreement and hired after September 30, 1987, shall be entitled to enroll in group health insurance coverage provided by DCHA.

   a. Health insurance coverage shall provide a level of benefits comparable to the plan(s) provided on the effective date of this agreement. Benefit levels shall not be reduced during the term of this agreement except by mutual agreement of the DCHA, the Union and the insurance carrier(s). DCHA employees are required to execute an enrollment form in order to participate in this program.

   b. DCHA may elect to provide additional health care providers for employees employed after September 30, 1987, provided that such addition of providers does not reduce the current level of benefits provided to employees. Should the District Government decide to expand the list of eligible providers, DCHA shall give the Union notice of the proposed additions as soon as DCHA receives this information.

   c. Employees are required to contribute 25% of the total premium cost of the employee's selected plan. The DCHA shall contribute 75% of the premium cost of the employee's selected plan.

2. Pursuant to D. C. Official Code §1-621.01 (2001 Edition), all DCHA employees covered by this Agreement and hired before October 1, 1987, shall be eligible to participate in group health insurance coverage provided through the Federal Employees Health Benefits Program (FEHB) as provided in Chapter 89 of Title 5 of the United States Code. This program is administered by United States Office of Personnel Management.

3. The plan descriptions shall provide the terms of coverage and administration of the respective plans. Employees and union representatives are entitled to receive a copy of the summary plan description upon request. Additionally, employees and union representatives are entitled to review copies of the actual plan description upon advanced request.

Section D—Optical And Dental

1. The DCHA shall provide Optical and Dental Plan coverage at a level of benefits comparable to the plan(s) provided on the effective date of this agreement. Benefit levels shall not be reduced during the term of this agreement except by mutual agreement of the DCHA, the Union and the insurance carrier(s). DCHA employees are required to execute an enrollment form in order to participate in the Optical and Dental program.

2. The DCHA may elect to provide additional Optical and/or Dental providers, provided that such addition of providers does not reduce the current level of benefits provided to employees. Should the DCHA decide to expand the list of eligible providers, the DCHA shall give the Union notice of the proposed additions.

3. *Union Option to Select Provider*—The parties acknowledge that optical and dental benefits currently are provided by a service provider identified by the District of Columbia under the predecessor agreement. If at any time during the term of this Agreement such benefits are no longer provided to bargaining unit employees through the District of Columbia's arrangement, or at the Union's option, the parties agree that the Union shall have the right to independently secure a service provider for optical

and dental benefits for bargaining unit employees. Such provider must be acceptable to the DCHA. At the Union's option, the DCHA shall pay an amount for such benefits to a service provider selected by the Union or directly to employees: provided that, the total costs shall not exceed the total amount DCHA is, or would be, required to pay the current provider to fund the benefits for the term of this Agreement.

4. *Increase in D.C. Rates*—If the above rates are increased for the District Government's Compensation Units 1 and 2 during the term of this Agreement, DCHA will grant the same increases to the benefits described above.

5. *Premium Payments*—The Employer will make premium payments only on behalf of bargaining unit employees who have enrolled with the optical and dental provider(s).

6. *Labor Management Committee*

   a. Upon approval of this Agreement, the Labor-Management Committee shall review employee utilization of the optical and dental plans and investigate and recommend methods to increase utilization.

   b. The optical/dental plan provider(s) shall be required to respond to requests for information submitted by the Union and/or the DCHA. The Union and the DCHA shall have the right to audit all financial records and any records which relate to the expenditure of DCHA paid premiums or procurement of the plan provider contract. The DCHA shall be permitted to recover any premiums that were improperly paid or paid for employees who were ineligible to receive benefits.

   c. The parties shall meet to develop procedures to implement these optical and dental benefit programs which shall be binding upon the provider(s).

Section E—Pre-Tax Benefits

1. Employee contributions to benefits programs established pursuant to D. C. Official Code §1-611-19 (2001 ed.), including the DCHA Health Benefit Program, may be made on a pre-tax basis in accordance with the requirements of the Internal Revenue Code and, to the extent permitted by the Internal Revenue Code, such pre-tax contributions

shall not affect a reduction of the amount of any other retirement, pension, or other benefits provided by law.

2. To the extent permitted by the Internal Revenue Code, any amount of contributions made on a pre-tax basis shall be included in the employee's contribution to existing life insurance, retirement system, and for any other DCHA program keyed to the employee's scheduled rate of pay, but shall not be included for the purpose of computing Federal or District income tax withholdings, including F.I.C.A., on behalf of any such employee.

Section F—Retirement

1. DEFERRED COMPENSATION PROGRAM:

   As prescribed by §1-626.05 and related Chapters of the D. C. Official Code (2001 Edition), employees covered by this Agreement shall be eligible to participate in the District's Deferred Compensation Program. The Deferred Compensation Program is a savings system through pre-tax deductions and allows employees to accumulate funds for long-term goals, including retirement. The portion of salary contribution reduces the amount of taxable income in each paycheck. The Internal Revenue Service determines the annual maximum deferral amount. Under the program, employees can choose from various fixed or variable investment options.

2. CIVIL SERVICE RETIREMENT SYSTEM (CSRS):

   As prescribed by 5 U.S.C. 8401 and related chapters, employees first hired by the DCHA before October 1, 1987, are subject to the provisions of the CSRS, which is administered by the U. S. Office of Personnel Management. Under Optional Retirement the aforementioned employee may choose to retire when he/she reaches:

   a. Age 55 and 30 years of service;

   b. Age 60 and 20 years of service;

   c. Age 62 and 5 years of service.

   Under Voluntary Early Retirement, which must be authorized by the U. S. Office of Personnel Management, an employee may choose to retire when he/she reaches:

a. Age 50 and 20 years of service;

b. Any age and 25 years of service.

3. DEFINED CONTRIBUTION PENSION PLAN:

a. All eligible employees hired by the DCHA on or after October 1, 1987, are enrolled into the defined contribution pension plan.

As prescribed by §1-626-09(c) of the D. C. Official Code (2001 Edition) after the completion of one year of service, the DCHA shall contribute an amount of not less than 5% of their base salary to an employee's Defined Contribution Pension Plan account. DCHA funds this plan; there is no employee contribution to the Defined Contribution Pension Plan. Employees are fully vested after five (5) years of participation in the plan.

Section G—Metro Pass Subsidy

Effective January 1, 2009, DCHA shall subsidize the cost of monthly transit passes by twenty five dollars ($25.00) per month for employees who purchase and use such passes to commute to and from work.

ARTICLE 31

REDUCTIONS IN FORCE

Section A—General

1. The Parties acknowledge that the DCHA strives to maintain its workforce, including positions held by bargaining unit members at levels which are adequate to successfully perform its mission and the strategic objectives that DCHA is mandated to fulfill. Accordingly, DCHA will not implement any reduction in force,unless the conditions described in 2. a, below, should arise.

2. Changes in DCHA's mission, functions, operations, and its organization are an inevitable result of its progress. Adjustments in staffing requirements also are unavoidable when change is required. In certain circumstances, DCHA may have to abolish positions and release bargaining unit members from their positions. DCHA agrees that reductions in force affecting bargaining unit members will only be implemented if DCHA determines that:

a. DCHA will not be funded at a level sufficient to maintain current workforce levels and a reduction in personnel expenses by a reduction in force is necessary to eliminate budgetary shortfalls; or

b. There is a lack of work because of the contracting out of a unit, department, or specialized function, in accordance with Article 29, Section A.

Section B—Notice

The DCHA agrees to provide the Union with at least thirty (30) days notice prior to notification to employees of a proposed reduction in force. The DCHA shall consult with the Union, and it shall respond to the Union's requests for information related to the proposed reduction in force that are reasonable and relevant to the Union's assessment of the impact of the reduction in force on bargaining unit employees.

Section C—Procedures

The DCHA shall conduct the reduction in force in accordance with the Reduction in Force procedures set forth in Appendix B; attached hereto and incorporated herein.

ARTICLE 32

REORGANIZATION/REALIGNMENT

Section A—Notice to the Union

Prior to the DCHA's implementation of a reorganization/ realignment, the DCHA shall notify the Union, in writing, and shall provide the Union with the following:

1. A description of the purpose and nature of the changes;
2. Organizational charts, both existing and proposed;
3. Mission and function statements, both existing and proposed;
4. Staffing patterns, both existing and proposed; and
5. Any other relevant information needed by the Union to evaluate the reorganization and its impact on the bargaining unit.

Section B—Negotiation Over Impact and Effect

When the reorganization/realignment directly impacts on the conditions of employment of bargaining unit employees, the Union shall be given the opportunity to negotiate impact and effect prior to implementation.

ARTICLE 33

LEAVE ADMINISTRATION

Section A—General

1. Except as otherwise provided in this Article, or as provided in District of Columbia and/or Federal laws, leave regulations contained in the District of Columbia Personnel Manual (DPM), Chapter 12, shall apply to employees of the DCHA.
2. Employees are expected to report to work as scheduled, to return from breaks and lunch as scheduled, and to work all scheduled hours.
3. All requests for leave shall be submitted in triplicate on an Official Leave Request Form. When received by the supervisor, the form will be date stamped and one copy of the Leave Request Form, shall be immediately returned to the employee.
4. If the leave request is disapproved the reason(s) shall be indicated on the leave request form.

Section B—Notice to the Union Prior To Placement On Leave restriction Or Issuance Of Discipline

1. Management shall notify the Union President prior to issuance of a leave restriction or disciplinary action to an employee regarding attendance related problems.

   The pending action shall be delayed for a period of fifteen (15) workdays after the notice to the Union in order to provide an opportunity for the Union to counsel the employee regarding contributing causes related to the attendance problems and how to address those problems. The employee will be allowed up to one (1) hour of administrative leave to meet with a Union official for this counseling.

2. Management is not required to provide the opportunity for Union counseling to an employee, as stated in item 1, more than one (1) time in a twelve (12) month period.

Section C—Call In For Emergency or Illness

1. Requests for leave for illness or emergencies are required at least one (1) hour prior to or within the first hour of the employee's scheduled tour of duty. Failure to contact the DCHA within this time period may cause disapproval of the leave request, except when the reason for the late notification is unavoidable.

2. All requests shall be called into the employee's immediate supervisor. If the immediate supervisor is not on duty or cannot be reached, the employee should call the next senior supervisor or the managers office. The supervisor receiving the call shall immediately convey the request to the proper supervisor.

3. Tardiness from duty of less than fifteen (15) minutes, due to an unavoidable circumstance, may be excused without charge to annual leave, sick leave, or leave without pay, at the discretion of the immediate supervisor.

Section D—Annual Leave

1. The following provisions govern the accrual of annual leave:

   Employees shall earn annual leave at the rate of:

   a. Thirteen (13) days per leave year earned at four (4) hours per two-week pay period from the first full pay period of employment through the end of the third year of employment.

   b. Twenty (20) days per leave year earned at 6.1538 hours per two-week pay period beginning with the fourth year and continuing through the fourteenth year of employment; and

   c. Twenty-six (26) days per leave year earned at eight (8) hours per two week pay period beginning at the fifteenth year of employment.

      (1) Annual leave shall accrue from the first full pay period of employment.

(2) Management agrees to provide each employee with the opportunity to use all accumulated annual leave.

(3) Annual leave which is not used may be accumulated from year to year. The maximum annual leave an employee may carry over to the next year is two hundred forty (240 hours). Unused leave that is in excess of two hundred forty (240) hours should be scheduled and used by the end of the leave year. In an extraordinary circumstance, the Executive Director may allow the carry over of more than two hundred forty (240) hours.

(4) Employees shall receive a lump sum leave payment for all accrued annual leave not used at the time of retirement, resignation, or other separation from the DCHA, which shall be paid at the employee's hourly rate at the time of separation.

2. Request for Annual Leave

a. Annual leave requests shall be submitted to the employee's immediate supervisor. Denial of annual leave requests shall be based upon factors which are reasonable, equitable, and do not discriminate against any employee or groups of employees. To contribute to overall work efficiency and to enable approval of leave at the employee's convenience, requests for annual leave, except in emergency situations, must be made in advance, in accordance with the following;

b. Annual Leave Request/Approval Schedule

Duration of Leave Number of Workdays	1 Day	2-3 Days	4-10 Days	11 or More Days
Employee request (number of workdays in advance)	2	3	5	10
Management must approve or deny and return to the Employee (number of Workdays from receipt)	1	2	3	3

c. No response from management in the appropriate response time is deemed approval of the leave request.

3. Exception to the Above Schedule for Peak Vacation and Holiday Seasons:

   a. (1) Employee leave requests are due February 1, or on the first workday thereafter, for leave during June, July or August.

      (2) Management shall publish the leave schedule by February 15, or on the firstworkday thereafter.

   b. (1) Employee leave requests are due July 1, or on the first workday thereafter, for leave during Thanksgiving week or in December.

      (2) Management shall publish the leave schedule by July 15, or on the first workday thereafter.

4. Approval of leave requests shall be determined by seniority within a classification.

5. The DCHA recognizes that unforeseen circumstances may prohibit compliance with these timelines. Consideration shall be given to such circumstances. Requests for annual leave shall not be unreasonably denied.

6. Every effort shall be made to grant employee(s) leave during the time requested. If operations would suffer by scheduling all requests during a given period of time, the schedule shall be worked out with all conflicts to be resolved by application of seniority by classification. Except in emergency situations, no changes shall be made after vacation schedules are posted, except by mutual agreement between the employee and his/her supervisor.

7. Request for Emergency Annual Leave

   a. If possible, employees shall notify their supervisor of the need for emergency leave prior to the start of the employee's tour of duty. In an unforeseen emergency, a family member may contact the employee's supervisor, however, the employee must make direct contact with his or her supervisor or the next higher level manager as soon as possible, but no later than the end of the employee's next scheduled workday.

b. The employee's request for immediate or emergency annual leave shall be immediately granted or denied. Consideration of the emergency circumstances presented by the employee as well operational requirements is required.

Section E—Sick Leave

1. The following provisions govern sick leave:

   a. Employees shall earn sick leave at the rate of four (4) hours per two-week pay period from the first full pay period of employment and may be used by the employee thereafter.

   b. The accrual of sick leave shall be carried over from year to year and shall be accumulated in an unlimited amount.

2. Requests for Sick Leave

   a. Supervisors shall approve sick leave for employees who are incapacitated from the performance of their duties due to illness. Sick leave may also be used by employees to care for sick family members. Such family members shall include the employee's spouse, parent, and child. Employees shall request sick leave as soon as possible on the first day of the sickness.

   b. Employees shall advise their supervisor at the time of the call requesting sick when he/she believes recovery and return to work will take more than one (1) day (up to three continuous workdays). If the duration of the illness exceeds the time initially requested, the employee shall be required to so advise the supervisor.

   c. Except when an employee is on leave restriction, employees shall not be required to furnish a doctor's certificate to substantiate sick leave requests unless such sick leave exceeds three (3) continuous workdays for a personal illness or the illness of a family member as identified in item (a) of this section.

   d. To the extent possible sick leave shall be requested and approved in advance for visits to and/or appointments with licensed health care providers, and for the purpose

of securing diagnostic examinations, treatments and X-rays.

e. Leave Restriction: In cases where Management has given written notice to an employee that there is good reason to believe that the employee has abused the sick leave privilege, the employee must, upon request, furnish a doctor's certificate for each absence from work which is claimed as sick leave. The leave restriction requiring an employee to furnish a doctor's certificate for each absence charged to sick leave shall be reviewed within ninety (90) calendar days. Where improvement in use of sick leave is evident, the documentation request shall be rescinded. At no time shall an employee be required to furnish a doctor's certificate for longer than six (6) months after the initial leave restriction.

Section F—Return to Duty

When an employee returns to duty from a medical leave of absence exceeding three (3) workdays, he/she shall provide a doctor's certificate which indicates that the employee is able to return to full duty. In cases where the doctor's certificate is insufficient to allow the DCHA to determine that the employee can return to full duty, the employee shall be given three (3) workdays to produce sufficient documentation. In the interim the employee shall be placed on approved leave, e.g., sick leave, annual leave, or in instances where the employee has no available leave the employee shall be placed on leave without pay.

Section G—Court Leave

1. Court Leave is a period of paid leave due to subpoena or other order of the court that an employee appear for jury duty or as a witness in a court proceeding, as provided in this section.

2. Court leave shall be authorized for employees summoned for jury duty. Court leave is not authorized for time when the employee is excused or discharged by the court for an indefinite period even though the employee may be subject to call by the court.

3. Compensation received from the court while the employee is on jury duty must be returned to the DCHA.

4. Court Leave shall be authorized when an employee is a witness on behalf of the United States, state or local government or the DCHA.

5. Employees on court leave due to court appearance for periods of less than one (1) full day shall not be required to return to work unless they can reasonably be expected to work at least two (2) hours of their regular shift.

Section H—Leave of Absence

1. Employees may be granted a leave of absence for up to one (1) year. The leave of absence may be charged to annual leave or leave without pay, at the employee's option.

Section I—Bereavement Leave

In the event of a death in the immediate family of an employee, the employee shall be granted paid bereavement leave for up to a maximum of three (3) successive workdays upon request. The immediate family is defined as the parent; stepparent; parent-in-law; a natural, adopted, foster or step child; sister; brother; sister-in-law; brother-in-law; daughter-in-law; son-in-law; grandparent; grandchild or other dependent family members residing in the employee's household. Upon request by the DCHA, the employee shall be required to provide substantiating documentation regarding the familial relationship to the deceased.

Section J—Maternity Leave

Maternity leave is defined as a period of approved absence for incapacitation related to pregnancy and confinement which may be charged to leave without pay, accumulated sick leave and annual leave, or a combination thereof.

The employee shall advise the DCHA as far in advance as possible of her intent to request leave for maternity reasons, and shall inform the DCHA of the type of leave she expects to use, approximate beginning date of the absence, and the anticipated duration of the absence.

Section K—Parental Leave

Parental Leave shall be granted following the birth or adoption of a child or placement a foster child in accordance with the D. C. and Federal FMLA.

Section L—Leave to Donate Blood

Paid leave, not to exceed four hours on any one occasion, shall be granted for the purpose of donating blood at the Red Cross Blood Bank.

Section M—Military Leave

Employees who are members of the United States Armed Forces or the National Guard are entitled to leave without loss in pay, leave, or service time for the following:

1. Up to fifteen (15) days in a calendar year in which he or she is on active duty or is engaged in a field or coast defense training;
2. Up to twenty two (22) days in a calendar year if performing full time military service for the purpose of enforcing the law; or
3. For each day of a parade or encampment ordered or authorized by the Commanding General, if a member of the D. C. National Guard.
4. The amount other than travel, transportation or per diem allowance) received by the employee for military service under the terms of this Article, shall be credited against the pay due the employee. The employee must provide a copy of his/her orders two (2) weeks in advance of the requested leave or promptly upon receipt if not available two (2) weeks in advance.

Section N—Leave To Conduct Union Business

1. Employees elected to Union office or selected to perform Union work unrelated to the DCHA shall submit a written leave request for leave without pay or annual leave two (2) weeks in advance of the first day of absence. The leave request shall contain the reason for the request and dates of commencement and termination of the leave and shall be submitted to the immediate supervisor of the employee.
2. The Director of Human Resources shall have the right to grant or deny such requests. If the leave request is denied by the Director of Human Resources, the employee shall be provided with written justification for the denial. If granted,

the initial leave of absence shall not exceed one (1) year, and the cost of employee benefits during that period will not be borne by the DCHA.

Section O—Other Paid Leave

1. *Voting Leave:* Where the polls are not open for at least three (3) hours, either before or after an employee's regular hours of work, the employee may, upon request, be granted an amount of excused time which shall permit the employee to report to work three (3) hours after the polls open, or leave work three (3) hours before the polls close, whichever requires the lesser amount of time off. Leave for voting shall be allowed in accordance with personnel rules and regulations.

2. *Examinations:* Employees shall be excused without charge to leave for the purpose of taking employment medical examinations required by DCHA, DCHA owned vehicle operator examinations, or other examinations which DCHA requires or requests employees to take in order to qualify for reassignments, promotions, at the continuation of his/her present job. An employee shall also be excused without charge to leave for the purpose of taking an examination whenever, in the judgment of DCHA, the employee shall benefit thereby. Absence from duty in order to take an examination primarily for the employee's own benefit and not connected to DCHA must be requested in accordance with general leave provisions.

Section P—Education Leave

After the completion of one (1) year of service with DCHA, an employee, upon request, may be granted a leave of absence without pay for educational purposes, provided that successful completion of the course shall contribute to the work of DCHA. The period of the leave of absence may not exceed one (1) year, but may be extended at the discretion of DCHA. If an employee is returning from educational leave during which he/she has acquired the qualifications of and for a higher grade position, he/she shall not have lost any of his/her rights in being evaluated for the higher grade position. The continuation of benefits shall be consistent with the DCHA policies and procedures.

Section Q—Professional and Administrative Leave

1. DCHA may grant paid professional leave to employees to participate in seminars, institutions, examinations, and other activities away from DCHA directly related to work.
2. Administrative leave is an officially approved absence from duty without loss of pay and without charge to leave.
   a. Employees shall be granted administrative leave to visit the Union office. Management shall consider and discuss with the employee the appropriate time to release employee. Employee visits to the Union office shall not be confined to non work hours.
   b. Upon request from management, the Union will provide confirmation of the employee's meeting.

Section R—Holidays

The DCHA allows the following paid holidays:

(a) New Year's Day	(January 1st)
(b) Birthday of Dr. Martin Luther King, Jr.	(3rd Monday in January)
(c) President's Day	(3rd Monday in February)
(d) Memorial Day	(last Monday in May)
(e) Independence Day	(July 4th)
(f) Labor Day	(1st Monday in September)
(g) Columbus Day	(2nd Monday in October)
(h) Veteran's Day	(November 11)
(i) Thanksgiving Day	(4th Thursday in November)
(j) Christmas Day	(December 25th)
(k) Inauguration Day	(Once every four years)
(l) Emancipation Day	(April 16th)

ARTICLE 34

PERSONAL LEAVE INCENTIVE PROGRAM

Section A—General

In order to recognize an employee's productivity through his/her responsible use of accrued sick leave, DCHA agrees to provide personal leave incentive in accordance with the following:

1. A full time permanent employee who is in a pay status for the leave year shall accrue annually:

   a. Five (5) personal leave days (forty (40) hours) for using less than two (2) days of accrued sick leave in a year.

   b. Four (4) personal leave days (thirty-two (32) hours) for utilizing a total of more than two (2) days of accrued sick leave in a year.

   c. Three (3) personal leave days (twenty-four (24) hours) for utilizing a total of more than two (2) but not more than four (4) days of accrued sick leave in a year.

   d. Two (2) personal leave days (sixteen (16) hours) for utilizing a total of more than four (4) but not more than five (5) days of accrued sick leave in a year.

2. Employees shall be compensated for personal leave days earned in accordance with Section A above at the employee's regular hourly rate on or before the 2nd pay period in February of each calendar year.

Section B—Eligibility

To be eligible, an employee must be in an active pay status for twenty-six (26) pay periods during the leave year. Employees in a non-pay status for no more than two (2) pay periods for the leave year shall remain eligible for personal leave incentives under this Article. Sick leave usage for maternity and/or a serious health condition as defined in the D.C. Family and Medical Leave Act (D.C. Code 2001 Ed. §32-501), not to exceed two (2) consecutive pay periods, shall not be counted against sick leave for calculating eligibility for personal leave under this Article.

Section C—Part-time Employees

Part-time employees are not eligible for personal leave as provided in this Article.

ARTICLE 35

ANNUAL LEAVE BUY-OUT

Section A—Lump Sum Payment

An employee who is separated or is otherwise entitled to a lump sum payment under this Agreement shall receive such

payment for each hour of unused annual leave in the employee's official leave record.

Section B—Computation

The lump sum payment shall be computed on the basis of the employee's hourly rate at the time of separation.

ARTICLE 36

ADMINISTRATIVE CLOSINGS AND COMMON EMERGENCY

The District of Columbia Housing Authority places the highest priority on the welfare of its residents and its workforce. Work attendance and productivity from all employees are essential to the success of the operations. It is recognized, however, that occasions occur that may disrupt the operation of the Authority. To address such situations, management has designated essential positions and personnel who must report to, or stay at work, during periods of administrative closings.

Section A—Designation and Notification

Within thirty (30) days of the signing of this agreement, and annually thereafter, management will provide to the Union, a list of all positions that are designated essential. The designated positions will be divided into categories such that in certain circumstances only a portion of the essential employees will be required to report to work. Incumbents of all positions designated as essential will be notified and appropriate documentation will be forwarded to the Union President, the employees' official personnel file and the employee. Management will provide the procedures and guidelines for communicating emergency situations to the workforce and to the Union.

Section B—Exception to Advance Designation of Essential Status

1. In some emergency situations advance designation and written notification may not be possible. In these instances it may be necessary to resort to radio and television public service announcement or other emergency procedures to summon employees who have not been previously designated as essential to report to or remain on duty if their services are required.

2. In extremely unusual circumstances the Executive Director may determine that a particular situation does not require the services of some or all of the employees designated as essential. In these circumstances, when it is determined that the services of essential employees will not be required, notification will be made by radio or television public service announcements or other emergency procedures notifying those employees not to report to work.

Section C—Definitions

1. Essential Positions

   Essential positions are those that require performance of duties which are vital to the continuity of public safety, emergency services or other crucial operations which cannot be suspended or interrupted during periods of administrative closings.

2 Essential Employees

   Essential employees are those who occupy essential positions. Employees occupying positions designated as essential are required to:

   a. Remain at their duty station when a condition is declared which results in early dismissal;

   b. Report to their duty station as scheduled when non-essential employees are excused during a period of administrative closing;

   c. Make every effort to report to duty as scheduled and, if unable to do so, notify their supervisor as soon as possible of their inability to report to work. Failure to report or remain on duty as required will result in a charge to appropriate leave. Unjustified absences during administrative closings will result in a charge of AWOL.

3. Administrative Closing

   Administrative closing is a curtailment of services due to a determination by the Executive Director that non-essential employees will be dismissed prior to the end of the work day or when non-essential employees are excused from reporting to duty on a regularly scheduled workday, ad-

ministrative closing may occur as the result of emergencies such as:

a. scheduling of an event in the District of Columbia that causes serious disruption of public services,

b. weather conditions (such as heavy snow, floods, hurricanes, excessive heat),

c. air pollution,

d. power failures or other situations determined by the Executive Director to be appropriate for curtailment of non-essential services, and

e. emergency circumstance which calls for immediate action in a situation which is not expected to be of a recurring nature.

The emergency situation must be general in scope rather than personal.

4. Common Emergencies

Common emergencies are those occurrences where a specific skill is needed to correct a situation occurring on DCHA's property, outside of the employee's normal tour of duty. Such situations, if unattended, will have the potential to impact the welfare of residents, the workforce, or the public.

Examples of such situations include leaking water pipes, electrical failure that is DCHA's responsibility, structural damage, toilet malfunctions, fires, etc.

Section D—Compensation

1. Employees who occupy essential and non-essential positions and are required to work when other employees are released due to administrative closings shall earn compensatory time or pay at the employee's hourly rate, on an hour for hour basis, for each hour worked during their normal tour of duty.
2. Receipt of compensatory time or pay shall be the employee's choice.
3. Hours worked outside the employee's normal tour of duty shall be compensated in accordance with Article 40.
4. If compensation time earned in accordance with this Article is not used within six (6) months, due to man-

agement's denial of leave request, the employee shall be compensated at the appropriate hourly rate in accordance with this Section.

ARTICLE 37
WAGES

Section A—Fiscal Year 2008

1. Effective on the beginning of the first full pay period after May 1, 2008 the step progression for DS pay scale shall be as follow:

Step Progression	*Waiting Period*
Step 1 to 2	1 Year
Step 2 to 3	1 Year
Step 3 to 4	1 Year
Step 4 to 5	1 Year
Step 5 to 6	2 Years
Step 6 to 7	2 Years
Step 7 to 8	2 Years
Step 8 to 9	2 Years
Step 9 to 10	2 Years

Section B—PIC Compensation

In lieu of the PIC compensation percentage rate for the first year of the collective bargaining agreement, the parties have agreed to a raise of 3.5%. Currently, the ten (10) PIC factors used to determine the compensation are as follows:

1. Complete non-emergency work orders in 15 days.
2. Number of families achieving family self-sufficiency to 230 (cumulative).
3. Cash Rent Collection (98% of total cash collected).
4. REAC inspection will achieve a score of 75%.
5. Unit turn around time to 21 days.*
6. HUD-PIC/TCS report accuracy and timely (95% completed and 2% error).
7. Determine adjusted income accurately (audit of files) (80%).

8. HCVP Lease Up (97% per unit month).
9. Reduce 1 and 2 day sick leave usage by 50%.
10. Improve external and internal customer service.

**Units rejected by 3 or more prospective tenants shall not be included in the calculation of this item.*

The maximum PIC percentage for the duration of the contract shall be 4.5%.

During the second, third and fourth years of the collective bargaining agreement, the baseline for PIC compensation shall be 1.25% and the variable percentage shall total 3.25%. During the second year of the collective bargaining agreement the sick leave usage factor (#9) shall be granted the maximum percentage (.325%) and the customer service factor (#10) shall be granted the maximum percentage (.325%).

The DCHA and the Union shall establish a PIC Committee to create new factors to determine the PIC compensation no later than November 1, 2008. The Committee shall consist of an equal number of representatives from the DCHA and the Union. The Committee shall create new PIC factors to be applied during the second, third and fourth years of the collective bargaining agreement. The factors shall be established no later than January 1, 2009.

Once the PIC factors are established, the DCHA shall provide the Union with the information needed to evaluate the performance of the PIC factors within 21 days after the end of each fiscal quarter. If the DCHA fails to provide the information needed to evaluate any factor, the Union shall be entitled to the maximum percentage for the respective fiscal quarter for the respective factor.

Section C—Bonus

In any year in which the PIC percentage is achieved, including the base, is 4.5%, the DCHA will pay each employee a bonus of .5% of his or her annual salary. The annual salary is the annual figure on the salary schedule for his or her grade and step as of the end of the fiscal year.

Section D—PIC Savings Clause

1. DCHA and the Union will work collaboratively as a Labor-Management Team to monitor the progress toward achieving the PIC objectives. This committee will review

work processes and procedures as they relate to each factor and make appropriate recommendations to the Executive Director.

2. If at any point the committee determines that there are barriers to reasonably achieving a particular goal, and the barriers have continued for more than four (4) months, the committee shall determine whether the Union will receive the maximum percentage for the respective fiscal quarter for the respective factor affected by said barriers.

Section E—Wage re-opener

1. If, during the term of this agreement or any extension thereof, the United States Department of Housing and Urban Development reduces the operating subsidy of DCHA below the current level, the Executive Director may request to re-open negotiations on wages only. If such a request is made the parties agree to re-open negotiations on wages only.

ARTICLE 38
ON CALL PAY

Section A—General

1. For the purpose of this Agreement, "on" call is defined as when an employee is required to remain accessible by pager, cell phone or any communication device after their normal tour of duty.
2. The employee's schedule must specify the hours during which the employee is required to remain on call.
3. The employee shall be compensated at a rate of twenty-five percent (25%) of his/her basic rate of pay for each hour the employee is on call.

ARTICLE 39
CALL-BACK\CALL-IN OVERTIME

Section A—Call Back

1. A minimum of four (4) hours of work shall be credited to any employee who is called back to perform unscheduled

work either on a regular workday after he/she has completed the regular work schedule and has left his/her place of employment or is called in on a day on which he/she is not regularly scheduled to work.

2. The employee shall be paid from the time they receive the notice to come back until the emergency is abated.

Section B—Call In

When an employee is called in before his/her regular tour of duty to perform unscheduled overtime and there is no break before the regular tour is to begin, a minimum of two (2) hours of work shall be credited to the employee.

Section C—Compensation

The rate of pay will be determined in accordance with Article 40 of this Agreement.

ARTICLE 40
OVERTIME/COMPENSATORY TIME

Overtime work must be officially ordered and approved by the employee's immediate supervisor or a designated authorizing SCHA official before it is performed. Overtime work for non-exempt employees under the Fair Labor Standards Act (FLSA) shall be defined, earned, computed and paid as indicated below:

Section A—Calculation of Overtime

1. Hours of work authorized in excess of eight (8) hours in pay status in a day or forty (40) hours in a pay status in a work week shall be overtime work for which an employee shall receive either overtime pay or compensatory time unless the employee has used unscheduled leave during the same eight (8) hour workday.

2. The unscheduled leave rule will not apply in a call-in, call-back situation.

3. Subject to the provisions of Section C, an employee who performs overtime work shall receive either pay or compensatory time at a rate of time and one-half (1-1/2x) for each hour of work for which overtime is payable, including all premium pay earned. An employee is paid for overtime

work performed on a Saturday, Sunday, or Holiday at the same rate as for overtime performed on any other day.

4. All hours worked by an employee who is called back to perform unscheduled work either on a regular workday after he/she has completed the regular work schedule and has left his/her place of employment or, when the employee is not scheduled and has been informed in advance, on one of the days when he/she is off duty, shall be overtime work paid in accordance with Section A.2.

5. Receipt of overtime pay or credit of compensatory time in lieu of overtime pay shall be at the employee's option. Designation of overtime pay or receipt of compensatory time in lieu of overtime pay shall be made prior to performance of overtime work.

Section B—Distribution of Overtime, Advanced Notice

Overtime assignments shall be distributed equitably among volunteers from the work unit or property in which the overtime work is to be performed. If enough volunteers are not available from that work unit or property, DCHA shall distribute the remaining overtime assignments equitably among qualified employees.

An employee assigned to work overtime may be excused at the supervisor's discretion, if the employee has a valid reason. Each situation shall be considered on its merits.

Section C—Notice of Mandatory Overtime

1. Except in an emergency, DCHA shall notify employees at least three (3) hours in advance when overtime work is required at the end of the employee's normal work day.

2. When a supervisor requests or directs an employee to perform overtime work the supervisor shall make every reasonable effort to give the employee a written statement that the overtime work has been authorized by the Executive Director.

3. For purposes of this Article an emergency is defined as an event that is not under the control of DCHA which threatens the health and safety of residents, employees or other persons exposed to the situation.

Section D—Overtime Records

The DCHA shall properly record on "time and attendance" forms, overtime hours worked, and shall process the forms so that the employee(s) may be paid no later than the first pay period following the one in which the work was performed.

Section E—Reimbursement for Documented and Approved Compensatory Time

1. Employees shall be allowed to apply for and receive payment of compensatory time one time each year.
2. For purposes of this Section, a year is identified as beginning on the first full pay period in January and ending on the last day of the last pay period in December.
3. Requests for payment of compensatory time must be submitted between December 1st and December 31st.
4. Payment shall be made by February 1st.
5. Compensatory time earned (documented and approved) subsequent to the employee's request for payment shall be available for payment application in the next calendar year in accordance with item A, above.

Section F—Compensatory Time Bank

Compensatory time earned under the provisions of this Article shall be maintained in an FLSA Compensatory Time Bank that shall be separate and apart from any bank of compensatory time not carried under FLSA.

ARTICLE 41

NIGHT DIFFERENTIAL/SUNDAY PREMIUM/HOLIDAY

Section A—Night Differentials

Employees covered by this agreement are entitled to receive night differential pay at a rate of ten percent (10%) in excess of their basic rate of compensation for work performed between the hours of 6:00pm and 6:00am.

Section B—Sunday Premium

A full-time employee assigned to a regularly established tour of duty, any part of which includes hours that fall between midnight Saturday and midnight Sunday, is entitled to Sunday

premium pay for each hour of work which is not overtime work and which is not in excess of eight (8) hours for each tour of duty which begins or ends on Sunday. Sunday premium is computed on the employee's basic rate of compensation.

Section C—Holiday Pay

An employee who works on a legal holiday shall be paid double time (2x) for all hours worked on the holiday.

ARTICLE 42
ENVIRONMENTAL DIFFERENTIAL

Section A—Objective

The DCHA has as its objective, the elimination or reduction to the lowest level possible; all hazards, physical hardships, and working conditions of an unusual nature. When the DCHA does not overcome the unusual nature of the hazard, physical hardship or working condition, an environmental differential is warranted. The creation of an environmental differential will not deter the DCHA's continuing efforts to abate the hazard, physical hardship, or working condition of an unusual nature, when feasible.

Section B—Policy and Schedule of Differentials

Environmental differential means additional pay authorized as specified in this Article for a category of work situations. An environmental differential is paid to a DCHA employee who is exposed to an unusual hazard, physical hardship or working condition of an unusual nature which has been identified in a Policy on Environmental Differentials established by the DCHA and attached hereto and incorporated herein as Appendix C. The schedule of environmental differentials shall define the methods of payment and the various degrees of hazards, physical hardships, and working conditions of an unusual nature for which differentials are payable.

Section C—Employee Request

1. Any bargaining unit employee or the Union may initiate a request to his/her immediate supervisor or Department Director to determine the appropriateness of the application of an environmental or hazardous differential.

2. Where possible, the immediate supervisor or Department Director should review the request, and make a determi-

nation as to whether the employee is entitled to an environmental differential before an employee is required to work in a situation where such exposure is claimed. Any appeal of the final determination of whether an employee is entitled to environmental differential shall be through the grievance procedure established in Article 9.

Section D—New Hazards

Amendments to the categories of hazards identified in Appendix D, in the form of additions, deletions, or changes may be made by the Executive Director on his own initiative or at the request of the Union or an employee. The DCHA's failure to honor a request for a change, deletion or addition to the categories of hazards may be the subject of a grievance in the procedures set forth in Article 9.

Section E—Differential Amount

The amount of differential rates and categories of exposure applicable to DCHA shall be in accordance with Appendix C.

ARTICLE 43
DEPENDENT CARE ACCOUNTS

The DCHA shall strive to implement the "dependent care account" pursuant to IRS regulations. The account allows employees to voluntarily request payroll deductions in amounts up to the maximum amount allowed by law. Employees may withdraw such funds to reimburse themselves for dependent care expenses for children not older than thirteen (I3) years of age or dependent adults who cannot care for themselves. The employee must submit the name, address and taxpayer identification number of the dependent care provider to the DCHA before the funds are withdrawn.

ARTICLE 44
SAVINGS CLAUSE

In the event any Article, Section, or portion of this Agreement is held invalid and unenforceable by any court or higher authority of competent jurisdiction, such decision shall apply only to

the specified article, section, or portion thereof specified in the decision; and upon issuance of such a decision, either party may demand immediate negotiation for a substitute for the invalidated article, section, or portion thereof.

ARTICLE 45

DURATION AND FINALITY OF AGREEMENT

Section A—Duration

This Agreement shall remain in full force and effect from October 1, 2007 until September 30, 2011, except where a different effective date for specific provisions is agreed upon. If disapproved because one or more provisions are asserted to be contrary to applicable law or if not ratified by the Union, the parties shall meet immediately to negotiate a legal replacement provision or to delete the offensive provision.

Section B—Emergencies

In the event that a state of civil emergency is declared by the Mayor or any other official authorized by law (civil disorders, natural disasters, etc.), the provisions of this Agreement may be suspended by the Director during the emergency.

Section C—Renewal

This Agreement shall remain in effect until September 30, 2011, in accordance with Section A of this Article, and shall automatically renew for one (1) year periods thereafter unless either party provides written notice to the other party of its intent to terminate or modify the Agreement no later than May 4, 2011, or any subsequent May 4 anniversary thereafter. In the interim, the provisions of this Agreement shall be applicable until such time as a new Agreement is negotiated.

Section D—Terms And Conditions Not Covered

All terms and conditions of employment not covered by the terms of this Agreement shall continue to be subject to the DCHA's direction and control provided, however, that if the

DCHA desires to institute a major change that has a significant impact upon the term(s) or condition(s) of employment of the entire bargaining unit or any group of bargaining unit employees, the Employer shall provide advance notice to the Union and upon written request of the Union the parties shall promptly negotiate the impact of such change.

IN WITNESS THEREOF, the parties have fully executed this Agreement on this 12th day of December, 2008.

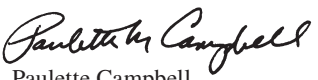
DCHA



Michael Kelly
Executive Director



William Knox
Chief of Staff



Paulette Campbell
Director
Human Resources



Hans Froelicher
General Counsel

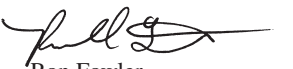


Ronnie Thaxton
Manager
Labor and Employee Relations

AFGE, Local 2725



Eric Bunn
President



Ron Fowler
Chief Steward



Melvina Middleton
Steward



La Keisha Durant-Carr
Secretary

APPENDIX A:
TABLE OF APPROPRIATE PENALTIES

	PENALTIES		
OFFENSE OR INFRACTION	**FIRST OFFENSE**	**SECOND OFFENSE**	**THIRD OFFENSE**
1. Fraud in securing appointment or falsification of official records:			
a. Falsification of application for appointment or other personal history record by omission, or by making a false entry, with respect to a material item which would have precluded or cast doubt upon the availability of selection for appointment or promotion.	Removal	Removal	Removal
b. Intentional falsification of application for appointment or other personal history record by omission, or by making a false entry, with respect to a minor item which would not have adversely affected the selection for appointment or promotion.	Suspension for 14 to 28 days to Removal	Suspension for 28 days or Removal	Removal

OFFENSE OR INFRACTION	PENALTIES		
	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
c. Other falsification of material facts by omission, or by making a false entry, in official documents or records where property or funds are misused, but not for personal gain.	Suspension for 14 to 28 days	Suspension for 28 days or Removal	Removal
d. Other falsification of material facts by omission, or by making a false entry in official documents or records where property or funds are not misused.	Suspension for 7 to 14 days	Suspension for 28 days or removal	Removal
2. Incompetency:			
a. Inability to satisfactorily perform one or more major duties of his or her position.	Reduction in pay, grade, and/or rank, or removal	Removal	Removal
b. Revocation or suspension of state or District of Columbia permit, or license required to perform part or all of the employee's duties.	Reduction in rank or grade, or removal	Reduction in grade or removal	Removal
3. Inefficiency:			
a. Negligent or careless work performance.	Reprimand to suspension for 14 days	Suspension for 14 to 28 days	Removal

OFFENSE OR INFRACTION	PENALTIES		
	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
b. Failure to satisfactorily perform one or more major duties or his or her position.	Reprimand to suspension for 14 days	Suspension for 14 to 28 days	Removal
4. Inexcusable neglect of duty:			
a. Negligence in performance official duties, including failure to follow verbal or written instructions.	Reprimand to suspension for 14 days	Suspension for 14 to 28 days	Removal
b. Failure to observe precautions regarding safety, posted rules, signs, or other written or oral safety instructions, or to use protective clothing or equipment when such use is required.	Reprimand to suspension for 14 days	Suspension for 14 to 28 days	Removal
c. Failure, without reasonable cause, to carry out an officially assigned duty, task, or responsibility.	Reprimand to suspension for 7 days	Suspension for 14 to 28 days	Removal
d. Providing misleading or inaccurate information to superiors, the Council, Congress, or the public.	Suspension for 7 to 14 days	Removal	Removal

OFFENSE OR INFRACTION	PENALTIES		
	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
e. Ignoring, concealing, or covering up a recognized offense or material fact for another employee, a supervisor, or a subordinate employee, which, if revealed, may result in disciplinary action being taken against the employee.	Reprimand to suspension for 14 days	Suspension for 14 days to 28 days	Suspension for 28 days to removal
f. Serious or repeated violations of traffic regulations while driving a government vehicle or a vehicle rented or leased for official government purposes. Also, reckless driving or improper operation of any motor vehicle on any DCHA premises.	Reprimand to suspension for 7 days	Suspension for 14 to suspension for 28 days	Suspension for 28 days or removal
g. Sleeping on duty where safety of personnel or property is not endangered thereby.	Reprimand to suspension for 7 days	Suspension for 7 to 14 days	Suspension for 14 to 28 days or removal
h. Sleeping on duty where safety of personnel or property is endangered thereby.	Suspension for 14 to 28 days	Suspension for 28 days to Removal	Removal

OFFENSE OR INFRACTION	PENALTIES		
	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
i. Loafing (willful idleness or deliberate failure to work on assigned duties).	Reprimand	Suspension to 14 days	Suspension for 14 to 28 days or removal
5. Insubordination:			
a. Failure or refusal to comply with written instructions or direct orders by a superior.	Reprimand to suspension for 14 days	Suspension for 14 to 28 days	Removal
b. Refusal to accept a detail, reassignment, or change in duty location or tour of duty.	Suspension for 14 to 28 days	Removal	Removal
c. Refusal to carry out assigned duties and responsibilities.	Suspension for 14 to 28 days	Removal	Removal
6. Dishonesty:			
a. Theft or misappropriation of government-owned or private property of nominal value (less than $25).	Reprimand to suspension for 7 to 14 days	Removal	Removal

OFFENSE OR INFRACTION	PENALTIES		
	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
b. Theft or misappropriation of government-owned or private property of more than nominal value (more than $25).	Suspension for 14 days to Removal	Removal	Removal
c. Deliberately misrepresenting facts of a situation in order to avoid carrying out assigned duties and/or responsibilities.	Suspension for 14 days to removal	Removal	Removal
d. Misuse, whether or not for personal gain, of government, funds or property, or other funds or property which come into the employee's possession by reason of his or her official position.	Suspension for 14 days to removal	Removal	Removal
e. Submission of falsely stated travel, payroll, time and attendance, loan, or purchase vouchers, or their supporting documents.	Suspension for 14 days to removal	Removal	Removal
7. Drunkenness on duty:			
a. Being under the influence of alcohol while on official duty, including reporting for duty under the influence of alcohol, to a degree which would interfere with proper performance of duty or be a menace to safety or prejudicial to the maintenance of discipline.	Suspension to 7 days	Suspension for 14 to 28 days	Removal

OFFENSE OR INFRACTION	PENALTIES		
	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
8. On duty use of drugs not prescribed and/or obtained legally:			
a. Consumption/use of non-prescription controlled substances while on official duty.	Reprimand to suspension 14 days	Suspension for 14 to 28 days	Removal
9. Inexcusable absence without leave:			
Absence from duty without permission which was charged to "absence without official leave."			
a. Ten (10) consecutive workdays or more.	Suspension of 14 to 28 days	Removal	Removal
b. Any other period of absence charged to AWOL.	Reprimand to suspension for 7 days	Suspension for 7 to 14 days	Suspension of 28 days or removal
10. Conviction of a felony:			
a. Conviction on criminal charges for which an employee may be imprisoned for more than one year. (A plea or verdict of guilty or a conviction following a plea of nolo contendere, to such a charge shall be deemed a conviction.)	Removal	Removal	Removal

OFFENSE OR INFRACTION	PENALTIES		
	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
11. Discourteous treatment of the public, a supervisor, or other employee:			
a. Knowingly making false or unfounded charges or statements concerning other employees, supervisors, or management officials.	Reprimand to suspension for 7 days	Suspension for 14 to 28 days	Suspension of 28 days or removal
b. Fighting, threatening, or inflicting bodily harm on another or physical resistance to competent authority.	Reprimand to suspension of 7 to 14 days	Suspension of 14 to 28 days or removal	Removal
c. Rude or boisterous play or conduct which adversely affects production, discipline, or morale; or interferes with the work or production of others.	Reprimand to suspension for 14 days	Suspension for 14 days to removal	Removal
d. Use of abusive or offensive language or discourteous or disrespectful conduct toward the public or other employee.	Reprimand to suspension for 14 days	Suspension for 14 to 28 days	Removal

OFFENSE OR INFRACTION	PENALTIES		
	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
e. Use of abusive or offensive language toward a subordinate; baiting or otherwise tormenting a subordinate to violate rules, regulations, or standards of conduct; coercion in deprivation of subordinate's rights; or reprisals against a subordinate for exercising his or her rights as an appellant.	Reprimand to suspension for 7 days	Suspension for 14 to 28 days	Removal
f. Use of insulting or threatening language to official superior.	Reprimand to suspension for 14 days	Suspension for 14 to 28 days or removal	Removal
12. Improper political, activity except as otherwise permitted by law or the constitution:	**As ordered by Merit System Protection Board**		
13. Willful disobedience except as authorized in D. C. Official Code, Title 1, Chapter 6 (2001):			
a. Unjustified refusal to testify or answer proper questions in an official District of Federal Government investigation, inquiry, or proceeding.	Removal	Removal	Removal

OFFENSE OR INFRACTION	PENALTIES		
	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
14. Misuse, mutilation, or destruction of district property, public records, or funds:			
a. Being found at fault as a result of an investigation of an accident involving a government vehicle.	Reprimand to suspension for 14 days	Suspension for 14 to 28 days or removal	Suspension of 28 days to removal
b. Use of, or authorizing use of government vehicle for other than official business.	Suspension for 14 to 28 days	Removal	Removal
c. Use of, or authorizing use of, government property, facilities, or labor for other than official business.	Suspension for 14 to 28 days	Removal	Removal
d. Concealment, misuse, removal, mutilation, alteration, or destruction of government property, public records, or funds.	Suspension for 14 to 28 days	Removal	Removal
15. Refusal to take and subscribe any oath or affirmation which is required by *D.C. Official Code, Title 1, Chapter 6 (2001),* in connection with his or her employment, including refusal to execute an Appointment Affidavit.	Removal	Removal	Removal

OFFENSE OR INFRACTION	PENALTIES		
	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
16. Other conduct during and outside of duty hours that would affect adversely the employee's or the agency's ability to perform effectively.			
a. Gambling during duty hours or on government premises, other than that permitted by law or regulation.	Removal	Removal	Removal
b. Promotion of, or assisting in, the operation of any organized gambling scheme during duty hours or on government premises, other than that permitted by law or regulation.	Removal	Removal	Removal
c. Illegally possessing, selling, manufacturing, dispensing, or distributing any controlled substance during duty hours.	Removal	Removal	Removal
d. Possessing, selling, or distributing any alcoholic beverage during duty hours.	Reprimand to Removal	Removal	Removal
e. During or outside of duty hours, commission of or participation in criminal, dishonest, or other conduct of a nature that would affect or has affected adversely the employee's or his or her agency's ability to perform effectively.	Reprimand to suspension for 7 days	Suspension for 14 to 28 days	Suspension for 28 days to removal

OFFENSE OR INFRACTION	PENALTIES		
	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
17. Engaging in a strike:			
a. Blocking or obstructing the lawful use by any other person(s) of any public thoroughfare or property, or of any position of access or exist to or from any public building, sidewalk, driveway, or the like, if engaged in as part of a labor dispute with the District government.	Removal	Removal	Removal
b. Preventing any person from engaging in or continuing in any lawful work or use of equipment, by intimidation, force or coercion of any kind, if engaged in as part of a labor dispute with the District government.	Removal	Removal	Removal
c. Failing or refusing to report to work, if such failure or refusal is engaged in as part of a labor dispute with the District government.	Removal	Removal	Removal
d. Failing or refusing to perform required duties, or performing them in an unsatisfactory manner, after warning from the employee's supervisor, if such action or inaction is engaged in as part of a labor dispute with the District government.	Removal	Removal	Removal

OFFENSE OR INFRACTION	PENALTIES		
	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
18. Misuse of official position or unlawful coercion of an employee for personal gain or benefit:			
a. Acceptance of loans, endorsements or guarantees on loans, gratuities, favors, and the like, from persons, firms, or corporations with whom the employee has official relations.	Suspension for 14 to 28 days	Removal	Removal
b. Soliciting or accepting a loan, service, or other item of more than nominal value from a subordinate, or from a person or organization who has a personal or pecuniary interest in the manner in which the soliciting or accepting employee administers official regulations or performs his or her official duties.	Removal	Removal	Removal
c. Any use of one's official position for personal gain, including gain for family, prohibited by the conflict of interest provisions *D. C. Official Code, Title 1, Chapter 6 (2001).*	Removal	Removal	Removal

OFFENSE OR INFRACTION	PENALTIES		
	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
19. Lack of dependability:			
a. Absence from assigned duty hours without permission and without reasonable cause after warning.	Reprimand	Suspension to 14 days	Suspension of 14 to 28 days or removal
b. Failure to complete assignments in a timely manner.	Reprimand	Suspension to 14 days	Suspension of 28 days to removal
20. A finding by the Office of or Commission on Human Rights, or a court of competent jurisdiction in the District of Columbia that the employee has engaged in violation of the guarantees in *D.C. Official Code, Title 1, Chapter 6, Subchapter I and VII (2001),* in the performance of that employee's official duties.	Reprimand to removal	Removal	Removal
21. A finding that the employee has violated the provisions of *D.C. Official Code, Title 1, Chapter 6, subchapter XIX, or §1-615.03 (2001).*			

OFFENSE OR INFRACTION	PENALTIES		
	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
a. Failure or refusal to take action as ordered after an administrative finding of having engaged in outside employment or having a private business activity or any direct or indirect financial interest that conflicts or has the appearance of conflicting with fair, impartial, and objective performance of officially assigned duties and responsibilities.	Removal	Removal	Removal
b. Failure to pay just financial obligation (as specified in *D. C. Official Code, Title 1, Chapter 6 (2001)* of these regulations) in a proper and timely manner.	Reprimand to suspension of 14 days	Suspension for 14 days to removal	Removal
22. Conviction of a misdemeanor, when the conviction is based on conduct that would affect adversely the employee's or the agency's ability to perform effectively. A plea of guilty, a finding of guilt, or a conviction following a plea of nolo contendere, to a charge of a misdemeanor involving the specified conduct, shall constitute prima facie evidence of the elements of the misdemeanor.	Reprimand to suspension **of 28 days**	Suspension for 28 days **to removal**	Removal

APPENDIX B:

REDUCTION-IN-FORCE PROCEDURES

This Appendix to the Agreement shall set forth the rules and procedures for conducting a reduction in force affecting bargaining unit employee as referred to in Article 31 of the Agreement.

PART I

REDUCTIONS-IN-FORCE

Section A—Definitions

When used in this Appendix, the following terms shall have the meaning ascribed:

Competing employee—An employee in tenure group I, II, or III.

Competitive area—The DCHA boundaries in which employees compete in a reduction in force, which may be lesser, but not greater, than the DCHA as a whole, as determined by the DCHA on the basis of all or a clearly identifiable segment of the DCHA's mission or a division or major subdivision of the DCHA.

Competitive level—All positions in a competitive area, in the same pay system, grade or class, and series which are sufficiently alike in qualification requirements, duties, responsibilities and working conditions so that the incumbent in any one (1) position can perform successfully the duties and responsibilities of any other position without any loss of productivity beyond that normally expected in the orientation of any new but fully qualified employee.

Days—Calendar days.

Displaced employees—A former employee in the Career Service who was separated by reduction in force.

Obligated position—A position to which an employee has restoration rights under the provisions of the Vietnam Veterans Readjustment Assistance Act of 1974, (title 38 U.S. Code §§ 2021-2026).

One round of competition—A round of lateral competition for job retention in the employee's competitive level.

Preference eligible—A preference eligible veteran as defined in § 2108 of title 5 U.S. Code and D.C. Code § 1-625.2(b) (I) (1992 Repl.).

Realignment—An action which affects the internal structure or functions of the DCHA.

Released employee—An employee who has been reached for release from his or her competitive level.

Representative rate—(a) The fourth (4th) rate under the District Service Schedule (or DCHA equivalent); (b) The second (2nd) rate on the Regular Wage Service and Task Force Wage Service schedules; (c) The established rate on a single rate schedule; and (d) The rate designated as representative of the position by the Executive Director upon the establishment of a new pay schedule.

Retention register—The list of employees occupying positions in a competitive level by tenure group and reduction in force service computation date.

Retention standing—The employee's standing on the retention register in relation to other competing employees within his or her competitive level.

TAPER appointment—A temporary appointment pending establishment of a register when there are insufficient candidates on a register appropriate for filling a position that will last for more than one (1) year and the public interest requires that the vacancy be filled before eligible candidates can be certified.

Temporary appointment—An appointment with specific time limitations of one (1) year or less.

Tenure group—The retention group in which competing employees shall be categorized according to their current type of appointment.

Term appointment—An appointment with a specific time limitation in excess of one (1) year but not exceeding four (4) years, unless extended by the Executive Director in accordance with applicable law.

Section B—Employees and Actions Covered

1. Notwithstanding any other provision of this Agreement, the DCHA shall follow the rules and procedures set forth in this Appendix and the policy set forth in Article 31 when releasing a competing collective bargaining unit employee from his or her competitive level.

2. In order to minimize the adverse impact of a reduction in force procedure, the DCHA shall offer a released employee a vacant position for which he or she qualifies.

3. The need to apply reduction in force procedures shall not suspend the DCHA's authority and responsibility to discipline, remove, demote, or reassign any employee under any other provision of this Agreement.

4. The DCHA, has the sole authority over the preparation for, and implementation of, the reduction in force procedure.

5. An action which has been found by the DCHA to be erroneous as a result of procedural error shall be reconstructed, and DCHA shall take appropriate action in accordance with the provisions of this Appendix. The retroactive reinstatement of a person who was separated by a reduction in force procedure under this Agreement may only be made on the basis of a finding of a harmful error as determined by the DCHA or an arbitrator. An error, to be harmful, shall be of such a magnitude that in its absence, the employee would not have been released from his or her competitive level.

6. During a reduction in force procedure, the DCHA may increase or decrease the number of positions previously identified for abolishment.

Section C—Procedures for Conducting a Reduction in Force

1. If a determination is made that a reduction in personnel is to be conducted, the DCHA shall prepare the following:

   (a) An Executive Director's Order or equivalent issuance identifying the competitive area, and the positions to be abolished, by position number, title, series, grade, and organizational location, and the reason there for; and

   (b) Appropriate documentation for each position to be abolished, without indicating the name of the incumbent of the position.

   (c) The DCHA shall assure that no covered employee in the affected competitive area is serving on an unauthorized detail.

   (d) The approval by the Executive Director shall constitute an authority for the DCHA to conduct a reduction in force.

Section D—Determining Retention Standing

The retention standing of each competing employee shall be determined on the basis of tenure of appointment, length of creditable service, veteran's preference, residency preference, and relative work performance and on the basis of other selection factors as provided in this Agreement. Together, these factors shall determine whether an employee is entitled to compete with other employees for employment retention and, if so, with whom, and whether the employee is to be contained or released.

Section E—Competitive Area

1. The DCHA may establish lesser competitive areas within the DCHA. Any lesser competitive area shall be no smaller than a major subdivision of the DCHA or an organizational segment that is clearly identifiable and distinguished from others in the DCHA in terms of mission, operation, function, and staff. The DCHA shall prepare the following:
   (a) A description of the proposed competitive area or areas which includes a clearly stated mission statement, the operations, functions and organizational segments affected;
   (b) An organizational chart of the DCHA which identifies the proposed competitive areas; and
   (c) A justification for the need to establish a lesser competitive area.
2. The DCHA will notify employees of the competitive area or areas in which the reduction in force procedure will be conducted.
3. All employees within each competitive area identified pursuant to this section shall compete with each other. Employees in one competitive area shall not compete with employees in another competitive area.

Section F—Competitive Levels

1. The DCHA shall determine the positions which comprise the competitive level in which employees shall compete with each other for retention.
2. Assignment to a competitive level shall be based upon the employee's position of record.

3. An employee's position of record is the position for which the employee receives pay or the position from which the employee has, been temporarily assigned or promoted on a temporary or term basis.

4. A competitive level shall consist of all positions in the competitive area identified pursuant to Section E in the same pay system, grade or class, and series which are sufficiently alike in qualification requirements, duties, responsibilities, and working conditions so, that the incumbent in any one (1) position could perform successfully the duties and responsibilities of any of the other positions without loss of productivity beyond that normally expected in the orientation of any new but fully qualified employee.

5. The composition of a competitive level shall be determined on similarity of the qualification requirements, including selective factors, to perform the major duties of the position successfully, the title and series of the positions, and other appropriate factors.

6. Separate competitive levels shall be established for the following:

   (a) Positions under different pay schedules;

   (b) Positions filled on a seasonal basis;

   (c) Positions filled on a part-time basis;

   (d) Positions filled on an intermittent basis;

   (e) Positions filled by supervisors or managers; and

   (f) Positions filled by employees in a formally designated trainee or developmental program.

7. Employees whose official position descriptions have the same title, series, and grade, but who have specialties which are identified on their position descriptions by parenthetical title, in accordance with applicable classification standards, shall be assigned to separate competitive levels.

8. A position shall be considered as being formally designated in a trainee or developmental program, if it has all the following characteristics:

(a) The program shall have been designed to meet the DCHA's needs and requirements for the development of skilled personnel;

(b) The program shall have been formally designated, with its provisions made known to employees and supervisors:

(c) The program shall be developmental by design, offering planned growth in duties and responsibilities, and providing advancement in recognized lines of career progression.

Section G—Retention Register

1. The DCHA shall establish a retention register whenever a competing employee is to be released from his or her competitive level.

2. A separate retention register shall be prepared for each competitive level in the competitive area.

3. The retention register shall document the final action taken, and effective date of such action for each employee released from his or her competitive level.

4. Each competitive level shall be identified by the title, series, and grade of the position(s) which composed the competitive level. When a competitive level consists of two (2) or more different titles, each position title shall be identified on the retention register.

5. The retention register for each competitive level shall list all positions in the competitive level. A written justification shall be attached to the retention register when positions of the same title, series, and grade are placed in different competitive levels.

6. The retention register shall include all of the following:

   (a) The name of each competing employee in the competitive level, whether in duty status or paid or unpaid leave status.

   (b) The name of each competing employee in the competitive level who is receiving continuation of pay under the rules applicable under the predecessor Agreement.

(c) The name of each competing employee in the competitive level who is in a leave-without-pay status based upon receipt of disability compensation benefits under the rules applicable under the predecessor Agreement.

(d) The name of each competing employee detailed or temporarily reassigned from the competitive level.

(e) The name of each competing employee temporarily promoted from the competitive level by a temporary or term promotion; and

(f) The name of each competing employee on a temporary assignment from the competitive level to a governmental entity or institution of higher education pursuant to authorized programs.

7. An employee on military duty with restoration rights as specified in applicable laws shall not be placed on a retention register.

8. An employee who has received a written decision in accordance with this Agreement to demote him or her shall compete for retention in the position to which he or she will be demoted.

9. At the bottom of the retention register or on a separate list appended to the retention register in the order set forth below shall be the following:

(a) The name and expiration date of the appointment or reassignment of each employee serving in a position in the competitive level who is in a specify limited temporary appointment or on a temporary reassignment;

(b) The name and expiration date of promotion of each employee serving in a position in the competitive level on a temporary or term promotion; and

(c) The name of each employee serving in a position in the competitive level with a current performance rating of unsatisfactory.

Section H—Retention Standing/Tenure Groups

1. The name of each competing employee shall be listed on the retention register in the order of his or her retention standing.

2. Competing employees shall be categorized on a retention register in the groups listed in Section H (3) on the basis of tenure of employment, including additional credit as provided in Sections K, L, and M.

3. The retention register groups, in descending order of retention standing, shall be tenure group I; group II, and group III.

4. Within each group, employees shall be listed by their reduction in force service computation date, as defined in Section J, beginning with the earliest date.

5. Tenure group I shall include each employee (other than one in group II or Group III) who is not serving a probationary period.

6. Tenure group II shall include the following:

   (a) Each employee serving a probationary period; and

   (b) Each employee who has completed his or her probationary period, and who is in an obligated position.

7. Tenure group III shall include each employee serving under an indefinite appointment, a TAPER appointment, and a term appointment.

Section I—Non-competing Employees

1. An employee serving under a temporary appointment shall be a non-competing employee in a reduction in force and shall be terminated ahead of all competing employees in the competitive level without regard to length of creditable service or preference eligibility, unless the positions in the competitive level are not affected by the reduction in force.

2. An employee with an unsatisfactory performance rating shall be a non competing employee in a reduction in force and shall be terminated ahead of any competing employee in his or her competitive level without regard to length of creditable service or preference eligibility, unless the positions in the competitive level are not affected by the reduction in force.

3. To ensure that such employees are separated ahead of competing employees, they shall be listed separately be-

low group III employees on the retention register or on a separate list appended to the retention register, as provided in Section H.

Section J—Retention Standing: Length of Service

1. Creditable service in the determining length of service shall include all federal, District government, and military service otherwise creditable for Civil Service Retirement purposes under title 5 U.S.C. § 8332 or D.C. government retirement under D.C. Official Code §§ 1-626.2 (2001 ed.)

2. A reduction in force service computation date shall be established for each competing employee as specified in this section.

3. An employee's reduction in force service computation date shall be the date which reflects total creditable service plus additional service credit. If applicable, for an outstanding performance rating, veteran's preference and residency preference; and such date shall be one (1) of the following:

   (a) The date of entrance on duty, when there is no previous creditable service:

   (b) The date obtained by subtracting total creditable previous service from the date the employee last entered on duty: or

   (c) The date obtained by subtracting from the date established by Section J. 1 or the additional service credit allowed for one (1) or more of the following:

      (i) A current performance rating of "Outstanding" in accordance with Section K;

      (ii) A preference eligible in accordance with Section L; and

      (iii) Residency preference in accordance with Section M.

Section K—Retention Standing/Performance Rating

1. Each employee who has a current performance rating of "Outstanding" shall be credited with four (4) years of additional service.

2. The current performance rating shall be the performance rating for the year which ended on the March 31 preceding the date of the reduction in force notice.

3. To be credited under Section K. 1, the performance rating must have been officially acted upon with all the necessary approvals, received in the HRD no later than thirty (30) days before the close of business of the day immediately before the reduction in force notice is issued.

4. A performance rating received by HRD after the date specified in Section K. 3 shall not change the employee's retention standing.

Section L—Retention Standing/Veterans Preference

1. In accordance with D.C. Official Code §1-624.02 (2001) veterans preference eligibility shall be determined in accordance with Federal law and regulations issued there under by the U.S. Office of Personnel Management.

2. Pursuant to the federal regulations referred to in L. 1, a retired member of a military service shall be considered' a preference eligible under this chapter only if he or she meets at least one (1) of the following conditions:

   (a) The employee's military retirement is based on disability that either:

      (i) Resulted from injury or disease received in the line of duty as a direct result of armed conflict; or

      (ii) Was caused by an instrumentality of war incurred in the line of duty during a period of war as defined by §§ 10.1 and 301 of title 38 U.S. Code:

   (b) The employee's military service does not include twenty (20) or more years of full-time active service, regardless of when performed. However, this total does not include periods of active service for training; or

   (c) The employee has been employed continuously since November 30, 1964, in a position without a break in service of more than thirty (30) days.

3. An employee who would otherwise be considered a preference eligible under conditions in Section L. 2 (b) or (c)

shall not be considered a preference eligible for purposes of this chapter if the employee retired at or above the rank of major or its equivalent.

4. A preference eligible having a service-connected disability of thirty percent (30%) or more shall be credited with eight (8) years of additional service.

5. A preference eligible, other than as described in Section L. 4, shall be credited with four (4) years of additional service.

Section M—Retention Standing Residency Preference

1. Residency preference eligibility in a reduction in force shall be determined as follows; five (5) years of additional service shall be credited to all of the following:

   (a) Each competing employee who is a bona fide resident of the District of Columbia;

   (b) Each competing employee who is not a resident of the District of Columbia but who was hired prior to January I, 1980 and has continued employment without a break in service of one (1) workday or more since that date; and

   (c) Each competing employee who is not a resident of the District of Columbia but who was a former employee of the U.S. Department of Health & Human Services at St. Elizabeth Hospital who accepted employment with the District of Columbia government or DCHA without a break in service effective October 1, 1987, and who has continued employment without a break in service of one (1) workday or more since that date.

Section N—Effective Date of Retention Standing

1. The retention standing of each employee released from his or her competitive level shall be determined as of the date of release.

2. When DCHA discovers an error in the determination of an employee's retention standing, it shall correct the error and adjust any erroneous reduction in force action in accordance with the employee's true retention standing as of the effective date established under this section.

Section O—Release from Competitive Level

1. A competing employee shall not be released from a competitive level while any of the following is retained in that level:
   (a) An employee with specifically limited temporary appointment;
   (b) An employee with a specifically limited temporary or term promotion; or
   (c) An employee with an "Unsatisfactory" performance rating.
2. A competing employee shall not be released from a competitive level while an employee with lower retention standing is retained in that level, except as required under Section P when an employee is retained under a mandatory exception.
3. Competing employees shall be selected for release from a competitive level in the inverse order of retention standing, beginning with the employee with the lowest retention standing on the retention register.
4. When one (1) or more but not all employees with the same reduction-in-force service computation dates in the same tenure group must be released from a competitive level, the ties shall be broken as follows:
   (a) The employee who encumbers the position to be abolished shall be released;
   (b) If still tied, the employee who has the least service in the agency shall be released, and
   (c) If still tied, the last digit of the social security number shall be used and the employee with the lowest last digit shall be released.
5. When an employee is selected for release from his or her competitive level, the personnel authority shall separate the employee for service.

Section P—Mandatory Exceptions

1. When employees are released from their competitive levels under Section P, the special retention preferences outlined in this section shall be applicable.

2. Each group I or II preference eligible employee entitled to retention for one (1) year after restoration under the Vietnam Veterans Readjustment Assistance Act of 1974. (Title 38, U.S. Code § 2021-2026), shall be retained over other employees in his or her tenure group for the retention period.

3. Each group I or II non-preference eligible employee entitled to retention for either six (6) months or one (1) year after restoration under the Vietnam Veterans Readjustment Assistance Act of 1974, (title 38, U.S. Code §§ 2021-2026), shall be retained over other employees in his or her tenure group for the retention period.

4. The retention register shall indicate the reasons for any deviation from the regular order of selection required by Sections P. 2 and 3, respectively.

Section Q—Notice To Employees

1. Each competing employee selected for release from his or her competitive level under this chapter shall be entitled to written notice at least thirty (30) full days before the effective date of the employee's release.

2. The notice required by this section shall not be issued until the Executive Director has authorized the reduction in force procedure.

3. A notice shall not be issued less than thirty (30) days before the effective date of the employee's release.

4. In counting the thirty-day (30-day) minimum notice period, the day the employee receives this notice shall be omitted, and a notice period that ends on a Saturday, Sunday, or legal holiday shall be automatically extended to the next work day.

5. DCHA shall not retain an employee beyond the end of the notice period.

6. The notice to the employee shall specify the effective date of the employee's release from his or her competitive level.

7. A notice shall expire when followed by the action specified in the notice, or in an amendment made to the notice

before the agency takes the action. Such amendment shall be permitted without extension of the notice period only when the action to be taken is less severe than the action in the original notice.

8. A reduction in force action shall not be taken before the effective date of a notice.
9. An employee shall be retained in an active duty status during the notice period unless on leave pursuant to the leave provisions of this Agreement.
10. Each notice shall state the following:
    a. The specific action to be taken and its effective date;
    b. The employee's competitive area, competitive level, tenure group, and reduction in force service computation date;
    c. The place where the employee may inspect this Agreement and/or other rules and records pertinent to his or her case;
    d. The reasons for retaining lower-standing employee in the same competitive level, if applicable:
    e. The employee's appeal rights, including the time limit for appeal and the location of the office to which an appeal should be sent; and
    f. Specific information concerning the employee's right to priority placement consideration, if the employee will not be retained.

Section R—Records

1. The DCHA shall maintain the correct records needed to determine the retention standing of competing employees.
2. The DCHA shall allow inspection of retention registers and related records by the following:
    a. A DCHA employee who is affected by the reduction in force, or his or her representative;
    b. A supervisor or manager whose unit is affected by reduction in force;

c. Others who are determined by the DCHA to have a legitimate need to review such materials in order to carry out their official duties.

3. All registers and records relating to an employee shall be preserved intact for at least one (1) year from the date the employee is issued a specific reduction in force notice, or until any appeal is decided, whichever is later.

Section S—Appeals

An employee may file an appeal contesting the separation procedures of this Article pursuant to the grievance procedures set forth in Article 9 of this Agreement, except that allegations of discrimination shall be filed pursuant to section 303 of the Human Rights Act of 1977 (D.C. Official Code § 2.1430.01 et. seq.).

PART II

DCHA REEMPLOYMENT PRIORITY PROGRAM

Section A—Reemployment Priority List

1. The DCHA shall establish and maintain a reemployment priority list for each competitive area in which it separates group I and II employees.

2. A group I employee's name shall remain on the reemployment priority list for two (2) years, and a group II employee's name for one (1) year from the date he or she was separated from his or her competitive level.

3. Employees covered under the provisions of this section shall be entered automatically on the list immediately after it has been determined that such employees are to be adversely affected by the reduction in force and not later than issuance of the notice of reduction in force.

4. The employee's name shall be entered on the DCHA reemployment priority list for all positions for which he/she is qualified as follows:

   a. At his or her grade level at the time of separation; and

b. At any lower grade acceptable to the employee.

The DCHA may delete an employee's name from the list when he or she declines a non-temporary position with a tour of duty similar to the position from which separated and a representative rate the same as or higher than that of the grade of the position from which he or she was separated.

Section B—Appointment from DCHA Reemployment Priority List

1. When a qualified person is available on the DCHA's reemployment priority list, a position within that agency shall not be filled except as provided under this Agreement and shall not filled by the following:

   a. A new appointment;

   b. Transfer; or

   c. Reemployment of a person not on the DCHA reemployment priority list.

2. Section B.1 shall not apply when all qualified persons on the DCHA reemployment priority list decline or have failed to respond to offers of employment.

3. In selecting employees on the DC reemployment priority list from among those adversely affected by reduction in force, but who have not yet been separated, offers of employment shall be made according to the employees' relative standing in their competitive levels. In this regard a lower standing employee shall not be offered a position if a higher standing employee qualified for the position unless the higher standing employee declines the position.

4. The order of priority in selecting from a DCHA reemployment priority list shall be as follows:

   a. For positions from which separated, offers of employment shall be made according to the displaced employee's relative standing in his or her competitive level. In this regard, a lower standing displaced employee shall not be offered a position if a higher standing displaced employee is on the agency reemployment priority list unless the higher standing displaced employee declines the position; and

b. For positions other than from which separated, preference shall be given to a tenure group I displaced employee over a tenure group II displaced employee, without regard to their relative standing within the tenure group.

5. When a position becomes available in the DCHA, preference shall be given to the reemployment of a person who is on the DCHA reemployment priority list.

6. The Executive Director may appoint a person not on the DCHA reemployment priority list or a person on the list with lower standing than others on the list only when it is necessary to obtain an employee for duties that cannot be taken over, without undue interruption to the DCHA, by a person on the list with higher standing than the person appointed.

PART III

SEVERANCE PAY

Section A—Eligibility

1. Each full-time and part-time employee with a regularly pre-scheduled tour of duty within each administrative workweek who has been currently employed for at least one (1) year who is not eligible for immediate retirement and who is involuntarily separated from the DCHA under the provisions of this Agreement shall be entitled to severance pay under the procedures set forth in this Section A.

2. Not withstanding paragraph 1, above, the foI1owing employees are not covered and shall not be entitled to severance pay:

   a. An employee serving under a term appointment or a temporary appointment except one so appointed for full-time employment without a break in service of three (3) calendar days following service under an appointment without time limitation if the employee has served one (1) year;

   b. An employee who at the time of separation has fulfilled the requirements for an immediate annuity or is receiving an annuity under any District of Columbia or federal

retirement system including a member of the uniformed services;

c. An employee who at the time of separation from the DCHA's service is receiving disability compensation under D.C. Official Code § 1-623.01 et seq. (2001 ed.) other than one receiving this compensation concurrently with pay or on account of the death of another individual;

d. An employee who, at the time of separation from DCHA's service, is entitled to receive other severance pay from the District or Federal Government;

e. An employee who is compensated on an honorarium, stipend, fee, per diem, or any other paid basis;

f. An employee who is involuntarily separated from the DCHA's service by removal for cause on charges of misconduct delinquency or inefficiency;

g. An employee who, at the time of separation from the DCHA's service, is offered and declines to accept an equivalent position (a position of like seniority, tenure, and pay other than a retained rate in DCHA).

h. An employee who is offered an opportunity to transfer with a part of DCHA when it is transferred to or merged with a District controlled corporation, when the statute effecting the transfer or merger includes provisions to assure that an employee who transfers will be regarded as continuing in the employ of the District for purposes of health, life, and retirement benefits.

Section B—Computing Creditable Service

1. In computing an employee's creditable service for severance pay purposes, all service that is creditable for annual leave accrual purposes is included, except that military service is not to be counted unless it interrupts otherwise creditable civilian service.

2. Additional service credit is to be provided as follows:

   a. Four (4) years of service credit for an employee who qualifies for veterans preference under District of Columbia law; and

b. Three (3) years of service credit for an employee who qualifies for residency preference.

3. In computing an employee's total years of creditable civilian service, twenty-five percent (25%) of a year is to be credited for each three (3) months of service that exceeds one (1) or more full year.

Section C—Computation of Severance Pay

1. Severance pay consists of:

   a. A basic severance allowance computed on the basis of one (1) week's basic pay at the rate received immediately before separation for each year of civilian service up to and including ten (10) years of which severance pay has not been received under any District or federal authority and two (2) weeks' basic pay at that rate for each year of civilian service beyond ten (10) years for which severance pay has not been received under any District or federal authority; and

   b. An age adjustment allowance computed on the basis of ten percent (10%) of the total basic severance allowance for each year by which the age of the recipient exceeds forty (40) years at the time of separation.

2. In computing an employee's total years of age forty (40) years for the age adjustment allowance, credit is to be given at the rate of twenty-five percent (25%) of a year for each three (3) months that the employee's age exceeds forty (40).

3. Total severance pay may not exceed one (1) year's pay at the rate received immediately before separation. If at the time of separation, an employee is receiving a retained rate, that rate is his or her basic pay for purposes of computing severance pay.

4. A Severance Pay Worksheet shall be used to compute the severance pay fund for each employee who is separated with an entitlement to severance pay.

5. To obtain the severance pay fund, multiply the employee's weekly pay rate by the service factor for the number of years of creditable service; then multiply the result by the

age factor if the employee is over forty (40) years of age. The final result is the severance pay fund. If the severance pay fund exceeds the employee's annual rate of pay received immediately before separation the severance pay payable will be limited to the employee's annual rate of pay.

6. The service and age factors are to be used in computing severance pay. To obtain the severance pay fund, multiply the employee's weekly pay rate by the service factor for the number of years of creditable service; then multiply the result of the age factor if the employee is over forty (40) years of age. The final result is the severance pay fund. If the severance pay fund exceeds the employee's annual rate of pay received immediately before separation, the severance pay payable will be limited to the employee's annual rate of pay.

7. There is a lifetime fifty-two (52) week limit on the number of weeks an employee can ever be entitled to severance pay. Consequently, if an employee has previously received severance pay as a result of an earlier separation the number of weeks for which the employee previously received severance pay is to be deducted nom the number of weeks it will take to exhaust the current computation of severance pay payable to the employee. .

Section D—Payment of Severance Pay

1. General Provisions.

a. On an employee's separation, the DCHA will pay the employee the severance pay payable at the same pay period intervals as if still employed until the severance pay fund is exhausted, except that the final payment is to consist only of that portion of the severance pay fund remaining.

b. If the employee dies before the end of the period covered by payments of severance pay, the payment of severance pay with respect to the employee is to be continued to the survivor of the employee.

c. Severance pay payments are subject to deduction only for federal and District of Columbia or State income taxes, and, if applicable, FICA tax (social security).

d. Severance pay payments cease when an employee is appointed to a full- or part-time permanent position. An employee may accept one or more temporary limited appointments while- receiving severance pay without losing his or her entitlement to severance pay; however, severance pay payments are suspended during the period of the temporary appointment(s).

2. Restrictions.

a. If an employee is reemployed by the District or Federal Government before the end of the period covered by payments of severance pay, the payments are to be discontinued beginning with the date of reemployment. The service represented by the unused portion of the period is to be re-credited to the employee for use in any later computations of severance pay.

b. Severance pay is not a basis for payment of any other type of District or Federal Government benefits, and may not be included in the basis for computation of such benefits. A period covered by severance pay is not a period of District or Federal government service or employment.

APPENDIX C

ENVIRONMENTAL PAY DIFFERENTIAL APPLICABLE TO DCHA EMPLOYEES

Section A—Policy

This policy describes the basis for DCHA approving and paying environmental pay differentials pursuant to Article 42 of this Agreement. A list of the categories of situations and the differentials payable for each category are included in Section G of this appendix. This list includes illustrative guidelines for the various degrees of unusual hazards, physical hardships and working conditions.

Environmental pay differentials are paid for exposure to:

(1) a hazard of an unusual nature which could result in significant injury, illness, or death, such as on a high structure when the hazard is not practically eliminated by protective facilities or on an open structure when adverse conditions exist, e.g., darkness, lightning, steady rain; snow, sleet, ice, or high wind velocity;

(2) a physical hardship of an unusual nature under circumstances which cause significant physical discomfort in the form of nausea, or skin, eye, ear, or nose irritation, or conditions which cause abnormal soil of body and clothing, etc., and where such distress or discomfort is not practically eliminated:

The creation of an environmental pay differential will not deter DCHA's continuing efforts to abate the hazards, physical hardships, or working conditions of an unusual natural when said conditions are present in the work place.

Section B—Definition

Environmental pay differential means additional pay authorized as specified in this policy, and/or promulgated to conform hereto, for a category of situations. An environmental pay differential is paid to a DCHA employee who is exposed to a hazard, physical hardship, or working condition of an unusual nature which has been identified in a schedule of environmental pay differentials established by DCHA and set forth below. The schedule of environmental pay differentials shall determine the

methods of payment and the various degrees of hazards, physical hardships, and working conditions, of an unusual nature for which differentials are payable.

Section C—Schedule Of Environmental Pay Differentials

The amount of differentials shall be listed in the schedule of differentials as referenced in this appendix. Environmental pay differential shall be paid to employees on an actually exposed basis when the employee is performing assigned duties which expose him/her to an unusual hazard, physical hardship, or working conditions as indicated herein.

When an employee is entitled to an environmental pay differential on an actually exposed basis he/she shall be paid a minimum of one hour's differential for the exposure. For exposure beyond one hour, the employee shall be paid in increments of one quarter hour for each fifteen (15) minutes and portion thereof in excess of fifteen (15) minutes.

An employee subjected to more than one hazard, physical hardship, or working condition of an unusual nature as cited in Section G shall be paid for that exposure which results in the highest differential but shall not be paid more than one (1) differential for the same hours of work.

An environmental pay differential shall be considered part of an employee's rate of basic pay in computing overtime, holiday, and Sunday premium pay, retirement deductions, and group life insurance deductions.

Some environmental differentials are payable whenever the criteria in the category definition are met. Other differentials are payable only if protective facilities, devices, or clothing have not practically eliminated the hazard, physical hardship, or working condition of an unusual nature categories. Categories which are subject to practical elimination contain language to that effect in the definition (e.g., "cold work").

Section D—Responsibility

When there appears to be a situation involving an unusual hazard, physical hardship or working condition, management should ensure that the employee to be affected has the appropriate equipment and clothing needed to properly address the situation. Such clothing and equipment will be issued in accordance with and Articles 15 and 17 of the Agreement.

Section E—Procedures

An employee who is exposed to an environmental situation shall be paid the environmental pay differential for all hours of duty in a pay period creditable for pay purposes.

The supervisor should keep a record of the exposure by completing a DCHA Incident Report Form. The form should be signed by the supervisor describing the hazardous situation, day(s) and hours during which the hazardous duty was performed and any protective clothing or devices supplied to the employee. The employee must also sign the incident report. A copy of the incident report should be forwarded with the appropriate time and attendance sheet to the DCHA Finance Department (payroll office) on the regularly scheduled date for time and attendance forms. The time sheet must reflect the number of hours in the "Hazard Duty" column for payment of the environmental pay differential. A copy of the Incident Report Form must also be forwarded to the Office of Risk Management, 1133 North Capitol Street, N.E., Suite 213, Washington, D.C. 20002.

Amendments to the categories in Section G in the form of additions changes or deletion may be made by the Executive Director at the request of any employee or by his/her collective bargaining representative.

Section F—Reporting Hazards

The payment of environmental pay differentials is not intended to condone work practices which place employees in life threatening or unduly dangerous conditions or circumstances which violate applicable work safety laws, rules and regulations. Managers and workers shall be trained to identify unsafe conditions and to initiate efforts to eliminate hazards and to protect employees to the greatest extent possible from any deleterious effect from exposure to unusual hazards, hardships or conditions. An effort should be made to eliminate each hazard or other hardship situation, including strict adherence to DCHA safety policies and procedures.

Employees and managers should report all hazardous conditions or potentially hazardous conditions to the Risk Management Office. The Risk Management Office also will hear any complaints or disputes from employees or managers concerning the safety of working conditions following the implementation of practical protection and abatement measures.

Section G—Category Of Exposure

1. High Work—Differential Rate 27%

Working on any structure at least one hundred (100) feet above the ground, deck, floor, or from the bottom of a tank or pit;

Working at a lesser height:

(1) If the footing is unsure or the structure is unstable; or

(2) If safe scaffolding, enclosed ladders or other similar protective facilities are not adequate (for example, working from a swinging stage, boatswain chair, a similar support) or

(3) If adverse conditions such as darkness, steady rain, high wind, icing, lightning or similar environmental factors render working at such height(s) hazardous.

2. Dirty Work—Differential Rate 5%

Performing work which subjects the employee to soil of body or clothing:

a. Beyond that normally to be expected in performing the duties of the classification; and

b. Where the condition is not adequately alleviated by the mechanical equipment or protective devices being used, or which are readily available, or when such devices are not feasible for use due to health consideration (excessive temperature, asthmatic conditions, etc.), or

c. When the use of mechanical equipment, or protective devices, or protective clothing results in an unusual degree of discomfort.

3. Cold Work—Differential Rate 5%

Working in cold storage or other climate controlled areas where the employee is subjected to temperatures at or below freezing (32 degrees Fahrenheit).

4. Hot Work—Differential Rate 5%

Working in confined spaces wherein the employee is subjected to temperatures in excess of 110 degrees Fahrenheit.

5. Welding Preheated Metals—Differential Rate 5%

Welding various metals or performing an integral part of the welding process when the employee must work in confined spaces in which large sections of metal have been preheated to 150 degrees Fahrenheit or more, and the discomfort is not alleviated by protective devices or other means, or when uncomfortable protective equipment must be worn.

6. Micro-soldering or Wire Welding and Assembly—Differential Rate 5%

Working with binocular-type microscopes under conditions which severely restrict the movement of the employee and impose a strain on the eyes, when soldering or wire welding and/or assembly of miniaturized electronic components.

7. Explosives and Incendiary Material—High Degree Hazard—Differential 10%

Working with or in close proximity to explosives and incendiary materials which involves permanent or temporary, partial or complete, loss of sight or hearing, partial or complete loss of any or all extremities, other partial or total disabilities of equal severity, and/or loss of life resulting from work situations wherein protective devices and/or safety measures either do not exist or have been developed but have not practically eliminated the potential for such personal injury. Normally such work situations would result in extensive property damage requiring complete replacement of equipment and rebuilding of the damaged area, and could result in personal injury to adjacent employees.

Examples:

(a) Working with, or in close proximity to operations involved in testing, inspection, renovation, maintenance, and disposal such as:

(b) Screening, blending, drying, mixing, and pressing of sensitive explosives and pyrotechnic compositions such as lead azide, black powder, and photoflash powder.

8. Explosives and Incendiary Material—High Degree Hazard—Differential 5%

Working with or in close proximity to explosives and incendiary materials which involves potential injury such as laceration

of hands, face, or arms of the employee engaged in the operation and possible adjacent employees, minor irritation of the shin, minor burns, and/or minimal damage to immediate or adjacent work area or equipment being used.

Example:

(a) All operations involving loading, unloading, storage, and hauling of explosive and incendiary material.

9. Poisons (Toxic Chemicals)—High Degree Hazard—Differential Rate 10%

Working with or in close proximity to poisons (toxic chemicals) other than tear gas or similar irritants, which involves potential serious personal injury such as permanent or temporary, partial or complete loss of acuities and/or loss of life including exposure of an unusual degree to toxic chemicals, dust, or fumes of equal toxicity generated in work situations by processes required to perform work assignments wherein protective devices and/or safety measures have been developed but have not practically eliminated the potential for such personal injury.

Examples:

(a) Handling and storing toxic chemical agents including monitoring of areas to detect presence of vapor or liquid chemical agents, examining of material for signs of leakage or deteriorated material, decontaminating equipment and work sites, work relating to disposal of deteriorated material (exposure to conjunctivitis, pulmonary edema, blood infection, and impairment of the nervous system, possible death).

(b) Visually examining chemical agents to determine conditions or detect leaks in storage container.

(c) Transferring chemical agents between containers.

(d) Salvaging and disposing of chemical agents.

10. Poisons (Toxic Chemicals)—Low Degree Hazard—Differential Rate 5%

Working with or in close proximity to poisons (toxic chemicals other than tear gas or similar irritating substances) in situations for which the nature of the work does not require the individual to be in direct contact with or exposed to the more

toxic agents as in the case with the work described under high hazard for the class of hazardous agents.

Examples:

(a) Handling for shipping, marking, labeling, hauling and storing loaded containers of toxic chemical agents that have been monitored.

11. Micro-Organisms—High Degree Hazard—Differential Rate 10%

Working with or in close proximity to micro-organisms which involves potential personal injury such as death, or temporary, partial, or complete loss of faculties or ability to work due to acute, prolonged, or chronic disease. These are work situations wherein the use of safety devices and equipment, medical prophylactic procedures such as vaccines and antiserums and other safety measures do not exist or have been developed but have not practically eliminated the potential for such personal injury.

Example:

(a) Direct contact with primary containers of organisms that are pathogenic for man such as culture flasks, culture test tubes; hypodermic syringes and similar instruments, and biopsy and autopsy material.

12. Micro-Organisms—Low Degree Hazard—Differential Rate 5%

Working with or in close proximity to micro-organisms in situations for which the nature of the work does not require the individual to be in direct contact with primary containers of organisms that are pathogenic for man, such as culture flask, culture test tubes, hypodermic syringes and similar instruments, and biopsy and autopsy material.

MEMORANDUM OF UNDERSTANDING REGARDING A LEAVE BANK COMMITTEE

BETWEEN

AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES LOCAL 2725

AND

DISTRICT OF COLUMBIA HOUSING AUTHORITY

The District of Columbia Housing Authority (DCHA) and Local 2725 of the American Federation of Government Employees (the Union), agree to continuation of the leave bank for employees of the DCHA and to continued the Leave Bank Committee.

The Leave Bank Committee consists of two (2) representatives appointed by the DCHA's Executive Director and two (2) representatives appointed by the Union's President.

Issues that cannot be resolved by the Leave Bank Committee shall be resolved by the Executive Director and the Union President.

Policies and Procedures established by the Leave Bank Committee shall bear the signature of DCHA's Executive Director and the Union's President.

Michael Kelly, *Executive Director,*
District of Columbia Housing Authority

Eric Bunn, *President,*
American Federation of Government Employees,
Local 2725

MEMORANDUM OF UNDERSTANDING REGARDING AN ALTERNATIVE WORK SCHEDULE COMMITTEE

BETWEEN

AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES LOCAL 2725

AND

DISTRICT OF COLUMBIA HOUSING AUTHORITY

The District of Columbia Housing Authority (DCHA) and Local 2725 of the American Federation of Government Employees (the Union) (collectively references as the Parties), agree to establish an Alternative Work Schedule Committee which shall establish procedures for creation of alternative work schedules (AWS).

Alternative work schedules includes both flexible work schedules (FWS) and compressed work schedules (CWS).

Alternative work schedules shall not be established without agreement between the Parties regarding, but not limited to, work areas and employees eligible for participation, the parameters applicable to work schedules established, how and when AWS will begin or end and applicability of overtime or compensatory time provisions in accordance with the provisions of Article 40 of the Collective Bargaining Agreement.

The Alternative Work Schedule Committee shall consist of two (2) representatives appointed by the DCHA's Executive Director and two (2) representatives appointed by the Union's President and shall be convened no later than ninety (90) days after execution of this Collective Bargaining Agreement.

Michael Kelly, *Executive Director,*
District of Columbia Housing Authority

Eric Bunn, *President,*
American Federation of Government Employees,
Local 2725

MEMORANDUM OF UNDERSTANDING REGARDING INCREASES IN THE EMPLOYER'S CONTRIBUTION TO OPTICAL, DENTAL AND LEGAL PLANS

BETWEEN

AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES LOCAL 2725

AND

DISTRICT OF COLUMBIA HOUSING AUTHORITY

The District of Columbia Housing Authority (DCHA) and Local 2725 of the American Federation of Government Employees (the Union), agree as follows:

- DCHA shall increase the employer's contribution to the Dental Plan by four dollars and fifty cents ($4.50) per employee per month.
- DCHA shall increase the employer's contribution to the Legal Plan by three dollars and twenty five cents ($3.25) per employee per month.
- DCHA shall increase the employer's contribution to the Optical Plan by two dollars ($2.00) per employee per month.

Michael Kelly, *Executive Director,*
District of Columbia Housing Authority

Eric Bunn, *President,*
American Federation of Government Employees,
Local 2725

MEMORANDUM OF UNDERSTANDING REGARDING PRINTING OF THE OCTOBER 1, 2007 THROUGH SEPTEMBER 31, 2010 COLLECTIVE BARGAINING AGREEMENT

BETWEEN

AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES LOCAL 2725

AND

DISTRICT OF COLUMBIA HOUSING AUTHORITY

The District of Columbia Housing Authority (DCHA) and the American Federation of Government Employees, Local 2725 (the Union, collectively The Parties) hereby agree as follows:

- The printing of the Collective Bargaining Agreement (the Agreement) which is the subject of this Memorandum of Understanding will be the responsibility of the Union.
- The DCHA shall reimburse the Union for reasonable expenses incurred for printing the Agreement within thirty (30) days of receipt of the Union's documented request for reimbursement.

Michael Kelly, *Executive Director,*
District of Columbia Housing Authority

Eric Bunn, *President,*
American Federation of Government Employees,
Local 2725

MEMORANDUM OF UNDERSTANDING REGARDING A CAREER LADDER FOR MAINTENANCE MECHANICS AND HOUSING MANAGEMENT ASSISTANTS

BETWEEN

AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES LOCAL 2725

AND

DISTRICT OF COLUMBIA HOUSING AUTHORITY

The District of Columbia Housing Authority (DCHA) and Local 2725 of the American Federation of Government Employees (the Union), agree to create career ladders for the above cited poditions as follows:

A. Maintenance Mechanics Career Ladder Grades 9 and 10

1. Employees who have occupied a grade 9 Maintenance Mechanic position for one year shall be promoted to the next grade in the career ladder.

2. Employees who do not have one year time in grade shall be promoted on the date the one year time in grade is reached.

B. Housing Management Assistants Career Ladder Grades 7 and 8

1. Employees who have occupied a grade 7 Housing Management Assistant position for one year shall be promoted to the next grade in the career ladder.

2. Employees who do not have one year time in grade shall be promoted on the date the one year time in grade is reached.

C. Effective Date for Promotions

1. The effective date of promotions accomplished in accordance with item A 1 and 2 and item B 1 and 2, above, shall be at the beginning of the first full pay period after May 1, 2008.

2. Employees shall receive back pay from the effective date of the promotion until the promotion is actually accomplished.

3. Subsequent career ladder promotions shall occur after one year of satisfactory performance in the lower grade.

Michael Kelly, *Executive Director,*
District of Columbia Housing Authority

Eric Bunn, *President,*
American Federation of Government Employees,
Local 2725

MEMORANDUM OF UNDERSTANDING REGARDING PROMOTION OF LABORERS, LABOR LEADERS, MAINTENANCE WORKERS, MAINTENANCE HELPERS AND EMPLOYEES WHO OCCUPY POSITIONS IN THE "TRADES" CATEGORY

BETWEEN

AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES, LOCAL 2725

AND

DISTRICT OF COLUMBIA HOUSING AUTHORITY

The District of Columbia Housing Authority (DCHA) and Local 2725 of the American Federation of Government employees (the Union) agree as follows:

1. Effective on the beginning of the first full pay period after May 1, 2008, employees who occupy positions in the Laborer, Labor Leader, Maintenance Worker and Maintenance Helper category shall be promoted to one grade higher than their current grade.
2. Effective on the beginning of the first full pay period after May 1, 2008, employees who occupy positions in the "Trades" category shall be promoted as follows:
   - Employees who are required to have a "Masters" license related to the trade, and who currently have such a license, who are currently at grade RW-11 shall be promoted to grade RW-12.
   - Employees who are at grade RW-10 shall be promoted to grade RW-11.
   - Employees who are at grade RW-9 shall be promoted to grade RW-10.
3. Employees shall receive back pay from the effective date of the promotion until the promotion is actually accomplished.

Michael Kelly, *Executive Director,*
District of Columbia Housing Authority

Eric Bunn, *President,*
American Federation of Government Employees,
Local 2725

NOTES

NOTES

Master Agreement
On Compensation and Working Conditions

Between

Fraternal Order of Police/DCHA Labor Committee

And

The District of Columbia Housing Authority

January XX, 2014

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ARTICLE 1
PREAMBLE

Section A

This Agreement is entered into between the District of Columbia Housing Authority (hereinafter "DCHA," "Agency," or "Management") and the Fraternal Order of Police/DCHA Labor Committee (hereinafter "FOP" or "Union," collectively, DCHA and the Union shall be referred to as the "Parties").

Section B

The Parties hereby recognize that the collective bargaining relationship reflected in this Agreement is of mutual benefit and the result of good faith collective bargaining between the Parties.

Section C

The Parties agree to establish and promote a sound and effective labor-management relationship in order to achieve mutual understanding of practices, procedures and matters affecting conditions of employment and to continue working toward this goal.

Section D

The Parties affirm without reservation the provisions of this Agreement and agree to honor and support the commitments contained herein. The Parties also agree to resolve whatever differences may arise between them through the avenues for resolving disputes agreed to in this Agreement, but which does not preclude informal communications.

Section E

It is the intent and purpose of the Parties to promote the efficient operation of the DCHA and DCHA Police Department (hereinafter "DCHAPD") in the performance of its mission to provide protection for DCHA's residents, employees and properties, both real and personal. DCHA will post notices to inform DCHA residents of the role and jurisdiction of the DCHA police Department. These notices will be posted in the lobby of the main buildings. In addition, DCHA will remind residents of the authority of the DCHA Police Department at monthly residents meeting.

ARTICLE 2
RECOGNITION

Section A--Recognition of the Union

DCHA recognizes the Union as the exclusive representative of a unit consisting of the following employees of the DCHAPD described by the District of Columbia Public Employee Relations Board (PERB) in PERB Case No. 00-RC-01, Certification No. 118, April 5, 2001, as amended by the decision and order in PERB Case No. 05-U-02, Certification No. 135, April 7, 2006:

> All special police officers, police officers and senior police officers, and security officers employed by the District of Columbia Housing Authority, Police Department (DCHA); excluding, management officials, supervisors, confidential employees, employees engaged in personnel work in other than a purely clerical capacity and employees engaged in administering the provisions of Title XVII of the District of Columbia Comprehensive Merit Personnel Act of 1978, D.C. Law 2-139.

Section B--Composition of the Bargaining Unit

The employees in the DCHA Bargaining Unit represented by the FOP are the following:

1. DCHA Special Police Officers ("SPO's"), who are privately commissioned Police Officers with full arrest powers within an area or premises which the officer has been employed to protect. The commission is conditional and is required to be renewed each year or for a longer period if approved by MPD;

2. DCHA Police Officers and Senior Police Officers, who are sworn police officers of the DCHAPD, and

3. DCHA Security Officers licensed by MPD.

Section C--Unit Clarification

1. When a position changes or a new position is established and the Parties differ as to whether the position is inside or outside the Bargaining Unit, either Party may file a unit clarification petition with the PERB.

2. If PERB issues an order modifying the Bargaining Unit, the provisions of this Agreement shall apply to the members of the modified unit.

ARTICLE 3
GOVERNING LAWS AND REGULATIONS

Section A

In the event that any DCHA or DCHAPD rules, regulations, issuances or policies are in conflict with the provisions of this Agreement, this Agreement shall prevail. It is understood that DCHA rules and regulations, as well as DCHAPD General Orders, rules and regulations, issuances and policies that are not in conflict with the provisions of this Agreement, including, specifically, the Manual of Policy and Procedures promulgated by the DCHA for Police Officers, Senior Police Officers, Special Police Officers, and Security Officers whether or not specifically incorporated herein, shall be applicable to Bargaining Unit employees.

Section B

The DCHA is established as an independent authority of the District government. DCHA is a corporate body, intended, created and empowered to effectuate the purposes stated in the District of Columbia Housing Authority Act of 1999 (the "Housing Authority Act"), and it shall have a legal existence separate from the District government (D.C. Official Code §6-201 et seq. (2001)). With the exception of subchapters V, XXVII, XV-A, XXI, XXII, XXIII and XXVI, employees shall be exempt from the coverage of the provisions of the Comprehensive Merit Personnel Act applicable to other employees of the District of Columbia Government (D.C. Official Code §1-601, et seq.).

The DCHAPD is the police force that DCHA is authorized to create under the Housing Authority Act and shall have all of the powers and authority granted therein and under District of Columbia law.

Section C

If during the life of this Agreement a law from a higher authority invalidates or requires an amendment to any part of this Agreement, the Parties shall meet promptly upon request of either Party to negotiate the change.

ARTICLE 4
UNION/MEMBER RIGHTS AND RESPONSIBILITIES

Section A

1. Any member may join or refrain from joining the Union without interference, coercion, restraint, discrimination or reprisal from the DCHA or the Union.

2. DCHA will take no disciplinary, discriminatory or reprisal action against a Union officer or member for expressing an opinion in favor of, or engaging in activities in support of, the Union.

3. The terms and conditions of the Agreement shall apply to all members in the Bargaining Unit without regard to Union membership.

4. DCHA will not restrain or coerce any member in the exercise of any rights granted under this Agreement, and will not discriminate against or take reprisals against any member for exercising any rights granted under this Agreement.

Section B

Union officials, members, agents or employees will not carry on Union business on DCHA time or premises, except as authorized by this Agreement, or otherwise interfere with an on-duty member's performance of DCHA duty.

Section C

A member who requests representation is entitled to no more than one (1) Union representative.

Section D

The Union will provide to Management a list of current officers and stewards and will provide written notification to DCHA, within two (2) days, of any change in the list. Only those persons whose names appear on the list will be recognized by Management as Union officers or stewards, and the number of persons will not exceed eleven (11).

Section E

The Union will provide training to its officers and stewards regarding its and their rights and responsibilities.

Section F

DCHA will recognize and appropriately respond to a written communication from the Union in connection with matters affecting the rights of more than one (1) member only if the document is signed by the Chairman, except that the Chairman may designate in writing a person who is responsible for communicating with management on a particular matter.

Section G

Nothing in this Agreement precludes a member from electing to represent himself/herself or selecting a non-Union representative in a matter, except that no rival organization may represent any bargaining-unit member.

Section H

Nothing in this Agreement is intended to waive the legal rights of any member unless clearly and unequivocally expressed herein, including the right to member or personnel benefits and policies generally available to DCHA employees which have not been abridged by this Agreement.

ARTICLE 5
MANAGEMENT RIGHTS

DCHA shall retain the sole right, authority, and complete discretion to maintain the order and efficiency of the public service entrusted to it, and to operate and manage the affairs of the DCHAPD in all aspects including, but not limited to, all rights and authority held by the DCHA prior to the signing of this Agreement.

Such management rights shall not be subject to the negotiated grievance procedures or arbitration provided herein. The Union recognizes that the following rights, when exercised in accordance with applicable laws, rules and regulations, which in no way are wholly inclusive, belong to DCHA:

1. To direct members of the DCHAPD;

2. To determine qualifications of members for appointment, promotion, step increases and standards of employment, appearance and conduct;

3. To hire, promote, transfer, assign and retain members in positions within the DCHAPD and to suspend, demote, grant or deny any within grade increase, discharge or take other disciplinary action against members for cause;

4. To relieve members of duties because of lack of work or other legitimate reasons;

5. To take any action necessary to carry out the mission of the DCHA, in an emergency situation, and to alter, rearrange, change, extend, limit or curtail its operations or part thereof;

6. To maintain the efficiency of the DCHA and DCHAPD operations entrusted to DCHA;

7. To determine the number of members and the number, types and grades of positions of members assigned to an organizational unit, work project, tour of duty, and the technology of performing its work, or its internal security practices; and

8. To formulate, change or modify DCHA rules, regulations and procedures, except that no rule, regulation, or procedure shall be formulated, changed or modified in a manner contrary to the provisions of this Agreement.

ARTICLE 6
PROBATIONARY MEMBERS

Section A

All members covered by this Agreement shall be required to serve an initial probationary period of one (1) year after appointment to any position with the DCHAPD. The one (1) year probationary period begins on the day after the date that the member successfully completes all requirements. No prior service with any other District of Columbia agency shall be used to satisfy this requirement for an initial probationary period with DCHA. Members serving a probationary period shall not be entitled by virtue of this Agreement to any rights and/or privileges that exceed or are in conflict with the provisions of the applicable DCHA or DCHAPD rules and regulations governing probationary employees. Any Special Police Officer or Security Officer who is promoted to the position of Police Officer shall be required to serve an additional promotional probationary period of one year after successfully completing all the requirements of the Training Academy.

Section B

1. DCHA will endeavor to provide a probationary member with guidance necessary for him to satisfy the prerequisites of his position, and provide progress reports as provided in the Personnel Policy Manual.

2. A probationary member may challenge his termination on his own under any applicable statute, but not under the provisions of this Agreement.

ARTICLE 7
EVALUATIONS

1. DCHA will include police-related performance criteria in its annual performance evaluation of each member that will compare the member's performance with the standards and elements established for his/her position.

2. DCHA will publish established performance standards to each member and will not hold a member accountable for standards that have not been communicated to him/her before the evaluation period.

3. Any performance standard must be reasonably specific, feasible, relevant and measurable to be used to evaluate whether a member has met or is achieving DCHA objectives for his/her position.

4. A member has the right to submit a written rebuttal to the Department of Human Resources, after his/her immediate supervisor has signed off on the performance evaluation.

5. The Department of Human Resources will consider the rebuttal before signing off on a performance evaluation.

6. Individual performance evaluations shall not be grievable.

7. The supervisor who directly supervised a member for the longest period of time within the rating period shall be the primary rating official.

ARTICLE 8
LABOR-MANAGEMENT COMMITTEE

Section A

The Parties will establish a Labor-Management Committee (the "Committee") that will consist of three members appointed by each Party.

Section B

The Committee will meet with the DCHAPD Chief of Police or his/her designee and the Director of Human Resource Management or his/her designee once every month, and may meet at other times as necessary upon the mutual agreement of the Parties. The Executive Director shall attend the first meeting of the Committee following the execution of this Agreement.

Section C

DCHA will grant administrative time to members of the Committee who are appointed by the Union to attend a labor-management meeting when it is held during the members' regular tour of duty.

Section D

The Parties may agree to allow guests of either Party to attend a meeting of the Committee.

Section E

At least three (3) days prior to any scheduled meeting the Parties will exchange agendas, which may include for discussion any matter of mutual interest, other than individual disciplinary actions, appeals or grievances, except that the Parties may discuss underlying systemic problems which may have led to complaints or grievances about disciplinary actions. In the event that the Union fails to submit its agenda as required, DCHA may cancel the meeting.

Section F

DCHA and the Union agree to alternate the responsibilities for preparing minutes detailing the matters discussed by the Committee during each meeting. DCHA will prepare the minutes for the first Committee meeting. Thereafter, the Parties will alternate the responsibilities of preparing minutes for each subsequent meeting.

Section G

The Committee may submit a written recommendation following the meeting to the Executive Director or his/her designee, who will respond to the recommendation no later than the next scheduled meeting of the Committee.

ARTICLE 9
DISTRIBUTION OF THE AGREEMENT AND ORIENTATION OF MEMBERS

Section A

DCHA will print or otherwise reproduce copies of this Agreement and will distribute a copy to each individual currently in the Bargaining Unit and to each new member thereafter entering the Bargaining Unit. The costs associated with printing or reproduction will be borne by DCHA.

Section B

DCHA will allow the Union to make a presentation, not to exceed thirty (30) minutes, at all orientations for new members of the Bargaining Unit, during which time the Union will be allowed to distribute documents and information pertaining to Union membership.

Section C

DCHA will provide reasonable advance notice to the Union of the date, time and place of all orientation sessions.

Section D

1. DCHA will include the following statement in any member handbook or orientation materials distributed to Bargaining Unit members:

   "The Fraternal Order of Police/DCHA Labor Committee (FOP) represents the officers, senior officers, special police officers and security officers (collectively referred to as "officers") of the DCHA Police Department. The FOP is the exclusive Bargaining Unit representative for the officers and is available to assist them in any employment-related matter. You may contact the FOP through its elected officers and stewards or at the business office at 711 4th Street, NW, telephone number 202-408-7767."

2. DCHA will list "Fraternal Order of Police/DCHA Labor Committee 202-408-7767" or comparable information in its telephone directory and DCHA will provide a copy of its telephone directory to the Union.

ARTICLE 10
UNION SECURITY AND DUES DEDUCTIONS

Section A

Membership in the Union is not a condition of employment with the DCHAPD.

Section B

DCHA will deduct Union dues as provided in this section.

1. DCHA shall deduct Union dues from the wages of each unit member, whether paid on a bi-weekly basis or otherwise, upon authorization by the member.

2. DCHA shall start deducting Union dues within two (2) pay periods following the submission of the member's authorization.

3. A dues-deduction authorization may be canceled by a member upon written notification to the Union and DCHA at least thirty (30) days prior to the requested effective date of the cancellation. If the member remains in the Bargaining Unit, DCHA shall withhold a service fee in accordance with Section C of this Article.

Section C

DCHA will deduct service fees from member wages as provided in this section.

1. DCHA shall deduct, without a written authorization, a service fee from the wages, whether paid bi-weekly or otherwise, of each unit member who does not become a member of the Union.

2. DCHA shall start deducting service fees from each unit member who is not a Union member within two (2) pay periods of the member's entry on duty, and shall start deducting service fees from each current unit member who is not a Union member no later than the second full pay period following the effective date of this Agreement.

3. The service fee shall be equal to the bi-weekly Union dues which are attributable to representation and in an amount determined by the Union, and the Union will provide written notice thereof to DCHA.

Section D

1. DCHA does not assume any obligation with regard to the deduction of dues other than that expressed herein.

2. The Parties acknowledge that DCHA shall not be held liable by any member for any adverse consequences or direct or indirect damages relating in any way to errors or omission in carrying out the provision of this Article.

ARTICLE 11
NO STRIKES

Section A

For the purpose of this Agreement, the term "strike" includes any strike or concerted action with others involving failure to report for duty; the willful absence from one's position; the slowdown or stoppage of work; the abstinence in whole or part from the full, faithful, and proper performance of the duties of employment or in any manner interfering with the operation of the DCHA.

Section B

Neither the Union nor any member in the Bargaining Unit shall initiate, authorize, actively support or participate in a strike.

Section C

Any member who engages in a strike, as defined herein, will be terminated if DCHA proves that misconduct by a preponderance of the evidence in compliance with the provisions of Article 14 and provided the dismissal is sustained on appeal, if any.

Section D

In the event of a strike as prohibited by this Article, DCHA agrees that there shall be no liability on the part of the Union provided that upon notification, in writing, by DCHA of said strike, the Union meets the following conditions:

1. Within no more than eight (8) hours after receipt of written notification by DCHA of any strike, the Union shall publicly disavow the action by posting a notice on each Union space on DCHA bulletin boards and issuing a press release to the media stating the strike is unauthorized and unsupported by the Union. Notwithstanding the provisions contained in Article 24, the Union may use DCHA facilities for the limited purpose of carrying out its responsibilities under this Article.

2. The Union shall in good faith urge (in writing, verbally, or both) the members in the Bargaining Unit to return to work. The Union's failure to comply with the above condition, in the event of a strike in which members of the Bargaining Unit participate, shall be grounds for DCHA to terminate this Agreement.

Section E

DCHA agrees not to lock out Bargaining Unit members, but it may close any facility and take any

actions necessary to provide for the safety of members and the public at large provided that it notifies the Union in advance or as soon as possible after taking the action.

ARTICLE 12
UNION TIME

Section A -- Union Representative

1. Disciplinary Actions

    a. DCHA will allow a Union representative a reasonable amount of union time, not to exceed thirty (30) minutes, to confer with a member before the member provides a statement in any matter which is or may become a disciplinary action. If the member or Union representative involved is working at a fixed post at the time, the member may conduct the initial conference with Union representative by telephone.

    b. A member has the right to have an on-duty Union representative with him for the duration of any interview in which he/she is to answer questions in any administrative investigation in which the member is a target or, during the course of the interview, becomes a target of the investigation.

    c. If for a justifiable reason, no Union Representative is available to provide consultation within that time, the DCHAPD shall delay questioning for up to one (1) day in which the member will identify and consult with a Union Representative.

2. Non-disciplinary Grievances

    a. DCHA will allow a member and his/her on-duty Union representative a reasonable amount of time, not to exceed thirty (30) minutes, to confer about a grievance or potential grievance. If the member and the Union representative involved are working at fixed posts at the time, they may conduct the conference by telephone.

    b. DCHA will allow a Union official sufficient time to file and negotiate a non-disciplinary grievance and to attend the arbitration of that grievance.

Section B -- Training

DCHA will allow Union representatives to attend shop steward training while in a duty status.

Section C -- Union Administration

1. DCHA will allow elected Union officials union time in which to perform Union-related activities.

2. The Union Chairman, or his/her designee, will submit a notice to excuse a named Union official for this purpose at least five workdays prior to the desired date, although DCHA may approve an absence for this purpose without notice.

3. DCHA may rescind an approved absence under this section for a declared emergency by the DCHAPD Chief of Police, provided that it will allow the absence as soon as possible after the expiration of the emergency.

Section D -- Union Meetings, Conferences and Police Ceremonies

DCHA will allow members union time to attend Union activities, meetings, conferences, and ceremonies upon timely request from the Chairman.

DCHA agrees to provide office space for use by the Union at headquarters located at 1133 North Capitol Street, NE for official union business only.

Section E -- Other Meetings and Conferences

1. DCHA will not holdover any elected Union official when the holdover would prevent the official from attending the Union's monthly meeting, provided that the Union has given written notice of its meeting to the Chief of Police at least five (5) days in advance of its meeting.

2. DCHA will not unreasonably deny the use of personal leave by Union officials or members to attend Union or police-related conferences or meetings.

Section F -- Effect of Absences

DCHA will not count any absences under this Article against the Union or DCHA members under the agreed-upon PIC compensation formula.

Section G -- Limitations on Use of Union Time

1. DCHA will allow one thousand (1000) paid hours each year for approved absences for Union members with respect to activities referred to in this article. In addition, DCHA shall allow the Chairperson to work exclusively on Union matters during one half of his/ her scheduled tour each week; however the total number of hours shall not exceed 1040 hours per year.

2. The Union Chairman shall make all necessary requests for approval for the use of paid hours under this Article, and shall submit a request to a DCHAPD official of the rank of lieutenant or above, indicating the date, time and name of the member.

3. The Chairman shall file a monthly report of the paid hours used under this Article.

4. Union time for meetings and negotiations between Union officials and DCHAPD required by the provisions of this Agreement shall not count against the allowance set forth in Section G(1).

Section H—Requests for Union Time

The Union will endeavor to request union time as far in advance as possible and DCHAPD will respond to the request within twenty-four (24) hours of the request, unless the request is filed on Friday, Saturday or Sunday. If it is filed on a Friday, Saturday or Sunday, DCHA will respond by Tuesday at 10:00 a.m.

ARTICLE 13
RELEASE OF INFORMATION

Section A

A Party may obtain from the other the information, data or records necessary for and relevant to the enforcement of the terms of this Agreement or relevant to negotiations. The Union also may request, and DCHA shall provide, information, data or records pertaining to an individual member which is not otherwise restricted by law within a reasonable time.

Section B

The requesting Party will reimburse the other for costs incurred in producing the requested material.

Section C

DCHA will provide to the Union the following information identified in this section without a request.

1. One copy of all new or revised statements of policy which affect members in the Bargaining Unit after the statements are finalized.

2. Each month a list of all members in the Bargaining Unit, including as to each member his name, job title, series and grade, type of appointment and status.

3. EEO-1 reports and data relevant to the Bargaining Unit.

4. Merit staffing vacancy announcements as they are first posted.

ARTICLE 14
HEALTH AND SAFETY AT THE WORKSITE

Section A

DCHA and the Union agree to exert every reasonable effort to provide and maintain safe working conditions and health protections for members of DCHAPD which are consistent with the Occupational Safety and Health Administration (OSHA).

Section B

Employees shall be alert to practices, equipment and conditions that constitute a safety or health hazard and shall report such conditions to their immediate supervisors and/or the Watch Commander.

Section C

Stewards may bring to the attention of the Watch Commander any perceived safety or health hazard and DCHA will provide a response to that steward or to the Union within three (3) workdays.

Section D

Employees involved in any type of on-duty accident shall, unless physical injury prevents them from doing so, immediately notify the Watch Commander and execute all required forms prior to release from their tour of duty.

Section E

DCHA will implement measures necessary to insure that the DCHA staff responsible for the maintenance and cleaning of DCHA buildings will keep post areas and restrooms used by members in a clean and sanitary condition.

Section F

Employees injured in any manner off duty shall, submit a detailed explanation of how the injury incurred within a twenty-four (24) hour period, unless the injury prevents them from doing so.

Section G

The parties shall discuss health and safety at the worksite at any Labor-Management Committee meeting without the necessity of including the subject in the pre-meeting agenda. That committee will ensure to the extent possible that the health and safety concerns of the members are addressed by DCHA in a timely manner. As an extension of the Labor-Management Committee, both parties agree to establish a Health and Safety Sub-committee

that will be chaired by the Deputy Executive Director of Operations. The sub-committee will meet quarterly, or as necessary, to address any health and safety issues regarding the posts and/or work assignments.

Section H

DCHA shall conduct yearly inspections at all worksites to which DCHAPD personnel are assigned and shall provide a copy of the inspection report to the Union.

Section I

DCHA shall abate any hazardous conditions at all worksites as required by law or as recommended by a certified inspector and shall provide to the Union copies of any inspection reports or reports of the corrective actions taken.

ARTICLE 15
DISCIPLINE

Section I. Definitions, General and Notice

Section A -- Definitions

a. *"Administrative Suspensions"* temporarily prohibit a member from performing police duty following a loss of police powers.

b. *"Admonition"* is an oral warning or letter of prejudice indicating disapproval of a specific act, infraction or violation of policy, the repetition of which could result in a more serious disciplinary action.

c. *"Days"* refers to workdays, not including Saturdays, Sundays and holidays, unless otherwise specified.

d. *"Disciplinary action"* is, in order of gravity from least to most severe, an admonition, reprimand, suspension, reduction in rank, grade or pay, or removal.

e. *"Disciplinary Action Notice"* shall be the form of any written disciplinary action.

f. *"Mitigating or aggravating factors"* are those matters relevant to management's selection of the gravity of the disciplinary action and the severity of any penalty.

g. *"Nexus"* means a reasonable connection between the conduct of a member and the ability of the member to perform his/her job or the ability of DCHA to perform effectively.

h. *"Reduction in grade"* is an involuntary personnel action, which lowers the grade level of a member.

i. *"Reduction in pay"* is an involuntary personnel action that reduces a member's scheduled rate of pay.

j. *"Removal"* is the involuntary separation from DCHA employment for cause as specified in this Agreement.

k. *"Reprimand"* is a written censure issued to a member concerning a specific act, infraction or violation of policy, but which does not impose any more serious form of disciplinary action.

l. *"Revocation of Police Powers"* means that a member's powers to enforce the laws, rules and regulations of the District of Columbia in the DCHA Properties or otherwise, are revoked. A member whose police powers have been revoked

shall not wear any portion of his/her uniform, display a DCHA badge or use a DCHA-issued service weapon.

m. *"Suspension"* is an involuntary personnel action by which a member is placed in a temporary non-duty, non-pay status, provided that no suspension shall exceed thirty (30) days unless ordered by an arbitrator or other legal authority.

Section B--General

1. DCHA will not admonish, reprimand, suspend, reduce in rank, grade or pay, or remove a member, except as provided in this Article.

2. DCHA shall administer disciplinary actions in a fair, equitable, consistent, objective and nondiscriminatory manner. DCHA shall ensure that members' representatives and witnesses shall be free from restraint, coercion, interference or reprisal by DCHA or its members in the administration of discipline.

3. Disciplinary actions shall be taken for cause, including, but not limited to, the infractions set forth in the attached Table of Appropriate Penalties in Appendix A of this Agreement. In this context, "cause" refers to the reason why management intends to impose discipline; "just cause" means that the reason is legitimate. A member has the right to a timely notice of a proposed disciplinary action, the opportunity to respond to the proposal and a decision by management on the merits. A lawful Reduction in Force (RIF) is not a disciplinary action.

4. Disciplinary actions other than removals are to be corrective and not punitive in nature.

5. After discovery of the incident, a supervisory official designated by DCHA shall conduct an investigation of the incident. A designee of the Director of Human Resources shall review the investigation, the compilation of any required documentation, and the recommendation of the official before a decision is made on whether to propose a disciplinary action. DCHA will initiate any disciplinary action promptly following completion of any necessary investigation, but not later than 65 calendar days from the date upon which DCHA learned of the alleged misconduct. The requirements of this subsection shall not apply, however, during the pendency of a Metropolitan Police Department Force Investigation Team (F.I.T) discharge investigation or a criminal investigation into the incident and until the prosecuting office issues a write-off declining prosecution.

6. Unless the parties agree to an extension of time, DCHA will impose disciplinary actions within 55 calendar days of its final agency decision, and will do so in a manner that is consistent with the principles of "progressive discipline." DCHA will predicate its decision on the nature and gravity of the offense, its relationship to the member's assigned duties and responsibilities, the member's work record and other relevant factors (e.g., "Douglas Factors"). Consideration will be given to any aggravating or

mitigating circumstances where appropriate and such consideration shall be included in writing in the disciplinary action file.

7. In showing that a member's conduct would affect or has affected adversely the ability of the member or the DCHA to perform effectively, DCHA must demonstrate nexus. Any nexus, which is relied upon, must be set forth in the Disciplinary Action Notice. Case law, arbitration decisions, or other relevant authorities may be relied upon in taking any action for cause or in demonstrating nexus.

8. The standard of proof in disciplinary matters is a preponderance of the evidence.

9. If otherwise in a duty status, each member against whom a disciplinary action has been proposed shall be entitled to a reasonable amount of union time, not to exceed ten (10) hours of administrative leave, to prepare the member's appeal.

10. Any member against whom a disciplinary action is taken or proposed shall have the right to be accompanied, represented, and advised by an attorney or other representative of his/her choice in the preparation and presentation of the member's answer to a disciplinary action.

11. An member shall raise every defense or matter in extenuation or mitigation of which the member has knowledge or which is relevant to the cause(s), specification(s), or proposed penalty at the time of the answer.

12. Except as otherwise provided in this Article, DCHA will maintain documentation concerning a disciplinary action for no more than three (3) years from the effective date of the action, unless a competent authority, such as a court, an arbitrator or the District of Columbia Office of Human Rights, orders its removal prior to that time.

13. Except in the case of emergency suspensions, DCHA will not implement a proposed disciplinary action before it has made a final decision after considering any grievance appeals filed by the member within DCHA or unless the member fails to file a grievance within the prescribed time period.

Section C--Notice Procedures

1. Except in the circumstances of an Administrative Suspension, DCHA shall provide a member against whom a disciplinary action is proposed with at least ten (10) days advanced Disciplinary Action Notice. The proposed Disciplinary Action Notice will include:

    a. Each charge against the member and the specific conduct relevant to the charge;

    b. A reference to the legal or contractual basis for each charge;

    c. A description of all matters that it intends to consider in making its decision;

d. The location and procedure for review and copying all documents upon which each charge is based, including witness statements. Documentation that cannot be disclosed to the member, or to his/her representative or a designated physician, shall not be used to support the reasons given in the notice;

e. A statement of and the basis for the proposed penalty;

f. An explanation of the member's right to respond to the notice;

g. The time within which and the person to whom the response must be filed;

h. A reference to the fact that the FOP/DCHA Labor Committee is the exclusive bargaining-unit representative and that the Union is available to assist the accused member;

i. An explanation of the member's right to appeal an adverse decision; and

j. A copy of the documentary evidence upon which DCHA has based its decision to propose the disciplinary action.

2. DCHA will notify the Union in writing of any disciplinary action it undertakes against a unit member.

a. The Union notice shall include:

(1) The date the proposal was issued to the member;

(2) The name of the member;

(3) The names of the proposing and deciding officials;

(4) A description of the offense; and

(5) The proposed penalty.

b. The confidentiality of the details of the events giving rise to the disciplinary action shall be maintained until such time as the member provides a written notice to the DCHA's Human Resources Director or his/her designee that the member has selected the Union or another representative for the proposed action.

3. The first day of the notice period shall be the first day following the date on which service of the Disciplinary Action Notice is made to the member, either in person or by first class, certified or registered mail, or the date on which service was tendered and refused.

4. An member to whom the personal service of the Disciplinary Action Notice is issued shall be asked to acknowledge receipt. If the member refuses to acknowledge receipt,

an appropriate written statement, signed by a witness, may be used as evidence of service. If the member is not in a duty status, the notice of the proposed action shall be sent to the member's last known address by the U.S. Mail, first class, certified or registered mail, return receipt requested (or private mail services, e.g., Federal Express or United Postal Service, with signed confirmation).

5. DCHA may document a member's refusal to accept personal service or to acknowledge receipt of any notice required by this Article as evidence of service.

Section II--Types of Actions

1. Admonition

   a. A supervisor or other appropriate management official may issue an admonition, but will do so in private and in a professional manner.

   b. A member is not entitled to notice or the opportunity to reply to an admonition, but may elect to submit a written response to the official who issued the admonition.

   c. DCHA will not consider an admonition in choosing an appropriate penalty in a subsequent disciplinary action, but it may use an admonition as evidence to rebut a member's assertion that DCHA had failed to provide prior guidance or warning prior to a disciplinary action.

   d. DCHA will not keep a record of an admonition in any part of a member's official personnel file.

2. Reprimand

   a. A regional commander or other appropriate superior department official may propose a reprimand.

   b. DCHA may rely on a reprimand as a prior offense in proposing subsequent disciplinary actions or penalties, but may not do so after two (2) years from the date of issuance. After two (2) years, DCHA must remove the reprimand from all files pertaining to the affected member. Receipt of three (3) reprimands within a two-year (2) period may subject the member to an unsatisfactory performance rating at his/her next rating period.

   c. A member may contest a reprimand by submitting an oral or written appeal to the Chief of Police within ten (10) days of its issuance.

   d. The Chief of Police or his/her designee may sustain, modify or rescind the reprimand, but may not increase, the level of discipline based on the facts underlying the reprimand.

e. The Chief of Police will make the final DCHA decision on a proposed reprimand. The member may not appeal or grieve the decision of the Chief of Police.

3. Suspension or Reduction in Grade or Pay

a. A regional commander or other appropriate superior management official may propose a suspension or a reduction in grade or pay.

b. DCHA may rely on any sustained suspension or reduction in rank or pay as a prior offense in proposing subsequent disciplinary actions or penalties, but may not do so after three (3) years from the effective date of the action.

c. A member may respond in writing to a proposed Disciplinary Action Notice of suspension or reduction in grade or pay within ten (10) days of its service and may meet with the deciding official to present his/her response.

d. The Chief of Police will make the final DCHA decision on a proposed suspension or reduction in grade or pay. The Chief of Police may sustain, modify or rescind, but may not increase, the suspension or proposed reduction in grade or pay.

e. The member may appeal the final decision to arbitration under the grievance procedures set forth in Article 16 of this Agreement.

4. Removal

a. A regional commander or other appropriate superior management official may propose removal.

b. A member may respond in writing to a proposed Disciplinary Action Notice of removal within ten (10) days of its service and may meet with the deciding official to present his/her response.

c. The Chief of Police will make the final DCHA decision on a proposed removal of a member. However, the Chief of Police's decision shall be reviewed by the Executive Director of the DCHA prior to issuance to the member and final implementation

d. The member may appeal the final decision to arbitration under the grievance procedures set forth in Article 16 of this Agreement.

5. Administrative Suspensions

a. Administrative suspensions are immediate actions to place a member in a non-duty status. Concurrent with a revocation of police powers, the Chief of Police or other appropriate management official may place a member on an administrative suspension.

b. Administrative suspensions, including the revocation of police powers, are appropriate under circumstances when the member's conduct may pose an immediate hazard to DCHA, the integrity of DCHAPD operations, the member concerned, other members/employees or residents. Administrative suspensions

also may be implemented when a member's conduct may be detrimental to the public, health, safety or welfare.

c. Except in circumstances when a Special Police Officer's commission or Security Officer's certification is suspended or revoked as described in c(2) below, a member placed on administrative suspension shall remain in a pay status pending a decision to either return the member to work or until DCHAPD's final decision on a disciplinary action is issued. Members shall receive an administrative suspension upon the occurrence of the following:

(1) For Sworn Officers or Special Police Officers, circumstances leading to a revocation of the police powers; or

(2) For Special Police Officers, revocation or suspension of his/her commission by the Security Officers Management Branch ("SOMB") of the Metropolitan Police Department, except that, a Special Police Officer shall be placed in a non-pay status (i) immediately upon the loss of commission, when SOMB suspends or revokes the commission for circumstances involving a member's arrest for criminal conduct, other matters under active police investigation or prosecution, or (ii) not later than the second business day following the day DCHA is notified of the SOMB action, when SOMB suspends or revokes the commission for circumstances for some administrative infraction such as but not limited to expiration or failure to qualify with a firearm. In the circumstances in 3(b)(ii), the member shall be allowed one (1) day of paid leave to offer to SOMB and DCHA any explanation of any mistake or administrative error that the member believes caused a wrongful revocation or suspension of his/her commission.

d. DCHA will conduct an immediate preliminary investigation of any matter involving a Special Police Officer that could result in the suspension or revocation of the officer's commission. The preliminary investigation will address the available evidence relating to all elements of any alleged misconduct or offense. DCHA will report the results of its preliminary investigation to the SOMB within twenty-four (24) hours of completion of the initial report or referral to the SOMB.

e. DCHA will act promptly to issue any proposed disciplinary action following completion of its investigation of the circumstances of any conduct that result in administrative suspension and revocation of police powers.

ARTICLE 16
INVESTIGATORY QUESTIONING

Section A

1. When a member can reasonably expect discipline to result from an investigatory interview or the member is the target of an administrative investigation, DCHA will remind the member person that they are entitled to consult with a union representative and the member may request to delay the questioning to consult with a Union representative.

2. Upon request, DCHA shall delay questioning for up to two (2) hours to allow the member to consult with a Union representative. If for a justifiable reason, no Union representative is available to permit consultation within that time, DCHA shall delay questioning for up to one (1) day in which time the member will locate and consult with a Union representative.

3. DCHA shall not intentionally mislead a member or Union representative as to the purpose of an investigatory interview.

4. A member's Union representative may be present at all investigatory questioning sessions to which this Article applies, but may not answer questions on behalf of the member. The representative may request that the investigating official clarify the issue under investigation.

5. DCHA may refuse to allow a particular Union representative to represent a member under this Article, if the representative's presence is disruptive or he is involved as a witness or target in the matter under investigation. In that event, the member shall then arrange for an alternate representative.

6. At the time a written statement is prepared DCHA shall provide to the member and representative if present, a copy of the written statement by the member, DCHA will not alter the statement or create another version of it without the consent of the member.

Section B

1. Prior to the commencement of any questioning of unit members, the DCHAPD shall inform the member of the following:

    a. The type of investigation being conducted (criminal or administrative) and, if the matter is administrative, then the specific reason for the questioning or type of complaint involved;

    b. Whether the member is a target of the investigation, if known, at that time;

    c. The name of any known complainant, unless that information would jeopardize the security of the investigation or the safety of the complainant or witness; and

d. The name, rank and assignment of the official who will ask the questions and the name, rank and assignment of persons to be present during the investigation.

2. The questioning will take place at a reasonable time except when, in the judgment of the DCHA official in charge of the investigation, exigent circumstances require otherwise.

3. DCHA will not conduct questioning sessions for unreasonable periods of time and shall allow for reasonable, periodic rest periods for meals and personal necessities.

4. DCHA shall not subject a member to scurrilous, profane or demeaning language.

5. At the point that an investigation focuses upon the member as the principal in a violation of the criminal law, DCHA shall advise the member of his/her rights under the law and the rules of criminal procedure.

6. If the official in charge of the investigation decides to record the questioning session, the official must record the entire session, with proper notations as to when rest breaks and off-the-record discussions began and ended. If an administrative session is recorded in any format or medium, DCHA shall provide a copy of the recording to the Union.

Section C

DCHA has the right to have a representative from the offices the Department of Human Resources, the Office of the General Counsel, and the Office of the Executive Director present for the duration of any interview with management in which the member is to answer questions relating to any potential disciplinary action.

ARTICLE 17
GRIEVANCE PROCEDURE

Section A--Purpose

The purpose of this Grievance Procedure is to establish effective machinery for the fair, expeditious and orderly adjustment of grievances. The grievance and arbitration procedures set forth in this Article are intended to be the exclusive procedures for resolving grievances and disputes between members and DCHA.

Section B--Scope

1. Only an allegation of a violation, misapplication, or misinterpretation of this Agreement shall constitute a grievance under this Agreement. A grievance can also be filed for a complaint that there has been a violation or misapplication of any law, rule or regulation which affects the terms or conditions of employment under this Agreement.

2. One or more Union members may file a grievance under this Agreement with or without Union representation. DCHA shall ensure that all settlements reached with respect to grievance resolution and other matters regarding the enforcement of this Agreement shall be implemented.

3. "Days" shall refer to workdays, not including Saturdays, Sundays and holidays.

Section C--Presentation of Grievances

1. General Provisions

    a. All time limits will be strictly observed unless the Parties mutually agree to extend such time limits, which agreement shall be confirmed in writing.

    b. DCHA and the Union agree that every effort will first be made to settle the grievance within DCHA and at the lowest possible administrative level.

    c. The members in the Bargaining Unit and the Union shall follow the procedures set forth in this Article with respect to any grievance they may have and shall not follow any other course of action to resolve their grievances. If either Party breaches this provision, the right to invoke the provisions of this Article as to the incident involved shall be forfeited.

    d. The settlement of a grievance prior to arbitration shall not constitute a precedent in the settlement of grievances.

    e. The fact that a grievance is raised by a member, regardless of its ultimate disposition, shall not be recorded in the member's personnel file or other record; utilized in the promotion process; nor shall such fact be used in any recommendation for job placement; nor shall an member be placed in jeopardy or be subject to reprisal for having followed this Grievance Procedure.

f. If a member is given a directive by a supervisory authority that he believes to be in conflict with the provisions of this Agreement, the member shall comply with the directive at the time it is given and thereafter exercise his right to grieve the matter. The member's compliance with such a directive will not prejudice the member's right to file a grievance, nor will his/her compliance affect the resolution of the grievance.

g. The presentation and discussion of grievances provided for in this Article shall be conducted at a time and place that will afford a fair and reasonable opportunity for all persons, including witnesses, to attend. No witnesses shall be heard unless their relevancy to the case has been established. Such witnesses shall be present only for the time necessary for them to present personal testimony. When the presentation and discussion of grievances or hearing as provided for in this procedure are held during the normal working hours of the participants, all members who are entitled to be present shall be excused with pay for that purpose. However, if operational demands so dictate, DCHA may request that the Arbitrator allow member-witnesses to appear for testimony on an "on-call" or other staggered basis in order to minimize any disruption of DCHAPD operations.

h. DCHA may request, by written notification to the Union Chairman, additional information which it deems necessary to identify or clarify the matter at issue in a group or class grievance. If the Union Chairman does not respond in writing within five (5) days of receipt of the notification, DCHA may treat the grievance as resolved.

i. If DCHA declares a grievance non-grievable/arbitrable, it must make such declaration in writing in response to the step the grievance was put in writing *and identify the basis for the declaration*. If the matter proceeds to arbitration, the arbitrator will decide grievability as a threshold issue.

j. A grievance not submitted by the member within the time limits prescribed for each step of the procedure shall be considered satisfactorily settled on the basis of the last decision received by the member, which shall not be subject to further appeal, nor shall the Union be entitled to pursue the grievance further. A grievance not responded to by the appropriate management representative within the time limits specified at any step authorizes the member to pursue the grievance at the next higher step of the procedure.

k. DCHA and the Union shall provide current and accurate information and documentation to all requests from the other Party for information related to the preparation and presentation of a grievance or response thereto.

2. Types of Grievances

a. Personal. A grievance of a personal nature requires the signature of the aggrieved member at Step 2 even if the Union represents the grievant. In the case of an individual grievant proceeding without Union representation, the

Union shall be given the opportunity, with an advance notification, to be present and to offer its views at any meeting held to adjust the grievance. The Union has the right to grieve any resolution of a personal grievance, if the resolution conflicts with the provisions of this agreement. A copy of any settlement agreement reached between DCHA and individual grievant without Union representation, or any adjustment, decision and response made by DCHA must be sent to the Union Chairman.

b. Group. If a grievance involves a group of five (5) or more members raising the same issue, the Union Chairman shall file the grievance on behalf of the group at the lowest level capable of resolving the grievance. The grievance shall be signed by the Union Chairman and at least one (1) member of the group and shall be in accordance with the same time limits and other requirements as if it were an individual grievance.

c. Class. If a grievance involves all the members in the Bargaining Unit, the grievance may be filed by the Union as a class grievance directly at Step 2 of the Grievance Procedure. It is understood that grievances filed by the Union, as class grievances will be processed only if the issue raised by the grievance is the same to all members involved.

Section D--Procedural Steps

Step 1-- Oral Notice to Immediate Supervisor

a. The aggrieved member, with or without his/her Union Steward, shall orally or in writing present and discuss the grievance with his/her immediate supervisor or official at the lowest level capable of resolving the grievance. If the supervisor or official lacks the authority to resolve the grievance, he/she shall refer the member to the appropriate DCHAPD management official. The aggrieved member must file the grievance within ten (10) days of the occurrence of the event giving rise to the grievance, or within ten (10) days of the member's or Union's knowledge of the event.

b. The supervisor or other appropriate official shall make a decision and communicate the decision to the member within ten (10) days from the initial presentation of the grievance.

c. If the supervisor refuses to meet with the member and his/her representative, the aggrieved member may treat the grievance as denied.

Step 2 -- Written Step

a. If the grievance is not resolved orally at Step 1, the member, with or without his/her representative, may submit a written grievance to the appropriate official at the next level of command within fifteen (15) business days following

the response to Step 1. The specific written grievance presented at Step 2 shall be used solely and exclusively as the basis for all subsequent steps.

b. The written grievance at Step 2, and all steps thereafter, shall contain the following:

(1) A statement of the specific provision(s) of the Agreement alleged to have been violated, misapplied or misinterpreted;

(2) The manner in which the provision is purported to have been violated, misapplied or misinterpreted;

(3) The date or dates on which the alleged violation, misinterpretation or misapplication occurred;

(4) The specific remedy or adjustment sought;

(5) Authorization for the Union or other member representative, if desired by the member, to act as his/her representative in the grievance; and

(6) Signature of the aggrieved member and representative, if applicable.

c. Should the grievance not contain the required information, the grievant shall be so notified by DCHA in writing and given three (3) days upon notification to resubmit the grievance.

d. The appropriate higher official shall respond in writing to this grievance within fifteen (15) business days of its receipt. The written response shall contain the following:

(1) An affirmation or denial of the facts upon which the grievance is based;

(2) An analysis of the alleged violation of the Agreement;

(3) The remedy or adjustment, if any, to be made; and

(4) Signature of the appropriate management representative.

e. Class grievances shall be submitted by the Union to the Chief of Police or his/her designee in writing at this step of the grievance procedure as provided for in Section C (2)(c) of this Article and shall contain the following:

(1) A statement of the specific provisions of the Agreement alleged to have been violated;

(2) The manner in which the provision is purported to have been violated;

(3) The date or dates on which the alleged violation occurred;

(4) The specific remedy or adjustment sought;

(5) A statement that the grievance involves all members in the Bargaining Unit and that the issue or issues raised by the grievance are the same as to all members involved;

(6) Signature of the Union Chairman; and

(7) The required information must be furnished in sufficient detail to identify and clarify the matter at issue that forms the basis for the grievance.

f. The Chief of Police or his designee shall respond in writing to the class grievance within twenty (20) days of its receipt. The written response shall contain the following:

(i) An affirmation or denial of the facts upon which the grievance is based;

(ii) An analysis of the alleged violation of the Agreement;

(iii) The remedy or adjustment, if any, to be made; and

(iv) Signature of the appropriate management official.

Step 3 -- Submission to Chief of Police or His/Her Designee

If the grievance remains unsettled, the member shall submit it to the Chief of Police, or his/her designee within fifteen (15) days following receipt of the Step 2 response. Within fifteen (15) days following the receipt of the Step 3 grievance, the Chief of Police or his/her designee shall meet with the aggrieved member and his representative to attempt to resolve the grievance or must respond in writing. The Chief of Police may consult with the Director of Human Resources and may include the Director of Human Resources or his/her designee in any stage of the Step 3 grievance. If a meeting occurs, the Chief of Police or his/her designee shall respond in writing to the member and his representative within ten (10) days following the Step 3 meeting. If the Union is not representing the member, the Chief of Police, or his/her designee must send a copy of the Step 3 response to the Union within ten (10) days of the Step 3 meeting.

Step 4 -- Union Decides Whether to Arbitrate

If the grievance remains unsettled, the Union shall advise the Chief of Police, or his/her designee, in a signed statement (with a courtesy copy to the Director of Human Resources and the General Counsel) indicating whether the Union intends to pursue arbitration of the matter on behalf of the member(s) within ten (10) days from receipt of the Chief of Police or his/her designee's response. Only the Union can advance a grievance to arbitration.

Section E--Arbitration

1. The Parties agree that arbitration is the method of resolving grievances which have not been satisfactorily resolved pursuant to the Grievance Procedure and is the agreed method of appealing adverse actions involving suspensions for more than thirty (30) days or removals as defined in Article 14 (Discipline), following the exhaustion of the internal Grievance Procedure.

2. Within fourteen (14) days of DCHA's receipt of the arbitration request, the parties shall discuss possible settlement of the grievance. If the grievance is not resolved, the moving Party shall solicit a panel of seven (7) impartial arbitrators from the Federation Mediation and Conciliation Service (FMCS) or the American Arbitration Association (AAA). Upon receipt of the FMCS or AAA panel, the Parties shall meet to select a mutually agreeable arbitrator. If the list does not contain a mutually agreeable

arbitrator, each Party shall alternatively strike names from the panel until one (1) remains. The parties will exchange discovery information and documents (witness lists, exhibits, etc.) in a manner which will allow adequate time for preparation for the hearing. Neither Party may rely on evidence in its case in chief which was not previously disclosed in discovery to the other.

3. If, before the selection process begins, either Party maintains that the panel of arbitrators is unacceptable, a request for a new panel from the FMCS or AAA shall be made. Subsequent requests can be made until the Parties receive an acceptable panel.

4. If either Party refuses to participate in the selection of an arbitrator, FMCS or AAA has the authority to appoint one, upon the request of the opposing Party.

5. The prevailing party, as determined by the arbitrator, will pay only twenty-five percent (25%) of the arbitrator's fees and costs.

6. In arbitration awards or settlements which involve an order for back pay, DCHA shall make the payment within sixty (60) days of the date of the decision. If the payment is not timely made, DCHA shall pay a late fee for each late day, beginning on the sixty-first day, at the rate of 5% per annum on the unpaid amount.

Section F--Expedited Arbitration

1. General

In lieu of the general arbitration procedures in this Article, the Parties may by mutual agreement, refer a particular grievance to expedited arbitration. The Parties shall use the expedited arbitration procedure set forth in this section for all grievances involving disciplinary actions for suspensions of thirty (30) days or less or reductions of rank and/or pay of an member. The expedited procedure also may be used to resolve questions or issues concerning wage payments to a single member (e.g., the calculation of overtime or the appropriate pay rate for work performed). These cases shall be processed with the utmost speed and attention in order to assure prompt resolution of the issues raised by the member and/or the Union. With this in mind the Parties agree that one Arbitrator selected from a standing panel of arbitrators mutually selected by the Parties to this Agreement may hear multiple cases on the same day.

2. Selection of Arbitrators

a. The Parties shall designate a permanent panel of arbitrators to hear all expedited cases under this Article. The panel shall be comprised of four (4) Arbitrators jointly selected by stipulation. In the event the Parties are unable to agree on the initial panel in a reasonable time, the Parties may select from a panel of twenty-eight (28) choices supplied by the FMCS. To create the original panel, DCHA and the Union shall jointly request four (4) panels and shall share the

costs. The Parties shall strike from each set of panels to select one arbitrator to serve on the panel of four (4) permanent Arbitrators. A coin shall be tossed to determine who shall strike first.

b. The Parties shall use the same procedure to select an alternate Arbitrator who shall be utilized if the four (4) permanent Arbitrators are incapacitated or otherwise unavailable on the regular monthly hearing day. On each anniversary of the execution date of this Agreement, either Party may request the selection of a different panel of four (4) Arbitrators or to replace any one (1) of the original four (4) Arbitrators. Any successor panel or Arbitrator shall be selected in the same manner as the original, but any original Arbitrator shall continue to serve until the successor has agreed to the retainer and begins conducting regular monthly hearings.

c. The Arbitrators shall be assigned on a rotating basis to all the hearings.

d. As a condition of selection to the panel, the Arbitrator must reside locally within the metropolitan area, and agree that he/she shall:

(1) Conduct hearings at a site selected by DCHA or FOP on a rotating basis on the same day each month, every month;

(2) Issue all decisions within twenty (20) days after the hearing has been completed; and

(3) Hear all cases presented on the same day or on the first available day thereafter, if a full day is not sufficient to complete the pending docket of grievances ready for expedited arbitration.

3. Expedited Arbitration Procedures

a. The grievances shall be scheduled for a hearing in the order in which the request for arbitration is received by the Chief of Police or his/her designee. The Director of Human Resources or his/her designee shall notify the Union in writing of which cases shall be heard, the Arbitrator and the time and location of the hearing. Arbitration requests received ten (10) calendar days or less prior to the Arbitrator's monthly scheduled hearing date, shall not be heard during that hearing period but shall be scheduled for the next monthly hearing date. The Parties shall exchange witness lists no later than seven (7) days prior to the hearing date. Any Agreement between the Parties to changes the date for hearing a case must be mutually agreed upon in writing by both Parties.

b. The Parties shall cooperate in the scheduling of hearings to ensure that neither Union nor DCHA shall incur any arbitration fee for a month when the Arbitrator does not hear any cases under the Article. Any Party that is responsible for the untimely cancellation of a scheduled hearing shall be responsible for any fees and/or expenses charged by the arbitrator. The Party who wishes to cancel any case scheduled for a hearing date shall cancel in writing. If the case is not cancelled before the established cancellation date, the canceling Party shall pay any fees and/or expenses charged by the Arbitrator. If a case that was untimely canceled is scheduled for a day when other cases are scheduled, the costs shall be apportioned.

c. The loser shall pay the fees and costs of the Arbitrator who heard the case. If more than one grievance is heard on the same day, the Arbitrator's costs shall be prorated among the losing Parties to those cases. In cases where it is unclear whether or not a Party has lost the case, the Arbitrator shall apportion the fees and costs.

d. The Arbitrator will issue a final award at the close of the hearing unless with the agreement of the Parties additional time is needed. The Arbitrator will issue a written award in sufficient detail to explain the decision within the twenty (20) days following the close of the hearing or after the Arbitrator receives the Parties' briefs, if any, whichever is later. A statement of the Arbitrator's fee and costs shall accompany the decision.

e. DCHA and the Union shall provide current and accurate information and documentation to all requests for information related to the preparation and presentation of a grievance.

Article 18
Leave

Section A -- General

Leave is any authorized absence during regularly scheduled work hours approved by an appropriate authority. All leave must be requested in writing, except that in situations where a member cannot or did not anticipate the need for leave, he may request leave by telephone and reduce it to writing on his return to duty. The DCHAPD agrees to inform the member whether his/her leave is approved within twenty-four (24) hours of the submission.

DCHA may rescind an approved absence under the section for a declared emergency by the Chief of Police, provided that it will allow the absence as soon as possible after the expiration of the emergency.

Section B -- Annual Leave

1. Annual leave is paid leave from duty without loss of pay for vacation or time allowed for personal or emergency purposes. Annual leave will be accrued at the following rates:

a.	Less than 3 years of service	½ day (4 hours) per pay period or 13 days per year
b.	3 - 15 years of service	¾ day (6 hours) per pay period or 20 days per year
c.	15 or more years of service	1 day (8 hours) per pay period or 26 days per year

2. Annual leave can be saved. A maximum of 240 hours can be carried over from year to year.

3. At termination of employment with DCHA, a member will be paid a lump-sum for any unused annual leave. In the event of death, unused annual leave is paid to survivor(s). Payment follows the same order of precedence or is made in accordance with specific designation.

4. DCHA will not deny a request for annual leave for discipline or for arbitrary or capricious reasons and, if leave is denied, it will indicate the reasons for denial on the request form.

Section C -- Sick Leave

1. Sick leave is paid leave granted to members to be used when a member is incapacitated by sickness or injury, including medical, dental, or optical examination or treatment. A

member may be required to provide a physician's certificate for disabilities related to pregnancy, miscarriage, abortion, childbirth and recovery therefrom. Sick leave also may be used for necessary care and attendance during illness of children, spouse, or the member's immediate family, and may require a physician's certificate. The family is defined as persons related by blood, marriage, or adoption, as well as, members involved in relationships characterized by the permanence, duration, and stability normally associated with family relationships or marriage. Use of sick leave for any other purpose is an abuse of this policy and may subject the member to disciplinary action.

2. The earning rate for full time members is four (4) hours for each full bi-weekly pay period. Sick leave which is not used during the leave year in which it accrues shall accumulate and be available for use in succeeding years. There is no limitation on the amount of sick leave a member can accumulate.

3. A physician's statement may be required for a sick leave absence for an unreasonable period of time, (i.e. in excess of three (3) workdays). No member is required to disclose the exact nature of any illness that is not related to the performance of duty, but must disclose the nature of any injury whether or not related to the performance of duty.

4. Members shall be charged sick leave for time spent while on duty seeking diagnosis and/or treatment for non-duty-related illnesses or injuries.

5. If within a twelve (12) month period, a member accrues his/her fourth (4^{th}) sick leave absence, management may issue a warning to the member if the incident appears to have a pattern, the member has a history of calling out on sick leave, etc. After the fifth (5^{th}) sick leave incidents, management may place the member on leave restriction.

6. Management shall notify the Union President prior to issuance of a leave restriction or disciplinary action to a member regarding attendance related problems. The pending action shall be delayed for a period of fifteen (15) workdays after the notice to the Union in order to provide the Union an opportunity to counsel the member regarding contributing causes related to the attendance problems and how to address those problems. The member will be allowed up to one (1) hour of Union time to meet with a Union official for this counseling.

7. Management is not required to provide the opportunity for Union counseling to a member, as stated in this Article, more than one (1) time in a twelve (12) month period.

8. Once a member is placed on leave restriction, the member must, upon request, furnish a doctors certificate for each absence from work which is claimed as sick leave. The leave restriction requiring a member to furnish a doctor's certification for each absence charged to sick leave shall be reviewed within ninety (90) calendar days. The leave restriction shall be reviewed with the member. The Union may be included in the

review only with the member's consent. Where improvement of the use of sick leave is evident, the documentation request shall be rescinded. The authority for rescinding the restriction resides solely with the Chief of Police. At no time shall a member be required to furnish a doctor's certificate for longer than six (6) months after the initial leave restriction.

Section D -- Unauthorized Absence (AWOL)

A member absent from duty without official approval shall not receive paid compensation for the duration of the absence. Denial of paid compensation shall not affect the right of DCHA to invoke any other appropriate form of disciplinary action up to removal.

Section E -- Family And Medical Leave Policy

1. It is the policy of DCHA to grant up to sixteen (16) weeks of family and medical leave during any twenty-four (24) month period to eligible members, in accordance with the D.C. Family and Medical Leave Act, D.C. Code §32-501 *et. seq*. (DCFMLA). The leave may be paid, unpaid or a combination of paid and unpaid.

2. The DCFMLA applies to members who have worked for DCHA for one year without a break in service prior to requesting leave under the FMLA and who have been paid for at least 1000 hours during the last twelve (12) months.

Section F -- Military and Reserve Component

DCHA shall grant leave to members of the U.S. Armed Forces and the National Guard in accordance with District Government or Federal laws and regulations regarding military, National Guard and reserve components, as stated therein.

Section G -- Call In For Emergency or Illness

A request for leave for illness or an emergency is required at least one (1) hour prior to the first hour of the member's scheduled tour of duty. All requests shall be called into the member's Watch Commander. If the Watch Commander is not on duty or cannot be reached, the member shall leave a message. Leave will not be approved until the member has spoken to an official who approves leave. If the Watch Commander does not call back within twenty (20) minutes, the member shall call the main DCHAPD office number (202) 535-2575 and speak to an official before the tour-of-duty begins. If for some reason there no one answers, the member shall leave a message. DCHA will not require the member to disclose personal medical information other than whether the condition is an illness or injury.

Section H -- Administrative Leave

1. Administrative leave is an officially approved absence from duty without loss of pay and without charge to leave.
2. DCHA may grant administrative leave to members to participate in seminars, institutes, examinations, and other activities away from the DCHA directly related to work.

Section I -- Bereavement Leave

Members shall be entitled to use three (3) days of leave with pay (their regular scheduled day of work before the funeral, the day of and the day following the funeral) in the event of the death of a member of their immediate family. For the purpose of this Article 17, immediate family shall mean an member's spouse, domestic partner, child, parent, brother, sister, spouse's parent, brother, sister, child's spouse, grandchild or grandparent. This does not preclude a member from requesting additional leave.

Section J -- Court Leave

Members required to perform jury duty are entitled to their regular rate of pay for such absences provided any payment received as jury compensation is tendered to DCHA's payroll office, with the exception of remuneration for travel expenses.

Section K -- Approval of Leave

Approval of leave shall be in accordance with DCHA policies and procedures. If the policies conflict with the current collective bargaining agreement then the Agreement shall govern.

Section L -- Holidays

The DCHA allows the following paid holidays:

(a)	New Year's Day	(January 1st)
(b)	Dr. M.L. King Jr.'s Birthday	(3rd Monday in January)
(c)	President's Day	(3rd Monday in February)
(d)	Memorial Day	(last Monday in May)
(e)	Independence Day	(July 4th)
(f)	Labor Day	(1st Monday in September)
(g)	Columbus Day	(2nd Monday in October)
(h)	Veteran's Day	(November 11)
(i)	Thanksgiving Day	(4th Thursday in November)
(j)	Christmas Day	(December 25th)
(k)	Inauguration Day	(Once every four years)
(l)	Emancipation Day	(April 16)

(m) Other (As determined by the Executive Director)

Section M--Leave Incentive Program

Section 1 -- General

In order to recognize a member's productivity through his/her responsible use of accrued sick leave, beginning the calendar year 2014, DCHA agrees to provide personal leave incentive in accordance with the following:

1. A full-time permanent member who is in a pay status for the leave year shall accrue annually:

    a. Five (5) personal leave days (forty (40) hours) for using less than sixteen (16) hours of accrued sick leave in a year.
    b. Four (4) personal leave days (thirty-two (32) hours) for utilizing seventeen (17) hours to twenty-three hours (23) hours of accrued sick leave in a year.
    c. Three (3) personal leave days (twenty-four (24) hours) for utilizing more than twenty-four (24) hours to thirty-two (32) hours of accrued sick leave in a year.
    d. Two (2) personal leave days (sixteen (16) hours) for utilizing more than thirty-three (33) hours to forty (40) hours of accrued sick leave in a year.

2. Members shall be compensated for personal leave days earned in accordance with Section A above at the member's regular hourly rate on or before the 2nd pay period in February of each calendar year.

Section 2 -- Eligibility

To be eligible, a member must be in an active pay status for twenty-six (26) pay periods during the leave year. Members in a non-pay status for no more than two (2) pay periods for the leave year shall remain eligible for personal leave incentives under this Article. Sick leave usage for maternity leave and/or a serious health condition as defined in the D.C. Family and Medical Leave Act, D.C. Code §32-501 et. seq.**,** not to exceed two (2) consecutive pay periods, shall not be counted against sick leave for calculating eligibility for personal leave under this Article.

Section 3 -- Part-time Members
Part-time members are not eligible for personal leave as provided in this Article.

Section N -- Definitions

1. "Annual Leave" scheduled pay leave earned by a member for absence from duty without loss of pay for vacation, or time allowed for personal or emergency purposes.

2. “Sick Leave” is paid leave granted to members to be used when an member is incapacitated by sickness or injury or disability as certified by a physician certificate for disabilities caused or contributed to by pregnancy, miscarriage, abortion, child birth, and recovery therefrom for medical dental or optical examination or treatment for necessary care and attendance during illness of children spouse, or the member immediate family.
3. “Leave without Pay” is applied when a member is in an approved leave status but does not have sufficient leave to be applied for the time taken.
4. “Absence Without Leave” is applied when a member is absent from duty without approval. The member shall not receive paid compensation for the duration of the absence.
5. “Leave of Absence” may be granted for a specific time not to exceed one year but requires the approval of the Executive Director.

ARTICLE 19
TARDINESS

Section A

Each instance of tardiness shall be recorded in the member DCHAPD Log Book regardless of the reason for reporting late, and may be supplemented by a statement from the member explaining his reason for being tardy. These reports shall be removed from the personnel folder one year from the date of the tardiness.

Section B

The expected tardiness procedures as set forth in the applicable General Orders shall remain in effect. A member must use accrued compensatory time, leave or leave without pay, hour for hour, for each of the first three instances of tardiness. A tardy member must take at least one (1) hour of leave, during which time the member shall not assume his assignment.

Section C

DCHA will take disciplinary action against a member for his or her fourth and subsequent tardiness during a one (1) year period, after giving due consideration to all statements documented pursuant to subsection A of this Article.

ARTICLE 20
SENIORITY

Where objective considerations are equal, seniority shall be used as the tiebreaker in assigning days off, vacations, and assignments. "Objective considerations" include, but are not limited to such matters as the following: ability, skill, and qualifications for an assignment; suitability; and availability of other qualified members of the Bargaining Unit in the case of days off and vacations. Seniority is defined as time in grade.

ARTICLE 21
MERIT STAFFING

Section A General

1. DCHA will apply its merit principles in a consistent and equitable manner to all member-applicants for unit vacancies, and will assign, evaluate, transfer, promote, and upgrade officers based on merit, skill, ability and job performance. This requirement will apply to filling vacancies in any specialized unit which is established within the DCHA police department.

2. DCHA will review its hiring criteria and position qualifications to insure that they are relevant to the performance requirements of each position, and shall not require a member to meet unnecessary requirements or criteria.

Section B Selections for Vacant Positions

1. DCHA will post the notice for vacant positions in DCHAPD for in-house members for a period of ten (10) days, after which period DCHA will determine whether there is any certifiable candidates. Thereafter, DCHA may publish the notice outside of the agency, if there are not applications from certifiable in-house candidates.

2. Within two (2) business days, DCHA will provide to the Union Chairman copy of all vacancy announcements, cancellations, corrections or amendments.

3. DCHA shall take into consideration an applicant's experience as a DCHAPD Special Police Officer and Security Officer in filling vacancies.

4. DCHA will interview all qualified member-applicants, if it interviews any.

5. DCHA will conduct all interviews in a manner that is reasonably consistent and fair to unit members.

Section C

A Special Police Officer (SPO) or Security Office (SO) who has completed his/her probationary period who thereafter accepts a conditional offer of employment as a Police Officer and who enters the Police Training Academy, shall be returned to his position as an SPO or SO as the case maybe at any time during: Phase 1: Fundamentals of the MPD; Phase 2: Crimes Against Persons, D.C. Code Part 1; or Phase 3: Crimes Against Property, D.C. Code Part 2, if;

1. He/She fails to successfully complete any or all of the training levels at that point, or

2. He/She elects to drop out of the Academy.

At the completion of Phase 3 the SPO or SO must elect to continue his training without the right to return to his/her position as an SPO or SO or exercise his option under Section C.2. The SPO or SO shall notify the DCHA in writing within five (5) work days of completion of Phase 3 that he/she has elected to return to his SPO or SO position.

Section D

A SO who has completed his/her probationary period who thereafter accepts a conditional offer of employment as a SPO and who enters the Special Police Officers Training Program, shall be returned to his/her position as an SO at any time during Phase 1: D.C. Code Part 1; Phase 2: D.C. Code Part 2; Phase 3: Laws of Arrest/Arrest Procedures;

1. He/She fails to successfully complete any or all of the training levels at that point, or

2. He/She elects to drop out of the Special Police Officers Training Program.

At the completion of Phase 3 the SO must elect to continue his/her training without the right to return to his/her position as an SO or exercise his option under Section D. 2. The SO shall notify the DCHA in writing within five (5) work days of completion of Phase 3 that he/she has elected to return to his/her SO position.

Section E

Any member covered under Sections C or D of this Article who elected to forfeit his/her right to return to his/her position but does not successfully complete the training program may revert to his/her former position provided that DCHA has not filled that vacancy, notifies DCHA in writing of his/her desire to return to his/her former position within five (5) days of leaving the training program, and remains in good standing as defined by the Agency.

ARTICLE 22
SCHEDULING

Section A

DCHA will assign days off and tours of duty that are either fixed or rotating on a known and regular schedule which will be posted or made available to unit members.

Section B

DCHA will notify a member seven (7) days in advance of any changes to his schedule, except that the Chief of Police may suspend this requirement on an agency-wide basis for an unforeseen operational demand which directly affects the delivery of services to and the security of the residents or DCHA employees. In any situation in which DCHA suspends the 7-day advance notice provision, the Chief of Police will notify the Union of the reason for the suspension as soon as possible, but no more than forty-eight (48) hours.

Section C

DCHA will not change a member's tour of duty or days off for discipline.

ARTICLE 23
USE OF DCHA FACILITIES

Section A

DCHA will provide suitable space in its facilities for bulletin boards on which the Union may display material related to its activities, provided that the material does not contain personal attacks. All material displayed will be signed by an officer of the Union and a copy will be provided to DCHA's Department of Human Resource. The Union also has the right to mount a reasonably sized bulletin board or other similar device at each fixed post and to display material thereon, subject to requirements of this Article.

Section B

DCHA agrees to furnish to the Union access to a private area to be used by the Union in connection with the handling of member grievances and complaints. If a private area is not available in the area requested by the Union, a like area will be made available upon reasonable request.

Section C

DCHA will allow the Union reasonable use of facilities under its control during non-working hours upon a timely request to the Chief of Police. The Union will exercise reasonable care in the use of a facility and will leave it in a clean and orderly condition.

Section D

Without specific prior written approval from the Chief of Police or his/her designee, the Union may not utilize DCHA mail, telecommunications, computer systems, or other equipment to conduct Union business, except that a member may use a telephone to communicate with a Union representative as otherwise provided in this Agreement with respect to representation and grievances and a Union representative may use a photo copier to copy grievances or other material to be submitted to DCHA upon verbal approval from the Chief of Police or his/her designee.

ARTICLE 24
TRANSPORTATION

Section A

1. DCHA will transport members who are on duty to and from posts and other assignments, and shall return members to the point of origin.

2. DCHA will not discriminate against members with respect to holdover and overtime drafts or assignments because of their choice of mode of transportation.

3. Members are responsible for their own transportation to the assigned reporting location to begin their tour of duty and will not use a privately-owned vehicle (POV) in the performance of their DCHA duties, unless otherwise provided for in an agreement among the Chief of Police, the member, and the Union.

4. DCHA will inform members of the post or location to which each shall report for duty before the end of the previously scheduled tour of duty.

5. DCHA will transport members, including member's representative, if necessary, to and from the location of an investigative interview.

Section B

1. A member must report any vandalism regarding his/her POV to Supervising Watch Commander prior to leaving the scene of the vandalism, and must report the incident to the appropriate law-enforcement agency for investigation.

2. When DCHA determines that there is a reasonable basis to conclude that there is damage to a member's POV, that the vehicle was parked in the area of his/her DCHA post while the member was on duty, and the damage is connected to his/her status as a DCHA officer or official actions taken as a DCHA officer, DCHA may reimburse the member for repairs to the POV in an amount not to exceed his/her insurance deductible, but no more than $500.00 per incident. The payments provided for herein shall not exceed a total of $1,000 per year.

ARTICLE 25
WAGES AND COMPENSATION

Section A -- Compensation and Schedules

Effective the first day of the first full pay period beginning on or after January 1, 2018, the Fiscal Year 2017 salary schedules of bargaining unit employees shall be adjusted by two and one-half percent (2.5%).

Section B -- Differentials And Premium Pay

Members covered by this Agreement will earn differential pay at the same rate as non-union Employees in the police department. DCHA will pay a night differential of 4% for members time worked from 1800 hours to 0600 hours. Members will earn Sunday premium pay at the rate that they are currently paid and will be paid in the same manner as currently provided in DCHA policy.

Section C -- Beneficial Tax Plans

DCHA will make a good faith effort to implement any advantageous member tax plans and other member pretax benefit plans that are permitted under IRS regulations.

Section D -- Lunch Period

DCHA will compensate members when it fails to provide lunchtime relief in accordance with the Fair Labor Standards Act.

Section E -- Acting Pay

If a member is detailed or temporarily assigned to a higher paid position for sixty (60) days or more, DCHA thereafter shall compensate the member at the grade and lowest step of the position, which is above his/her permanent rate of compensation.

Section F -- Contracting Out

DCHA may contract out work normally performed by bargaining-unit members only when it will not result in the displacement of current unit positions. In the event that DCHA undertakes to study or plan to contract out work in the future, it will notify the Union within one workday of commencing the study or plan.

Section G -- Death in the Line of Duty

DCHA will **expeditiously** process all paperwork for all members who die in the line of duty.

ARTICLE 26
OVERTIME

Section A

Work in excess of the normal work week hours or the normal work day hours shall be paid at the rate of one and one-half times the member's basic hourly rate, provided that the member has been in a pay status for all regular hours scheduled for that work week or work day. The seven (7) day work week begins at 12:00 AM on Sunday.

Section B

Except as otherwise provided by this Agreement and to the extent allowed by the Fair Labor Standards Act (FLSA) the parties agree DCHA may substitute compensatory time for overtime payment.

Section C

To the extent that DCHA's present policies, procedures and practices equal or exceed the requirements of the FLSA, those policies, procedures, and practices shall remain in effect, except as otherwise provided herein.

Section D

For the purposes of determining entitlement to compensatory time and overtime pay, all hours of work performed outside the basic work week and the basic work day shall be deemed overtime hours.

Section E

Whenever a member of the Bargaining Unit is entitled to compensatory time off for overtime worked, he/she shall receive compensatory time at a rate of 1.5 hours of compensatory time for each hour of overtime work performed.

Section F

Compensatory time earned prior to FLSA entitlement shall be accrued and administered in accordance with existing DCHA policies and procedures, and shall be maintained separate and apart from compensatory time earned pursuant to the banking provisions of the FLSA.

Section G

DCHA will pay members at the overtime rate, not by way of compensatory time, for all overtime worked in excess of one hour whether as a result of call-ins, holdovers, delays in providing transportation or relief.

Section H

An member is eligible to work overtime any day, provided that he/she worked a full tour-of-duty and/or was in an approved annual leave status, immediately prior to the day that he/she is scheduled for overtime and he/she was not suspended without pay, absence without leave, leave restriction, or in a leave without pay status.

Section I

DCHA will assign overtime opportunities equitably and fairly among all qualified members. DCHA will pay all overtime and compensatory time in increments of fifteen minutes.

Section J

DCHA will compensate employees at the overtime rate for hours worked when the agency declares an administrative closing and releases its other employees.

ARTICLE 27
OPTICAL AND DENTAL PLANS

Section A

Unit members retain the right to participate in optical and dental plans available to other DCHA employees not covered by a bargaining agreement.

Section B

Members who are terminated or who leave DCHA may elect to continue health and insurance coverage, at their own expense and without any contribution, under the COBRA provisions pursuant to federal law.

ARTICLE 28
UNIFORMS AND EQUIPMENT

Section A

DCHA agrees to provide all Bargaining Unit members whose duties require uniforms with a supply of five (5) uniforms. Replacement uniforms will be provided only when the worn uniforms are returned to DCHA and the Chief of Police or his/her designee determines that a replacement uniform is necessary.

Section B

Uniforms shall be worn in a manner consistent with applicable District of Columbia regulations. Members who have been issued uniforms are required to wear those uniforms while on duty. A member may cover his/her uniform garments whenever he/she or she is required to appear or conduct DCHA business in public without a weapon.

Section C

If DCHA determines that protective clothing is required for certain members to perform their duties, such items shall be provided. If protective clothing is provided, it must be worn. In its determination of whether protective clothing is required for a member's duties, DCHA shall follow the appropriate OSHA safety standards as well as any other applicable laws, rules and regulations.

Section D

Members required to work outside shall be furnished with appropriate clothing, such as rainwear, etc., which is suitable for the weather conditions in which they are required to work.

Section E

Members who terminate their employment are required to return their uniforms prior to receiving their final paycheck.

Section F

Members shall be required to reimburse DCHA the lesser of the current value or the cost to replace or repair any equipment, uniform and/or weapons issued by DCHA which are damaged or lost due to the negligence of members. Such reimbursement may be paid in lump sum or by payroll deduction as follows:

1. The minimum payment shall be $25.00 per pay period and the maximum shall be $150.00 per pay period until paid in full.

2. In the event the member leaves the employment of DCHA, any unpaid balance shall be deducted from any amounts due to the member for salary, unused paid leave, or other compensation at the time of separation.

3. If the amounts due to the member at the time of separation are insufficient to pay the remaining balance due, the member shall pay the DCHA that amount within one (1) week of separation.

Section G

DCHA will accommodate members by purchasing size appropriate uniform changes when requested during pregnancy.

ARTICLE 29
FITNESS FOR DUTY POLICY

SECTION A -- INTRODUCTION

The Union recognizes DCHA's right to establish physical fitness standards applicable to new applicants. With respect to current members of the Bargaining Unit, the Parties agree to jointly develop physical standards for all members of DCHAPD.

SECTION B -- PHYSICAL OR MEDICAL EVALUATIONS

The purpose of this section is to establish the process for administering physical examinations and/or medical evaluations of DCHAPD members as prescribed by DCHA.

SECTION C -- FITNESS FOR DUTY MEDICAL EVALUATION

1. Definitions

    a. Medical Conditions – A health impairment which results from injury or disease, including psychiatric disease, or other physical or mental impairment which may affect an individual's capacity to safely and satisfactorily perform his/her assigned duties.

    b. Medical Evaluation – An examination conducted by a Healthcare Practitioner to determine whether a medical condition exists.

2. A "fitness for duty" medical evaluation shall be requested by the Chief of Police or a supervisor when he/she has reason to believe that a member has a medical condition that warrants an evaluation.

3. When a member is believed to have a medical condition, the supervisor shall submit a report, through the Chief of Police, to the agency's Healthcare Practitioner.

    a. The report shall include observations, statements, or other objective information, including other written documentation, to support the supervisor's belief that the member has a medical condition, and a recommendation that the member be ordered to submit to a medical evaluation.

    b. Officials reviewing the request and recommendation shall forward the report through the Chief of Police without delay.

4. The request must be approved by the Human Resources Director.

5. Upon review of the approved request for a "fitness for duty" medical evaluation, after consulting with the Chief of Police, the Human Resources Director or designee shall instruct the member to report to the clinic within twenty-four (24) hours. The Union shall be notified only with the member's written consent.

6. In any case where a supervisor believes that a member is suffering from a sudden loss of control of his/her physical or mental functions, and it is not advisable to take the time to go through the written procedure, the supervisor shall immediately consult with the Chief of Police for immediate action.

    a. Upon the Chief of Police's approval, coupled with the supervisor's opinion, the Chief of Police or his/her designee shall:

        1. Contact the Human Resources Director;

        2. Explain the critical nature of the circumstance; and

        3. Request a waiver of the procedure in this Article.

    b. Upon approval of this emergency procedure by the Human Resources Director, the Chief of Police or his/her designee shall prepare a written request in which:

        1. The original shall be forwarded to the Human Resources Director; and

        2. A copy of the written request shall be hand-carried to the contracted healthcare practitioner for a medical evaluation of the member.

    c. Upon arrival of the supervisor, the Healthcare Practitioner shall immediately arrange for a consultation between the supervisor and the evaluating Healthcare Practitioner.

    d. The Healthcare Practitioner shall then:

        1. Set an appointment for the member to report to the clinic for the evaluation; and
        2. Explain that the regular procedure has been waived.

SECTION D -- CHIEF OF POLICE

1. The Chief of Police shall conduct an investigation and submit a report with recommendations to the Human Resources Director, in all instances where a member

fails to report to the Clinic for his/her scheduled physical examination/medical testing without making the appropriate prior notifications; and

2. Perform those duties prescribed in this Article concerning fitness for duty medical evaluations.

SECTION E -- HUMAN RESOURCES DIRECTOR

1. The Human Resources Director shall:

    a. Make the final decision of approving or disapproving all emergency requests for waivers; and
    b. Forward all requests for waivers to the Healthcare Practitioner and/or clinic after making the final decision.

ARTICLE 30
EMPLOYEE ASSISTANCE PROGRAM

Section A

DCHA will continue to offer Employee Assistance Programs ("EAP") services and benefits currently available to all other DCHA employees.

Section B

The Parties agree to investigate further enhancements to the existing program, including referrals to specialized treatment programs for law enforcement officials.

Section C

A member may not participate in the DCHA EAP for the same disorder and receive the related benefits of this Article, more than one time in each twelve (12) consecutive months of employment under this Agreement.

Section D

If the member refuses to seek EAP counseling or there is not an adequate improvement in work performance or attendance following referral, as determined by the supervisor, disciplinary action may be initiated as warranted under Article 14 of this Agreement.

ARTICLE 31
POLICE DEPARTMENT DRUG SCREENING PROGRAM

The random Drug Screening Program is a key component of the District of Columbia Housing Authority Police drug screening procedures to deter illicit drug use in order to further ensure the public's trust in our Department and to reinforce the public's confidence in the integrity of all members. The law enforcement mission of the Department cannot be effectively achieved without public confidence in the integrity of its Police Officers, Special Police Officers and Security Guards Any illicit drug use erodes that confidence and breeds disrespect for the law and for those entrusted with upholding it. This program is designed to be a proactive approach and deterrent to a serious societal problem facing all Police Officers and Officials (hereafter " members") Random drug screening is a reasonable, preventative, and protective procedure that maintains the Department's image and capability as an effective law enforcement agency.

PART I Responsibilities and procedures for members

A. General

I. The confirmed finding of an ill illicit or unauthorized substance in the urine, the refusal of a member to submit to a drug screen, or the involvement of a member in any action which undermines the integrity of the drug screening program or circumvents the procedures established by this department in conjunction with this program shall result in a discipline recommendation for termination of employment.

2. The collection procedures outlined in Drug Screening Program and Urine Specimen Collection Manual shall be used to collect and process urine specimens obtained pursuant to the provisions of this Order.

3. The Agency shall use a computer program to randomly select members regardless of rank at least once a week from the entire pool of members. The selection shall be made in the morning, all members will have an equal chance of being selected each week, therefore, some members may be selected more than once before other members are selected. The potential for selection again shortly after a drug screening is an important element of the preventative aspect of this program.

4. Upon receipt of the randomly selected individuals, the DCHAPD designee shall prepare a Notification to Report for Random Drug Screening (notice form) for each member selected that morning and ensure that the forms are delivered directly to the appropriate Watch Commanders before the first roll call of the day.
5. Members are prohibited from taking prescription medication that is not prescribed for them or taking medications in doses higher than recommended for their course of treatment.

6. Prior to their next tour of duty, members shall notify their immediate supervisor when they are required to use prescription or over- the- counter medication which has the potential to impair job performance. The member shall advise the supervisor of the name, dosage, and known side effects of such medication and the prescribed period of use. The supervisor shall document this information in a memorandum sent to the Human Resources Department.

7. Any member who unintentionally ingests, or is forced to ingest, a controlled substance shall immediately report the incident to their supervisor so that appropriate medical steps may be taken to ensure the member's health and safety.

B. Notification

Members will be notified to appear at the testing facility by means of the notice form presented by the Watch Commander as soon as possible after the Watch Commander receives the notice form. The Watch Commander shall direct the member to report to the testing facility for testing. The Watch Commander shall notify the Department that the member has been directed to report for drug screening at the specified time. Members shall sign and date the notification form to document their acknowledgment that they were directed to report for drug screening. The original notice form shall be retained at the member's unit in a confidential file. A copy of the signed notice form shall be Faxed (or if necessary, hand carried) to HR immediately after the form is signed.

I. lf a member is on previously approved Annual Leave, Military Leave, Sick Leave, leave without pay or a scheduled day off when the notification is initially received by their unit, the Watch Commander shall document the reason that the member could not be tested on the notice form. The notice form shall be FAXED (or if necessary, hand carried) to HR immediately alter roll call.

2. When selected, members on administrative leave and extended sick leave shall report for screening as directed by their unit Watch Commander.

3. Members working tours of duty that coincide with the testing facility hours of operation for drug testing shall report to the testing facility, while on duty to provide a specimen Members working a tour of duty that does not start during the time period when the testing facility is open shall be scheduled to report to the testing facility no later than the conclusion of their tour Members that are scheduled to report after their normal tour will receive compensation pursuant to the provisions of the Collective Bargaining Agreement (CBA). The member shall prepare an 1130 which will be signed by a testing facility official.

4. If the member has a scheduled court commitment on the screening day, the member shall be directed to report to the screening facility prior to going to court, or if that is not possible, report to the screening facility after leaving court.

The Director, Court Liaison Division, shall be notified of the requirement that the member report for Random Drug Screening.

5. The Watch Commander shall send the Human Resources Department an e-mail message confirming the names of the members that were directed to report for drug screening and the members selected for drug screening that could not report on the selected date including the reason the member could not report. If e-mail is unavailable, the Watch Commander shall fax the confirmation message to Human Resources Department before the end of the tour.

C. Appearance at Screening Site

1. Members shall report to the screening facility on the date and time specified by their Watch Commander and shall:

   a. Ensure that their urine specimen is not contaminated with any foreign substance (adulteration) or diluted during the collection phase.

   b. Submit their own urine specimen, and ensure that the specimen has not been substituted for another substance.

   c. Not substitute their own urine specimen with any other person's specimen during the screening process

   d. Not take any action that would undermine the integrity of the drug screening program or circumvent the procedures established by this Department in conjunction with the drug screening program.

2. When a member reports to the screening facil1ty for screening under this program, the member shall have their identification folder, identification card, and or other officially issued proof of identification that includes a photograph of the member.

3. When a member reports sick after being served with a notice form they shall notify an official and report to the screening facility for screening as directed. lf a member is physically unable to report to the screening facility due to an incapacitating illness or injury on their screening day, they shall notify an official. The official shall prepare an investigative report documenting the circumstances which shall be signed by the Watch Commander then forwarded to Human Resources.

4. Emergency annual leave will normally not be granted except under unusual circumstances after a member has been served with a notice form. When requesting emergency leave the member shall advise the official that they have been served with a notice form and the specific reason(s) for the leave. If emergency leave is granted, a report documenting the unusual circumstances shall be submitted by the member to

their supervisor on the member's return to duty, the official granting the emergency leave shall prepare an investigative report with recommendations, through channels, to the Human Resources Department within three (3) business days. The official granting the emergency leave is responsible for verifying the emergency prompting the request.

D. Refusal

Refusal of a sworn member to submit to screening under this program shall result in the recommendation of termination of that member from the DCHAPD for refusal of Drug Screening.

E. Failure to Appear at the Screening Facility

Members that have been properly notified and fail to appear at the screening facility will be deemed to be in a "Refusal'' status absent exigent circumstances. The member shall immediately report the existence of exigent circumstances to the Watch Commander, of if unavailable, to the Deputy Chief of Police. A report documenting the exigent circumstances shall be submitted by the member to their immediate supervisor. In turn, the supervisor shall prepare an investigative report with recommendations, through channels, to Human Resources Department within three (3) business days. The validity of exigent circumstances shall be determined by Human Resources Department.

F. Positive Screening Results Pending Confirmation

The specimen of a member determined to be positive for illicit substances during the screening shall be tested using Gas Chromatography /Mass Spectrometry (GC/MS) to confirm the presence in the specimen of metabolites resulting from the use of illicit substances. The duty status of the member shall not be changed until the confirmation test results are received and reviewed by the Medical Review Officer.

G. Confirmation of Test Results

1. If the confirmation lest is negative no further action will be taken.

2. If the confirmation test is positive, the member shall be contacted by the Human Resources Department and directed to report and be interviewed by the Medical Review Officer (MRO) regarding the confirmed positive test Results. Medical Review Officer the physician responsible for Reading and interpreting drug screen analysis reports.

3. ln the case of a positive confirmation of a sample wherein the testee states that they are taking medication and where the confirmation levels are consistent with the reported medication, the MRO shall interview the testee to verify the proper use of prescription medications that could explain the confirmation levels. lf the positive test results cannot

be explained based on the prescription medication taken, the case shall be referred to the Deputy Chief of Police for discipline consideration.

H. Circumvention of Random Drug Screening Procedures

Any attempts to circumvent the procedures of the random drug screening program shall be investigated. An investigative report shall be prepared, with recommendations and forwarded to the Deputy Chief of Police within thirty (30) calendar days.

I. Adverse Action Proceedings

The Deputy Chief of Police will initiate the preparation of termination proceedings based on the recommendations from investigating official for all members with a confirmed positive urine test that are not the result of bona fide medical treatment by a licensed physician, psychiatrist, and/or dentist. Members refusing to appear for or submit to drug screening or the involvement of a member in any action which undermines the integrity or the drug screening program or circumvents the procedures of the program will also be recommend for termination.

PART II

A. Officials

1. Officials shall ensure that members under their direction strictly comply with the procedures outlined in this program.

2. Officials shall not post, publish, disseminate, or in any other way make known the names of members scheduled to be screened.

3. Because of the potential for the adverse "labeling" of a member, all activities associated with this program shall be considered confidential and personal. Violation of the confidentiality aspects of this program shall be considered as a circumvention of the random drug screening program and may subject the offending members to disciplinary action.

4. Officials shall take extreme care to respect the member's personal integrity during the entire drug screening process.

B. Command Personnel

Commanding Officials shall:

I. Ensure that the notice form is served as soon as possible on the day of receipt and that the member signs the notice form to document their acknowledgment of selection for random drug screening.

2. Ensure the screening facility is notified when a member is scheduled for drug screening in accordance with the provisions of this program.

3. Ensure the verification of the status of members whose notice form show that they are on Suspension without Pay, Leave without Pay, or Sick Leave. Upon verification, forward the notice form to the Human Resources Department.

4. Ensure that the executed notice form is retained and filed in their official personnel file (OPF) for three (3) years and then destroyed.

5. Investigate all reports of attempts to circumvent the procedures of the random drug screening program, which are forwarded to them, including refusals and failures to appear. The completed investigative report will, in all Instances, be forwarded in thirty (30) calendar days through channels to Human Resources Department with adverse action recommendations.

6. Upon notification of a positive confirmed drug test, order the member to report to the Deputy Chief of Police.

C. Human Resources

Human Resources shall:

1. Use an automated selection program to select members each morning when the screening facility is open.

2. Prepare the notice forms and forward them in a sealed envelope to the watch Commander each morning.

D. Confidentiality of Records

The Director of Human Relations shall ensure that the records are secured in compliance with the Privacy Act, 5 U.S.C. §552a and the patient confidentiality laws.

ARTICLE 32
SAVINGS CLAUSE

Section A

In the event that any part of this Agreement is rendered or declared invalid by any existing or subsequently enacted legislation or by decree of any court of competent jurisdiction, the remainder will remain in full force and effect.

Section B

Either Party may thereafter demand bargaining and initiate immediate negotiations to replace the invalid part.

ARTICLE 33
IMPACT BARGAINING

When a new DCHA order or regulation, or a change in an existing order or regulation, directly impacts on the conditions of employment of unit members, such impact shall be a proper subject of negotiation. Except in emergency situations, DCHA shall give written notice, seven (7) days in advance, and shall consult with the Union prior to the issuance of the new or changed order or regulation. In an emergency situation, DCHA shall consult with the Union as soon as conditions allow.

ARTICLE 34
DURATION AND FINALITY OF AGREEMENT

Section A

This Agreement will become effective upon approval and ratification as set forth in the Parties' Ground Rules for Contract Negotiations Agreement and will remain in full force and effect until September 30, 2021. If the Agreement is disapproved because specific provisions are asserted to be contrary to applicable law or if the Agreement is not ratified, the Parties will meet within thirty (30) days and resume bargaining to negotiate replacement provisions or agree to delete them.

Section B

This Agreement shall automatically renew for one (1) year periods thereafter unless either party gives to the other party written notice of its intent to terminate or modify the Agreement no later than May 4, 2020 or any subsequent May 4 anniversary thereafter. This Agreement shall remain in full force and effect during the period of negotiations and until a new contract takes effect or in the event of an impasse, pending the completion of mediation and arbitration or both.

Section C

The Parties acknowledge that this Agreement represents the result of negotiations during which both Parties had the unlimited right and opportunity to make demands and proposals with respect to any mandatory negotiable subject matter.

Section D

It is agreed that any request by either Party for further negotiations due to changes in legislation, rules or regulations affecting any Article in this Agreement shall be for the purpose of amending, modifying or supplementing provisions agreed to and included in this Agreement. If all Parties mutually agree in writing during the terms of this Agreement that modifications to the Agreement are necessary, they shall modify it.

Section E

Any provisions for the retroactive payment of wages, or other terms and conditions, shall only have the retroactive effect specified, but shall not apply to other terms and conditions set forth in this Agreement.

APPENDIX A

TABLE OF PENALTIES

This Appendix sets forth DCHA's Table of Penalties Guide. It identifies the infractions for which a member may be disciplined together with the range of penalties for each offense. DCHA shall not be strictly limited to the infractions and range of penalties listed in the Appendix (Table of Penalties). DCHA will use this statement of policy in accordance with Article 14, Discipline.

A member against whom discipline is proposed, or the Union acting on his behalf, is free to challenge DCHAs choice of any penalty from the Table as excessive and seek to mitigate the penalty.

	PENALTIES		
OFFENSE OR INFRACTION	**FIRST OFFENSE**	**SECOND OFFENSE**	**THIRD OFFENSE**
1. Fraud in Securing Appointment or Falsification of Official Records:			
a. Falsification of application for appointment or other personal history record by omission, or by making a false entry, with respect to a material item which would have precluded or cast doubt upon the advisability of selection for appointment or promotion.	Removal		
b. Willfully and knowingly making an untruthful statement of any kind in any verbal or written report pertaining to his/her official duties as a DCHA Police Officer to, or in the presence of any superior officer, or intended for the information of any superior officer, or making any untruthful statement before any court or any hearing.	Removal		
c. Falsification of material facts by omission, or by making a false entry, in official documents or records where property or funds are misused.	Removal		

2. Incompetence:			
a. Unsatisfactory performance of one or more major duties of his/her position, including duties directed by the Chief of Police as set forth in the policies, procedures, General Orders and Directives.	Reprimand to removal	Suspension for thirty (30) days to removal	Removal
b. Uninsurability under the DCHA's insurance policy if driving is a job requirement	Removal		
c. Failure to meet the qualification requirements for firearms use or training requirements for other service weapons issued by DCHA.	Removal		
d. Inefficiency as evidenced by repeated and well-founded complaints from supervisors and superior officers concerning the performance of police duty.	Reprimand to removal	Suspension of fifteen (15) days to removal	Removal
e. Revocation or suspension by Metropolitan Police Department of Special Police Officer's Commission or by other regulatory issuer of federal, state or D.C. certification, permit or license required to perform part or all of the member's duties.	Suspension for period of suspension of Commission to Removal	Removal	
3. Inexcusable Neglect of Duty:			
a. Negligence in performing official duties, including failure to follow verbal or written instructions, General Orders and Directives issued by the Chief of Police.	Reprimand to removal	Suspension for fifteen (15) days to removal	Suspension for thirty (30) days to removal

b. Failure to work safely, to observe precautions or to use protective clothing or equipment issued by DCHA, when such use is required.	Reprimand to removal	Suspension for fifteen (15) days to removal	Suspension for thirty (30) days to removal
c. Failure to provide appropriate service or handle an assignment arising out of interaction with DCHA residents, employees or the public.	Reprimand to removal	Suspension for fifteen (15) days to removal	Removal
d. Intentionally providing misleading or inaccurate information to, or unauthorized representation of the Authority, before the Board of Commissioners, D.C. City Council, United States Congress, or the public.	Reprimand to removal	Suspension for fifteen (15) days to removal	Removal
e. Willful failure to report promptly to the Chief of Police, any disloyalty or suspected disloyalty to the United States or to the Government of the District of Columbia; or to report promptly any violation by any person whomsoever, without or within the DCHAPD, of the Criminal Code of either the United States or the District of Columbia; or ignoring, concealing, or covering up a recognized offense or material fact, including the violation of any DCHAPD rules and regulations, for or about another employee, a supervisor, or a subordinate employee, which, if revealed, could result in disciplinary action being taken against the member.	Reprimand to removal	Suspension for fifteen (15) days to removal	Suspension for thirty (30) days to removal

f. Sworn Officer's serious or repeated violations of traffic regulations while driving an Authority patrol vehicle or a vehicle rented or leased for official policy purposes. Also, any reckless driving or improper operation of any motor vehicle by any member on Authority premises.	Reprimand to removal	Suspension for fifteen (15) days to removal	Removal
g. Sleeping on duty.	Reprimand to removal	Suspension for up to thirty (30) days to removal	Removal
h. Failure to comply with rules issued by the Chief of Police on appearance, grooming and general rules of professional appearance.	Reprimand to removal	Suspension for fifteen (15) days to removal	Removal
i. The negligent use or negligent loss of a firearm, service weapon, or other equipment not in conformity with Section 207, Title 6A, District of Columbia Municipal Regulations; and/or not in conformity with General Order No. 501 (Use of Force).	Reprimand to removal	Removal	
j. Failure to comply with DCHA guidelines and orders for the lawful use of force in the performance of duties.	Reprimand to removal	Removal	
k. Failure to report any Driving Under the Influence (DUI) or Driving While Impaired (DWI) charge occurring on or off the job which results in the loss of member's driver license or the restriction of driving privileges.	Removal		

l. Engaging in outside work, at any time, which presents a conflict of interest or the appearance of a conflict of interest.	Reprimand to removal	Removal	
m. Unauthorized performance of DCHA work by members outside of established work schedules without the supervisor's knowledge or approval.	Reprimand to removal	Removal	
n. Smoking in the workplace except in those locations that have been specifically designated as smoking areas.	Reprimand to removal	Removal	
4. Lack of Dependability:			
a. Malingering or feigning illness or disability in order to evade the performance of duty.	Reprimand to removal	Removal	
b. Abuse of sick leave after failing to comply with written leave restriction(s).	Reprimand to suspension for up to fifteen (15) days	Suspension for fifteen (15) days to removal	Suspension for thirty (30) days to removal
5. Insubordination:			
a. Refusal to obey orders or directives issued by the Chief of Police or willfully disobeying or refusing to comply with orders of any supervisor.	Reprimand to removal	Suspension of thirty (30) days to removal	Removal
b. The refusal of a member to submit to any testing or any type of examination required to remain qualified for duty.	Removal		

c. Refusal to accept any temporary assignment, reassignment, overtime or change in tour of duty or location.	Reprimand to removal	Suspension of thirty (30) days to removal	Removal
6. Dishonesty:			
a. Theft, destruction, or gross neglect in the use of DCHA property or materials, or of property or materials of any other person or tenant organization on DCHA property.	Suspension of up to fifteen (15) days to removal	Removal	
b. Deliberately misrepresenting facts of a situation in order to avoid carrying out assigned duties and/or responsibilities.	Suspension of up to thirty (30) days	Suspension of up to thirty (30) days to removal	Removal
c. Misuse, whether or not for personal gain, of DCHA funds or property, or other funds or property which come into the member's possession by reason of his/her official position.	Reprimand to removal	Suspension of thirty (30) days of removal	Removal
d. Submission of falsely stated travel, payroll, time and attendance, loan or purchase vouchers or other supporting documents.	Removal		
7. Inexcusable Absence:			
a. Failure to return to work at the end of a period of approved leave, including leave of absence.	Reprimand to removal	Removal	

b. Absence from work when the member has requested permission to be absent and the request has been denied. AWOL i.e., absence from duty without official leave.	Reprimand to suspension of up to fifteen (15) days	Suspension of thirty (30) days to removal	Removal
c. Violation of Tardiness Rules as evidenced by repeated document tardiness, which results in disciplinary action. Three tardy incidents within a (twelve) 12-month period shall be prima facie evidence of an infraction worthy of admonition. The member shall be disciplined on the fourth such instance.	Reprimand	Suspension of up to twenty (20) days	Suspension of twenty (20) days to removal
d. Failure to report for previously scheduled overtime or other relief without reasonable cause.	Reprimand to suspension of up to five (5) days	Removal	
8. Criminal Activity:			
a. Conviction of a felony on criminal charges for which a member may be imprisoned for more than one year. A plea of guilty or a conviction following a plea of *nolo contendere*, to such charge shall be deemed a conviction.	Removal		

b. Compromise a felony or any unlawful act or participate in, assent to, aid or assist any person suspected of a crime to escape full investigation or criminal process by failing to give known facts or reasonable cause of suspicion, or withdrawing any information relative to the charge or suspicion from the proper authorities. Receive any money, property, favor, or other compensation from, or on account of allowing, any person to go at large without due effort to investigate a crime.	Removal		
c. Promotion of, or assisting in the operation of, any organized gambling scheme, other than that permitted by law or regulation.	Reprimand to removal	Removal	
b. Gambling, other than that permitted by law or regulation.	Reprimand to removal	Suspension for fifteen (15) days to removal	Removal
c. Conviction of a misdemeanor, when the conviction is based on conduct that would affect adversely the member's or the Authority's ability to perform effectively. A plea of guilty, a finding of guilty, or a conviction following a plea of *nolo contendere*, to such a charge shall be deemed a conviction.	Removal		
9. Discourteous Treatment of the Public, a Supervisor or Other Employee:			

a. Using unnecessary and wanton force in arresting or imprisoning any person, or being discourteous or using unnecessary violence toward any person.	Reprimand to removal	Removal	
b. Knowingly making false or unfounded charges or statements concerning other employees, supervisors, or management officials.	Reprimand to removal	Suspension for ten (10) to twenty (20) days	Suspension for thirty (30) days to removal
c. Wrongfully threatening, fighting, inflicting bodily harm or intimidating, abusing, or coercing other employees, residents, or other persons or provoking such actions by others. Offering physical resistance to competent authority.	Reprimand to removal	Suspension of fifteen (15) days to removal	Removal
d. Rude or boisterous play or conduct which adversely affects policing, productivity, discipline, or morale.	Reprimand to removal	Suspension for up to fifteen (15) days to removal	Suspension for fifteen (15) days to removal
e. Use of abusive or offensive language or discourteous or disrespectful conduct toward official superiors, other employees or the public.	Reprimand to removal	Suspension for fifteen (15) days to removal	Suspension for thirty (30) days to removal
10. Any Political Activity Other Than That Which is Permitted by Law or the Constitution.	Violations shall be referred to special counsel of Merit Systems Protection Board ("MSPB"); punishment as ordered by the MSPB under the federal Hatch Act or successor law.		
11. Misuse, Mutilation or Destruction of Authority Property, Public Records, or Funds:			
a. Being found at fault as a result of an investigation of an accident involving a DCHA vehicle.	Reprimand to removal	Suspension for fifteen (15) days to removal	Suspension for thirty (30) days to removal

b. Use of, or authorizing use of, DCHA vehicle, service weapons, uniforms, property, facilities, or employees for other than official police business and noncompliance with specifications of the Chief of Police.	Reprimand to removal	Suspension of fifteen (15) days to removal	Removal
c. Willful concealment, misuse, removal, mutilation, alteration, or destruction of DCHA property, public records, or funds.	Reprimand to removal	Suspension of fifteen (15) days to removal	Suspension of thirty (30) days to removal
d. Use or possession of any weapon or equipment on duty other than those issued and authorized by DCHA	Reprimand to removal	Removal	
e. Failure to report an accident, involving an Authority vehicle, to the Authority and/or the police.	Reprimand to removal	Suspension of up to thirty (30) days	Suspension of thirty (30) days to removal
12. Other Failure of Good Behavior or Misconduct Which Is of Such a Nature That It Would Interfere with the Efficiency or Integrity of Authority Operations or Discredit The Employee's Performance:			
Being charged with or the commission of or participation in criminal, dishonest, or other conduct, of a nature that would interfere with the efficiency or integrity of Authority operations; or adversely affect the public's perception of the Authority or the member's performance.	Reprimand to removal	Suspension of fifteen (15) days to removal	Removal

13. Engaging in a Strike:			
a. Blocking or obstructing the lawful use by any other person(s) of any public thoroughfare or property, or of any position of access or exits to or from any public building, sidewalk, driveway, or the like if engaged in as part of a labor dispute with the Authority.	Reprimand to removal	Reprimand to removal	Reprimand to removal
b. Preventing any person from engaging in or continuing in any lawful work or use of equipment, by intimidation, force, or coercion of any kind, if engaged in as part of a labor dispute with the DCHA.	Suspension for thirty (30) days to removal	Reprimand to removal	Reprimand to removal
c. Failure or refusing to report to work, if such failure or refusal is engaged in as part of a labor dispute with the DCHA.	Reprimand to removal	Removal	
d. Failure or refusing to perform required duties, or performing them in an unsatisfactory manner, after warning from the member's supervisor, if such action or inaction is engaged in as part of a labor dispute with the DCHA.	Removal		
14. Misuse of Official Position or Unlawful Coercion of an Employee for Personal Gain or Benefit:			
a. Unauthorized display of a badge, a weapon or other evidence of authority.	Suspension for ten (10) days to removal	Suspension for thirty (30) days to removal	Removal

b. Soliciting or accepting gifts, loans, gratuities, favors or other consideration given to a member for the performance of his/her official duties. Members may not accept pay, either in money or in kind, from a resident for any reason.	Reprimand to removal	Suspension for thirty (30) days to removal	Removal
c. Any use of member's official position for personal gain, including gain for family, which is prohibited by the DCHAPD Code of Conduct or DCHA's conflict of interest rules.	Reprimand to removal	Suspension for fifteen (15) days to removal	Suspension for thirty (30) days to removal
d. Divulging confidential information from privileged official records to unauthorized individuals.	Suspension for thirty (30) days to removal	Removal	
e. Willful failure to pay those debts incurred to governments (Federal, State, or D.C.) in response to demands for payment without acceptable reasons. Willful failure to pay debts to commercial establishments and individuals supported by court judgments.	Reprimand to removal	Removal	
f. Violation of either DCHA's policy prohibiting sexual harassment or general order No. 109.	Reprimand to removal	Removal	

g. Discrimination as defined in the D.C. Human Rights Act of 1977, D.C. Code §2-1402 et. seq., to include but not be limited to race, age, creed, color, language, sex, socio-economic-cultural background, political affiliation, marital status, national origin, religion, sexual orientation, or disability.	Reprimand to removal	Suspension for thirty (30) days to removal	Removal
15. Alcohol Misuse and Substance Abuse:			
a. Drinking alcoholic beverage or beverage as described in Section 3, paragraph (e), "District of Columbia Alcohol Beverage Control Act," or being under the influence of "alcoholic beverage" or "beverage" while on duty.	Reprimand to removal	Suspension for ten (10) days to removal	Removal
b. Drinking "alcoholic beverage" or "beverage" as described in D.C. Code § 25-0103(5), "District of Columbia Alcoholic Beverage Control Act," while in uniform off duty.	Reprimand to removal	Suspension for ten (10) days to removal	Removal

APPENDIX B

COMMITTEE TO EXPLORE
OUTSIDE EMPLOYMENT FOR POLICE OFFICERS AND SENIOR POLICE OFFICERS

The Parties agree to establish a committee on the subject of police-related outside employment for DCHA police officers and senior police officers. The committee shall consist of appropriate management and union representatives. Union representatives shall include no more than two officers each from the subject groups and a union official.

The committee will meet quarterly, but may agree to meet more frequently to discuss outstanding issues.

The committee's findings will be submitted to the Chief of Police no later than one year after the execution of this agreement.

District of Columbia Housing Authority

_____

Adrianne Todman
Executive Director

Fraternal Order of Police/DCHA Labor Committee

_____

Yvonne Smith
Chairperson

APPENDIX C

MEMORANDUM OF UNDERSTANDING
EVALUATION COMMITTEE

The Parties also agree that it will form a performance evaluation committee to meet and establish standards for the DCHAPD performance evaluation process. The parties agree that the evaluation committee will develop performance criteria to serve as the basis for the career ladder opportunity for Security Officers in order to advance from Grade 3 to Grade 4 based on satisfying the agreed upon criteria. These standards shall become effective October 1, 2014.

IN WITNESS THEREOF, the Parties have fully executed this Memorandum of Understanding intending to be bound thereby this _____ day of January 2014.

District of Columbia Housing Authority

_____
Adrianne Todman
Executive Director

Fraternal Order of Police/DCHA Labor Committee

_____
Yvonne Smith
Chairperson

Payment Detail

Bank=gf-ap AND Vendor=v0008869 AND mm/yy=10/2023-02/2025 AND All Checks=Yes AND Include Voids=No Voids

Check# Bank - Vendor - Date	Payable #	Property	Amount	Account
5486 (gf-ap) - American Express (v0008869) - 03/08/24 (03/24)				
	P-1615044	cc_pmo	11,427.89	423001000 - Tenant Relocation
	P-1615045	cc_pmo	30,999.01	423001000 - Tenant Relocation
Total 5486 (gf-ap) - American Express (v0008869) - 03/08/24 (03/24)			**42,426.90**	
5645 (gf-ap) - American Express (v0008869) - 04/11/24 (04/24)				
	P-1651225	cc_pmo	77,410.72	423001000 - Tenant Relocation
Total 5645 (gf-ap) - American Express (v0008869) - 04/11/24 (04/24)			**77,410.72**	
5904 (gf-ap) - American Express (v0008869) - 05/17/24 (05/24)				
	P-1683323	cc_pmo	125,991.64	419022000 - Other Misc Admin Expenses
Total 5904 (gf-ap) - American Express (v0008869) - 05/17/24 (05/24)			**125,991.64**	
6072 (gf-ap) - American Express (v0008869) - 06/13/24 (06/24)				
	P-1712314	cc_oas	64,049.75	419022000 - Other Misc Admin Expenses
	P-1712314	cc_exec	63.00	419022000 - Other Misc Admin Expenses
	P-1712314	cc_ofm	12,199.71	419022000 - Other Misc Admin Expenses
	P-1712314	cc_oas	87,108.91	419022000 - Other Misc Admin Expenses
	P-1712314	cc_hcvp	801.71	419022000 - Other Misc Admin Expenses
	P-1712314	cc_pmo	13,658.19	419022000 - Other Misc Admin Expenses
	P-1712314	cc_ogc	18.75	419022000 - Other Misc Admin Expenses
Total 6072 (gf-ap) - American Express (v0008869) - 06/13/24 (06/24)			**177,900.02**	
6267 (gf-ap) - American Express (v0008869) - 07/11/24 (07/24)				
	P-1744224	cc_exec	404.52	419022000 - Other Misc Admin Expenses
	P-1744224	cc_ofm	19,594.03	419022000 - Other Misc Admin Expenses
	P-1744224	cc_oas	796.50	419022000 - Other Misc Admin Expenses
	P-1744224	cc_oas	154,300.39	419022000 - Other Misc Admin Expenses
	P-1744224	cc_hcvp	2,909.54	419022000 - Other Misc Admin Expenses
	P-1744224	cc_pmo	14,578.94	419022000 - Other Misc Admin Expenses
Total 6267 (gf-ap) - American Express (v0008869) - 07/11/24 (07/24)			**192,583.92**	
6495 (gf-ap) - American Express (v0008869) - 08/08/24 (08/24)				
	P-1776184	cc_ofm	40,531.79	419022000 - Other Misc Admin Expenses
	P-1776184	cc_oas	134,197.22	419022000 - Other Misc Admin Expenses
	P-1776184	cc_hcvp	1,490.83	419022000 - Other Misc Admin Expenses
	P-1776184	cc_pmo	22,022.43	419022000 - Other Misc Admin Expenses
	P-1776184	cc_oas	245.19	419022000 - Other Misc Admin Expenses
Total 6495 (gf-ap) - American Express (v0008869) - 08/08/24 (08/24)			**198,487.46**	
6706 (gf-ap) - American Express (v0008869) - 09/06/24 (09/24)				
	P-1808680	cc_ogc	75.00	419022000 - Other Misc Admin Expenses

Payment Detail

Bank=gf-ap AND Vendor=v0008869 AND mm/yy=10/2023-02/2025 AND All Checks=Yes AND Include Voids=No Voids

Check# Bank - Vendor - Date	Payable #	Property	Amount	Account
	P-1808680	cc_hcvp	3,107.91	419022000 - Other Misc Admin Expenses
	P-1808680	cc_oas	117,466.55	419022000 - Other Misc Admin Expenses
	P-1808680	cc_pmo	31,907.01	419022000 - Other Misc Admin Expenses
	P-1808680	cc_ofm	29,099.68	419022000 - Other Misc Admin Expenses
	P-1808680	cc_exec	2,174.03	419022000 - Other Misc Admin Expenses
Total 6706 (gf-ap) - American Express (v0008869) - 09/06/24 (09/24)			**183,830.18**	
6997 (gf-ap) - American Express (v0008869) - 10/11/24 (10/24)				
	P-1841871	cc_oas	225,417.37	419022000 - Other Misc Admin Expenses
	P-1841871	cc_exec	262.25	419022000 - Other Misc Admin Expenses
	P-1841871	cc_ofm	29,318.67	419022000 - Other Misc Admin Expenses
	P-1841871	cc_hcvp	822.45	419022000 - Other Misc Admin Expenses
	P-1841871	cc_pmo	78,518.38	419022000 - Other Misc Admin Expenses
	P-1841871	cc_ofm	-6.99	419022000 - Other Misc Admin Expenses
	P-1841871	cc_oas	-733.19	419022000 - Other Misc Admin Expenses
	P-1841871	cc_pmo	-537.34	419022000 - Other Misc Admin Expenses
Total 6997 (gf-ap) - American Express (v0008869) - 10/11/24 (10/24)			**333,061.60**	
7409 (gf-ap) - American Express (v0008869) - 11/29/24 (11/24)				
	P-1906056	cc_exec	1,793.29	419022000 - Other Misc Admin Expenses
	P-1906056	cc_ofm	69,134.81	419022000 - Other Misc Admin Expenses
	P-1906056	cc_oas	209,494.89	419022000 - Other Misc Admin Expenses
	P-1906056	cc_hcvp	1,477.26	419022000 - Other Misc Admin Expenses
	P-1906056	cc_pmo	63,572.52	419022000 - Other Misc Admin Expenses
	P-1906056	cc_ofm	-197.59	419022000 - Other Misc Admin Expenses
Total 7409 (gf-ap) - American Express (v0008869) - 11/29/24 (11/24)			**345,275.18**	
7517 (gf-ap) - American Express (v0008869) - 12/13/24 (12/24)				
	P-1906611	cc_ofm	14,409.42	419022000 - Other Misc Admin Expenses
	P-1906611	cc_ofm	-148.34	419022000 - Other Misc Admin Expenses
	P-1906611	cc_oas	75,526.75	419022000 - Other Misc Admin Expenses
	P-1906611	cc_oas	-577.12	419022000 - Other Misc Admin Expenses
	P-1906611	cc_hcvp	396.82	419022000 - Other Misc Admin Expenses
	P-1906611	cc_hcvp	-31.57	419022000 - Other Misc Admin Expenses
	P-1906611	cc_pmo	128,157.17	419022000 - Other Misc Admin Expenses
	P-1906611	cc_pmo	-30,242.53	419022000 - Other Misc Admin Expenses
	P-1906611	cc_ogc	103.82	419022000 - Other Misc Admin Expenses
late fees	P-1906611	cc_oas	39.00	419022000 - Other Misc Admin Expenses
Total 7517 (gf-ap) - American Express (v0008869) - 12/13/24 (12/24)			**187,633.42**	
7732 (gf-ap) - American Express (v0008869) - 01/13/25 (01/25)				
	P-1940175	cc_exec	6,614.33	419022000 - Other Misc Admin Expenses

Payment Detail

Bank=gf-ap AND Vendor=v0008869 AND mm/yy=10/2023-02/2025 AND All Checks=Yes AND Include Voids=No Voids

Check# Bank - Vendor - Date	Payable #	Property	Amount	Account
	P-1940175	cc_ofm	2,829.28	419022000 - Other Misc Admin Expenses
	P-1940175	cc_oas	60,796.73	419022000 - Other Misc Admin Expenses
	P-1940175	cc_hcvp	57.87	419022000 - Other Misc Admin Expenses
	P-1940175	cc_pmo	117,617.49	419022000 - Other Misc Admin Expenses
Total 7732 (gf-ap) - American Express (v0008869) - 01/13/25 (01/25)			**187,915.70**	
7962 (gf-ap) - American Express (v0008869) - 02/14/25 (02/25)				
	P-1974248	cc_exec	1,826.97	419022000 - Other Misc Admin Expenses
	P-1974248	cc_ofm	1,882.95	419022000 - Other Misc Admin Expenses
	P-1974248	cc_oas	129,081.48	419022000 - Other Misc Admin Expenses
	P-1974248	cc_hcvp	82.44	419022000 - Other Misc Admin Expenses
	P-1974248	cc_pmo	193,737.88	419022000 - Other Misc Admin Expenses
Total 7962 (gf-ap) - American Express (v0008869) - 02/14/25 (02/25)			**326,611.72**	
100063 (gf-ap) - American Express (v0008869) - 11/09/23 (11/23)				
	P-1526260	cc_hcvp	1,094.16	423001000 - Tenant Relocation
	P-1526260	cc_exec	629.64	415000000 - Travel
	P-1526260	cc_ops	1,186.00	414000000 - Staff Training
	P-1526260	cc_pmo	64,906.47	423001000 - Tenant Relocation
	P-1526260	cc_exec	530.42	414000000 - Staff Training
Total 100063 (gf-ap) - American Express (v0008869) - 11/09/23 (11/23)			**68,346.69**	
100068 (gf-ap) - American Express (v0008869) - 12/08/23 (12/23)				
	P-1557143	cc_ops	339.00	414000000 - Staff Training
	P-1557143	cc_pmo	13,374.46	423001000 - Tenant Relocation
Total 100068 (gf-ap) - American Express (v0008869) - 12/08/23 (12/23)			**13,713.46**	
			2,461,188.61	

Parties	Agency	Purpose of Agreement	Type	Execution Date	Dollar Amount	FY	Complete	NOTES	OGC
https://www.dchousing.org/api/files/FileLinksExternal/s000i1gduwucoqqi.pdf	DACL-DCHA	DCHA's HCVP supplies housing vouchers, from the Department of Housing and Urban Development's Mainstream program, to eligible DACL clients	MOA	10/28/2019		This MOA is effective upon its Execution Date and has no expiration, unless and until it is terminated by either party in writing, with 30 days' notice provided to each party.	Y		
https://www.dchousing.org/api/files/FileLinksExternal/ldd54wpa5w88sgva.pdf	DHS-DCHA	LRSP provides tenant-based rental assistance for individuals and families in Permanent Supportive Housing (PSH) and Targeted Affordable Housing (TAH). The purpose of this MOU is to set forth the terms and conditions under which DHS shall transfer up to twenty-five million dollars ($25,000,000.00) to DCHA for the purpose of expediting services for the housing of homeless individuals and families in the District.	MOU	12/16/2022	twenty-five million dollars ($25,000,000.00)		Y		
https://www.dchousing.org/api/files/FileLinksExternal/biip8ilq3yo1wvth.pdf	HASTA-DCHA	HIV/AIDS, HEPATITIS, STD, and TB ADMINISTRATION (HAHSTA),	MOU	9/27/2023	not exceed six million, seven hundred twenty-seven thousand three hundred twenty dollars and zero cents ($6,727,320.00)	FISCAL YEAR 2024	Y		
https://www.dchousing.org/api/files/FileLinksExternal/kw0r44p55006iwss.pdf	DHS-DCHA	PSHP Singles PSHP Families PSHP Veterans	MOA	9/5/2023	not to exceed seven million five hundred thousand dollars ($7,500,000.00)		Y		
https://www.dchousing.org/api/files/FileLinksExternal/s4gjzprhqj058lxj.pdf	CFSA-DCHA	Continuum of Care (CoC), the DCICH is fully committed to cooperating with and assisting the DCHA and CFSA by using the coordinated entry system to identify FUP-Eligible Youth and Families experiencing homelessness.		5/25/2023		FISCAL YEAR 2024		THE DISTRICT OF COLUMBIA CHILD AND FAMILY SERVICES AGENCY (CFSA) AND THE DISTRICT OF COLUMBIA INTERAGENCY COUNCIL ON HOMELESSNESS (DCICH) AND COLLABORATIVE APPLICANT THE COMMUNITY PARTNERSHIP FOR THE PREVENTION OF HOMELESSNESS (TCP)	
https://www.dchousing.org/api/files/FileLinksExternal/bsdjpzag9yf13c60.pdf	DHCD_DCHA	LRSP	MOU	2/14/2024					
https://www.dchousing.org/api/files/FileLinksExternal/dq3js0vg721qgu9h.pdf	DOES-DCHA	DOES, a proud partner of the American Job Center, is an equal opportunity employer/service provider.	MOA	Not Executed	DOES transferred $928,512.00	FISCAL YEAR 2024		DOES connects District residents, job seekers, and employers to opportunities and resources that empower fair, safe, and effective working communities	
https://www.dchousing.org/api/files/FileLinksExternal/m08v7420f97jj9x2.pdf	DHS-DCHA	LRSP	MOA	7/30/2024	forty-seven million dollars ($47,000,000.00	FISCAL YEAR 2024	Y	MODIFICATION NUMBER FOUR TO THE MEMORANDUM OF AGREEMENT BETWEEN THE DISTRICT OF COLUMBIA DEPARTMENT OF HUMAN SERVICES AND DISTRICT OF COLUMBIA HOUSING AUTHORITY FOR FISCAL YEAR 2024	16347
https://www.dchousing.org/api/files/FileLinksExternal/f4ez5g3s9fezda2y.pdf	DHS-DCHA	PSHP programs		7/30/2024	not to exceed nine million dollars ($9,000,000.00)	FISCAL YEAR 2024	Y	MODIFICATION NUMBER FOUR TO THE MEMORANDUM OF AGREEMENT BETWEEN THE DISTRICT OF COLUMBIA DEPARTMENT OF HUMAN SERVICES AND DISTRICT OF COLUMBIA HOUSING AUTHORITY FOR FISCAL YEAR 2024	16373
https://www.dchousing.org/api/files/FileLinksExternal/tt210x5iqdor3o43.pdf	DHS-DCHA	Permanent Supportive Housing Program (PSHP)	MOA	10/18/2024	not to exceed five million one hundred thousand dollars ($5,100,000.00)	FISCAL YEAR 2025	Y		16946

Parties	Agency	Purpose of Agreement	Type	Execution Date	Dollar Amount	FY	Complete	NOTES	OGC
https://www.dchousing.org/api/files/FileLinksExternal/o2c0shgmonq0yapy.pdf	MPD-DCHA	coordinate operational assets	MOA	1/9/2024		This MOA shall function until either party decides to terminate the agreement.	Y	framework for ensuring the coordination and cooperation between the parties to address crime trends across the District of Columbia, Southern Maryland and Northern Virginia (DMV) region through partnership in MPD's Real Time Crime Center.	
https://www.dchousing.org/api/files/FileLinksExternal/73uz15kkm6ubzusb.pdf	OCTO-DCHA	provision and maintenance of telecommunications services	MOU	6/12/2024	not exceed $204,504.74	FISCAL YEAR 2024	Y	provision and maintenance of telecommunications services	
https://www.dchousing.org/api/files/FileLinksExternal/ywpzomj2vfo64ctq.pdf	DHS-DCHA	Funding for current Local Rent Supplement Program (LRSP) clients (DCHA budget)	MOA	1/4/2024	forty million dollars ($40,000,000.00)	FISCAL YEAR 2024	Y	MODIFICATION NUMBER THREE TO THE MEMORANDUM OF AGREEMENT BETWEEN THE DISTRICT OF COLUMBIA DEPARTMENT OF HUMAN SERVICES AND DISTRICT OF COLUMBIA HOUSING AUTHORITY FOR FISCAL YEAR 2024	
https://www.dchousing.org/api/files/FileLinksExternal/l9vhcs2cbt18z8ge.pdf	DOES-DCHA	Community Workshops, Competitive Workforce	MOA	5/21/2024		FISCAL YEAR 2024			
https://www.dchousing.org/api/files/FileLinksExternal/kkwzmj5ma0atrwpa.pdf	DPW-DCHA	reimburse DPW for the cost of salt and personnel used by DC Housing Authority	MOU	Not Executed	not exceed Eighteen Thousand Six Hundred Forty-Two dollars ($18,642.00)	FISCAL YEAR 2024	N		
https://www.dchousing.org/api/files/FileLinksExternal/5r19imx1h77qb6u2.pdf	DOES-DCHA		MOA	Not Executed		FISCAL YEAR 2024	Y		
https://www.dchousing.org/api/files/FileLinksExternal/xkaz2eovrvdx2x48.pdf	DHS-DCHA	Local Rent Supplement Program (LRSP)	MOA	10/8/2024	fifty million dollars ($50,000,000)	FISCAL YEAR 2025	Y		16944
https://www.dchousing.org/api/files/FileLinksExternal/oewckxgwejxfr6b7.pdf	AOBA-DCHA	Certified Apartment Maintenance Technician Program	MOU	Not Executed		FISCAL YEAR 2025			
https://www.dchousing.org/api/files/FileLinksExternal/xqfdms3zpes442cg.pdf	DBH-DCHA	DBH Home First Program	MOU	11/14/2024	DBH shall transfer $9,917,602.58	FISCAL YEAR 2024-2025	Y	The terms and conditions of this Thirteenth Amendment will be effective October 1, 2024, upon final signature, and will remain in full force and effective until September 30, 2025, so long as the terms and conditions of the MOU will remain in full force and effect.	THIRTEENTH AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING BETWEEN DISTRICT OF COLUMBIA DEPARTMENT OF BEHAVIORAL HEALTH AND DISTRICT OF COLUMBIA HOUSING AUTHORITY FOR ADMINISTRATION OF THE HOUSING SUBSIDY PROGRAM
https://www.dchousing.org/api/files/FileLinksExternal/r425d9ril5j0vl6k.pdf	DOH-DCHA	DCHA will make payments to HASTA tenants	MOU	11/15/2024	Six Million, Seven Hundred Twenty-Seven Thousand Three Hundred Twenty Dollars and Zero Cents ($6,727,320.00)	FISCAL YEAR 2025	Y		

DCHA DC Funded Capital Projects

Funding Grant Year	Property	Project Title	Phase	Total Project Cost	1.31.25 Spend to Date
DC50-21	Benning Terrace	Walkup Lead Abatement at Benning Terrace	In Constuction	$ 2,794,854.92	$ 2,343,572.84
DC50-21	Benning Terrace	Townhouse Lead Abatement @ Benning Terrace	In Constuction	$ 3,261,750.57	$ 2,788,611.57
DC50-22	Benning Terrace	Phase 1 Stabilize Townhomes at Benning Terrace	In Constuction	$ 5,223,536.51	$ 4,730,945.49
DC50-23	Benning Terrace	Repair/Repoint Exterior Brick Walls at Benning	In Constuction	$ 656,000.00	$ 495,509.80
DC50-21	Carroll	Elevator Replacement at Carroll Apartments	In Constuction	$ 872,635.66	$ 769,595.39
DC50-23	Child Healthy Homes (Various)	Bathroom and Kitchen Exhaust Replacement @Various (8) Properties-Child Healthy Homes	In Constuction	$1,451,210.18	$ 29,152.19
DC50-23	Child Healthy Homes (Various)	Bathroom and Kitchen Exhaust Replacement @Various (5) Properties-Child Healthy Homes	In Constuction	$1,565,413.81	$ -
DC50-23	Child Healthy Homes (Various)	Emergency Repairs and Security at Various (3) - Occupied Unit Campaign	In Constuction	$841,144.78	$ 41,212.39
RM FY22	Claridge	Roof Replacement at Claridge Towers	In Constuction	$ 921,019.45	$ 902,517.83
DC50-24	Claridge	Additional Make Ready Units at Claridge Towers	Proposal Approved/City Council Approval Needed	$ 3,800,000.00	$ -
DC50-22	Claridge	Design Common Areas & Lobby Renovation	Design	$ 265,786.38	$ 71,658.68
DC50-23	Claridge/Horizon	Emergency Inspection & Repairs	Proposal Approved/PO Pending	$ 1,408,970.60	$ -
DC50-23	Colorado/Columbia	Emergency Inspection & Repairs	Proposal Approved/PO Pending	$ 1,545,534.65	$ -
DC50-23	Ft Dupont	Lead in Units at Fort Dupont Dwellings	In Constuction	$ 355,136.11	$ 34,822.20
DC50-22	Ft Dupont/Stoddert	Stabilize 51 Occupied Townhomes at Stoddert Terrace	In Constuction	$ 2,499,077.99	$ 2,199,481.57
DC50-23	Ft. Lincoln	Vacant Unit / Work Orders (Emergency Inspection & Repairs)	In Constuction	$ 414,912.30	$ 414,912.30
RM FY21	Garfield	Lead Abatement for Make Ready Units and Common Space at Garfield Terrace	In Constuction	$ 344,395.44	$ 337,477.16
DC50-22	Garfield	Repair/Repoint Exterior Brick walls and concrete repairs at Garfield Senior	In Constuction	$ 208,313.86	$ 198,515.41
DC50-23	Garfield	42 Added Vacant Make Ready Units at Garfield	In Constuction	$ 406,252.49	$ 266,920.44
DC50-22	Garfield	Repair/Repoint Exterior of Building at Garfield	Proposal Approved/City Council Approval Needed	$ 3,657,993.16	$ -
DC50-21	Garfield	Elevator Replacement/Upgrades at Garfield Sr.	In Constuction	$ 929,531.49	$ 910,585.88
DC50-23	Garfield	HVAC Chiller Replacement at Garfield	In Constuction	$ 811,541.59	$ 627,826.78
DC50-23	Garfield	Lead Abatement and Make Ready Units at Garfield Senior	Proposal Approved/City Council Approval Needed	$ 1,521,972.98	$ -

DCHA DC Funded Capital Projects

Funding Grant Year	Property	Project Title	Phase	Total Project Cost	1.31.25 Spend to Date
DC50-23	Greenleaf	Lead Abatement and Make Ready Units at Greenleaf Senior	In Constuction	$ 962,142.40	$ 312,666.36
DC50-23	Greenleaf	Lead Abatement in Units at Greenleaf Senior	In Constuction	$ 2,035,542.77	$ -
DC50-21	Greenleaf Gardens	Painting of Apartment Units at Greenleaf Family	In Constuction	$ 1,419,464.38	$ 863,518.89
DC50-21	Greenleaf Gardens	Installation of New Fan Coil and Ducted System at Greenleaf Family	In Constuction	$ 3,032,417.01	$ 1,711,090.00
DC50-23	Greenleaf Gardens	Lead Abatement	In Constuction	$ 1,010,649.46	$ 79,372.03
DC50-21	Greenleaf Senior	Elevator Replacement/Upgrades at Greenleaf Sr.	In Constuction	$ 969,962.13	$ 855,402.61
DC50-23	Highland	Emergency Repairs and Additional Make Ready Units at Highland Addition	In Constuction	$ 1,018,174.12	$ 817,446.60
DC50-23	Highland	Lead Abatement in Units at Highland Additions Townhomes	In Constuction	$ 917,830.26	$ 90,188.78
DC50-23	Highland	Lead Abatement in Units at Highland Additions Townhomes- Phase 2	In Constuction	$ 896,700.32	$ 43,811.97
DC50-24	Highland Addition	AE Design and Engineering	Design	$ 571,175.00	$ -
DC50-21	Hopkins	Elevator Replacement/Upgrades at Hopkins	In Constuction	$ 888,077.82	$ 659,080.83
DC50-23	Hopkins/Potomac	Additional Make Ready Renovations and Unit Turns at Hopkins and Potomac	In Constuction	$ 961,348.53	$ 866,202.83
DC	Horizon	Roof Replacement at Horizon	Proposal Approved/City Council Approval Needed	$ 1,074,853.85	$ -
RM FY21	James Apts	Make Ready Units	In Constuction	$ 275,219.46	$ 247,840.46
RM FY21	James Apts	Parking Garage Structural Repairs and Ramp Replacement at James	In Constuction	$ 2,000,000.00	$ 790,473.04
DC50-24	James Apts	Additional Masonry Stabilization at James Apartments	In Constuction	$ 990,002.36	$ 906,219.81
DC50-24	James Apts	Make Ready Units and Door Replacement at James	In Constuction	$ 643,179.29	$ -
DC50-24	James Apts	Construction Admin Services & Misc Mechanical Work at James	In Constuction	$ 404,188.10	$ -
DC50-22	James Creek	Electrical Panels at James Creek	In Constuction	$ 2,100,000.00	$ 902,165.01
DC50-23	James Creek	1-2 Bedroom Additional Make Ready Units at James Creek	In Constuction	$ 917,387.49	$ 750,360.94
DC50-22	Judiciary	Phase 5 Unit Renovations at Judiciary	In Constuction	$ 9,719,060.12	$ 6,044,346.62
RM FY19	Judiciary	Phase 4 Unit Renovations at Judiciary	In Constuction	$ 2,702,309.66	$ 2,421,616.66
RM FY21	Kelly Miller	Make Ready Units at Kelly Miller Dwellings	In Constuction	$ 122,861.17	$ 73,007.11
DC50-23	Kelly Miller/Ledroit	Vacant Unit / Work Orders	Proposal Approved/City Council Approval Needed	$ 2,789,527.40	$ -

DCHA DC Funded Capital Projects

Funding Grant Year	Property	Project Title	Phase	Total Project Cost	1.31.25 Spend to Date
DC50-23	Kenilworth	Emergency Inspection and Repairs at Kenilworth-Occupied Unit Campaign	In Constuction	$561,275.00	$ -
DC50-23	Kenilworth	Roof Replacement & Building Exterior Wall Repair	In Constuction	$1,778,755.18	$ 1,755,436.79
DC50-23	Langston	Emergency Inspection and Repairs at Langston Terrace	In Constuction	$393,985.79	$ -
DC50-23	Langston	Lead Abatement in Units at Langston Terrace Townhomes	In Constuction	$ 1,137,711.31	$ -
DC50-23	Langston	Lead Abatement in Units at Langston Terrace Walkups	In Constuction	$ 1,528,187.99	$ 544,990.20
DC50-24	Langston	Additional Vacant Units at Langston Terrace	Proposal Approved/City Council Approval Needed	$ 1,525,226.01	$ -
RM FY19	Langston Addition	Phase 4 Unit Renovations at Langston Addition	In Constuction	$ 924,920.64	$ -
DC50-23	Langston Addition	Phase 5 Unit Renovations at Langston Addition	In Constuction	$ 975,000.00	$ 209,713.37
RM FY19	Langston Addition	Phase 3 Unit Renovations at Langston Addition	In Constuction	$ 660,758.08	$ 582,777.73
RM FY20	Langston Addition	Water Main Installation and Miscellaneous Mods at Langston Addition	In Constuction	$ 437,493.96	$ 238,072.52
DC50-22	Langston Terrace	Lead abatement and Make Ready Units at Langston Terrace	In Constuction	$ 1,872,835.57	$ 1,611,005.63
DC50-22	Langston Terrace	Replace Roofs at Langston Terrace	In Constuction	$ 6,923,535.44	$ 6,540,291.84
DC50-23	Langston Terrace	Vacant Unit / Work Orders (Emergency Inspection & Repairs)	Proposal Approved/City Council Approval Needed	$ 1,487,094.02	
DC50-23	Langston Terrace	Vacant Unit / Work Orders (Emergency Inspection & Repairs)	In Constuction	$ 393,985.78	$ 7,528.39
RM FY19	Ledroit Senior	Phase 2 Unit Renovations at Ledroit	In Constuction	$ 2,059,726.31	$ 2,002,066.35
RM FY20	Ledroit Senior	Phase 3 Unit Renovations at Ledroit Senior	In Constuction	$ 3,701,254.72	$ 3,008,176.58
RM FY20	Ledroit Senior	Phase 4 Unit Renovations at Ledroit Senior	In Constuction	$ 3,374,923.31	$ 3,149,545.43
DC50-22	Ledroit Senior	Lead Abatement Phase 2-4 Modifications	In Constuction	$ 1,605,472.14	$ 1,453,016.55
DC50-21	Lincoln Heights	Make Ready Units Phase 2 at Lincoln Heights	In Constuction	$ 2,747,806.50	$ 2,616,696.37
DC50-23	Lincoln Road	Vacant Unit / Work Orders (Emergency Inspection & Repairs)	In Constuction	$ 808,519.25	$ 626,036.63
DC50-23	Montana	Lead Abatement in Units at Montana Townhomes	In Constuction	$ 516,722.07	$ 263,044.77
DC50-23	Montana	Lead Abatement and Make Ready Units at Montana Townhomes (Lead Campaign)	In Constuction	$ 424,797.51	$ 374,637.69
DC50-21	Potomac Sr	Elevator Replacement/Upgrades at Potomac Sr.	In Constuction	$ 867,876.21	$ 782,810.26
DC50-24	Regency	Unit Renovations at Regency	Proposal Approved/City Council Approval Needed	$ 1,529,249.17	$ -

DCHA DC Funded Capital Projects

Funding Grant Year	Property	Project Title	Phase	Total Project Cost	1.31.25 Spend to Date
DC50-23	Regency	Vacant Unit / Work Orders (Emergency Inspection & Repairs)	In Constuction	$ 948,965.31	$ 948,035.40
DC50-23	Richardson	Lead Abatement and Make Ready Units at Richardson Dwellings Townhomes (Lead Campaign)	In Constuction	$ 458,046.04	$ 404,268.01
DC50-23	Richardson	Lead Abatement in Units at Richardson Dwellings Townhomes (Lead Campaign)	In Constuction	$ 1,686,331.02	$ 82,712.16
DC50-23	Richardson Dwellings	Emergency Inspection & Repairs	Proposal Approved/City Council Approval Needed	$ 1,941,746.62	
DC50-24	Sibley	Roof Replacement at Sibley	Proposal Approved/City Council Approval Needed	$ 1,333,109.38	$ -
DC50-23	Stoddert	Lead in Units at Stoddert Terrace	In Constuction	$ 1,180,921.83	$ 80,596.97
DC50-24	Stoddert	Stoddert Community Center Sewer Line Replacement	In Constuction	$ 297,694.11	$ -
DC50-23	Syphax	Make Ready Units at Syphax	In Constuction	$ 1,017,987.53	$ 614,797.47
DC50-23	Syphax	Replace Radiator Baseboards and Associated Piping at Syphax	In Constuction	$2,579,955.16	$804,041.03
DC50-23	Syphax	Emergency Inspection and Repairs at Syphax	In Constuction	$469,430.00	$20,700.00
DC50-23	Syphax	Lead Abatement in Occupied Units at Syphax	In Constuction	$ 2,143,050.00	$ 188,087.76
DC50-23	Syphax	Phase 2 Make Ready Units ay Syphax Vacant Unit Campaign	In Constuction	$ 711,302.31	$ -
DC50-23	Various	Bathroom and Kitchen Exhaust Replacement @Various (8) Properties-Child Healthy Homes	In Constuction	$583,376.00	$ -
DC50-24	Various	Lead Assessment at Various (5) Properties....	In Constuction	$ 918,261.88	$ 45,012.42
DC50-24	Various	Life Safey - Fire Alarm Design	Design	$ 606,014.60	$ 606,014.60
DC50-24	Various	FY25 Phase 1 Security Cameras and Access Control Upgrades	Proposal Approved / With OCFO Funding Approval Needed	$ 3,700,000.00	$ -
DC50-23	Woodland	CCTV Security System Upgrades at Woodland	In Constuction	$ 600,000.00	$ 487,381.80
DC50-22	Woodland	Stabilize 58 townhomes at Woodland Terrace	In Constuction	$ 8,449,277.73	$ 8,112,676.52
DC50-23	Woodland	Lead Abatement in Units at Woodland Terrace Walkups	In Constuction	$ 709,510.20	$ 13,557.52

Housing Authority Payment

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Table HY0-1

Description	FY 2022 Actual	FY 2023 Actual	FY 2024 Approved	FY 2025 Approved	% Change from FY 2024
OPERATING BUDGET	$169,156,065	$175,108,554	$186,370,760	$187,770,049	0.8
FTEs	0.0	0.0	0.0	0.0	N/A
CAPITAL BUDGET	$24,649,545	$37,148,164	$54,330,563	$50,774,439	-6.5
FTEs	0.0	0.0	0.0	0.0	N/A

The mission of the Housing Authority Payment is to provide additional funding to the District of Columbia Housing Authority (DCHA) to subsidize its operations and to fund ongoing rental assistance for low-income households.

Summary of Services

The Housing Authority Payment provides rental assistance support for District of Columbia households, supports the Local Rent Supplement Program (LRSP), and supports DCHA's Public Safety program.

The agency's FY 2025 approved budget is presented in the following tables:

FY 2025 Approved Gross Funds Operating Budget and FTEs, by Revenue Type

Table HY0-2 contains the approved FY 2025 budget by revenue type compared to the FY 2024 approved budget. It also provides FY 2022 and FY 2023 actual data.

Table HY0-2
(dollars in thousands)

	Dollars in Thousands						Full-Time Equivalents					
Appropriated Fund	Actual FY 2022	Actual FY 2023	Approved FY 2024	Approved FY 2025	Change from FY 2024	% Change*	Actual FY 2022	Actual FY 2023	Approved FY 2024	Approved FY 2025	Change from FY 2024	% Change
GENERAL FUND												
Local Funds	169,156	175,109	186,371	187,770	1,399	0.8	0.0	0.0	0.0	0.0	0.0	N/A
TOTAL FOR GENERAL FUND	**169,156**	**175,109**	**186,371**	**187,770**	**1,399**	**0.8**	**0.0**	**0.0**	**0.0**	**0.0**	**0.0**	**N/A**
GROSS FUNDS	**169,156**	**175,109**	**186,371**	**187,770**	**1,399**	**0.8**	**0.0**	**0.0**	**0.0**	**0.0**	**0.0**	**N/A**

*Percent change is based on whole dollars.

Note: If applicable, for a breakdown of each Grant (Federal and Private) and Special Purpose Revenue type, please refer to **Schedule 80 Agency Summary by Revenue Source** in the **FY 2025 Operating Appendices** located on the Office of the Chief Financial Officer's website.

FY 2025 Approved Operating Budget, by Account Group

Table HY0-3 contains the approved FY 2025 budget at the Account Group level compared to the FY 2024 approved budget. It also provides FY 2022 and FY 2023 actual expenditures.

Table HY0-3

(dollars in thousands)

Account Group	Actual FY 2022	Actual FY 2023	Approved FY 2024	Approved FY 2025	Change from FY 2024	Percentage Change*
714100C - Government Subsidies and Grants	169,156	175,109	186,371	187,770	1,399	0.8
SUBTOTAL NONPERSONNEL SERVICES (NPS)	**169,156**	**175,109**	**186,371**	**187,770**	**1,399**	**0.8**
GROSS FUNDS	**169,156**	**175,109**	**186,371**	**187,770**	**1,399**	**0.8**

*Percent change is based on whole dollars.

FY 2025 Approved Operating Budget and FTEs, by Division/Program and Activity

Table HY0-4 contains the approved FY 2025 budget by division/program and activity compared to the FY 2024 approved budget. It also provides FY 2022 and FY 2023 actual data. For a more comprehensive explanation of divisions/programs and activities, please see the Division/Program Description section, which follows the table.

Table HY0-4

(dollars in thousands)

	Dollars in Thousands					Full-Time Equivalents				
Division/Program and Activity	Actual FY 2022	Actual FY 2023	Approved FY 2024	Approved FY 2025	Change from FY 2024	Actual FY 2022	Actual FY 2023	Approved FY 2024	Approved FY 2025	Change from FY 2024
(EC0039) HOUSING										
(R03903) Public Safety	4,200	4,200	4,400	6,400	2,000	0.0	0.0	0.0	0.0	0.0
(R03904) Affordable Housing	6,798	7,366	0	7,162	7,162	0.0	0.0	0.0	0.0	0.0
(R03905) Local Rent Supplement	127,281	127,393	128,094	163,769	35,675	0.0	0.0	0.0	0.0	0.0
(R03906) Rental Assistance Support	10,049	10,238	10,581	10,439	-141	0.0	0.0	0.0	0.0	0.0
(R03907) Local Rent Supplement - Project & Sponsor Based	20,828	25,911	43,296	0	-43,296	0.0	0.0	0.0	0.0	0.0
SUBTOTAL (EC0039) HOUSING	**169,156**	**175,109**	**186,371**	**187,770**	**1,399**	**0.0**	**0.0**	**0.0**	**0.0**	**0.0**
TOTAL APPROVED OPERATING BUDGET	**169,156**	**175,109**	**186,371**	**187,770**	**1,399**	**0.0**	**0.0**	**0.0**	**0.0**	**0.0**

(Change is calculated by whole numbers and numbers may not add up due to rounding)

Note: For more detailed information regarding the approved funding for the activities within this agency's programs, please see **Schedule 30-PBB Program Summary by Activity.** For detailed information on this agency's Cost Center structure as reflected in the District's Chart of Accounts, please see **Schedule 30-CC FY 2025 Approved Operating Budget and FTEs, by Division/Office.** The schedules can be found in the **FY 2025 Operating Appendices** located on the Office of the Chief Financial Officer's website. Additional information on this agency's interagency agreements can be found in **Appendix H** in the **Executive Summary, Volume 1.**

Program Description

The Housing Authority Payment operates through the following 4 programs:

- **Public Safety** – provides funding that supports DCHA's Public Safety force, which complements local law enforcement efforts by focusing on crime prevention and law enforcement in and around DCHA's public housing communities;
- **Affordable Housing** – supports the development, rehabilitation, repair and maintenance of the District of Columbia Housing Authority's (DCHA) deeply affordable and subsidized housing that will increase the availability of public housing units for existing District of Columbia residents listed on the Authority's waitlist and prevents existing residents from being displaced;
- **Local Rent Supplement** – provides rental assistance for extremely low-income families and individuals through a housing program similar to the Federal Housing Choice Voucher program. Tenant-based vouchers are provided directly to families or individuals, who can use the voucher for any rental unit under the Fair Market Rent in the District. The voucher stays with the family, even if they decide to move to another rental unit in the District; Project-based vouchers are provided to for-profit or non-profit developers for specific units that they make available to extremely low-income households; Sponsor-based vouchers are awarded to a provider (landlord or non-profit group) for affordable units they make available to extremely low-income households. Unlike project-based vouchers, these vouchers are tied to the provider and can be moved to another unit run by the non-profit or landlord. Many sponsor-based vouchers are awarded to groups that also provide supportive services to residents housed in the affordable units; and
- **Rental Assistance Support** – provides continued rental assistance to low-income District of Columbia households that are currently housed.

Program Structure Change

The Housing Authority Payment has no program structure changes in the FY 2025 approved budget.

FY 2024 Approved Budget to FY 2025 Approved Budget, by Revenue Type

Table HY0-5 itemizes the changes by revenue type between the FY 2024 approved budget and the FY 2025 approved budget. For a more comprehensive explanation of changes, please see the FY 2025 Approved Budget Changes section, which follows the table.

Table HY0-5

(dollars in thousands)

DESCRIPTION	DIVISION/PROGRAM	BUDGET	FTE
LOCAL FUNDS: FY 2024 Approved Budget and FTE		**186,371**	**0.0**
Removal of One-Time Funding	Multiple Programs	-268	0.0
LOCAL FUNDS: FY 2025 Recurring Budget		**186,103**	**0.0**
Enhance: To support policing (one-time)	Housing	2,200	0.0
LOCAL FUNDS: FY 2025 Mayor's Proposed Budget		**188,303**	**0.0**
Enhance: To support Permanent Supportive Housing – Families; Sponsor-Based Vouchers; administration fees; Project-Based Vouchers; security deposits and seniors shallow subsidy	Housing	39,418	0.0
Enhance: To support additional rehabilitation and maintenance funding to the Affordable Housing Program	Housing	7,162	0.0
Enhance: To support LRSP vouchers increase	Housing	4,346	0.0
Reduce: Cost savings primarily due to monthly spending projections	Housing	-8,163	0.0

Table HY0-5

(dollars in thousands)

DESCRIPTION	DIVISION/PROGRAM	BUDGET	FTE
Reduce: To support the restructuring of the Local Rent Supplement – Project and Sponsor-Based Program	Housing	-43,296	0.0
LOCAL FUNDS: FY 2025 District's Approved Budget		**187,770**	**0.0**
GROSS FOR HY0 - HOUSING AUTHORITY PAYMENT		**187,770**	**0.0**

(Change is calculated by whole numbers and numbers may not add up due to rounding)

Note: For more detailed information regarding the approved funding for interagency projects funded within this agency, please see **Appendix H, FY 2025 Interagency Budgets, of the Executive Summary, Volume 1** located on the OCFO's website.

FY 2025 Approved Operating Budget Changes

Table HY0-6 contains the approved FY 2025 budget by fund compared to the FY 2024 approved budget.

Table HY0-6

Appropriated Fund	FY 2024 Approved	FY 2025 Approved	% Change from FY 2024
Local Funds	$186,370,760	$187,770,049	0.8
GROSS FUNDS	**$186,370,760**	**$187,770,049**	**0.8**

Mayor's Proposed Budget

Enhance: In Local funds, a one-time increase of $2,200,000 will support policing.

District's Approved Budget

Enhance: The approved Local funds budget for the Housing Authority Payment reflects several adjustments within the Housing program to reallocate funds from the Local Rent Supplement-Project and Sponsor Based program to the Local Rent Supplement, Rental Assistance Support, and Affordable Housing programs.

A net increase of $39,417,808 in Local funds is comprised of $28,230,160 to support Permanent Supportive Housing - Families; $23,593,612 for Sponsor-Based Vouchers; $11,389,886 for administrative costs (which includes $285,000 for faster, more reliable customer services for public housing residents); $5,580,530 for Project-Based Vouchers; $986,260 for security deposits and $400,000 for Rental Assistance. These allocations are offset by a reduction of $30,762,640 to reflect the reallocation of resources within the agency. Additionally, a Local fund increase of $7,162,087 in the Affordable Housing program will provide additional rehabilitation and maintenance funding and enable necessary interventions for public housing residents. Lastly, an increase of $4,346,274 in Local funds will provide additional LRSP vouchers.

Reduce: In the Housing Authority program, the approved Local funds budget includes a net decrease of $8,163,278, primarily to realize programmatic cost savings based on DC Housing Authority's (DCHA) monthly spending projections. The approved Local budget also reflects a decrease of $43,295,925 due to the reallocation of funds from the Local Rent Supplement-Project and Sponsor Based program to the Local Rent Supplement program.

DC Housing Authority
Local Rent Supplement Program
Fiscal Year 2024 Projected Spending

	Revenue Recognized / Reimbursed by the District								
	Security Deposit 300123	Shallow 300127	PSH - Familes 300123	PSH - Individual 300120	TAH-Families 300121	TAH-Individuals 300122	Tenant Base 300123	Admin Fee	Total
October	83,114	48,725	2,279,100	2,142,447	1,747,104	532,524	2,683,940	723,289	10,240,243
November	100,236	46,829	2,235,325	2,254,414	1,709,345	511,023	2,615,856	719,950	10,192,978
December	111,189	47,703	2,373,129	2,286,759	1,802,455	508,463	2,607,796	740,050	10,477,544
January	62,635	45,986	2,232,861	2,054,048	1,716,541	466,233	2,620,716	699,126	9,898,146
February	70,650	48,973	2,408,443	2,122,541	1,772,855	526,637	2,735,013	736,069	10,421,181
March	50,943	45,448	2,175,103	2,128,310	1,777,055	476,182	2,503,693	695,912	9,852,646
April	53,207	45,448	2,838,267	3,171,565	2,181,750	696,418	3,261,258	930,841	13,178,754
May	93,950	45,136	2,397,718	2,142,571	1,791,367	502,397	2,687,569	734,214	10,394,922
June	116,325	44,069	2,408,688	2,153,593	1,768,155	512,912	2,762,187	742,211	10,508,140
July	89,623	46,073	2,468,885	2,056,103	1,744,824	472,094	2,705,751	728,335	10,311,688
August	145,586	42,036	2,379,860	2,223,903	1,754,324	455,081	2,773,411	742,839	10,517,040
September	57,885	43,437	2,313,803	2,084,658	1,724,178	487,030	2,701,742	715,368	10,128,100
SB/TB Funding									
Total	**1,035,343**	**549,863**	**28,511,182**	**26,820,912**	**21,489,953**	**6,146,994**	**32,658,932**	**8,908,202**	**126,121,381**

DC Housing Authority

Local Rent Supplement Program

Fiscal Year 2024 Projected Spending

	Revenue Recognized / Reimbursed by the District			
	Project Base 300124	Sponsor Base 300124	Admin Fee	Total
October	421,390	1,962,173	181,151	2,564,714
November	485,010	1,972,312	186,756	2,644,078
December	429,602	1,917,028	178,344	2,524,974
January	442,999	1,957,894	182,468	2,583,361
February	500,653	1,888,932	181,608	2,571,193
March	429,341	1,754,871	166,000	2,350,212
April	454,011	2,244,831	205,112	2,903,954
May	390,119	2,560,076	224,215	3,174,410
June	410,191	2,418,338	214,968	3,043,497
July	421,097	2,073,803	189,612	2,684,512
August	432,643	1,815,760	170,879	2,419,282
September	438,714	2,025,871	187,308	2,651,893
Rent Sup TB				
DC Local Shortage				
Total	**5,255,770**	**24,591,889**	**2,268,422**	**32,116,081**

DC Housing Authority

DC Local Program

Fiscal Year 2024 Projected Spending

	Revenue Recognized / Reimbursed by the District		
	Tenant Base	Admin Fee	Total
	300126		
October	704,321	56,346	760,667
November	736,143	58,891	795,034
December	709,535	56,763	766,298
January	701,863	56,149	758,012
February	759,862	60,789	820,651
March	714,006	57,120	771,126
April	922,567	73,805	996,372
May	765,427	61,234	826,661
June	746,703	59,736	806,439
July	762,772	61,022	823,794
August	787,498	63,000	850,498
September	716,810	57,345	774,155
LRSP Funding			
Total	**9,027,507**	**722,201**	**9,749,708**

DC Housing Authority
Local Rent Supplement Program
Fiscal Year 2025 Projected Spending

	Revenue Recognized / Reimbursed by the District							
	Security Deposit R03905	PSH - Familes R03905	PSH - Individual R03905	TAH-Families R03905	TAH-Individuals R03905	Tenant Base R03905	Admin Fee R03905	Total
October	115,395	2,366,763	2,006,812	1,773,800	466,303	2,826,367	726,213	10,281,653
November	126,415	2,367,816	2,013,633	1,781,034	488,599	2,751,659	724,216	10,253,372
December	112,724	2,465,612	2,017,560	1,755,408	502,603	2,854,359	737,828	10,446,094
January	121,267	2,469,419	1,944,602	1,770,081	485,835	2,810,795	729,752	10,331,750
***February**								
***March**								
***April**								
***May**								
***June**								
***July**								
***August**								
***September**								
Total	**475,801**	**9,669,610**	**7,982,607**	**7,080,323**	**1,943,340**	**11,243,180**	**2,918,009**	**41,312,870**

DC Housing Authority

Local Rent Supplement Program

Fiscal Year 2025 Projected Spending

	Revenue Recognized / Reimbursed by the District			
	Project Base R03905	Sponsor Base R03905	Admin Fee R03905	Total
October	490,363	1,963,784	186,515	2,640,662
November	507,322	2,037,418	193,400	2,738,140
December	499,658	1,963,039	187,165	2,649,862
January	507,645	2,003,503	190,847	2,701,995
***February**				
***March**				
***April**				
***May**				
***June**				
***July**				
***August**				
***September**				
Total	**2,004,988**	**7,967,744**	**757,928**	**10,730,660**

DC Housing Authority

Shallow Program

Fiscal Year 2025 Projected Spending

	Revenue Recognized / Reimbursed by the District		
	Tenant Base R03906	Admin Fee R03906	Total
October	42,707	3,246	45,953
November	41,838	3,180	45,018
December	40,870	3,106	43,976
January	40,318	3,064	43,382
*February			
*March			
*April			
*May			
*June			
*July			
*August			
*September			
Total	165,733	12,596	178,329

* - Projections

DC Housing Authority

DC Local Program

Fiscal Year 2025 Projected Spending

	Revenue Recognized / Reimbursed by the District		
	Tenant Base R03906	Admin Fee R03906	Total
October	723,323	57,866	781,189
November	752,798	60,224	813,022
December	735,087	58,807	793,894
January	749,642	59,971	809,613
*February			
*March			
*April			
*May			
*June			
*July			
*August			
*September			
Total	2,960,850	236,868	3,197,717

* - Projections

Program Parent L1 and Program	Agency Operating Budget						Agency FT Equivalent					
Program	FY 2023 Actual	FY 2024 Approved	FY 2025 Proposed	Committee Variance	FY 2025 Committee Approved	Committee Percent Change	FY 2023 Actual	FY 2024 Approved	FY 2025 Proposed	Cmte. Var.	FY 2025 Cmte. Appr'd	Cmte. Percent Change
Housing Authority Subsidy												
R03903 - PUBLIC SAFETY												
300125 - PUBLIC SAFETY	$4,200,000	$4,400,000	$6,400,000	$0	$6,400,000	45.45%	0	0	0	0	0	NA
TOTAL PROGRAM PARENT L1 FUNDS	**$4,200,000**	**$4,400,000**	**$6,400,000**	**$0**	**$6,400,000**	**45.45%**	**0**	**0**	**0**	**0**	**0**	**NA**
R03904 - AFFORDABLE HOUSING												
300117 - DCHA REHABILITATION AND MAINTENANCE	$7,366,346	$0	$0	$7,162,087	$7,162,087	NA	0	0	0	0	0	NA
TOTAL PROGRAM PARENT L1 FUNDS	**$7,366,346**	**$0**	**$0**	**$7,162,087**	**$7,162,087**	**NA**	**0**	**0**	**0**	**0**	**0**	**NA**
R03905 - LOCAL RENT SUPPLEMENT - TENANT BASED												
300120 - PERMANENT SUPP. HOUSING - INDIVIDUAL	$28,435,280	$34,027,957	$34,027,957	($5,271,608)	$28,756,349	-15.49%	0	0	0	0	0	NA
300121 - TARGETED AFFORDABLE HOUSING -FAMILIES	$21,016,883	$22,917,548	$22,917,548	($985,317)	$21,932,231	-4.30%	0	0	0	0	0	NA
300122 - TARGETED AFFORDABLE HOUSING -INDIVIDUALS	$6,461,652	$7,838,272	$7,838,272	($1,364,885)	$6,473,387	-17.41%	0	0	0	0	0	NA
300123 - TENANT BASED VOUCHERS	$71,479,352	$63,310,367	$63,242,689	($28,202,506)	$35,040,183	-44.65%	0	0	0	0	0	NA
DCHA NEW 1 - PROJECT BASED VOUCHERS	$0	$0	$0	$5,580,530	$5,580,530	NA	0	0	0	0	0	NA
DCHA NEW 2 - SPONSOR BASED VOUCHERS	$0	$0	$0	$23,593,613	$23,593,613	NA	0	0	0	0	0	NA
DCHA NEW 3 - PERMANENT SUPP. HOUSING - FAMILIES	$0	$0	$0	$28,230,160	$28,230,160	NA	0	0	0	0	0	NA
DCHA NEW 4 - SECURITY DEPOSITS	$0	$0	$0	$986,260	$986,260	NA	0	0	0	0	0	NA
DCHA NEW 5 - ADMIN FEES	$0	$0	$0	$11,389,886	$11,389,886	NA	0	0	0	0	0	NA
TOTAL PROGRAM PARENT L1 FUNDS	**$127,393,167**	**$128,094,145**	**$128,026,467**	**$33,956,132**	**$161,982,599**	**26.46%**	**0**	**0**	**0**	**0**	**0**	**NA**
R03906 - RENTAL ASSISTANCE SUPPORT												
300126 - RENTAL ASSISTANCE -DC LOCAL	$9,728,273	$10,165,353	$10,165,353	($541,468)	$9,623,884	-5.33%	0	0	0	0	0	NA
300127 - SHALLOW SUBSIDY - UNSUBSIDIZED SENIORS	$509,897	$415,338	$415,338	$400,000	$815,338	96.31%	0	0	0	0	0	NA
TOTAL PROGRAM PARENT L1 FUNDS	**$10,238,170**	**$10,580,691**	**$10,580,691**	**($141,468)**	**$10,439,223**	**-1.34%**	**0**	**0**	**0**	**0**	**0**	**NA**
R03907 - LOCAL RENT SUPPLMENT - PROJECT & SPONSOR BASED												
300124 - PROJECT AND SPONSOR BASED VOUCHERS	$25,910,871	$43,295,925	$43,295,925	($43,295,925)	$0	-100.00%	0	0	0	0	0	NA
TOTAL PROGRAM PARENT L1 FUNDS	**$25,910,871**	**$43,295,925**	**$43,295,925**	**($43,295,925)**	**$0**	**-100.00%**	**0**	**0**	**0**	**0**	**0**	**NA**
TOTAL AGENCY FUNDS	**$175,108,554**	**$186,370,760**	**$188,303,082**	**($2,319,173)**	**$185,983,909**	**-0.21%**	**0**	**0**	**0**	**0**	**0**	**NA**

District of Columbia Housing Authority

300 7th Street SW, 10th Floor, Washington DC 20024

Funding Received from Government of District of Columbia

for Office of Public Safety

For Twelve Months Ending September 30, 2024

Number of Postions	Positions	YTD October, 2023 Aggregate Salaries	YTD November,23 Aggregate Salaries	YTD December,23 Aggregate Salaries	YTD January,24 Aggregate Salaries	YTD February,24 Aggregate Salaries	YTD March,24 Aggregate Salaries	YTD April,24 Aggregate Salaries	YTD May,24 Aggregate Salaries	YTD June,24 Aggregate Salaries	YTD July,24 Aggregate Salaries	YTD August,24 Aggregate Salaries	YTD September,24 Aggregate Salaries		2024 Aggregate Salaries
1	Chief	11,725	23,450	35,175	47,010	58,845	70,680	82,515	94,350	106,185	118,020	128,975	147,573		**147,573**
1	Deputy Chief	8,820	17,640	26,460	35,363	44,266	53,168	62,071	70,974	79,877	88,780	97,020	111,010		**111,010**
2	Lieutenant	14,980	29,960	44,940	60,061	75,181	90,302	105,422	120,543	135,664	150,784	164,780	188,541		**188,541**
12	Police Officer	53,830	107,660	161,490	215,825	270,161	324,496	378,831	433,167	487,502	541,837	592,130	677,514		**677,514**
11	Sergeant	68,355	136,710	205,065	274,062	343,058	412,055	481,052	550,048	619,045	688,042	751,905	860,328		**860,328**
41	Special Police Officer	145,110	290,220	435,330	578,517	721,703	864,890	1,008,077	1,151,263	1,294,450	1,437,637	1,596,210	1,821,218		**1,821,218**
9	Sr. Police Officer	47,180	94,360	141,540	189,163	236,786	284,409	332,032	379,655	427,277	474,900	518,980	593,816		**593,816**
77		**350,000**	**700,000**	**1,050,000**	**1,400,000**	**1,750,000**	**2,100,000**	**2,450,000**	**2,800,000**	**3,150,000**	**3,500,000**	**3,850,000**	**4,400,000**		**4,400,000**

Office of Public Safety - FY24

TITLE		FY24 GROSS WAGES	23% Benefits	FY'24 Total Salary & Benefits		Prorated October,23
Chief	1	168,568.94	38,770.86	207,339.80		11,725
Deputy Chief	1	126,881.58	29,182.76	156,064.34		8,820
Lieutenant	1	107,945.05	24,827.36	132,772.41		7,490
Lieutenant	2	107,945.91	24,827.56	132,773.47		7,490
Police Officer	1	58,076.45	13,357.58	71,434.03		4,025
Police Officer	2	58,076.49	13,357.59	71,434.08		4,025
Police Officer	3	58,076.49	13,357.59	71,434.08		4,025
Police Officer	4	58,076.49	13,357.59	71,434.08		4,025
Police Officer	5	58,076.53	13,357.60	71,434.13		4,025
Police Officer	6	64,023.96	14,725.51	78,749.47		4,445
Police Officer	7	64,029.08	14,726.69	78,755.77		4,445
Police Officer	8	64,029.08	14,726.69	78,755.77		4,445
Police Officer	9	64,029.70	14,726.83	78,756.53		4,445
Police Officer	10	67,227.93	15,462.42	82,690.35		4,690
Police Officer	11	70,589.71	16,235.63	86,825.34		4,900
Police Officer	12	91,027.77	20,936.39	111,964.16		6,335
Sergeant	1	78,997.05	18,169.32	97,166.37		5,495
Sergeant	2	78,997.92	18,169.52	97,167.44		5,495
Sergeant	3	82,767.63	19,036.55	101,804.18		5,740
Sergeant	4	82,947.51	19,077.93	102,025.44		5,775
Sergeant	5	87,097.77	20,032.49	107,130.26		6,055
Sergeant	6	87,097.84	20,032.50	107,130.34		6,055
Sergeant	7	87,098.32	20,032.61	107,130.93		6,055
Sergeant	8	96,022.56	22,085.19	118,107.75		6,685
Sergeant	9	100,824.13	23,189.55	124,013.68		7,000
Sergeant	10	100,824.13	23,189.55	124,013.68		7,000

Office of Public Safety - FY24

TITLE		FY24 GROSS WAGES	23% Benefits	FY'24 Total Salary & Benefits	Prorated October,23
Sergeant	11	100,824.13	23,189.55	124,013.68	7,000
Special Police Officer	1	45,432.92	10,449.57	55,882.49	3,150
Special Police Officer	2	45,432.92	10,449.57	55,882.49	3,150
Special Police Officer	3	45,432.92	10,449.57	55,882.49	3,150
Special Police Officer	4	45,438.49	10,450.85	55,889.34	3,150
Special Police Officer	5	45,438.49	10,450.85	55,889.34	3,150
Special Police Officer	6	45,438.95	10,450.96	55,889.91	3,150
Special Police Officer	7	45,439.26	10,451.03	55,890.29	3,150
Special Police Officer	8	45,439.26	10,451.03	55,890.29	3,150
Special Police Officer	9	45,439.26	10,451.03	55,890.29	3,150
Special Police Officer	10	46,880.97	10,782.62	57,663.59	3,255
Special Police Officer	11	46,880.97	10,782.62	57,663.59	3,255
Special Police Officer	12	46,880.97	10,782.62	57,663.59	3,255
Special Police Officer	13	46,880.97	10,782.62	57,663.59	3,255
Special Police Officer	14	46,880.97	10,782.62	57,663.59	3,255
Special Police Officer	15	46,880.97	10,782.62	57,663.59	3,255
Special Police Officer	16	46,881.45	10,782.73	57,664.18	3,255
Special Police Officer	17	48,119.24	11,067.43	59,186.67	3,360
Special Police Officer	18	48,325.68	11,114.91	59,440.59	3,360
Special Police Officer	19	48,325.83	11,114.94	59,440.77	3,360
Special Police Officer	20	48,325.83	11,114.94	59,440.77	3,360
Special Police Officer	21	49,771.26	11,447.39	61,218.65	3,465
Special Police Officer	22	49,771.55	11,447.46	61,219.01	3,465
Special Police Officer	23	49,771.55	11,447.46	61,219.01	3,465
Special Police Officer	24	49,771.55	11,447.46	61,219.01	3,465
Special Police Officer	25	51,215.86	11,779.65	62,995.51	3,570

Office of Public Safety - FY24

TITLE		FY24 GROSS WAGES	23% Benefits	FY'24 Total Salary & Benefits		Prorated October,23
Special Police Officer	26	51,215.86	11,779.65	62,995.51		3,570
Special Police Officer	27	51,215.86	11,779.65	62,995.51		3,570
Special Police Officer	28	51,215.86	11,779.65	62,995.51		3,570
Special Police Officer	29	54,237.04	12,474.52	66,711.56		3,780
Special Police Officer	30	54,237.46	12,474.62	66,712.08		3,780
Special Police Officer	31	54,237.87	12,474.71	66,712.58		3,780
Special Police Officer	32	54,237.87	12,474.71	66,712.58		3,780
Special Police Officer	33	54,237.87	12,474.71	66,712.58		3,780
Special Police Officer	34	58,697.37	13,500.40	72,197.77		4,095
Special Police Officer	35	60,184.51	13,842.44	74,026.95		4,200
Special Police Officer	36	60,184.51	13,842.44	74,026.95		4,200
Special Police Officer	37	60,184.51	13,842.44	74,026.95		4,200
Special Police Officer	38	60,184.51	13,842.44	74,026.95		4,200
Special Police Officer	39	60,184.51	13,842.44	74,026.95		4,200
Special Police Officer	40	60,184.51	13,842.44	74,026.95		4,200
Special Police Officer	41	60,184.51	13,842.44	74,026.95		4,200
Sr. Police Officer	1	67,762.74	15,585.43	83,348.17		4,725
Sr. Police Officer	2	67,762.74	15,585.43	83,348.17		4,725
Sr. Police Officer	3	71,148.31	16,364.11	87,512.42		4,935
Sr. Police Officer	4	74,708.90	17,183.05	91,891.95		5,215
Sr. Police Officer	5	74,709.50	17,183.19	91,892.69		5,180
Sr. Police Officer	6	74,709.54	17,183.19	91,892.73		5,180
Sr. Police Officer	7	82,365.86	18,944.15	101,310.01		5,740
Sr. Police Officer	8	82,365.86	18,944.15	101,310.01		5,740
Sr. Police Officer	9	82,365.86	18,944.15	101,310.01		5,740
		5,033,402	**1,157,683**	**6,191,085**		**350,000**

District of Columbia Housing Authority

300 7th Street SW, 10th Floor, Washington DC 20024

Funding Received from Government of District of Columbia

for Office of Public Safety

For Four Months Ending January 31, 2025

Number of Postions	Positions	YTD October, 2024 Aggregate Salaries	YTD November,24 Aggregate Salaries	YTD December,24 Aggregate Salaries	YTD January,25 Aggregate Salaries		2025 Aggregate Salaries
1	Chief	14,133	28,266	42,399	56,527		**56,527**
1	Deputy Chief	11,517	23,034	34,551	46,068		**46,068**
5	Lieutenant	44,560	89,120	133,680	178,240		**178,240**
13	Police Officer	72,648	145,296	217,944	290,593		**290,593**
11	Sergeant	87,889	175,778	263,667	351,557		**351,557**
57	Special Police Officer	251,885	503,770	755,655	1,007,543		**1,007,543**
8	Sr. Police Officer	50,368	100,736	151,104	201,472		**201,472**
96		**533,000**	**1,066,000**	**1,599,000**	**2,132,000**		**2,132,000**

Office of Public Safety - FY25

TITLE		FY25 GROSS WAGES	30% Benefits	FY'25 Total Salary & Benefits	Prorated percentage	Prorated October,24
Chief	1	185,000.00	55,500.00	240,500.00	2.6500%	14,133
Deputy Chief	1	151,600.18	45,480.05	197,080.23	2.1600%	11,517
Lieutenant	1	118,152.32	35,445.70	153,598.02	1.7200%	9,168
Lieutenant	2	118,152.32	35,445.70	153,598.02	1.7200%	9,168
Lieutenant	3	118,152.32	35,445.70	153,598.02	1.7200%	9,168
Lieutenant	4	118,152.32	35,445.70	153,598.02	1.7200%	9,168
Lieutenant	5	101,651.47	30,495.44	132,146.91	1.4800%	7,888
Police Officer	1	66,496.35	19,948.91	86,445.26	0.9700%	5,170
Police Officer	2	79,322.05	23,796.61	103,118.66	1.1500%	6,130
Police Officer	3	66,496.35	19,948.91	86,445.26	0.9700%	5,170
Police Officer	4	69,472.21	20,841.66	90,313.87	1.0100%	5,383
Police Officer	5	66,476.80	19,943.04	86,419.84	0.9700%	5,170
Police Officer	6	85,220.10	25,566.03	110,786.12	1.2400%	6,609
Police Officer	7	66,496.35	19,948.91	86,445.26	0.9700%	5,170
Police Officer	8	79,322.67	23,796.80	103,119.47	1.1500%	6,130
Police Officer	9	72,597.82	21,779.35	94,377.17	1.0600%	5,650
Police Officer	10	79,322.05	23,796.61	103,118.66	1.1500%	6,130
Police Officer	11	69,472.21	20,841.66	90,313.87	1.0100%	5,383
Police Officer	12	69,472.21	20,841.66	90,313.87	1.0100%	5,383
Police Officer	13	66,496.35	19,948.91	86,445.26	0.9700%	5,170
Sergeant	1	92,404.00	27,721.20	120,125.20	1.3400%	7,142
Sergeant	2	110,818.03	33,245.41	144,063.44	1.6100%	8,581
Sergeant	3	110,818.03	33,245.41	144,063.44	1.6100%	8,581
Sergeant	4	96,678.61	29,003.58	125,682.19	1.4100%	7,515
Sergeant	5	110,818.03	33,245.41	144,063.44	1.6100%	8,581
Sergeant	6	105,873.04	31,761.91	137,634.95	1.5400%	8,208
Sergeant	7	101,162.05	30,348.61	131,510.66	1.4700%	7,835
Sergeant	8	105,873.04	31,761.91	137,634.95	1.5400%	8,208
Sergeant	9	105,873.04	31,761.91	137,634.95	1.5400%	8,208
Sergeant	10	105,873.04	31,761.91	137,634.95	1.5400%	8,208
Sergeant	11	88,335.94	26,500.78	114,836.72	1.2800%	6,822
Special Police Officer	1	53,542.94	16,062.88	69,605.82	0.7800%	4,157
Special Police Officer	2	53,542.94	16,062.88	69,605.82	0.7800%	4,157

Office of Public Safety - FY25

TITLE		FY25 GROSS WAGES	30% Benefits	FY'25 Total Salary & Benefits	Prorated percentage	Prorated October,24
Special Police Officer	3	53,542.94	16,062.88	69,605.82	0.7800%	4,157
Special Police Officer	4	53,542.94	16,062.88	69,605.82	0.7800%	4,157
Special Police Officer	5	57,984.31	17,395.29	75,379.60	0.8400%	4,477
Special Police Officer	6	53,542.94	16,062.88	69,605.82	0.7800%	4,157
Special Police Officer	7	53,542.94	16,062.88	69,605.82	0.7800%	4,157
Special Police Officer	8	53,542.94	16,062.88	69,605.82	0.7800%	4,157
Special Police Officer	9	62,570.56	18,771.17	81,341.73	0.9100%	4,850
Special Police Officer	10	53,542.94	16,062.88	69,605.82	0.7800%	4,157
Special Police Officer	11	53,542.94	16,062.88	69,605.82	0.7800%	4,157
Special Police Officer	12	53,542.94	16,062.88	69,605.82	0.7800%	4,157
Special Police Officer	13	53,542.94	16,062.88	69,605.82	0.7800%	4,157
Special Police Officer	14	53,542.94	16,062.88	69,605.82	0.7800%	4,157
Special Police Officer	15	55,022.45	16,506.74	71,529.19	0.8000%	4,264
Special Police Officer	16	68,657.06	20,597.12	89,254.18	1.0000%	5,330
Special Police Officer	17	53,542.94	16,062.88	69,605.82	0.7800%	4,157
Special Police Officer	18	53,542.94	16,062.88	69,605.82	0.7800%	4,157
Special Police Officer	19	53,542.94	16,062.88	69,605.82	0.7800%	4,157
Special Police Officer	20	53,542.94	16,062.88	69,605.82	0.7800%	4,157
Special Police Officer	21	53,542.94	16,062.88	69,605.82	0.7800%	4,157
Special Police Officer	22	53,542.94	16,062.88	69,605.82	0.7800%	4,157
Special Police Officer	23	53,542.94	16,062.88	69,605.82	0.7800%	4,157
Special Police Officer	24	53,542.94	16,062.88	69,605.82	0.7800%	4,157
Special Police Officer	25	68,657.64	20,597.29	89,254.93	1.0000%	5,330
Special Police Officer	26	53,542.94	16,062.88	69,605.82	0.7800%	4,157
Special Police Officer	27	68,657.06	20,597.12	89,254.18	1.0000%	5,330
Special Police Officer	28	55,022.45	16,506.74	71,529.19	0.8000%	4,264
Special Police Officer	29	53,542.94	16,062.88	69,605.82	0.7800%	4,157
Special Police Officer	30	53,552.30	16,065.69	69,617.99	0.7800%	4,157
Special Police Officer	31	55,022.45	16,506.74	71,529.19	0.8000%	4,264
Special Police Officer	32	59,463.66	17,839.10	77,302.76	0.8600%	4,584
Special Police Officer	33	57,983.74	17,395.12	75,378.86	0.8400%	4,477
Special Police Officer	34	68,657.06	20,597.12	89,254.18	1.0000%	5,330
Special Police Officer	35	53,542.94	16,062.88	69,605.82	0.7800%	4,157

Office of Public Safety - FY25

TITLE		FY25 GROSS WAGES	30% Benefits	FY'25 Total Salary & Benefits		Prorated percentage	Prorated October,24
Special Police Officer	36	55,022.45	16,506.74	71,529.19		0.8000%	4,264
Special Police Officer	37	55,022.45	16,506.74	71,529.19		0.8000%	4,264
Special Police Officer	38	57,984.31	17,395.29	75,379.60		0.8400%	4,477
Special Police Officer	39	56,501.95	16,950.59	73,452.54		0.8200%	4,371
Special Police Officer	40	64,084.28	19,225.28	83,309.56		0.9300%	4,957
Special Police Officer	41	53,542.94	16,062.88	69,605.82		0.7800%	4,157
Special Police Officer	42	53,542.94	16,062.88	69,605.82		0.7800%	4,157
Special Police Officer	43	68,657.06	20,597.12	89,254.18		1.0000%	5,330
Special Police Officer	44	55,022.45	16,506.74	71,529.19		0.8000%	4,264
Special Police Officer	45	57,983.74	17,395.12	75,378.86		0.8400%	4,477
Special Police Officer	46	64,085.84	19,225.75	83,311.59		0.9300%	4,957
Special Police Officer	47	55,022.45	16,506.74	71,529.19		0.8000%	4,264
Special Police Officer	48	68,657.06	20,597.12	89,254.18		1.0000%	5,330
Special Police Officer	49	56,501.95	16,950.59	73,452.54		0.8200%	4,371
Special Police Officer	50	53,542.94	16,062.88	69,605.82		0.7800%	4,157
Special Police Officer	51	53,542.94	16,062.88	69,605.82		0.7800%	4,157
Special Police Officer	52	53,542.94	16,062.88	69,605.82		0.7800%	4,157
Special Police Officer	53	56,501.95	16,950.59	73,452.54		0.8200%	4,371
Special Police Officer	54	59,463.39	17,839.02	77,302.41		0.8600%	4,584
Special Police Officer	55	64,085.84	19,225.75	83,311.59		0.9300%	4,957
Special Police Officer	56	55,022.45	16,506.74	71,529.19		0.8000%	4,264
Special Police Officer	57	68,657.06	20,597.12	89,254.18		1.0000%	5,330
Sr. Police Officer	1	76,424.61	22,927.38	99,351.99		1.1100%	5,916
Sr. Police Officer	2	91,392.91	27,417.87	118,810.78		1.3300%	7,089
Sr. Police Officer	3	91,392.91	27,417.87	118,810.78		1.3300%	7,089
Sr. Police Officer	4	91,392.91	27,417.87	118,810.78		1.3300%	7,089
Sr. Police Officer	5	38,312.30	11,493.69	49,805.99		0.5600%	2,985
Sr. Police Officer	6	83,545.28	25,063.58	108,608.86		1.2100%	6,449
Sr. Police Officer	7	83,545.28	25,063.58	108,608.86		1.2100%	6,449
Sr. Police Officer	8	94,061.55	28,218.47	122,280.02		1.3700%	7,302
		6,880,849	**2,064,255**	**8,945,103**		**1.00000**	**533,000**

AWARD YEAR	PROJECT	Overall Project Status	WARD	ADDRESS	LRSP Units	Online	Initial Term Expiration Month - Year	Extenstion Period Expiration Month-Year
07-RFP-PB	Careco	LTSC	8	3936 Martin Luther King Ave, SE	8	FY08	December-22	Dec-27
07-RFP-PB	Careco	LTSC	4	4714 New Hampshire	4	FY08	December-22	Dec-27
07-RFP-PB	Hyacinth Place	LTSC	5	1060 Bladensburg Ave, NE	15	FY12	November-26	
07-RFP-PB	Marian Russell Coop	LTSC	6	115 16th Street, NE	6	FY12	October-26	
07-RFP-PB	New Beginnings Coop	LTSC	1	2922 Sherman Ave, NW	15	FY12	November-26	
07-RFP-PB	The Residences at Georgia Ave	LTSC	4	4100 Georgia Ave, NW	14	FY09	April-24	
07-RFP-SB	Community Connections - Scattered Sites	LTSC	various	various Address	55	FY07	September-22	Sep-27
07-RFP-SB	Community of Hope - Scattered Sites	LTSC	various	various Address	11	FY08	June-23	transitioning to TB
07-RFP-SB	Green Door - Scattered Sites	LTSC	various	various Address	23	FY09	November-23	Nov-27
07-RFP-SB	Jubilee - The Eculid	LTSC	1	1740 Euclid Street, NW	35	FY11	February-25	
07-RFP-SB	Jubilee - The Fuller	LTSC	1	1650 Fuller St, NE	7	FY08	December-22	Dec-27
07-RFP-SB	Jubilee - The Marietta	LTSC	1	2418 17th Street, NW	9	FY08	December-22	Dec-27
07-RFP-SB	Jubilee - The Mozart	LTSC	1	1630 Fuller Street, NW	14	FY10	December-22	Dec-27
07-RFP-SB	Jubilee - The Ritz	LTSC	1	1631 Euclid Street, NW	18	FY10	May-25	
07-RFP-SB	Jubilee - The Sorrento	LTSC	1	2233 18th Street NW	17	FY11	February-26	
07-RFP-SB	Jubliee - Ontario Court	LTSC	1	2525 Ontario Rd, NW	13	FY09	February-24	
07-RFP-SB	Pathways to Housing - Scattered Sites	LTSC	various	various Address	30	FY08	April-23	
07-RFP-SB	SOME - Barnaby House	LTSC	8	740 Barnaby Street SE	10	FY07	August-22	Aug-27
07-RFP-SB	SOME - Bedford Falls	LTSC	7	350-360 50th Street SE	76	FY12	January-27	
07-RFP-SB	SOME - Zagami House	LTSC	8	1701 19th Street, SE	12	FY08	February-23	Feb-27
07-RFP-SB	SOME -Chabraja House	LTSC	1	3828 South Capitol Street, SE	51	FY11	May-26	
07-RFP-SB	SOME- Gasner House	LTSC	7	2810 Texas Ave SE	48	FY10	May-27	
07-RFP-SB	SOME Keuhner House	LTSC	8	1667 Good Hope Road, SE	42	FY12	January-27	
07-RFP-SB	THC Fort View - Ft Stevens	LTSC	4	6030 - 6050 13th Place, NE	18	FY10	April-25	
08-RFP-PB	Bethune House	LTSC	7	401 Chaplin Street, SE	9	FY12	October-23	Oct-27
08-RFP-PB	Building 25 Unity/Mi Casa/Mercy	LTSC	4	21 & 25 Kennedy Street, NW	15	FY14	December-28	
08-RFP-PB	Open Arms - 57 O St NW	LTSC	5	57 O Street, NW	16	FY09	August-24	
08-RFP-PB	Quest Cooperative	LTSC	1	1428 Euclid Street, NW	8	FY10	January-25	
08-RFP-PB	The Severna I	LTSC	6	1015 First Street, NW	30	FY12	November-25	
08-RFP-PB	Twinning Terrace	LTSC	7	2501 - 2505 N Street, SE	3	FY12	February-27	
08-RFP-SB	Community Connections - Various Properties	LTSC	various	various Address	11	FY10	December-23	Dec-27
08-RFP-SB	Community Connections - Various Properties	LTSC	various	various Address	83	FY09	December-23	Dec-27
08-RFP-SB	Madison Saints Paradise South	LTSC	2	1713 7th Street, NW	12	FY09	December-23	Dec-27
08-RFP-SB	Pathways to Housing - Scattered Sites	LTSC	various	various Address	150	FY09	October-23	Oct-27
08-RFP-SB	SOME Chesapeake St	LTSC	8	730 -736 Chesapeake Street, SE	22	FY12	December-25	
08-RFP-SB	United Planning Org Montello Ave	LTSC	5	1642 Montello Ave, NE	3	FY10	December-23	Dec-27
08-RFP-SB	United Planning Org Sherrif Rd	LTSC	7	4939 - 4945 Sheriff Road, NE	2	FY12	April-27	
08-RFP-SB	Webster Gardens	LTSC	4	130 Webster Street, NW	16	FY10	November-25	
13-NOFA	E&G	LTSC	5	2321 4th Street NE	20	FY16	July-31	
13-NOFA	Maycroft/Jubilee Redevelopment Project	LTSC	1	1474 Columbia Road, NW	41	FY19	April-34	
13-NOFA	Miriam's House	LTSC	1	1300 Florida Ave,NW	20	FY16	March-31	
13-NOFA	Open Arms - Owen House	LTSC	5	1256 Owens Place NE	4	FY15	September-30	
13-NOFA	Partner Arms I	LTSC	4	935 Kennedy Street NW	14	FY16	March-31	
13-NOFA	Phillis Wheatley	LTSC	2	901 Rhode Island Ave, NE	76	FY16	July-31	
13-NOFA	SOME Benning Road - The Conway Center	LTSC	7	4414-4430 BENNIING RD NE	142	FY18	July-33	
13-NOFA	The Beacon Center	LTSC	4	6120 Georgia Avenue NW	8	FY19	July-34	
13-NOFA	Weinberg Commons	LTSC	7	5066 Benning Road, SE	12	FY16	November-31	
14-NOFA	Girard Street Community Partners	LTSC	1	1545 Girard Street, NW	25	FY16	June-31	
14-NOFA	HELP Walter Reed - 1324 Main Drive	LTSC	4	1324 Main Street, NW	75	FY20	December-34	
14-NOFA	N Street Village & Eden House (Scattered Sites)	LTSC	2	1301 14TH STNW & 1333 N ST, NW	37	FY17	December-31	
14-NOFA	Plaza West - Grandfamilies	LTSC	6	1035 4th & 307 K St NW	11	FY19	October-33	
14-NOFA	South Capitol Multifamily Building	LTSC	8	4001 SOUTH CAPITOL ST. SW	40	FY20	December-29	
14-NOFA	WC Smith -Archer Park	LTSC	8	1200 - 1300 MISSISSIPPI AVE SE	10	FY18	March-33	
14-NOFA	West End - Square 50	LTSC	2	1211 23rd ST, NW	3	FY17	June-32	
14-SA	North Capitol Commons	LTSC	6	1005 North Capitol Street, NE	17	FY17	April-32	
15-NOFA	Ainger Place	LTSC	8	2412 Ainger Place, SE	18	FY20	August-35	
15-NOFA	Meadow Green Court - Milestone Senior	LTSC	7	3605-3615 MINNESOTA AVE., SE	15	FY20	December-34	
15-NOFA	Sarah's Circle	LTSC	1	2551 17th Street	49	FY19	February-34	
15-NOFA	SOME's Walter Reed Building 17 Project	LTSC	4	1433-1435 SPRING ROAD, NW	36	FY19	January-34	
15-NOFA	The Solistice	LTSC	7	3534 East Capitol Street NE	15	FY20	November-34	
16-NOFA	1164 Bladensburg LLC	LTSC	5	1164 Bladensburg Road NE	13	FY20	October-34	
16-NOFA	Abrams Hall at Walter Reed	LTSC	4	Walter Reed 1322 Main Drive, NW -Building 14M	16	FY20	March-35	
16-NOFA	Brookland Place Apartments	LTSC	5	617 Hamlin Street, NE	15	FY20	January-35	
16-NOFA	Delta Towers	LTSC	5	808 Bladensburg Road, NE / 1400 Florida Ave NE	30	FY21	September-35	
16-NOFA	Diane's House	LTSC	5	2610 Bladenburg Road, NE	39	FY20	August-35	
16-NOFA	FT Stevens Place Apartments	LTSC	4	1339 Ft. Stevens Dr NW	7	FY19	December-33	
16-NOFA	Langdon Apartments	LTSC	5	2613-2615 Bladensburg Rd, NE	5	FY18	October-32	
16-NOFA	Liberty Place Apartments	LTSC	6	881 3rd Street NW	14	FY22	March-37	
16-NOFA	Partner Arms II-THC	LTSC	4	4506 Georgia Ave, NW	12	FY19	February-34	
16-NOFA	Residence at St Elizabeths East Housing	LTSC	8	1201 Oak Drive, SE / 1100 Alabama Ave SE	13	FY21	December-35	
18-NOFA-1	1736 Rhode Island Ave Apts.	LTSC	5	1736 Rhode Island Ave NE	13	FY21	April-36	

AWARD YEAR	PROJECT	Overall Project Status	WARD	ADDRESS	LRSP Units	Online	Initial Term Expiration Month - Year	Extenstion Period Expiration Month-Year
18-NOFA-1	555 E Street Senior Apts.	LTSC	6	555 E Street SW	7	FY21	September-35	
18-NOFA-1	Capitol Vista	LTSC	6	888 New Jersey Avenue NW	21	FY21	December-35	
18-NOFA-1	MDL Flats - 1550 First Street SW	LTSC	6	1550 First Street SW	16	FY22	February-37	
18-NOFA-1	Stanton Square Apartments	LTSC	8	2395 Pomeroy Road SE	13	FY22	July-36	
18-NOFA-2	1100 Eastern Ave NE	LTSC	7	1102 Eastern Avenue NE	13	FY22	March-37	
18-NOFA-2	3534 East Capitol Street (Phase II)	LTSC	7	3534 East Capitol Street NE	5	FY21	August-36	
18-NOFA-2	Randle Hills Apartments	LTSC	8	3300-3368 6th Street SE	20	FY20	July-35	
18-NOFA-2	Spring Flats Senior	LTSC	4	1125 Spring Road NW	14	FY22	February-37	
19-NCI	Providence Place	LTSC	7	601 50th Street NE	35	FY22	March-37	
19-NCI	The Strand	LTSC	7	Nannie Helen Burroughs St NE	28	FY22	July-37	
19-NOFA	Abrams Hall - Assisted Living	LTSC	4	1320 Main Drive NW	54	FY22	June-37	
19-NOFA	Cedar Street Apartments	LTSC	4	410 Cedar Street NW	3	FY22	November-36	
19-NOFA	Northwest One (Phase I)	LTSC	6	2 "L" Street NW	65	FY22	August-37	
19-NOFA	Spring Flats Affordable (Family)	LTSC	4	1125 Spring Road NW	9	FY22	September-37	
19-NOFA	Cascade Park Apartments	LTSC	8	4232-4238 4th Street SE	28	FY23	January-38	
19-NOFA	218 Vine Street	LTSC	4	218 Vine Street NW	24	FY23	January-38	
19-NOFA	17 Mississippi Ave Apartments	LTSC	8	17 Mississippi Avenue SE	9	FY23	June-38	
19-NOFA	2442 MLK Avenue	LTSC	8	2442 Martin Luther King Jr. Avenue SE	5	FY23	**July-38**	
19-NOFA	The Hampshire Apts	LTSC	4	5000 New Hampshire Avenue NW	8	FY23	July-38	
20-SA	Hill East Apts-The Ethel	LTSC	6	1900 C Street SE	100	FY23	March-38	
19-NOFA	Ridgecrest Apartments -Phase 1	LTSC	8	various Address	28	FY24	November-38	
19-NOFA	SOME-1515 North Capitol Street Apartments	LTSC	5	1515 North Capitol Street NE	75	FY24	January-39	
19-NOFA	Park Southern Apartments	LTSC	8	800 Southern Avenue SE	10	FY23	July-38	
14-NOFA	SOME-Karin House	LTSC	4	1395 Aspen Street NW	24	FY22	May-37	
18-NOFA-2	SOME-Anna Cooper	LTSC	47	1338 R Street NW	47	FY22	February-37	

Contract No.	Description of Services	Contractor/Vendor Name	Contract Date Issued	Contract End Date	Contract Amount (Yardi)	Remaining Balance from Yardi (Feb 1, 2025)	Funding Source	Competitive Bid	COTR
0034-2024	2024 Resident Council Election	Resident Participation Services PLLC	9/12/2024	2/12/2025	$129,618.50	$ 53,403.58	ORS Operating	Yes	Fashad Tyler
61-2024	Clothing Services Agency Wide	Erwin Pendergrast dba Too Tight Embroidery	10/3/2024	10/3/2025	$120,000.00	$ 120,000.00	Agency wide operating budget	Yes	Gene Summerville
61-2024A	Clothing Services Agency Wide	B-MAD LLC	10/3/2024	10/3/2025	$120,000.00	$ 120,000.00	Agency wide operating budget	Yes	Gene Summerville
LOS 03-2025	Community Engagement Coordinator	Darrell Green Enterprises	10/11/2024	5/15/2025	$83,000.00	$ 55,333.34	Resident Services/ Site Operating Funds	Yes	Brian Harris
LOS 03-2025-A	Community Engagement Coordinator	Love More Movement	11/15/2024	5/15/2025	$80,000.00	$ 80,000.00	Resident Services/ Site Operating Funds	Yes	Brian Harris
e24-05	Cost Estimating Services	CAY Group International, Inc.	1/29/2024	5/31/2024	$240,000.00	$ 50,960.00	HUD Held Reserves	Yes	Sheila Miller
e24-02	Emergency Janitorial Services	ROCK SOLID District Group, LLC	12/15/2023	5/15/2024	$106,000.00	$ 106,000.00	Sites Operating Budget	Yes	Melanie Marshall
e24-04-b	Emergency Vacant Unit Repairs	OJ-ODD JOBS, Inc.	2/9/2024	6/9/2024	$240,000.00	$ 3,178.04	HUD Held Reserves	Yes	Daniel Dening
e24-04-c	Emergency Vacant Unit Repairs	Ty Lucas Realty Services LLC	2/20/2024	6/20/2024	$240,000.00	$ -	HUD Held Reserves	Yes	Nona Eath
e24-04-d	Emergency Vacant Unit Repairs	CJW Contractors, Inc.	3/7/2024	7/7/2024	$240,000.00	$ 240,000.00	HUD Held Reserves	Yes	Nona Eath
e24-04-e	Emergency Vacant Unit Repairs	Capital Construction Group LLC	2/22/2024	6/22/2024	$240,000.00	$ 230,352.00	HUD Held Reserves	Yes	Nona Eath
e24-04-g	Emergency Vacant Unit Repairs	Elle Management Partners LLC	3/8/2024	7/8/2024	$240,000.00	$ 84,350.00	HUD Held Reserves	Yes	Nona Eath
e24-04-h	Emergency Vacant Unit Repairs	Trusted Advisory Group, LLC	1/23/2024	5/31/2024	$240,000.00	$ 4,682.50	HUD Held Reserves	Yes	Nona Eath
e24-04-i	Emergency Vacant Unit Repairs	The Simmons Group, LLC	2/23/2024	6/23/2024	$240,000.00	$ -	HUD Held Reserves	Yes	Nona Eath
e24-04-j	Emergency Vacant Unit Repairs	J L Terrell Construction, LLC	3/18/2024	7/18/2024	$240,000.00	$ 240,000.00	HUD Held Reserves	Yes	Nona Eath
31-2025	Financial Analyst Consulting Services for Development at Judiciary House	Keen Preservation Solutions LLC	2/13/2025	2/13/2026	$77,800.00	$ 77,800.00	OCP Development Budget for Judiciary House	Yes	David Cortiella
56-2024	Forklift Equipment	Eastern Lift Truck Company Inc.	9/17/2024	11/17/2024	$110,599.70	$ -	PMO Operating Budget	Yes	Nona Eath
0013-C-2022	GC for James Creek Meter Stack	Centennial Contractors Enterprises, Inc.	9/30/2024	9/30/2025	$3,872,000.00	$ 3,763,723.03	DOEE grant	Yes	Kenneth Bose
0013-D-2022	GC for Phase 1 Security Camera and Access Control Upgrades at Various DCHA Properties	Vigil Contracting, Inc.	12/12/2024	12/12/2025	$10,000,000.00	$ -	City Capital Funds- DC 50-24	Yes	Jacqueline Zaldana
51-2024-c	General Consulting Services	Thomas Jones dba/ TJ Realty, LLC	10/18/2024	10/18/2025	$80,000.00	$ 13,000.00	Central Office	Yes	Nicole Wickliffe
RFP 51-2024A	General Consulting Services	TJ Realty	10/14/2024	10/14/2025	$80,000.00	$ 1,781.56	Central Office	Yes	Nicole Wickliffe
RFP 51-2024B	General Consulting Services	Human Capital Initiatives, LLC	10/14/2024	10/14/2025	$80,000.00	$ 59,978.84	Central Office	Yes	Nicole Wickliffe
RFP 51-2024C	General Consulting Services	Edgemere Consulting Corporation	10/14/2024	10/14/2025	$80,000.00	$ -	HCV	Yes	Nicole Wickliffe
40-2024	Healthcare Initiative Program	Community Concierge Care LLC	9/24/2024	9/24/2027	$924,296.00	$ 924,296.00	Resident Services/ Site Operating Funds	Yes	Brian Harris
0028-C-2024	HQS and NSPIRE INSPECTION SERVICES	Prime Time Companies, PC	6/6/2024	6/6/2025	$240,000.00	$ 146,675.87	Resident Services/ Site Operating Funds	Yes	Nona Eath
0028-D-2024	HQS and NSPIRE INSPECTION SERVICES	Amar Group LLC	5/31/2024	5/31/2025	$240,000.00	$ (211,300.00)	HQS = HCV | NSPIRE = PMO/site operating budgets	Yes	Nona Eath
0028-A-2024	HQS and NSPIRE Inspections Services	Gilson Software Solutions-PHA, LLC	6/6/2024	6/6/2025	$240,000.00	$ 229,936.00	HQS = HCV | NSPIRE = PMO/site operating budgets	Yes	Nona Eath
0028-B-2024	HQS and NSPIRE Inspections Services	Inspection Experts, Inc.	5/21/2024	5/21/2025	$240,000.00	$ 240,000.00	HQS = HCV | NSPIRE = PMO/site operating budgets	Yes	Nona Eath
RFP 45-2024	Job Evaluation & Compensation Study	Human Capital Initiatives, LLC	12/16/2024	12/16/2025	$142,625.00	$ 142,625.00	HQS = HCV | NSPIRE = PMO/site operating budgets	Yes	Angela Saunders
0008-2023	JOC Professional Consulting Services	The Gordian Group Incorporated	11/7/2023	11/7/2028	$1,242,941.99	$ 577,593.96	HQS = HCV | NSPIRE = PMO/site operating budgets	Yes	Jacqueline Zaldana
0030-2024	Key Tracking System and Installation Services	HandyTrac Systems LLC	6/4/2024	6/4/2026	$147,016.35	$ 1,394.55	Site operating budget	Yes	Nicole Wickliffe
IFB 0008-2024	Motorpool Office Trailer Replacement	Lalini Enterprises LLC	11/20/2023	1/3/2024	$549,682.49	$ 549,682.49	HUD Held Reserves	Yes	Shavon Davis
nmtc-2023-6	NMTC Underwriting & Trans. Sup	Renaissance Equity Parnters LLC	5/31/2024	5/31/2029	$1,622,680.00	$ 1,622,680.00	Sites Operating Budget	Yes	Brian Butler
IFB 47-2024-A	On Call General Repair & Maintenance for DCHA Properties	Adrian L Merton Inc	10/1/2024	10/1/2025	$75,000.00	$ 75,000.00	Sites Operating Budget	Yes	Daniel Dening
IFB 47-2024-B	On Call General Repair & Maintenance for DCHA Properties	Black Acre Corporation	9/24/2024	12/9/2025	$75,000.00	$ -	Sites Operating Budget	Yes	Daniel Dening
IFB 47-2024-C	On Call General Repair & Maintenance for DCHA Properties	Real Construction LLC	10/11/2024	10/10/2025	$75,000.00	$ -	Sites Operating Budget	Yes	Daniel Dening
IFB 47-2024-E	On Call General Repair & Maintenance for DCHA Properties	First Choice Masonry Inc.	10/1/2024	10/1/2025	$75,000.00	$ 75,000.00	Sites Operating Budget	Yes	Daniel Dening
IFB 47-2024-F	On Call General Repair & Maintenance for DCHA Properties	Lonch, Inc.	10/1/2024	10/1/2025	$75,000.00	$ 75,000.00	Sites Operating Budget	Yes	Daniel Dening
IFB 47-2024-G	On Call General Repair & Maintenance for DCHA Properties	Marjam LLC	10/2/2024	10/1/2025	$70,000.00	$ 70,000.00	Sites Operating Budget	Yes	Daniel Dening
IFB 47-2024-H	On Call General Repair & Maintenance for DCHA Properties	OJ-ODD JOBS, Inc.	9/27/2024	9/26/2025	$70,000.00	$ 48,721.44	Sites Operating Budget	Yes	Daniel Dening
IFB 47-2024-I	On Call General Repair & Maintenance for DCHA Properties	One Kare Enterprise, LLC	10/1/2024	10/1/2025	$70,000.00	$ 70,000.00	Sites Operating Budget	Yes	Daniel Dening
IFB 47-2024-J	On Call General Repair & Maintenance for DCHA Properties	RSC Electrical & Mechanical Contractors	10/1/2024	10/1/2025	$85,000.00	$ 85,000.00	Sites Operating Budget	Yes	Daniel Dening
IFB 47-2024-K	On Call General Repair & Maintenance for DCHA Properties	Soil and Land Use Technology, Inc.	9/27/2024	9/26/2025	$70,000.00	$ 70,000.00	Sites Operating Budget	Yes	Daniel Dening
IFB 47-2024-L	On Call General Repair & Maintenance for DCHA Properties	Vigil Contracting, Inc.	9/25/2024	9/25/2024	$85,000.00	$ 85,000.00	Sites Operating Budget	Yes	Daniel Dening
IFB 47-2024	On Call General Repair & Maintenance for DCHA Properties	Kovais Innovative Solutions, LLC	9/24/2024	9/23/2025	$70,000.00	$ 70,000.00	Sites Operating Budget	Yes	Daniel Dening
RFQ 12-2024	On-Call Yardi ERP Support	Wise Consulting Services	5/1/2024	5/1/2025	$150,000.00	$ 150,000.00	Sites Operating Budget	Yes	Michael Buck
0017-A-2024	Pest Control Services	Pest Services Company	4/23/2024	4/23/2026	$245,000.00	$ 245,000.00	Sites Operating Budget	Yes	Maurice Hines
0017-B-2024	Pest Control Services	CLH Enterprise, LLC dba/Pestmaster Services	5/13/2024	5/13/2026	$245,000.00	$ 245,000.00	Sites Operating Budget	Yes	Maurice Hines
0017-C-2024	Pest Control Services	One Kare Enterprise, LLC	4/25/2024	4/25/2026	$245,000.00	$ 245,000.00	Sites Operating Budget	Yes	Maurice Hines
0017-D-2024	Pest Control Services	District Elite Pest Management	4/24/2024	4/24/2026	$365,000.00	$ 328,657.00	Sites Operating Budget	Yes	Maurice Hines
RFQ 50-2024	Procurement and Contracting Workflow Management Consultant Services	C. Michael Consulting Group, LLC	8/28/2024	8/28/2025	$87,500.00	$ 57,012.25	Central Office	Yes	Gene Summerville
RFQ 48-2024	Project Management Services for DCHA Recovery Plan	Deloitte Consulting	11/20/2024	11/20/2025	$240,000.00	$ 240,000.00	Central Office	Yes	Nicole Wickliffe
LOS 0027-2024	Public Relations Consultant Services	Ceisler Media & Issue Advocacy	7/3/2024	1/3/2025	$216,000.00	$ 156,000.00	Central Office	Yes	Carla Hernandez
RFP 52-2024	Remote Case Management Services	Nan Mckay & Associates	9/17/2024	9/17/2025	$240,000.00	$ 240,000.00	HCV	Yes	Anton K. Shaw
RFP 0037-2024	Security Camera Install and Video Surveillance Services	Ocean 10 Security LLC	12/17/2024	12/17/2025	$943,000.00	$ 943,000.00	HUD Held Reserves	Yes	Damond Loney
RFQ 02-2024	SHREDDING SERVICES	Safeguard Shredding	12/21/2023	12/21/2028	$50,400.00	$ 41,611.50	Central Office	Yes	Shenetta Hardeman-Jones
RFP 0031-2024A	Temporary Employee Staffing Services	Hire One Personnel Services of Washington, DC, LLC	10/1/2024	10/1/2025	$120,000.00	$ 120,000.00	Various operating budgets based on department or site	Yes	Trey Leak
RFP 0031-2024B	Temporary Employee Staffing Services	INFOJINI	10/3/2024	10/3/2025	$120,000.00	$ 120,000.00	Various operating budgets based on department or site	Yes	Trey Leak
RFP 0031-2024C	Temporary Employee Staffing Services	Kovais Innovative Solutions, LLC	10/3/2024	10/3/2025	$120,000.00	$ 120,000.00	Various operating budgets based on department or site	Yes	Trey Leak
RFP 0031-2024D	Temporary Employee Staffing Services	Protiviti Government Services, Inc.	10/3/2024	10/3/2025	$270,000.00	$ 270,000.00	Various operating budgets based on department or site	Yes	Trey Leak
RFP 0031-2024E	Temporary Employee Staffing Services	TRYFACTA, INC.	9/26/2024	9/26/2025	$120,000.00	$ 120,000.00	Various operating budgets based on department or site	Yes	Trey Leak
RFP 0016-2024	Vacant Unit Make Ready Services	KADCON Corporation	4/4/2024	4/4/2025	$300,000.00	$ 108,839.20	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024A	Vacant Unit Make Ready Services	Aida C. Massie dba/Discovery Construction LLC	4/9/2024	4/9/2025	$475,000.00	$ 105,877.50	HUD Held Reserves	Yes	Daniel Dening
RFP 0016-2024AA	Vacant Unit Make Ready Services	OJ-ODD JOBS, Inc.	4/5/2024	4/5/2025	$1,845,000.00	$ 878,308.85	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024B	Vacant Unit Make Ready Services	One Kare Enterprise, LLC	4/9/2024	4/9/2025	$565,000.00	$ 374,925.90	HUD Held Reserves	Yes	Daniel Dening
RFP 0016-2024BB	Vacant Unit Make Ready Services	The Simmons Group, LLC	4/4/2024	4/4/2025	$1,195,000.00	$ 1,010,765.00	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024CC	Vacant Unit Make Ready Services	Caudle Home Improvement LLC	4/4/2024	4/4/2025	$1,595,000.00	$ 245,404.46	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024D	Vacant Unit Make Ready Services	Elle Management Partners LLC	4/11/2024	4/11/2025	$800,000.00	$ 429,620.00	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024DD	Vacant Unit Make Ready Services	District Contractors LLC	4/9/2024	4/9/2025	$995,000.00	$ 741,650.00	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024E	Vacant Unit Make Ready Services	JR Capital Build, LLC	4/10/2024	4/10/2025	$675,000.00	$ 307,055.80	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024F	Vacant Unit Make Ready Services	Lonch, Inc.	4/9/2024	4/9/2025	$1,475,000.00	$ (475,777.00)	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024G	Vacant Unit Make Ready Services	Veterans Cont Assit Support Services LLC (V.C.A.S.S)	4/12/2024	4/12/2025	$500,000.00	$ 185,130.23	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024H	Vacant Unit Make Ready Services	Delkan Group LLC	4/9/2024	4/9/2025	$500,000.00	$ 325,375.00	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024I	Vacant Unit Make Ready Services	Vigil Contracting, Inc.	4/8/2024	4/8/2025	$1,745,000.00	$ 876,072.60	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024J	Vacant Unit Make Ready Services	MO Investments LLC dba/MO Construction	4/4/2024	4/4/2025	$1,495,000.00	$ 13,470.55	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024K	Vacant Unit Make Ready Services	Atmos Solutions, Inc.	4/9/2024	4/9/2025	$995,000.00	$ 674,110.00	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024L	Vacant Unit Make Ready Services	SanDow Construction, Inc.	4/8/2024	4/8/2025	$995,000.00	$ 923,885.85	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024M	Vacant Unit Make Ready Services	H.E.P. Construction, Inc.	4/17/2024	4/17/2025	$995,000.00	$ 603,800.00	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024N	Vacant Unit Make Ready Services	Marjam LLC	4/9/2024	4/9/2025	$995,000.00	$ (27,082.65)	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024O	Vacant Unit Make Ready Services	Madrid's Contracting, Inc.	4/11/2024	4/11/2025	$995,000.00	$ 24,453.37	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024P	Vacant Unit Make Ready Services	Capital Builders and Associates, Inc.	4/12/2024	4/12/2025	$1,495,000.00	$ 828,619.10	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024Q	Vacant Unit Make Ready Services	J L Terrell Construction, LLC	4/9/2024	4/9/2025	$995,000.00	$ 596,107.00	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024R	Vacant Unit Make Ready Services	PAIGE INDUSTRIAL SERVICES	4/11/2024	4/11/2025	$995,000.00	$ 995,000.00	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024S	Vacant Unit Make Ready Services	Black Acre Corporation	4/5/2024	4/5/2025	$1,495,000.00	$ 726,350.00	HUD Held Reserves	Yes	Shavon Davis

Contract No.	Description of Services	Contractor/Vendor Name	Contract Date Issued	Contract End Date	Contract Amount (Yardi)	Remaining Balance from Yardi (Feb 1, 2025)	Funding Source	Competitive Bid	COTR
RFP 0016-2024T	Vacant Unit Make Ready Services	Trusted Advisory Group, LLC	4/9/2024	4/9/2025	$995,000.00	$ 995,000.00	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024U	Vacant Unit Make Ready Services	Potomac Restoration Incorporated	4/9/2024	4/9/2025	$1,245,000.00	$ (32,700.66)	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024V	Vacant Unit Make Ready Services	First Choice Masonry Inc.	4/8/2024	4/8/2025	$3,545,000.00	$ 1,555,117.28	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024W	Vacant Unit Make Ready Services	Kovais Innovative Solutions, LLC	4/17/2024	4/17/2025	$995,000.00	$ -	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024X	Vacant Unit Make Ready Services	Capital Construction Group LLC	4/5/2024	4/5/2025	$995,000.00	$ 180,327.00	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024Y	Vacant Unit Make Ready Services	Soil and Land Use Technology, Inc.	4/4/2024	4/4/2025	$995,000.00	$ 929,747.20	HUD Held Reserves	Yes	Shavon Davis
RFP 0016-2024Z	Vacant Unit Make Ready Services	Capitol Services Management, Inc.	4/5/2024	4/5/2025	$995,000.00	$ 151,400.00	HUD Held Reserves	Yes	Shavon Davis
e24-04-f	Vacant Unit Repairs	EOZ Services, LLC	3/8/2024	7/8/2024	$240,000.00	$ (24,075.00)	HUD Held Reserves	Yes	Nona Eath
LOS 42-2024	Vending Machine Snack & Beverages	D&B Contractor	6/25/2024	7/11/2024		$ -	CVI- Resident Services	Yes	Ahmad Zubair Majeed
dchaca-xii-2024	Fee Accounting Services and consulting	BDO			$150,000.00		Central Office	No - Cooperative A	Heather Mueller

HCVP FY 2024	Program Type	# Hearing/Grievances Requests	Case Types	# Hearings Scheduled	# Closures	# Appeals
Applicants/Participants	HCVP	532	See Below Table	427	450	5

LIPH FY 2024	Program Type	# Hearing/Grievances Requests	Case Types	# Hearings Scheduled	# Closures	# Appeals
Tenants	LIPH	18	See Below Table	4	14	0

HCVP - Hearing Requests	
Hearing Request Types	**Total #**
Recertification (R1)	396
Inspections	26
HQS - Tenant Damages (H2)	3
Voucher Extension (V2)	1
Voucher Issuance (V1)	4
Rent Calculation (R2)	36
Criminal Act-Violent/Drug (C1)	4
Eviction (E)	7
Waiting List Related Issues (W)	14
HCV/HOAP	1
Vacated Unit (U2)	2
Lease/Serious Lease Violations (LV)	6
Reasonable Accommodation (A)	2
Criminal Act-Unauthorized Occupant (C2)	5
Repay. Breach/Hardship (R4)	0
Criminal Act-Fraud, etc. (C3)	4
VAWA Related Voucher Issue (V6)	1
Unreported Income (R3)	3
Utility Allowance (U)	2
Voucher Size (V5)	1
Tenant Damages (D)	0
Leasing (L)	1
VASH (S)	0
Unassisted HAP (U1)	26
Portability Issues (V3)	0
Voucher Transfer (V4)	1
Head of Household Issue (V7)	0

LIPH - Grievances	
Grievances Issue	**Total #**
Applicant/Waiting List (A	0
Cont. Occupany/Recert. (	2
Lease Violations (L)	2
Maintenance Repairs (M	2
Miscellaneous (G)	0
Personal Property Dama	2
Pet Issue (P)	0
Reasonable Accommoda	0
Rent Balance/Rental Cha	11
Safety/Security (S)	0
Transfer (T)	2

HCVP FY 2025	Program Type	# Hearing/Grievances Requests	Case Type	# Hearings Scheduled	# Closures	# Appeals
Applicants/Participants	HCVP	94	See Below Table	88	30	0

LIPH FY 2025	Program Type	# Hearing/Grievances Requests	Case Type	# Hearings Scheduled	# Closures	# Appeals
Tenants	LIPH	0	N/A	0	0	0

HCVP - Hearing Requests

Hearing Request Type	Total #
Recertification (R1)	69
Inspections	10
HQS - Tenant Damages (H2)	0
Voucher Extension (V2)	1
Voucher Issuance (V1)	0
Rent Calculation (R2)	9
Criminal Act-Violent/Drug (C1)	0
Eviction (E)	3
Waiting List Related Issues (W)	0
HCV/HOAP	0
Vacated Unit (U2)	0
Lease/Serious Lease Violation(s) (LV)	0
Reasonable Accommodation (A)	0
Criminal Act-Unauthorized Occupant (C2)	0
Repay. Breach/Hardship (R4)	0
Criminal Act-Fraud, etc. (C3)	0
VAWA Related Voucher Issue (V6)	0
Unreported Income (R3)	0
Utility Allowance (U)	0
Voucher Size (V5)	0
Tenant Damages (D)	0
Leasing (L)	0
VASH (S)	0
Unassisted HAP (U1)	3
Portability Issues (V3)	0
Voucher Transfer (V4)	0
Head of Household Issue (V7)	0

LIPH - Grievances

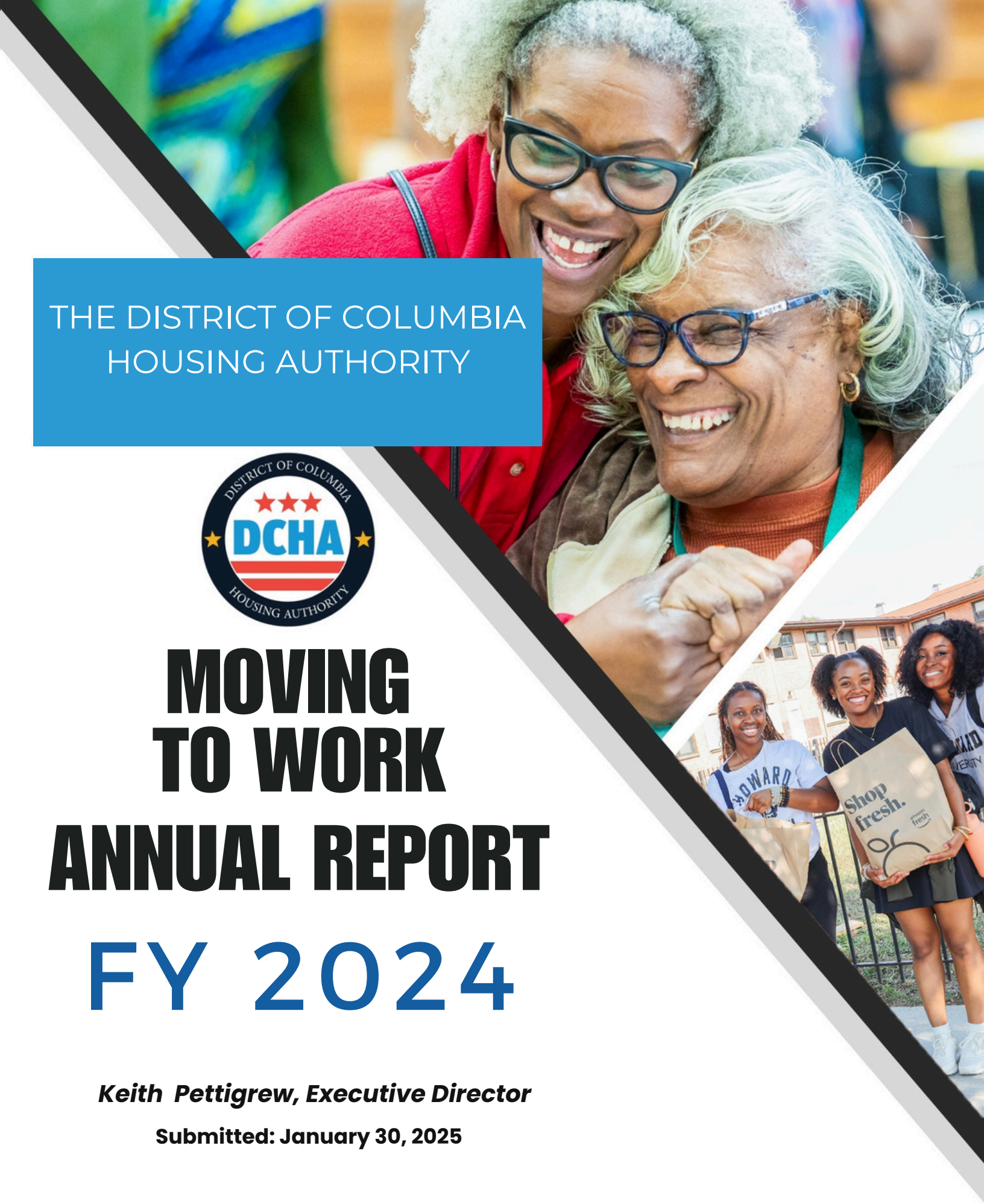
Grievances Issue	Total #
N/A	0

DISTRICT OF COLUMBIA HOUSING AUTHORITY
LITIGATION REPORT
AS OF 2/11/2025

Caption	Case Type	Status of Case
Flowers v. Griffith et al.	Tort	Remote Initial Scheduling Conference set for 3/14/25
Frierson v. District of Columbia et al.	Employment	Awaiting ruling on DCHA motion to dismiss
Hardaway v. DCHA	FOIA	DC Superior court granted DCHA's motion to dismiss. Plaintiff appealed. DCHA reply is due later in February.
Donald v DCHA, et al.	Employment	All claims dismissed except for breach of contract. Remote Mediation Session set for 7/22/25
Andrews v. DCHA	Employment	Case is in discovery
Amanfo v. Greenleaf Gardens Housing Management	General Civil	Remote Scheduling Conference set for 1/3/25
Chestnut v. DCHA	Tort	Remote Mediation Session set for 5/15/25.
Capies v. DCHA	General Civil	Remote Initial Scheduling Conference set for 2/7/25.
District of Columbia v. All of the Parcel of Land Identified As Square 5246, LOT 110, Located In The 5700 Block Of East Capitol Street, NE In The District Of Columbia, et al.	Eminent Domain	Remote mediation rescheduled
District of Columbia v. DCHA	Consumer Protection	Ongoing
Cherry-El v. Belinda Blount, et al.	Breach of Contract	Status hearing scheduled for 3/12/25.
Estate of R. Black v DCHA	Tort	Mediation scheduled 06/18/2025

DISTRICT OF COLUMBIA HOUSING AUTHORITY
LITIGATION REPORT
AS OF 2/11/2025

Caption	Case Type	Status of Case
F&L Construction Inc. v. DCHA, et al.	Contract	Remote Mediation Session set 7/1/25
DaVage v. DCHA	Employment	Federal court granted summary judgment in DCHA's favor and denied Plaintiff's cross-motion. Plaintiff appealed.
James v DCHA	Breach of Contract	Remote Status Hearing set for 2/7/25
Carter v DCHA	Tort	Initial Scheduling Conference set for 4/18/25
Williams v. DCHA	Breach of Contract	Remote Scheduling Conference set for 4/11/25.
Morgan v DCHA	Appeal of DCHA Office of Fair Hearings Decision	Awaiting decision.
Kirk v. DCHA	Breach of Contract	Initial hearing on 2/21/25.
Chambers v DCHA	Tort	Remote mediation set for 7/30/25.
Bush v. DCHA	Employment	Remote Initial Scheduling Conference set for 3/7/2025.
Chatterjee v DCHA	Contract Enforcement	DCHA filed motion to dismiss on 12/27/24. Remote Mediation Session set for 8/12/25.
Pondexter-Moore v DCHA, et. al.	General Civil	DCHA filed motion to dismiss. Status Hearing set for 4/21/25.
The Warrenton Group, LLC v. The Michaels Develop. Co. I, LLC, et al.	Breach of Contract	Remote Initial Scheduling Conference set for 1/24/25.
Sullivan v. DCHA	Tort	Case is in discovery
Wheeler Creek Community Assoc. Inc v. Wheeler Creek Community Devel. Corp., et al.	Breach of Contract	Remote Scheduling Conference set for 2/28/25.
Hill v. DCHA	Tort	Case is in discovery
Coleman v DCHA	Appeal of DCHA Office of Fair Hearings Decision	Awaiting decision.



THE DISTRICT OF COLUMBIA
HOUSING AUTHORITY

MOVING TO WORK ANNUAL REPORT

FY 2024

Keith Pettigrew, Executive Director

Submitted: January 30, 2025

DISTRICT OF COLUMBIA HOUSING AUTHORITY

300 7th Street SW, Floor 10
Washington DC 20024
Phone: 202-535-1000
Email: mtw@dchousing.org
Website: www.dchousing.org

District of Columbia Housing Authority Board of Commissioners

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This Moving to Work (MTW) Annual Report is prepared in accordance with the "Amended and Restated Moving to Work Agreement" between the U.S. Department of Housing and Urban Development and District of Columbia Housing Authority. This agreement was signed by both parties in September 2010. The agreement was extended by Congress and is scheduled to expire at the end of the Housing Authority's 2038 Fiscal Year. The required elements of the Annual MTW Plan and Annual MTW Report are detailed in HUD Form 50900 (OMB Control Number: 2577-0216 Expiration Date: 08/31/2027).

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Section I. Introduction

A. Overview

The District of Columbia Housing Authority (DCHA) is an independent public agency committed to addressing the housing needs of our community's most vulnerable populations. The Agency is the largest landlord in the District, serving nearly 6,000 households in public housing, approximately 14,000 households in the federal Housing Choice Voucher Program, and more than 7,000 households in locally administered voucher and subsidy programs.

The District of Columbia Housing Authority's (DCHA) Moving to Work (MTW) Annual Report provides information on activities undertaken by DCHA under the MTW Demonstration Program during Fiscal Year 2024, i.e., the period from October 1, 2023 to September 30, 2024.

MTW is a demonstration program authorized by Congress, through which DCHA and 137 other participating agencies nationwide have the flexibility to waive certain statutes, including parts of the 1937 U.S. Housing Act, and HUD regulations in order to design and test approaches for providing housing assistance that address one or more of the following statutory objectives:

- Reduce cost and achieve greater cost effectiveness in federal expenditures.
- Provide incentives to families with children whose heads of household are either working, seeking work, or are participating in job training, educational or other programs that assist in obtaining employment and becoming economically self-sufficient; and
- Increase housing choices for low-income families.

DCHA has been a participant in the MTW program since July 2003 pursuant to an MTW Agreement with the U.S. Department of Housing and Urban Development (HUD). The MTW Agreement, as amended, describes the authority and flexibility granted to DCHA under the MTW program, along with requirements for participation. DCHA's MTW Agreement with HUD was recently extended through 2038.

The FY 2024 MTW Annual Report includes information on DCHA's housing inventory, waiting list, finances, planned and ongoing MTW activities, and other information required in the HUD Form 50900, which details the reporting requirements applicable to MTW agencies.

B. MTW Goals and Objectives

Long-Term Goals

DCHA's mission is to provide quality affordable housing to extremely low-through moderate-income households, foster sustainable communities, and cultivate opportunities for residents to improve their lives. We are dedicated to addressing the housing needs of the District of Columbia's most vulnerable populations including seniors, people with disabilities and families with children. As an independent public agency, DCHA provides housing assistance to nearly 10% of the District's residents. The agency's work encompasses roles as landlord, property manager, voucher administrator, and real estate developer.

As part of the initial MTW Plan submission, DCHA established five (5) strategic objectives which continue to provide the framework for MTW planning and implementation efforts in FY2024 and beyond:

- Create opportunities to improve the quality of life for DCHA residents through collaboration and partnerships.
- Increase access to quality affordable housing.
- Provide livable housing to support healthy and sustainable communities.
- Foster a collaborative work environment that is outcome drive and meets the highest expectations of the affordable housing industry.
- Effectively communicate agency accomplishments and advocate for its mission.

DCHA is committed to fulfilling its mission and strategic goals by exploring opportunities that address local housing needs and meet MTW statutory objectives. Over the long-term, DCHA will continue to leverage the flexibility provided by its MTW designation to preserve and increase affordable housing, implement program efficiencies and improve the well-being of the residents and families the agency services.

Short-Term Goals

DCHA's Stabilization and Reform Board, which was appointed in December 2022, hired Keith Pettigrew as Executive Director effective November 1, 2023. Since then, he has focused efforts on recruiting a new executive team, addressing outstanding corrective action items from HUD's 2022 review of DCHA operations, and developing a three-year Recovery Plan that provides a framework for preserving and expanding affordable housing and moving the agency to excellence in all areas of operations. Major objectives of the Recovery Plan over the next three-year period that will be supported using MTW flexibility include:

- Preserve or redevelop the existing public housing portfolio through conversion to Section 8 project-based assistance utilizing the Rental Assistance Demonstration (RAD) program, Section 18, RAD/Section 18 blend and other available methods.
- Expand affordable housing opportunities through innovative use of the Restore-Rebuild (formerly "Faircloth-to-RAD") program, Low Income Housing Tax Credits, Housing Choice Vouchers and other
  programs that leverage DCHA's MTW resources.
- Achieve high rates of occupancy, meet property management and inspection standards, and provide safe and supportive living environments for residents of public housing and other affordable units owned by DCHA.
- Improve voucher utilization and provide Housing Choice Voucher program participants with a diverse range of tenant-based and project-based housing and related service options.
- Connect DCHA residents and program participants to programs and services that provide education and employment opportunities, help families build financial assets and maximize the potential for independent living and self-sufficiency.
- Improve DCHA's organizational infrastructure including data, technology, website, call center and other systems so that they are fully integrated, reliable, functionally robust, and user-friendly.
- Ensure that agency policies and procedures comply with regulatory requirements, are clear and transparent, reflect industry best practices and incorporate innovation and flexibility as allowed through MTW.

Agency Initiatives and Highlights

DCHA is committed to providing all residents served by the agency's housing programs opportunities for achieving economic independence and self-sufficiency. Highlights from FY 2024 include:

- **Homeownership Assistance Program (HOAP):** Using MTW flexibility, DCHA established the HOAP program in 2003 to offer eligible households who are participating in the Housing Choice Voucher Program the opportunity to achieve homeownership. Under the program, DCHA provides housing assistance and financial counseling services for up to five years as families prepare for homeownership. Since the program's inception, 167 households have transitioned from the voucher program to homeownership. In FY 2024, 10 participants in the program became new homeowners, and 129 participants enrolled and worked towards their homeownership goals during the year.

- **Apprenticeship Training Program (ATP):** DCHA's "Pathways to Self-Sufficiency" resident services model includes ATP, a 12-month work-based training program, held on-site at a DCHA public housing community, in which participants learn new career skills and obtain certifications in the building maintenance industry. Enrollees participate in paid classroom and on-the job training and professional development and work alongside DCHA's Property Management Operations team. In FY 2024, 31 participants graduated from the program, with 100% of participants receiving employment offers post-graduation.

- **Credit Building Pilot**: DCHA implemented a city-funded rent reporting and credit building pilot during FY2021. Rent payments are reported to Experian for participating families. Participants also meet regularly with a program coordinator to work on a holistic approach to improving their credit to meet their personal financial goals. Since the program's inception, over 100 participants have applied to the program, 50 residents have participated, and two have become homeowners. Program participants have seen an average increase of 28.5 points in their credit scores and several participants established credit for the first time. This increase in credit has assisted families with goals including homeownership, car purchases, and building small businesses. The program has also led to the establishment of new partnerships, regular financial education workshops, and deepened relationships with residents. As of end of FY 2024, 76 participants are enrolled in the program.

In FY 2024, DCHA continued efforts to address the capital needs of our public housing sites, as well as create and preserve quality affordable housing for extremely low- through moderate-income households. Highlights include:

- **The Asberry/Barry Farm:** In November 2024, DCHA celebrated the grand opening of The Asberry, a 108-unit mixed use development and the first on-site property delivered under the New Communities Initiative at the historically significant Barry Farm community. Using an innovative Restore Rebuild (formerly Faircloth-to-RAD) conversion approach, The Asberry, which has 77 replacement units for former Berry Farm residents, is a 100% affordable, 55+ senior preference residential property that also includes over

5,000 sq. feet of commercial space and amenities for residents. Once completed, the Barry Farm redevelopment will increase the number of affordable housing units available at the site, including the creation of 900 residential units across several buildings, of which at least 380 are affordable replacement units for former residents, as well as an additional 320 other affordable units and 100 homeownership units, plus community serving retail spaces and a large central park with community facilities for on-site services and programs.

- **Park Morton:** In 2024, DCHA continued to move forward with Phase 1 of the preservation and redevelopment of the Park Morton public housing community. Leveraging a combination of tax-exempt bonds, 4% Low-Income Housing Tax Credits, and gap financing from the New Communities Initiative, the 142-unit project will provide long-term affordable housing for the District's residents and is set to open in early FY2025. Of the 142 units, 40 will be dedicated public housing replacement units, ensuring that the community retains its affordability and access for current residents. Phase 1 is the first step in a larger, three-phase plan to redevelop Park Morton, which will ultimately feature 456 modern, mixed-income units. The final development will blend public housing, affordable housing, and market rate units, as well as feature 1-for-1 replacement of existing public housing units.

- **Kenilworth 166:** The first phase of the Kenilworth Courts redevelopment was successfully completed in late 2024, introducing 166 modern, affordable housing units to the vibrant Ward 7 neighborhood of Northeast D.C. This transformative mixed-income community is 100% affordable and was carefully designed to provide a diverse range of housing options. The development includes a 42-unit apartment building with a preference for seniors aged 55 and older, a 65-unit multifamily property, 15 stack-flat apartments, and 44 townhomes. Through strategic financing, including Low-Income Housing Tax Credits and D.C. Housing Production Trust Funds, Kenilworth 166 meets the pressing need for affordable housing, including 88 family-sized units, which will support local families for years to come.

DCHA has also maintained focus on continuous improvement of our internal operations and policies to ensure the long-term stability and success of the agency and better deliver high quality services to the residents we serve. In FY 2024, the agency:

- **Restored in-person customer service:** In response to challenges posed by pandemic-era policies, which led to a loss of direct contact between residents and property managers, as well as between voucher holders and landlords with HCV staff, DCHA has taken steps to make staff more directly available to the public. This straightforward approach has enabled management to address and resolve recurring issues more effectively, leading to a significant reduction in resident complaints and strengthened accountability within our core delivery systems. Our property management offices have resumed their role as active hubs, facilitating quicker resolution of resident concerns and unit issues. DCHA also opened a new office in Chinatown at which HCV applicants, participants, and landlords can meet in person with HCV staff. The HCV program reinstated regular meetings with landlords who participate in the voucher program to foster stronger relationships and ensure continued collaboration and implemented landlord/participant "meet and greets" to facilitate unit leasing. The outcomes have been

overwhelmingly positive: in September 2024, over 2,400 visits were made to our satellite HCV office in Chinatown.

- **Made DCHA more accessible, predictable, and responsive:** By activating our social media platforms, improving our website, publishing a monthly newsletter, and through an improved network of information delivery systems, we have been able to make our programs, policies, and procedures more accessible to public housing residents and HCV participants throughout FY2024. Moreover, DCHA has been able to keep the public informed of our constantly improving policies and of the work of the Board of Commissioners.

- **Better-defined Agency policies and procedures through Board and HUD approvals:** In collaboration with constituents and advocates, DCHA has made significant strides in developing and refining its policies and procedures to enhance community access to its programs. The Board has played a crucial role in overseeing and approving these resolutions, which will guide DCHA in making major changes in the future. Notable resolutions passed by the Board in FY2024 include those that facilitate the repositioning of outdated public housing subsidies and resolutions to establish development principles that prioritize resident partnerships, ensure the replacement of units, uphold the right of residents to return to redeveloped sites, and ensure the maintenance of public control over repositioned sites.

Section II. General Housing Authority Operating Information

A. Housing Stock Information

i. Actual New Project Based Vouchers

Tenant-based vouchers that the MTW PHA project-based for the first time during the Plan Year. These include only those in which at least an Agreement to enter into a Housing Assistance Payment (AHAP) was in place by the end of the Plan Year. Indicate whether the unit is included in the Rental Assistance Demonstration (RAD).

	Property Name	Number of Project Based Vouchers		Actual Status as the End of the Plan Year**	RAD? (Yes or No)	Description of Project
		Planned	Actual			
1	Ontario Road	13	N/A	Committed	Yes	DCHA received a CHAP under its FY2016 RAD Portfolio Award. DCHA plans to convert the property to RAD for stabilization and moderate rehabilitation. DCHA will be utilizing the Section 18 platform in combination with RAD program for RAD/Section 18 blended conversion. The property will continue to be managed by DCHA or its wholly owned affiliate.
2	Elvans Road	20	N/A	Committed	Yes	DCHA received a CHAP under its FY2016 RAD Portfolio Award. DCHA plans to convert the property to RAD for stabilization and moderate rehabilitation. DCHA will be utilizing the Section 18 platform in combination with RAD program for RAD/Section 18 blended conversion. The property will continue to be managed by DCHA or its wholly owned affiliate.
3	The Villager	20	N/A	Committed	Yes	DCHA received a CHAP under its FY2016 RAD Portfolio Award. DCHA plans to convert the property to RAD for stabilization and moderate rehabilitation. DCHA will be utilizing the Section 18 platform in combination with RAD program for RAD/Section 18 blended conversion. The property will continue to be managed by DCHA or its wholly owned affiliate.
4	Montana Terrace	64	N/A	Committed	Yes	DCHA received a CHAP under its FY2016 RAD Portfolio Award. DCHA plans to convert the property to RAD for stabilization and moderate rehabilitation. DCHA will be utilizing the Section 18 platform in combination with RAD program for RAD/Section 18 blended conversion. The property will continue to be managed by DCHA or its wholly owned affiliate.

	Property Name	Number of Project Based Vouchers		Actual Status as the End of the Plan Year**	RAD? (Yes or No)	Description of Project
		Planned	Actual			
5	Lincoln Road	19	N/A	Committed	Yes	DCHA received a CHAP under its FY2016 RAD Portfolio Award. DCHA plans to convert the property to RAD for stabilization and moderate rehabilitation. DCHA will be utilizing the Section 18 platform in combination with RAD program for RAD/Section 18 blended conversion. The property will continue to be managed by DCHA or its wholly owned affiliate.
6	Judiciary House	263	N/A	Committed	Yes	DCHA received a RAD CHAP for Judiciary House in FY2021, with anticipated closing in FY2025. DCHA will be utilizing the Section 18 platform in combination with RAD program for RAD/Section 18 blended conversion. The property will continue to be managed by DCHA or its wholly owned affiliate.
7	Kenilworth 166 -- Phase 1	101	N/A	Committed	Yes	As part of the Kenilworth redevelopment, DCHA will project based 101 units as part of the first phase of the new construction redevelopment using Restore-Rebuild (formerly Faircloth-to-RAD). DCHA expects 166 units total to come online during phase one (17 to receive subsidy through the Districts Local Rent Supplement Program, LSRP). Phase 1 of Kenilworth 166 was completed in late 2024 and units are now leasing.
8	Potomac Gardens (Family & Senior Mid-Rise)	208	N/A	Committed	Yes	DCHA received a RAD CHAP for Potomac Gardens family and senior midrise in FY2021, with anticipated closing in FY2025. DCHA will be utilizing the Section 18 platform in combination with RAD program for RAD/Section 18 blended conversion. The property will continue to be managed by DCHA or its wholly owned affiliate.
9	Barry Farm -Phase 1 (The Asberry)	44	N/A	Committed	Yes	As part of the Barry Farm redevelopment, DCHA expects 108 total units to come online during phase one, including 77 total replacement units constructed as Restore-Rebuild (formerly Faircloth-to-RAD). The Asberry converted to RAD in late FY24 and units are now leasing.
10	Park Morton	40	N/A	Committed	Yes	As part of the Park Morton redevelopment, DCHA anticipates project basing up to 40 units as part of the first phase of the new construction redevelopment using Restore-Rebuild (formerly Faircloth-to-RAD). DCHA expects 142 units to come online during phase one, including 40 total replacement units. DCHA received an RCCA for this project from HUD in FY2023.

	Property Name	Number of Project Based Vouchers		Actual Status as the End of the Plan Year**	RAD? (Yes or No)	Description of Project
		Planned	Actual			
11	Wheeler Creek	148	N/A	Committed	Yes	A DCHA Hope VI site, Wheeler Creek Apartments ("Wheeler Creek") is a mixed income affordable multifamily property which includes 148 public housing units in 21 separate buildings. DCHA received a RAD CHAP in FY2022.
12	Henson Ridge I	68	N/A	Committed	Yes	A DCHA HOPE VI site, Henson Ridge I is a mixed finance property which included 68 public housing units. In December 2024, DCHA closed on a RAD blend for the site that includes rehab of units .
13	Capper Senior I	163	N/A	Committed	Yes	DCHA received a RAD CHAP for Capper Senior and anticipates converting to RAD in FY2025.
14	2nd Northwest Cooperative	99	N/A	N/A	No	DCHA Accepted HUD's Invitation to administer 99 enhanced vouchers for households impacted by Section Northwest Cooperative #17's opt-out decision.
15	Foster House	31	N/A	N/A	No	DCHA accepted HUD's invitation to administer 31 tenant protection vouchers for households impacted by Foster House Apartment's opt-out decision.
	TOTAL New PBVs	1,299	N/A			

* Figures in the "Planned" column should match the corresponding Annual MTW Plan.

** Select "Status at the End of Plan Year" from: Committed, Leased/Issued

Difference between "Planned" and "Actual" number of vouchers that were newly project-based.
DCHA's FY2024 MTW Annual Plan listed 1,441 potential new project-based units. DCHA has committed 1,169 of those units, with subsidy conversions from public housing to PBV to be completed in early FY2025 at Capper Senior 1, Henson Ridge I, and Kenilworth 166 – Phase 1. Additionally, the 140 project-based vouchers from the Friendship Terrace opt-out were added to existing rather than new since HAP was already in place.

ii. Actual Existing Project Based Vouchers

Tenant-based vouchers that the MTW PHA is currently project-basing in the Plan Year. These include only those in which at least an AHAP or HAP was in place by the beginning of the Plan Year. Indicate whether the unit is included in RAD.

	Property Name	Number of Project Based Vouchers		Planned Status as the End of the Plan Year**	RAD? (Yes or No)	Description of Project
		Planned	Actual			
1	Meridian	34	34	Leased	No	Family
2	Edgewood Senior	38	38	Leased	No	Senior
3	2008 3rd Street	11	11	Leased	No	Family
4	Chapin House	15	15	Leased	No	Family
5	Euclid	17	17	Leased	No	Family
6	Weinberg House	6	6	Leased	No	Family
7	First Street	12	12	Leased	No	Family
8	Soho	4	4	Leased	No	Family
9	Beacon House—Good Hope Road	15	15	Leased	No	Family
10	Kenyon	12	12	Leased	No	Family
11	Champlain	28	28	Leased	No	Family
12	Shalom House	89	89	Leased	No	SRO
13	Green Door	4	4	Leased	No	Family
14	Capital Gateway Senior	151	151	Leased	No	Senior
15	Robert Walls Senior	47	47	Leased	No	Senior
16	Henson Ridge II	92	92	Leased	No	Family
17	Oxford Manor	3	3	Leased	No	Family
18	Carver Terrace	103	103	Leased	No	Senior
19	Accessibuild 22 – DCHA	22	22	Leased	No	Family
20	Beacon House	13	13	Leased	No	Family
21	JW King	74	74	Leased	No	Senior
22	St. Paul – Wayne Place Senior	49	49	Leased	No	Senior
23	Birchmere Homes, LLC	2	2	Leased	No	Family
24	Fairlawn	10	10	Leased	No	Family
25	The Overlook	201	201	Leased	No	Senior/Family
26	Affordable Housing Corporation of the District of Columbia	1	1	Leased	No	Family
27	Crawford – Bethune House	20	20	Leased	No	Family
28	Edgewood – Wheeler Terrace	4	4	Leased	No	Senior
29	Williston	28	28	Leased	No	Family
30	Edgewood – Gregory /Vista - - Gregory	50	50	Leased	No	Family
31	Kenilworth	132	132	Leased	No	Family
32	Beacon House	10	10	Leased	No	Family

	Property Name	Number of Project Based Vouchers		Planned Status as the End of the Plan Year**	RAD? (Yes or No)	Description of Project
		Planned	Actual			
33	Community Connections – North Carolina	12	12	Leased	No	Family
34	SOME – Independence Place	21	21	Leased	No	Family
35	Charles Thorton	2	2	Leased	No	Family
36	Bourne Enterprise, LLC	1	1	Leased	No	Family
37	St. Martin	10	10	Leased	No	Family
38	Fendall Height – SOME	29	29	Leased	No	Vash
39	SOME – Griffin House	1	1	Leased	No	Family
40	VIDA Senior	9	9	Leased	No	Senior
41	Ernestine	2	2	Leased	No	Family
42	Kunlipe	1	1	Leased	No	Family
43	Gibson Plaza	20	20	Leased	No	Family
44	WC Smith – 1320 Mississippi Ave	19	19	Leased	No	Family
45	St. Dennis – 1636 Kenyon St	8	8	Leased	No	Family
46	NCC – VASH	60	60	Leased	No	VASH
47	Mi Casa – Intergenerational	20	20	Leased	No	Intergenerational
48	Columbia Road/Colorado Road	44	44	Leased	Yes	RAD Family
49	Matthews Memorial	35	35	Leased	Yes	Family
50	Fairlawn Marshall	30	30	Leased	Yes	Family
51	Conway Center	20	20	Leased	No	SRO
52	St. Stephens	18	18	Leased	No	Family
53	Parkway Overlook	55	105	Leased	No	Family
54	Friendship Terrace	140	125	Leased	No	Senior
	TOTAL Existing PBVs	**1,854**	**1,889**			

Difference between "Planned" and "Actual" existing number of vouchers project-based.
As shared in the FY2022 MTW report and FY2024 MTW plan, permanent conversion was completed at Parkway Overlook in FY2022, including 50 additional PBVs. The 125 project-based vouchers from the Friendship Terrace opt-out were added to existing rather than new since HAP was already in place.

iii. Actual Other Changes to MTW Housing Stock in Plan Year

Narrative description of other changes that occurred during the plan year.

Other Changes to the Housing Stock that Occurred During the Fiscal Year
Offline Units – There were approximately 1,178 Public Housing units offline at the end of FY2024 for rehabilitation and redevelopment projects.
New Communities Initiative – DCHA continues to work cooperatively with the District of Columbia's New Communities Initiative. DCHA closed on the Barry Farm Senior Building 1B "The Asberry" in August 2022 to complete 108 units, of which 77 are replacement units. The building was completed converted to RAD through Restore, Rebuild in October 2024. The second project at Barry Farm "The Edmonson", will deliver 139 units, including 50 replacement units in an elevator multifamily rental apartment building and had financial a closing in May 2024. Construction is ongoing. At Park Morton, Phase 1 financial closing occurred in FY2023. Construction is ongoing with units expected for delivery in winter 2025. Relocation is complete at both Sursum Corda and Sibley Townhomes. DCHA is working to demolish both properties & seek development partners in FY 2025.
Demolition/Disposition Applications – Kenilworth 166 – Phase 1 • DCHA received approval for a phased demolition at Kenilworth 166 – Phase 1 in FY2018. Kenilworth 166 -Phase 1 included 89 units that were demolished in 2021 with HUD approval financial closing occurred in FY2022, allowing new construction to begin for a 166 unit mixed-income site with a new senior building, multi-family building and townhomes. The project began coming online in October 2024 with 101 replacement units converting to RAD through Restore-Rebuild (formerly Faircloth-to-RAD) in December 2024. Park Morton • DCHA received approval for a phased Demolition/Disposition application at Park Morton for a total of 174 units in FY2019. Phase 1 demolition of 60 units will allow for the development of 142 units within a multi-family building. A financial closing for the project occurred in FY2023. DCHA is in the process of seeking local approval to demolish Phase 2 units at Park Morton as planning for Phase construction is ongoing. Sursum Corda and Sibley Townhomes • A Demolition/Disposition application was approved in FY2020. Relocation activities from the site began in FY2020 and are complete. A developer RFP was issued in FY2023 for Sibley Townhomes however no developer selections were made. DCHA received approval to dispose of its headquarters at 1133 N. Capital St. NE in FY2022. The redevelopment of the property is ongoing and Phase 1 began delivery of 430 new units in FY 2024. In FY24 DCHA submitted an additional six Demolition/Disposition applications for: Benning Terrace, Hopkins Apartments, Langston Terrace, Greenleaf Addition/Extension, Greenleaf Mid-Rise, Greenleaf Senior, Greenleaf Gardens, Potomac Gardens, and Horizon. Applications are still waiting for approval from HUD.
RAD CHAPs – A RAD CHAP was submitted and received for Henson Ridge during FY2023. In December 2024 Henson Ridge I had a financial closing as a RAD/Section 18 Blend. Renovation work is expected to be completed in FY 2027. Capper Senior I received a RAD CHAP in January 2024 and converted to RAD in December 2024. DCHA received a RAD CHAP for Judiciary in FY 2021. To date, District funds have been used to fund the renovations of 150 units and work is nearly complete. For Judiciary, DCHA is working with the DC Housing Finance Agency to secure a bond allocation to support funding for the remaining 113 units and common space in FY 2025. DCHA also anticipates a RAD/Section 18 Blend conversion at Judiciary. DCHA received a CHAP for the bundled RAD conversion/rehabilitation of five (5) properties (Montana, Elvans Road, Lincoln Road, Villager, Ontario) in 2018, and is working toward a RAD/Section 18 conversion FY 2025.

iv. General Description of Actual Capital Fund Expenditures During the Plan Year

The following summarizes the actual capital fund expenditures during FY2024 by grant year and development:

CFP2019 (CFP 501-19)		
Frontline Cost Center	Relocation Services	$ 1,823.50
Greenleaf Gardens	A&E Services	$ 32,406.59
James Apartments	A&E Services	$ 26,957.96
Kelly Miller	N/A	$ 18,850.00
Kelly Miller Dwellings	A&E Design Services	$ 33,130.00
Langston Terrace	Unit Renovations	$ 313,391.40
Ledroit Apartments	A&E Services	$ 265,671.18
Sibley Plaza	Roof Survey	$ 122,523.82
Sursum Corda	Relocation Services	$ 581.94
CFP2020 (CFP 501-20)		
Carroll Apartments	Generator Replacement	$ 71,630.28
Carroll Apartments	Construction Administration Fees	$ 1,790.76
Carroll Apartments	Construction Administration Fees	$ 8,953.78
Greenleaf Gardens	Generator Replacement	$ 86,278.33
Greenleaf Gardens	Construction Administration Fees	$ 8,627.83
Greenleaf Gardens	Construction Administration Fees	$ 6,902.27
Greenleaf Gardens	Lead Remediation	$ 112,870.32
Hopkins Apartments	Generator Replacement	$ 75,137.44
Hopkins Apartments	Construction Administration Fees	$ 2,911.57
Hopkins Apartments	Construction Administration Fees	$ 8,359.05
Langston Terrace	Lead Abatement	$ 56,991.71
Langston Terrace	Construction Administration Fees	$ 19,186.20
Langston Terrace	Construction Administration Fees	$ 10,792.92
Langston Terrace	Construction Administration Fees	$ 21,313.41
Lincoln Road	Replace Fire Escape	$ 145,766.89
CFP2021 (CFP 501-21)		
1133 N. Capitol St	Security Lighting & Fencing Repairs	$ 891,049.24
Benning Terrace	Unit Stabilizations & Stairwell Renovations	$ 515,049.81
Benning Terrace	Unit Stabilizations & Stairwell Renovations	$ 261,750.68
Benning Terrace	Unit Stabilizations & Stairwell Renovations	$ 2,677,904.13
COCC	Environmental Consulting Services	$ 77,942.54
COCC	Environmental Review - various sites	$ 22,629.09
Claridge Towers	Construction Administration Fees	$ 10,610.92
Claridge Towers	Construction Administration Fees	$ 13,129.26
Claridge Towers	Construction Administration Fees	$ 10,870.35
Claridge Towers	Construction Administration Fees	$ 18,654.76
Claridge Towers	Construction Administration Fees	$ 9,700.48
Claridge Towers	Construction Administration Fees	$ 8,954.28
Claridge Towers	Make Ready Units	$ 74,619.04
Greenleaf Gardens	Extended Rental for Temporary Boiler	$ 125,255.71

Greenleaf Gardens	JOC Order Fees	$ 2,442.49
Highland Additions	Make Ready Units	$ 228,396.51
Highland Additions	Site Test Borings & Report	$ 24,250.00
Highland Additions	Construction Administration Fees	$ 14,400.18
Highland Additions	Construction Administration Fees	$ 18,728.30
Highland Additions	Construction Administration Fees	$ 11,422.06
Highland Additions	Construction Administration Fees	$ 10,768.02
Highland Additions	Construction Administration Fees	$ 17,495.67
Highland Additions	Make Ready Units at Highland Add.	$ 144,001.77
Hopkins Apartments	JOC Order Fees	$ 5,788.30
Horizon House	A&E Services	$ 43,600.00
Horizon House	Contract Administration Fees	$ 17,275.28
Horizon House	Make Ready Units	$ 38,278.42
James Creek	Construction Administration Fees	$ 11,143.07
James Creek	Construction Administration Fees	$ 5,097.84
James Creek	Construction Administration Fees	$ 2,030.12
James Creek	Construction Administration Fees	$ 8,496.40
James Creek	Make Ready Units at James Creek	$ 144,514.05
Judiciary House	Construction Administration Fees	$ 42,809.97
Judiciary House	Make Ready FCU & Ph I Fan Coil Unit	$ 75,546.42
Kelly Miller	JOC Order Fees	$ 487.50
Lincoln Road	Inspections for Fire Escape	$ 3,782.50
Lincoln Road	Inspections for Fire Escape	$ 21,419.50
Woodland Terrace	Construction Administration Fees	$ 10,338.06
Woodland Terrace	Lead Abatement	$ 94,666.50
CFP2022 (CFP 501-21)		
Benning Terrace	JOC Order Fees	$ 366.75
Benning Terrace	Landscaping	$ 17,890.42
Benning Terrace	Construction Administration Fees	$ 2,259.50
Benning Terrace	Construction Administration Fees	$ 5,494.30
Benning Terrace	Construction Administration Fees	$ 1,235.33
Benning Terrace	Construction Administration Fees	$ 2,738.35
Benning Terrace	Construction Administration Fees	$ 5,118.80
Benning Terrace	Construction Administration Fees	$ 14,710.00
Benning Terrace	Construction Administration Fees	$ 2,246.50
Benning Terrace	Construction Administration Fees	$ 6,711.42
Benning Terrace	Landscaping	$ 232,228.72
CAPITAL GATEWAY	Feasibility Study	$ 151,174.77
CAPPER SR.	Environmental Review	$ 5,741.61
CAPPER SR.	Radon Testing	$ 5,065.00
COCC	Environmental Review - various sites	$ 10,006.91
COCC	DCHA Police Vehicles	$ 234,625.00
Claridge Towers	A&E Services	$ 15,336.15
Claridge Towers	Fire Alarm System Assessment	$ 89,802.14
Garfield Terrace	Emergency Fire Alarm Repairs	$ 43,169.52
Garfield Terrace	JOC Order Fees	$ 884.98
Garfield Terrace	DHW Heater, Pumps, Piping & Boiler	$1,023,250.00
Greenleaf Gardens	A&E Design Services	$ 84,610.10
Greenleaf Gardens	A&E Services	$ 68,117.98

Greenleaf Gardens	JOC Order Fees	$ 13,940.00
Greenleaf Gardens	A&E Design Services	$ 62,504.90
Greenleaf Gardens	Emergency Inspection & Repairs	$ 629,827.48
Greenleaf Garden	Construction Administration Fees	$ 20,734.89
Greenleaf Gardens	Construction Administration Fees	$ 57,411.90
Greenleaf Gardens	Construction Administration Fees	$ 10,419.58
Greenleaf Gardens	Phase 1 Landscaping Project	$ 260,489.31
Hopkins Apartments	HVAC System Evaluation Services a	$ 49,600.00
Hopkins Apartments	Emergency Inspection & Repairs	$ 494,308.17
James Apartments	Make Ready Units	$ 64,815.00
James Apartments	Design Services & Façade/Chimney Repairs	$ 284,126.44
James Creek	A&E Services	$ 32,352.41
James Creek	HVAC System Evaluation Services	$ 30,010.00
James Creek	A&E Services	$ 100,417.01
Judiciary House	A&E Services	$ 65,200.00
Judiciary House	Building Permits	$ 22,000.00
CFP2023 (CFP 501-21)		
Benning Terrace	Landscaping Phase 2	$ 175,164.90
COCC	HCVP Office Space & Call Center Rehab.	$ 719,153.76
COCC	JOC Order Fees	$ 15,600.00
Greenleaf Gardens	Environmental Services	$ 32,720.01
Harvard Towers	Make Ready Renovations & Unit Turns	$ 200,940.00
Harvard Towers	JOC Order Fees	$ 41,041.12
Kelly Miller	Temporary Repair Flooring	$ 255,479.41
Langston Addition	A&E Services	$ 199,752.76
LeDroit Apartments	A&E Services	$ 107,579.52
Potomac Gardens	Building Entry Door Replacement	$ 824,507.65
Potomac Gardens	JOC Order Fees	$ 17,864.33
Sibley Plaza	JOC Order Fee	$ 6,688.42
Sibley Plaza	JOC Order Fees	$ 38,048.13
Sibley Plaza	Unit Rehab (Added Units)	$ 195,120.00
Stoddert Terrace	Landscaping	$ 33,631.20
Syphax Gardens	Building Entry Door Replacement	$ 718,253.01
Syphax Gardens	JOC Order Fees	$ 15,365.08
Woodland Terrace	JOC Order Fees	$ 42,844.52
Woodland Terrace	Roof Top Exhaust & 20 Walkup Apts.	$1,994,350.93
Benning Terrace	Landscaping Phase 2	$ 175,164.90
COCC	HCVP Office Space & Call Center Rehab	$ 719,153.76
COCC	JOC Order Fees	$ 15,600.00
Greenleaf Gardens	Environmental Services	$ 32,720.01
Harvard Towers	Make Ready Renovations & Unit Turns	$ 200,940.00
Harvard Towers	JOC Order Fees	$ 41,041.12
Kelly Miller	Temporary Repair Flooring	$ 255,479.41
Langston Addition	A&E Services	$ 199,752.76
LeDroit Apartments	A&E Services	$ 107,579.52
Potomac Gardens	Building Entry Door Replacement	$ 824,507.65
Potomac Gardens	JOC Order Fees	$ 17,864.33
Sibley Plaza	JOC Order Fee	$ 6,688.42

Sibley Plaza	JOC Order Fees	$ 38,048.13
Sibley Plaza	Unit Rehab (Added Units)	$ 195,120.00
Stoddert Terrace	Landscaping	$ 33,631.20
Syphax Gardens	Building Entry Door Replacement	$ 718,253.01
Syphax Gardens	JOC Order Fees	$ 15,365.08
Woodland Terrace	JOC Order Fees	$ 42,844.52
Woodland Terrace	Roof Top Exhaust & 20 Walkup Apts.	$1,994,350.93

B. Leasing Information

i. Actual Number of Households Served at the End of the Fiscal Year

Snapshot and unit month information on the number of households the MTW PHA actually served at the end of the Plan Year.

Number of Households Served	Number of Unit Months Occupied/Leased*		Number of Households Served	
	Planned	Actual	Planned	Actual
MTW Public Housing Units Leased	**71,928**	**59,808**	**5,994**	**4,984**
Housing Choice Vouchers (HCV) Utilized	**128,904**	**129,156**	**10,742**	**10,763**
Local, Non-Traditional: Tenant-Based	**N/A**	**N/A**	**N/A**	**N/A**
Local, Non-Traditional: Property-Based	**N/A**	**N/A**	**N/A**	**N/A**
Local, Non-Traditional: Homeownership	**N/A**	**N/A**	**N/A**	**N/A**
Planned and Actual Totals	**200,832**	**188,964**	**16,736**	**15,747**

Difference between "Planned" and "Actual" households served.
DCHA increased overall leasing under the voucher program from 84% to 88% in FY24. DCHA continues to focus on increasing public housing occupancy rates.

Local, Non-Traditional Category	Number of Unit Months Occupied/Leased*		Number of Households Served	
	Planned	Actual	Planned	Actual
Tenant-Based	-	-	-	-
Property-Based	-	-	-	-
Homeownership	-	-	-	-
Planned/Actual Totals	-	-	-	-

Households Receiving Local, Non-traditional Services Only	Average Number of Households Per Month	Total Number of Households in the Plan Year
-	-	-

ii. Discussion of Any Actual Issues/Solutions Relate to Leasing

Housing Program	Description of Leasing Issues and Solutions
Public Housing	Refusals: DCHA continues to experience significant challenges with refusals, largely due to applicants preferring larger bedroom (BR) sizes when offered 0 BR units, safety concerns, and a general preference for vouchers. Unit Turnovers, Unit Conditions and Transfers: In the first quarter of FY2024, DCHA hosted several open-house events, such as Turn-the-Key Tuesday and Thursday, to increase occupancy across its portfolio. These events aim to attract new residents and fill available units. As part of its Portfolio Stabilization initiative, DCHA continues to fill newly remodeled units that were previously offline for modernization. These units are being filled with residents from the transfer list as well as new admissions. The agency's ongoing efforts focus on providing safe and sanitary housing while revitalizing and stabilizing the housing stock.
Housing Choice Voucher	In FY2024, DCHA pulled 20,539 households from the HCV waiting list, with 1,726 applicants receiving eligibility determinations. DCHA maintained the payment standard at 187% of the FMR to help participants secure housing in DC's high-rent markets and opportunity neighborhoods. To further boost leasing activity, DCHA made a concerted effort to connect tenants with landlords through "Meet and Lease" events, held four times per month. As a result, the agency's leasing success rate increased from 84% to 88% in FY2024. In FY2024, to alleviate landlords' concerns about the rent reasonableness policy, DCHA held Landlord Townhalls to train on the rent reasonableness process and provided updates on program policies and procedures. Additionally, DCHA held Resident Townhall meetings to educate participants on rent reasonableness, affordability, and utility allowance charts. DCHA continues to leverage its MTW authority, offering security deposits up to one month of HAP for new lease-ups.
Local, non-Traditional	N/A

C. Waiting List Information

i. Wait List Information at Fiscal Year End

Snapshot information on the actual status of MTW waiting lists at the end of the Plan Year. The "Description" column should detail the structure of the waiting list (indicating whether the waiting list is site-based or agency-wide for public housing) and the population(s) served.

Housing Program(s) *	Wait List Type **	Number of Households on Wait List	Wait List Open, Partially Open or Closed ***	Was the Wait List Opened During the Fiscal Year
Public Housing	Site-Based	2,620	DCHA plans to open site-based waiting lists in FY25.	No
Housing Choice Voucher	Community-wide	18,083	Closed	No
Housing Choice Voucher (Mod-Rehab)	Community-wide	21,220	Closed	No

Please describe any duplication of applicants across waiting lists.
Applicants can select to be listed on multiple waiting lists, both DCHA managed and those managed by other entities. As such, there are applicant households who appear on more than one of the above lists.

ii. Actual Changes to the Waiting List(s) in the Plan Year

Describe any actual changes to the organizational structure of policies of the waiting list(s), including any opening or closing of a waiting list during the plan year.

Waiting List Name	Description of Actual Changes to the Waiting List
Public Housing	During FY2024, DCHA continued to determine eligibility for the remaining families on the waitlist. DCHA sent 3,144 families from the public housing waitlist letters for the Asberry (Barry Farms) Kenilworth (K1660), and Park Morton. DCHA plans to re-open the public housing waiting list using a site-based methodology in early 2025.
Housing Choice Voucher	During FY2024, DCHA pulled 20,539 applicants from the HCV waiting list. 1,726 applicants completed eligibility determinations during the fiscal year.
Housing Choice Voucher (Mod-Rehab)	During FY2024, DCHA pulled 20,539 applicants from the HCV waiting list. 1,726 applicants completed eligibility determinations during the fiscal year.

D. Information on Statutory Objectives and Requirements

i. 75% of Families Assisted are Very Low-Income

HUD will verify compliance with the statutory requirement that at least 75% of the households assisted by the MTW PHA are very low income for MTW public housing units and MTW HCVs through HUD systems. The MTW PHA should provide data for the actual families housed upon admission during the PHA's Plan Year reported in the "Local, Non-Traditional: Tenant-Based"; "Local, Non-Traditional: Property-Based"; and "Local, Non- Traditional: Homeownership" categories. Do not include households reported in the "Local, Non-Traditional Services Only" category.

Income Level	Number of Local, Non-Traditional Households Admitted in the Plan Year
80%-50% Area Median Income	N/A
49%-30% Area Median Income	N/A
Below 30% Area Median Income	N/A
Total Local, Non-Traditional Household Admitted	N/A

ii. Maintain Comparable Mix

HUD will verify compliance with the statutory requirement that MTW PHAs continue to serve a comparable mix of families by family size by first assessing a baseline mix of family sizes served by the MTW PHA prior to entry into the MTW demonstration (or the closest date with available data) and compare that to the current mix of family sizes served during the Plan Year.

Baseline for the Mix of Family Sizes Served (upon entry to MTW program)**					
Family Size*	**Occupied Number of Public Housing Units**	**Utilized HCVs**	**Non-MTW Adjustments***	**Baseline Mix Number**	**Baseline Percentages**
0 bdrm	2,255	see previous column	2,255	2,255	13.7%
1 bdrm	3,592	see previous column	3,592	3,592	21.8%
2 bdrm	5,193	see previous column	5,193	5,193	31.6%
3 bdrm	3,857	see previous column	3,857	3,857	23.4%
4 bdrm	1,177	see previous column	1,177	1,177	7.2%
5 bdrm	343	see previous column	343	343	2.1%
6+ bdrm	35	see previous column	35	35	0.2%
TOTAL	**16,452**		**16,452**	**16,452**	**100%**

*"Non-MTW Adjustments" are defined as factors that are outside the control of the MTW PHA and/or unrelated to the MTW PHA's local MTW program. An example of an acceptable "Non-MTW Adjustment" would include demographic changes in the community's overall population. If the MTW PHA includes "Non-MTW Adjustments," a thorough justification, including information substantiating the numbers given, should be included below. MTW PHAs must continue to adhere to all fair housing obligations as detailed in the MTW Certifications of Compliance. MTW PHAs must continue to adhere to all Federal, State, and local fair housing and civil rights obligations including those detailed in the MTW Certifications of Compliance.
**DCHA uses bedroom size as the proxy for family size for purposes of calculating baseline and actual unit counts.

Describe the justification for any "Non-MTW Adjustments" given above.
None

Baseline for the Mix of Family Sizes Served (in current Plan Year)				
Family Size	**Baseline Mix Percentage****	**Number Of Households Served In Plan Year^**	**Percentage Of Households Served**	**% Change From Baseline Year To Current Plan Year**
0 bdrm	13.7%	1,080	6.86%	-6.84%
1 bdrm	21.8%	5,485	34.83%	13.03%
2 bdrm	31.6%	4,545	28.86%	-2.74%
3 bdrm	23.4%	3,015	19.15%	-4.25%
4 bdrm	7.2%	1,064	6.76%	-0.44%
5 bdrm	2.1%	436	2.77%	0.67%
6+ bdrm	0.2%	122	.77%	0.57%
TOTAL	**100%**	15,747	100%	-

** The "Baseline Mix Percentage" figures given in the "Mix of Family Sizes Served (in Plan Year)" table should match those in the column of the same name in the "Baseline Mix of Family Sizes Served (upon entry to MTW)" table.

^ The "Total" in the "Number of Households Served in Plan Year" column should match the "Actual Total" box in the "Actual Number of Households Served in the Plan Year" table in Section II.B.i of this Annual MTW Report.

^^ The percentages in this column should be calculated by dividing the number in the prior column for each family size by the "Total" number of households served in the Plan Year. These percentages will reflect adjustment to the mix of families served that are due to the decisions of the MTW PHA. Justification of percentages in the current Plan Year that vary by more than 5% from the Baseline Year must be provided below.

Description of the justification for any variances of more than 5% between the Plan Year and the Baseline year
As provided in DCHA's 2003 MTW agreement and subsequent annual reports, the agency has provided family size in terms of bedroom size in a cumulative number for both the Public Housing and HCV programs. The percent change from the 2003 baseline bedroom size distribution can be attributed to shifts in the demographics of voucher holders. DCHA pulls households from the waiting list for federal vouchers by date and time of application and preference, not bedroom size. Therefore, the mix of household sizes needed by the households DCHA serves can change frequently. The percentage of households served by family size (bedroom size) is generally consistent with bedroom sizes reported in the American Community Survey for the Washington Metropolitan Area. According to the U.S. Census Bureau, 2023 American Community Survey 1-Year Estimates[1], the housing stock of renter-occupied housing units in Washington, DC includes the following breakdown by unit size: 11.9% 0-bedroom units, 31% 1 bedroom units, 44.2% 2 or 3 bedroom units, and 12.9% are 4 or more bedroom units.

[1] https://data.census.gov/table/ACSST1Y2023.S2504?q=United%20States&t=Owner/Renter%20(Tenure)&g=040XX00US11&y=2023

iii. Number of Households Transition to Self-Sufficiency by Fiscal Year End

Number of households, across MTW activities, that were transitioned to the MTW PHA's local definition of self-sufficiency during the Plan Year.

Activity Name/#	Number of Households Transitioned*	Agency Definition of Self Sufficiency
Modification to HCV Homeownership Program/Initiative #3 (HOAP)	10	Households purchasing homes
Simplified Certification and Multi-Year Income Recertification/Initiative #4	219	HCV families who are able to afford the full contract rent and Public Housing families who transition from TANF due to increased earnings
Encourage the Integration of Public Housing Units into Overall HOPE VI Communities/Initiative #23	0	Families participating in community governance activities and events
Modifications to the HCV Family Self-Sufficiency Program/Initiative #32	0	# of households to become homeowners/rent in the private rental market as a result of completion of the FSS program under the new policy
Households Duplicated Across Activities/Definitions	*0*	
Total Households Transitioned to Self Sufficiency	**229**	

Section III. Proposed MTW Activities

Table 1. Summary of Proposed Activities

New Number	Old Number	Activity	Statutory Objective	MTW Flexibility	Yr. Identified

All proposed MTW activities that were granted approval by HUD are reported in Section IV as "Approved Activities."

Section IV. Approved MTW Activities: HUD Approval Previously Granted

A. Implemented Activities

Table 2. Summary of MTW Activities/Initiatives

New Number	Old Number	Activity	Statutory Objective	MTW Flexibility	Fiscal Year	
					Approved	Implemented
1	1.1.04 1.5.05 1.9.06	Modifications to DCHA's Project-Based Voucher Program	• Increase housing choices for low-income families	Sections D4 and D7 of Attachment C.	FY2004, FY2005 & FY2006	FY2004, FY2005 & FY2006
3	1.4.04	Modifications to HCV Homeownership Program	• Reduce cost and achieve greater cost effectiveness • Increase housing choices for low-income families	Sections C11, D2, D8, D(1)(b), D(8)(a), and E of Attachment C.	FY2004	FY2004
4	2.1.04	Simplified Certification and Multi-Year Income Recertification	• Reduce cost and achieve greater cost effectiveness • Encourage families to obtain employment and become economically self sufficient	Sections C4 and D1c of Attachment C.	FY2004	FY2004
7	4.1.04	DCHA Subsidiary to Act as Energy Services Company	• Reduce cost and achieve greater cost effectiveness	Attachment D.	FY2004	FY2004
8	1.6.05 3.8.10	Modifications to Methods for Setting Total Tenant Payments and Determining HCV Market Rents and Promoting Deconcentration	• Reduce cost and achieve greater cost effectiveness • Increase housing choices for low-income families	Section D2 of Attachment C.	FY2005 & FY2010	FY2005 & FY2010
11	1.10.06; 2.5.04; 3.9.12; 22	Site-based In-take and Waiting List Management of Public Housing, Redeveloped Properties and Service Rich Properties	• Reduce cost and achieve greater cost effectiveness • Encourage families to obtain employment and become economically self-sufficient • Increase housing choices for low-income families	Sections C1, C9b, C10, C11, and D4 of Attachment C.	FY2004 FY2012	FY2005 FY2014
12	3.5.06	Rent Simplification and Collections	• Reduce cost and achieve greater cost effectiveness	Sections C11 and D2 of Attachment C.	FY2006	FY2006

New Number	Old Number	Activity	Statutory Objective	MTW Flexibility	Fiscal Year	
					Approved	Implemented
17	2.8.11	Change in Abatement Process, including Assessment of a Re-inspection Fee as an Incentive to Maintain Acceptable Housing Quality Standards (HQS) in Voucher Assisted Units	• Reduce cost and achieve greater cost effectiveness	Section D5 of Attachment C.	FY2011	FY2012
18	3.9.11	Creation of Local Authorization and Release of Information Form with an Extended Expiration to Support the Biennial Recertification Process	• Reduce cost and achieve greater cost effectiveness	Sections C4 and D3b of Attachment C.	FY2011	FY2012
20	2.9.12	Enhance Neighborhood Services within Public Housing Communities	▪ Encourage families to obtain employment and become economically self-sufficient	Sections B1b3, C1 and C15 of Attachment C.	FY2012	FY2012
23	3.10.12	Encourage the Integration of Public Housing Units into Overall HOPE VI Communities	• Increase housing choices for low-income families	Section C2 and C11 of Attachment C.	FY2012	FT2015
25	NA	Local Blended Subsidy	• Reduce cost and achieve greater cost effectiveness ▪ Increase housing choices for low-income families	Attachment C, Section B.1; Attachment D, Uses of Funds	FY2014	FY2014
32	N/A	Modifications to the HCV Family Self-Sufficiency Program	• Increase housing choices for low-income families	Attachment C, Section D(1)(a)	FY2019	FY2020
33	N/A	Waiver for Third-Party Housing Quality Standards (HQS) Inspections	• Reduce cost and achieve greater cost effectiveness	Attachment C, Section D.1.f, D.5, D.7.a and D.7.d[2]	FY2021	FY2021
			•			

[2] Authorizations now derived from Fifth Amendment to Attachment C of the MTW Agreement.

Initiative 1: Modifications to DCHA's Project Based Voucher Program

Description/Impact/Update

In order to increase housing choices for low-income families, as part of its Partnership Program, DCHA modified existing project-based voucher (PBV) rules and regulations. Specifically, the changes included:

- Allow a longer HAP contract term—from 10 to 15 years.
- Increase the threshold of units that can be project-based at a single building from 25% to 100%.
- Increase the percentage of DCHA's total voucher allocation that can be project-based to greater than 20%.
- Allow the owners of PBV units to establish site-based waiting lists.
- Allow applicants on the Public Housing waiting list who are determined to be eligible for UFAS units to be eligible for UFAS PBV units that are subsidized through the Partnership Program.
- Allow applicants on the Public Housing waiting list who are determined to be eligible for accessible units meeting Uniform Federal Accessibility Standards (UFAS) to be eligible for UFAS PBV units that are subsidized through the Partnership Program.
- Create a UFAS Loan Program to assist landlords in converting existing units to UFAS units or create new UFAS units that are subsidized through the Partnership Program and thus creating more housing choices for the disabled and their families.

The changes resulted in:

- Increasing participation by housing owners/landlords
- Meeting local housing and community needs

In addition, between FY2004 and FY2006, DCHA used its flexibility to award project-based vouchers to properties with affordable units who were receiving local funding through the city's Tenant Assistance Program (TAP). The city discontinued funding for the properties in the program and without MTW flexibility, 328 families would have been displaced as a result.

During FY2019, 55 units were project based at Parkway Overlook through the agency's continued partnership with the city to create affordable housing with supportive services through the city's local NOFA process. During FY2022, an additional 50 units became project based at Parkway Overlook during permanent conversion.

DCHA stopped making loans through the UFAS Loan program several years ago. As such, no additional UFAS units are being added to the DCHA portfolio via this initiative. However, the units that have been created continue to be available for housing families in need of fully accessible units.

Actual Non-Significant Changes
There were no non-significant changes in FY2024.

Actual Changes to Metrics/Data Collection
In compliance with the updated HUD Form 50900, the HUD Standard Metrics for this activity have been removed in FY2024.

Actual Significant Changes
There were no actual significant changes in FY2024.

Status
Implemented and Ongoing.

Initiative 3: Modifications to HCV Homeownership Program

Description/Impact/Update
As part of DCHA's efforts to develop new housing opportunities for low-income families that promote self-sufficiency, the Agency explored and implemented various modifications to its HCV Homeownership Program (HOAP), as regulated by HUD, that make it:

- more attractive to financial institutions and DCHA participants/residents;
- more user-friendly to DCHA participants interested in homeownership;
- more cost efficient to administer; and
- more realistic in promoting long-term homeownership success.

The result was the establishment of the following policies utilizing MTW flexibility:

1. The minimum down payment was set at 3% with no minimum required from the family's personal resources
2. A recapture mechanism was established what allows for the recapture of a portion of the homeownership (mortgage payments) assistance if the family leaves the property in the first 10 years
3. The employment requirement was increased from one year to at least two years
4. Portability is no longer permitted under the Homeownership program.
5. A termination clause was included providing for the termination of a Household from the program if the household income falls below the minimum amount required for more than 12 months.

In FY2024, 10 participants in the program became new homeowners, while 129 participants were enrolled. Since the program's implementation in 2003, 167 participants have achieved homeownership.

Actual Non-Significant Changes
There were no non-significant changes in FY2024.

Actual Changes to Metrics/Data Collection
In compliance with the updated HUD Form 50900, the HUD Standard Metrics for this activity

have been removed in FY2024. DCHA will continue to report on agency defined metrics for this activity.

Actual Significant Changes
Per the FY2024 MTW Plan, DCHA closed the Achieving Your Best Life Rewards (AYBL) portion of this initiative. DCHA closed this place-based, public housing homeownership program as both AYBL public housing communities either converted to RAD or will convert. Additionally, public housing residents now have opportunities to work toward homeownership under Initiative 32. All former AYBL participants completed their contract terms, received required notices, and passed their grievance periods as of the end of FY2022.

Status
Implemented and Ongoing.

Metrics
DCHA Defined Metric(s)

Unit of Measurement	Baseline (FY2010)	Benchmark	Outcome (FY2024)	Benchmark Achieved?
Housing Choice Voucher participants				
Number of HCV families purchasing homes	51	At least 5 additional families each FY	10 (new homeowners at the end of FY2024)	Benchmark met

Initiative 4: Simplified Certification and Multi-Year Income Recertification

Description/Impact/Update
This initiative has two parts—Simplified Certification and Multi-Year Recertification, both designed to make the income and eligibility determination process more efficient and cost effective. The initiative has a double benefit. First, it saves staffing costs so that scarce resources can be used where they bring more benefit to DCHA's customers. Second, it provides greater convenience, as well as incentives for self-sufficiency to residents of DCHA properties and applicants for housing or assistance provided through DCHA.

Simplified Certification
At final determination of eligibility, as applicants are pulled from the waiting lists and forwarded to HCV or Public Housing for lease-up, DCHA extended the length of time the verified application data is deemed valid to 180 days. This has reduced the amount of duplicative work required of eligibility staff in DCHA's Client Placement Division as well as reduced the time necessary to build a qualified applicant pool.

Multi-year Recertification (Biennial Recertification)
In FY2007, DCHA began conducting re-certifications for HCV participants every two years, instead of annually. In conjunction with this change, DCHA adopted local rules for the HCV program that provide work incentives for all participants. Specifically, any increase in earned income in the amount of $10,000 or less would not result in an increase in rent until the family's next scheduled biennial recertification. However, a family could request an interim recertification

and reduction of rent due to a reduction in income. These revised procedures were developed with the assumption that the policy would provide an ongoing incentive to residents and voucher holders to increase income by removing the current limitation on eligibility for the earned income disregard.

In FY2013, DCHA drafted Public Housing biennial recertification regulations with the final regulations approved by the DCHA Board of Commissioners in early FY2014.

In FY2015, DCHA re-proposed this initiative, removing the requirement to report increases in earned income greater than $10,000 between scheduled recertifications. In FY2016, DCHA finalized the HCV Administrative Plan, eliminating the need for HCV participants to report increases in earned income between scheduled recertifications. The HCV program began implementation in FY2016.

As part of the FY2016 MTW Plan, DCHA proposed and received HUD approval to implement triennial recertifications in the HCV and Public Housing programs for Elderly and/or Disabled households on fixed income. In FY2017, both the public housing and HCV programs completed assignment of elderly and/or disabled households on fixed income into a triennial recertifications schedule.

Actual Non-Significant Changes
There were no non-significant changes in FY2024.

Actual Changes to Metrics/Data Collection
In compliance with the updated HUD Form 50900, the HUD Standard Metrics for this activity have been removed in FY2024.

Actual Significant Changes
There were no actual significant changes in FY2024.

Status
Implemented and Ongoing.

Initiative 7: DCHA Subsidiary to Act as Energy Services Company

Description/Impact/Update
In 2007, following HUD's approval of DCHA's Energy Capital Improvement Plan, DCHA closed an Equipment Lease/Purchase agreement in the amount of $26,024,925. DCHA used Construction Services Administration, LLC (CSA), a wholly owned subsidiary, as its Energy Services Company (ESCo). DCHA used HUD provisions allowing, for the purposes of energy subsidy calculation, a frozen base of consumption costs plus actual consumption costs savings to amortize private financing of a comprehensive DCHA energy management program. The frozen base method of operating subsidy calculation was used for some aspects of the program in conjunction with an add-on for energy conservation related debt service for other aspects of DCHA's comprehensive energy conservation program.

Using its MTW Authority, DCHA may, without prior HUD approval, modify the current energy performance contract (EPC) or enter into new performance contracts with Energy Service Companies (ESCos), also called Energy Service Agreements (ESAs), and determine the terms

and conditions of EPCs, provided that, with respect to each contract, (i) the term does not exceed 20 years and (ii) the Agency maintains adequate file demonstrating EPC performance. DCHA or its agents or subsidiaries may also function as its own ESCo, provided that any financing complies with requirements (i) through (ii) of this paragraph. HUD will honor the terms and conditions of such contracts during and beyond the term of DCHA's MTW Agreement. DCHA has also received approval to pledge its reserves or other funds for use during the term of the MTW demonstration to guarantee the payment of debt service in the event the energy savings are not adequate to cover debt service costs.

DCHA secured $26 million in funding to implement DCHA's energy efficiencies as articulated in the Agency's plan. As of the end of FY2013, the entire $26 million of the loan proceeds have been expended. In FY2012, DCHA took advantage of the very favorable interest rate environment and refinanced its energy loan. The flexibility to execute the new loan documents without HUD approval greatly simplified and sped up the process, saving an unknown amount of DCHA and HUD staff-time. The refinancing shortened the term on the loan while keeping payments relatively unchanged, greatly reducing interest expenses over the life of the loan.

HUD released PIH Notices 2011-36 and 2014-18 providing guidance to allow PHAs the ability to retain 100% of cost savings if they (1) reduce energy consumption and (2) produce energy. In addition, HUD has provided further guidance to allow PHAs to capture future savings from ECIP Phase I as an incentive to upgrade the ECIP Phase I equipment at the end of its useful life.

DCHA continues its energy investment through ECIP Phase II. Starting in October 2015, ECIP I has been extended an additional eight (8) years to 2029. Since that time, DCHA received a $575,000 Sustainable DC Grant to fund predevelopment activities for ECIP Phase II.

The DCHA Subsidiary acting as Energy Services Company previously adopted policies and procedures to monitor, manage and verify that a sustainable infrastructure prescriptive maintenance program be adopted for all mechanical systems to protect the savings stream as projected. This was a non-significant change since this was anticipated in the initial application.

Actual Non-Significant Changes

There were no actual non-significant changes in FY2024.

Actual Changes to Metrics/Data Collection

There were no changes to the initiative metrics in FY2024; however, following the required metrics, DCHA is adding the detailed energy consumption data for FY2024 to consolidate reporting to HUD.

Actual Significant Changes

There were no actual significant changes in FY2024.

Status

Implemented and Ongoing.

Metrics

As required in Attachment D of DCHA's MTW Agreement with HUD, the required metrics are provided below. FY2011-FY2017 are on this page, and FY2018-FY2024 are on the following page.

EPC Reporting Requirements	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017
Is the project ESCo or Self-developed?	self-developed	self-developed	self-developed	self-developed	self-developed	self-developed	self-developed
Number of rehabilitated units in the energy project?	5,444	5,444	5,444	5,444	5,444	5,444	5,444
Number of rehabilitated AMPs in the energy project?	31	31	31	31	31	31	31
What is Total Investment?	$26,024,925	$26,024,925	26,024,925	$26,024,925	$26,024,925	$26,024,925	$26,024,925
What is Total Financed?	$26,024,925	$26,024,925	26,024,925	$26,024,925	$26,024,925	$26,024,925	$26,024,925
What is Debt Service (Annual)?	$2,878,597	$2,989,371	3,185,506	$3,185,506	$3,185,506	$3,185,506	$3,185,506
What are Guaranteed Savings?	$3,143,583	$3,143,583	3,143,583	$3,143,583	$3,143,583	$3,143,583	$3,143,583
What are Actual Savings?	$2,651,000	$3,180,247	$2,893,505	$4,347,925	$7,549,150	$8,478,264	$8,994,925
What is the Investment per unit?	$4,780.48	$4,780.48	$4,780.48	$4,780.48	$4,780.48	$4,780.48	$4,780.48
What is the Finance per unit?	$4,780.48	$4,780.48	$4,780.48	$4,780.48	$4,780.48	$4,780.48	$4,780.48
What is the Actual Savings per unit?	$528.77	$584.17	$531.50	$798.66	$1,386.69	$1,557	$1,652
What is the Savings per project (AMP)?	$92,859.58	$102,588.61	$93,338.87	$140,255	$243,520.96	$273,492	$290,159
What is the Term of the contract?	12 years	12 years	12 years	12 years	12 years	12 years	12 years
What date was the Request for Proposal issued?	Self-developed did not require a RFP	Self-developed did not require a RFP	Self-developed did not require a RFP	Self-developed did not require a RFP	Self-developed did not require a RFP	Self-developed did not require a RFP	Self-developed did not require a RFP
What was Date Audit Executed?	April through June of 2004	April through June of 2004	April through June of 2004	April through June of 2004	April through June of 2004	April through June of 2004	April through June of 2004
What was Date Energy Services agreement executed?	September 28, 2007	September 28, 2007	September 28, 2007	September 28, 2007	September 28, 2007	September 28, 2007	September 28, 2007
What was Date Repayment starts?	December 20, 2007	December 20, 2007	December 20, 2007	December 20, 2007	December 20, 2007	December 20, 2007	December 20, 2007
What Types of Energy Conservation Measures were installed at each AMP site?	Mechanical systems upgrades (boilers, chillers, furnaces, a/c units), Lighting, Water saving devices (toilets, shower heads, faucets, water heaters), building automation.	Mechanical systems upgrades (boilers, chillers, furnaces, a/c units), Lighting, Water saving devices (toilets, shower heads, faucets, water heaters), building automation.	Mechanical systems upgrades (boilers, chillers, furnaces, a/c units), Lighting, Water saving devices (toilets, shower heads, faucets, water heaters), building automation	Mechanical systems upgrades (boilers, chillers, furnaces, a/c units), Lighting, Water saving devices (toilets, shower heads, faucets, water heaters), building automation	Mechanical systems upgrades (boilers, chillers, furnaces, a/c units), Lighting, Water saving devices (toilets, shower heads, faucets, water heaters), building automation	Mechanical systems upgrades (boilers, chillers, furnaces, a/c units), Lighting, Water saving devices (toilets, shower heads, faucets, water heaters), building automation	Mechanical systems upgrades (boilers, chillers, furnaces, a/c units), Lighting, Water saving devices (toilets, shower heads, faucets, water heaters), building automation

EPC Reporting Requirements	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
Is the project ESCo or Self-developed?	self-developed	self- developed	self- developed	self-developed	self-developed	self-developed	self-developed
Number of rehabilitated units in the energy project?	5,444	5,444	5,444	5,444	5,444	5,270	5,270
Number of rehabilitated AMPs in the energy project?	31	31	31	31	31	30	30
What is Total Investment?	$111,829,997	$111,829,997	$111,829,997	$111,829,997	$111,829,997	$111,829,997	$111,829,997
What is Total Financed?	$111,829,992	$111,829,997	$111,829,997	$111,829,997	$111,829,997	$111,829,997	$111,829,997
What is Debt Service (Annual)?	$7,018,671	$9,341,765	$9,341,765	$9,341,765	$9,341,765	9,333,087.60	$9,333,087.60
What are Guaranteed Savings?	$9,465,076	$10,101,698	$11,788,909	$10,231,452	$11,826,618	$11,141,105	$10,654,775
What are Actual Savings?	$9,674,863	$10,101,698	$11,788,909	$10,231,452	$11,826,618	$11,141,105	$10,654,775
What is the Investment per unit?	$20,542	$20,542	$20,542	$20,542	$20,542	$20,542	$20,542
What is the Finance per unit?	$20,542	$20,542	$20,542	$20,542	$20,542	$20,542	$20,542
What is the Actual Savings per unit?	$1,739	$1,855	$2,165	$1,987	$2,172.41	$2,114.06	$2,022
What is the Savings per project (AMP)?	$312,092	$325,861	$380,287	$310,044	$381,503	$371,370	$355,159
What is the Term of the contract?	20 years (extended 8yrs)	20 years	20 years	20 years	20 years	20 years	20 years
What date was the Request for Proposal issued?	Self-developed did not require a RFP	Self-developed did not require a RFP	Self- developed did not require a RFP	Self-developed did not require a RFP	Self-developed did not require a RFP	Self-developed did not require a RFP	Self-developed did not require a RFP
What was Date Audit Executed?	June 2004 July 2015	July 2018 updated	July 2018 updated	July 2018 updated	July 2018 updated	July 2018 updated	July 2018 updated
What was Date Energy Services agreement executed?	September 28, 2007	Updated March 2018	Updated March 2018	Updated March 2018	Updated March 2018	Updated March 2018	Updated March 2018
What was Date Repayment starts?	July 2009 July 2018	July 2009 July 2018	July 2009 July 2018	July 2009 July 2018	July 2009 July 2018	July 2009 July 2018	July 2009 July 2018
What Types of Energy Conservation Measures were installed at each AMP site?	Mechanical systems upgrades (boilers, chillers, furnaces, a/c units), Lighting, Water saving devices (toilets, shower heads, faucets, water heaters), building automation	Mechanical systems upgrades (boilers, chillers, furnaces, a/c units), Lighting, Water saving devices (toilets, shower heads, faucets, water heaters), building automation	Mechanical systems upgrades (boilers, chillers, furnaces, a/c units), Lighting, Water saving devices (toilets, shower heads, faucets, water heaters), building automation	Mechanical systems upgrades (boilers, chillers, furnaces, a/c units), Lighting, Water saving devices (toilets, shower heads, faucets, water heaters), building automation	Mechanical systems upgrades (boilers, chillers, furnaces, a/c units), Lighting, Water saving devices (toilets, shower heads, faucets, water heaters), building automation	Mechanical systems upgrades (boilers, chillers, furnaces, a/c units), Lighting, Water saving devices (toilets, shower heads, faucets, water heaters), building automation	Mechanical systems upgrades (boilers, chillers, furnaces, a/c units), Lighting, Water saving devices (toilets, shower heads, faucets, water heaters), building automation

2024 Energy Consumption Data

AMP #		Utility Type	Current Year Actual Consumption	Utility Unit of Consumption	Payable Consumption (FRB consumption*)	Actual Utility Costs	Average Utility Rate	Savings
			Section 2, Line 01	Section 2, Line 01a	Section 6, Line 15	Section 7, Line 16	Section 7, Line 17	
DC001001030	JAMES CREEK	1-Water & Sewage	27,160	CCF	50,737	$560,820	$21	$ 486,832.13
DC001001030	JAMES CREEK	2-Electric	1,505,564	kWh	2,065,256	$247,281	$0	$ 91,926.48
DC001001030	JAMES CREEK	3-Gas	129,703	Therm	186,024	$201,553	$2	$ 87,520.90
DC001001080	KELLY MILLER DWELLINGS	1-Water & Sewage	27,933	CCF	30,024	$526,338	$19	$ 39,407.17
DC001001080	KELLY MILLER DWELLINGS	2-Electric	858,555	kWh	1,067,913	$154,700	$0	$ 37,723.52
DC001001080	KELLY MILLER DWELLINGS	3-Gas	99,415	Therm	182,763	$130,805	$1	$ 109,666.24
DC001001290	LINCOLN RD	1-Water & Sewage	1,808	CCF	351	$35,903	$20	$ (28,932.81)
DC001001290	LINCOLN RD	2-Electric	209,514	kWh	222,127	$35,217	$0	$ 2,120.13
DC001001290	LINCOLN RD	3-Gas	15,240	Therm	15,265	$24,754	$2	$ 41.26
DC001001291	SIBLEY PLAZA	1-Water & Sewage	27,402	CCF	67,104	$509,561	$19	$ 738,287.46
DC001001291	SIBLEY PLAZA	2-Electric	1,232,613	kWh	2,161,611	$201,100	$0	$ 151,565.71
DC001001291	SIBLEY PLAZA	3-Gas	81,345	Therm	182,414	$97,679	$1	$ 121,362.77
DC001001371	GARIFIELD SENIOR	1-Water & Sewage	12,741	CCF	32,012	$272,795	$21	$ 412,607.05
DC001001371	GARIFIELD SENIOR	2-Electric	1,362,950	kWh	1,928,202	$259,333	$0	$ 107,552.25
DC001001371	GARIFIELD SENIOR	3-Gas	107,124	Therm	187,123	$123,678	$1	$ 92,360.18
DC001001391	LEDROIT APARTMENTS	1-Water & Sewage	9,511	CCF	17,825	$187,770	$20	$ 164,122.05
DC001001391	LEDROIT APARTMENTS	2-Electric	689,234	kWh	934,478	$117,695	$0	$ 41,878.45
DC001001391	LEDROIT APARTMENTS	3-Gas	41,211	Therm	92,431	$50,719	$1	$ 63,038.53
DC001001600	CLARIDGE TOWERS	1-Water & Sewage	48,927	CCF	81,010	$841,811	$17	$ 552,001.59
DC001001600	CLARIDGE TOWERS	2-Electric	1,337,045	kWh	2,137,188	$205,623	$0	$ 123,053.31
DC001001600	CLARIDGE TOWERS	3-Gas	136,743	Therm	159,329	$144,356	$1	$ 23,843.45
DC001001620	HORIZON HOUSE	1-Water & Sewage	13,086	CCF	17,321	$243,061	$19	$ 78,664.46
DC001001620	HORIZON HOUSE	2-Electric	841,514	kWh	1,173,559	$134,358	$0	$ 53,015.13
DC001001620	HORIZON HOUSE	3-Gas	62,125	Therm	74,280	$69,624	$1	$ 13,622.63
DC001001640	FORT LINCOLN	1-Water & Sewage	8,049	CCF	13,953	$159,435	$20	$ 116,943.74
DC001001640	FORT LINCOLN	2-Electric	442,102	kWh	876,187	$156,239	$0	$ 153,405.63
DC001001640	FORT LINCOLN	3-Gas	34,115	Therm	59,735	$40,314	$1	$ 30,274.46
DC001001650	JUDICIARY HOUSE	1-Water & Sewage	21,696	CCF	61,088	$393,746	$18	$ 714,880.40
DC001001650	JUDICIARY HOUSE	2-Electric	1,069,127	kWh	1,711,853	$148,797	$0	$ 89,452.06
DC001001650	JUDICIARY HOUSE	3-Gas	63,504	Therm	148,551	$74,901	$1	$ 100,311.81
DC001001680	HARVARD TOWERS	1-Water & Sewage	17,474	CCF	20,065	$338,482	$19	$ 50,191.21
DC001001680	HARVARD TOWERS	2-Electric	803,378	kWh	1,341,061	$136,806	$0	$ 91,561.09
DC001001680	HARVARD TOWERS	3-Gas	88,603	Therm	110,433	$99,715	$1	$ 24,568.05
DC001001690	REGENCY HOUSE	1-Water & Sewage	11,764	CCF	25,723	$231,788	$20	$ 275,053.64
DC001001690	REGENCY HOUSE	2-Electric	734,992	kWh	1,016,330	$120,953	$0	$ 46,297.96
DC001001690	REGENCY HOUSE	3-Gas	64,108	Therm	80,458	$74,895	$1	$ 19,101.79
DC001001700	JAMES APARTMENTS	1-Water & Sewage	6,284	CCF	16,077	$122,925	$20	$ 191,547.07
DC001001700	JAMES APARTMENTS	2-Electric	899,971	kWh	1,446,084	$165,609	$0	$ 100,493.75
DC001001700	JAMES APARTMENTS	3-Gas	69,539	Therm	83,282	$77,532	$1	$ 15,322.12
DC001002220	BENNING TERRACE	1-Water & Sewage	32,043	CCF	114,126	$675,459	$21	$ 1,730,260.74
DC001002220	BENNING TERRACE	2-Electric	1,103,714	kWh	2,445,274	$223,980	$0	$ 272,246.34
DC001002220	BENNING TERRACE	3-Gas	109,067	Therm	244,217	$180,352	$2	$ 223,482.13
DC001002230	STODDERT TERRACE	1-Water & Sewage	66,501	CCF	63,187	$1,324,493	$20	$ (66,010.41)
DC001002230	STODDERT TERRACE	2-Electric	1,917,691	kWh	2,524,365	$256,979	$0	$ 81,296.82
DC001002230	STODDERT TERRACE	3-Gas	163,331	Therm	220,497	$231,075	$1	$ 80,877.11
DC001002250	LANGSTON TERRACE	1-Water & Sewage	34,388	CCF	69,342	$671,099	$20	$ 682,125.82
DC001002250	LANGSTON TERRACE	2-Electric	1,372,800	kWh	2,302,390	$224,749	$0	$ 152,188.84
DC001002250	LANGSTON TERRACE	3-Gas	150,177	Therm	262,699	$185,132	$1	$ 138,712.40
DC001003361	WOODLAND TERRACE	1-Water & Sewage	54,363	CCF	68,846	$1,096,456	$20	$ 292,111.73
DC001003361	WOODLAND TERRACE	2-Electric	2,778,574	kWh	3,803,469	$439,589	$0	$ 162,145.21
DC001003361	WOODLAND TERRACE	3-Gas	263,785	Therm	414,777	$320,175	$1	$ 183,269.52
DC001003363	CARROLL APARTMENTS	1-Water & Sewage	2,994	CCF	3,854	$68,605	$23	$ 19,697.93
DC001003363	CARROLL APARTMENTS	2-Electric	381,822	kWh	555,175	$68,556	$0	$ 31,125.69
DC001003363	CARROLL APARTMENTS	3-Gas	20,652	Therm	32,663	$25,057	$1	$ 14,573.42
DC001003530	HIGHLAND ADDITION	1-Water & Sewage	19,004	CCF	27,160	$390,652	$21	$ 167,649.43
DC001003530	HIGHLAND ADDITION	2-Electric	847,590	kWh	1,085,826	$133,574	$0	$ 37,544.20
DC001003530	HIGHLAND ADDITION	3-Gas	100,045	Therm	175,098	$147,127	$1	$ 110,373.70
DC001004210	GREENLEAF SENIOR	1-Water & Sewage	30,287	CCF	26,837	$575,575	$19	$ (65,559.81)
DC001004210	GREENLEAF SENIOR	2-Electric	1,975,141	kWh	3,143,582	$319,155	$0	$ 188,803.45
DC001004210	GREENLEAF SENIOR	3-Gas	93,260	Therm	238,120	$108,693	$1	$ 168,831.36
DC001004240	SYPHAX GARDENS	1-Water & Sewage	23,201	CCF	26,321	$453,902	$20	$ 61,049.56
DC001004240	SYPHAX GARDENS	2-Electric	1,111,419	kWh	1,518,487	$191,463	$0	$ 70,125.30
DC001004240	SYPHAX GARDENS	3-Gas	63,669	Therm	143,935	$79,947	$1	$ 100,787.38
DC001004361	KENTUCKY COURTS	1-Water & Sewage	6,866	CCF	9,862	$148,502	$22	$ 64,814.87
DC001004361	KENTUCKY COURTS	2-Electric	591,361	kWh	1,163,077	$121,776	$0	$ 117,731.08
DC001004361	KENTUCKY COURTS	3-Gas	35,569	Therm	76,145	$45,441	$1	$ 51,836.71
Total:							$ 10,654,775	$ 10,654,775

Savings	
FRB (52722)	$ 10,654,775
AoS (52723)	$ -
RPU (52723) &- RRI?	$ -
Costs***	
Debt**	$ 9,333,087.60
Service Fee (M&V)	$ -
Replacement Costs	$ -
Total Costs	$ 9,333,087.60
75% Rule	
75% of FRB+RPU	$ 7,991,081.55
Cost obligation of FRB+RPU	$ 9,333,087.60
Over payment	$ (1,342,006.05)

Initiative 8: Modifications to Methods for Setting Total Tenant Payments and Determining HCV Market Rents and Promoting Deconcentration

Description/Impact/Update

As part of DCHA's ongoing efforts to maximize the resources available for DCHA's customers and to reduce the administrative cost of making these resources available, DCHA:

- Established a new method for setting payment standards; and
- Limited moves so the new lease can only start on the first of a month, thereby avoiding overlapping leases and duplicative payments.

DCHA explored options to enhance the housing authority's ability to encourage voucher participants to exercise their choice in housing, especially related to moving into neighborhoods with low levels of poverty. DCHA created a method for establishing Payment Standards that provides maximum access to neighborhoods across the District based on an annual analysis of unassisted market units that have been rented (not advertised) within each neighborhood in the District of Columbia.

DCHA continues to garner administrative efficiency by limiting moves so the new lease can only start on the first of the month.

The agency continues to establish annual payment standards that provide voucher holders with broad housing options. In FY2019, DCHA set the payment standard at 187% of HUD FMRs. This standard was maintained at 187% for FY2023 and was once again reaffirmed for FY2024 at the same rate for all bedroom sizes. This decision ensures maximum access to neighborhoods across the District of Columbia.

DCHA closed the rent reasonableness portion of this initiative in FY2024 whereby the agency conducted market analysis to set reasonable rents by submarket. The agency procured an industry-standard third party database of rental units to make rent reasonableness determinations based on comparable units (including factors such as location, quality, size, unit type, age of the contract unit, amenities, and utilities provided by the owner). The Administrative Plan updates to accompany this change were approved by DCHA's Board of Commissioners in April 2023 and full implementation of the new procedures was completed in Summer 2023.

Actual Non-Significant Changes
There were no non-significant changes in FY2024.

Actual Changes to Metrics/Data Collection
In compliance with the updated HUD Form 50900, the HUD Standard Metrics for this activity have been removed in FY2024. DCHA will continue to report on agency defined metrics for this activity.

Actual Significant Changes
None.

Status
Implemented and Ongoing.

Metrics
DCHA Defined Metric(s)

The purpose of setting the payment standard in line with the market is to provide voucher holders with maximum housing choice, including moving to the area of the city that meets their family's unique circumstances and aspirations. Overtime, DCHA expects to see payment standards that provide access to neighborhoods across the city (subject to rent reasonableness) to result in a more similar distribution of voucher holders across the city compared to all DC residents, which is what has occurred so far.

Between 2020 and 2024, the percentage of voucher families living in the top five highest-income zip codes in D.C. increased by 65.7%, representing an additional 616 families in these neighborhoods. In contrast, the percentage of voucher families living in the lowest-income zip codes decreased by 5.7% during the same period, indicating increased mobility and greater access to higher-income neighborhoods for voucher holders. Additionally, DCHA served 1,634 more families through vouchers during this time, meaning the decrease in the lowest-income zip codes cannot be attributed to a reduction in the overall number of families served.

Metric	Baseline (FY2020)	Benchmark	Outcome (FY2024)	Benchmark Achieved?
Percentage of voucher holders in the five highest and lowest income zip codes	Highest income zip codes: 321 voucher families Lowest income zip codes: 6,260 voucher families	20% increase in voucher families living in highest income zip codes 5% decrease in voucher families living in lowest income zip codes	Highest income zip codes: 65.7% increase Lowest income zip codes: 5.7% decrease	Benchmark met

Initiative 11: Site-Based In-Take and Waiting List Management of Public Housing, Redeveloped Properties, and Service Rich Properties

Description/Impact/Update

Due to the close relationship of Initiative 11 (*Applicant Intake Site Designation/ Revised Site-Based Waiting List Policies and Procedures*—formerly 1.10.06, 2.5.04) and Initiative 22 (*Housing Public Housing Residents in Service-Rich Environments*—formerly 3.9.12) with respect to the "Special Purpose" sites and "Service Rich" units, these initiatives were combined. In addition, the initiative has been renamed to better reflect the activities being undertaken.

Mixed Finance

Redeveloped Properties are mixed-finance communities owned by private entities that are created through HOPE VI or other public funding combined with private financing, which have some or all of their units assisted by operating funds provided by DCHA. These properties have site specific in-take and waiting list management policies and procedures.

Traditional Public Housing

This initiative also includes the establishment of centrally managed site-based waiting lists at DCHA's conventional Public Housing sites to reduce costs and increase housing choices. Currently, when a unit becomes available, an applicant first goes through eligibility determination. Once the applicant is deemed eligible, they are shown the available unit, which could be at any of the Public Housing properties. If the applicant turns down the first unit shown, which often happens, the applicant goes back to the eligible applicant pool and waits for another unit. If another unit is vacant, the applicant is shown a second unit. At this point the applicant must either accept the second unit or be removed from the waiting list (unless the applicant presents acceptable evidence of a hardship).

With the implementation of site-based waiting lists, the process to lease a vacant unit is simplified considerably. When people apply for the site-based waiting list of their choice, they will only be shown units in the property(ies) they want to reside. This will reduce the number of first offer rejections and reduce duplicative staff efforts. It will also increase the household's ability to exercise housing choice because they can determine in which area or property they will live.

Actual Non-Significant Changes

There were no non-significant changes in FY2024.

Actual Changes to Metrics/Data Collection

In compliance with the updated HUD Form 50900, the HUD Standard Metrics for this activity have been removed in FY2024. All metrics related to the service rich portion of this initiative were closed in the FY2024 MTW Plan.

Actual Significant Changes

In the FY2024 MTW Plan, DCHA closed the service rich portion of this initiative whereby the agency created supportive, service-intense sites that serve special needs populations in partnership with service providers who brought additional funding to create these service-rich environments, such as Medicaid. DCHA had implemented this initiative at a converted 14-unit building assisted living site called the Marigold (2905 11th Street NW). After facing significant operating challenges with the original operator and additional occupancy challenges from the pandemic, DCHA worked closely with the most recent operator to assess the site's financial viability. In 2023, DCHA closed the facility based on this analysis and expanded affordable,

assisted living options in the District. DCHA worked closely with each of the remaining eight residents to ensure a smooth transition to new housing.

Status
Implemented and Ongoing.

Initiative 12: Rent Simplification and Collections

Description/Impact/Update
DCHA explored various ways to simplify the rent calculation and collections models. As part of its exploration, DCHA looked at self-certification of assets and excluding local stipends for grandparents. The goal of this initiative was to build on existing rent simplification models to design a model that simplifies the calculation process and lessens the burden of rent calculations for the neediest families.

As Phase 1 of this initiative, DCHA implemented the following as part of DCHA's Rent Simplification strategy:

- Self-certification of Assets less than $15,000, including an increase in the threshold for reporting Assets.

Actual Non-Significant Changes
There were no non-significant changes in FY2024.

Actual Changes to Metrics/Data Collection
In compliance with the updated HUD Form 50900, the HUD Standard Metrics for this activity have been removed in FY2024.

Actual Significant Changes
There were no actual significant changes in FY2024.

Status
Implemented and Ongoing.

Initiative 17: Change in Abatement Process, including Assessment of a Re-Inspection Fee as an Incentive to Maintain Acceptable Housing Quality Standards in Voucher Assisted Units

Description/Impact/Update
DCHA is required to conduct a re-inspection for units that fail an annual HQS inspection to ensure that the owner has corrected the violations. If the landlord does not correct the violations by the time of the re-inspection, DCHA must abate the landlord's payment and terminate the HAP contract. In FY2010, DCHA conducted third inspections on more than 7% of its HCV units.

Prior to termination of the HAP contract (which is typically 30 days from the abatement), if the owner wants DCHA to come out for a third inspection, DCHA is using its MTW authority to charge the landlord a fee for the third inspection. The current fee for the third inspection is $100.00. The fee for the inspection does not remove the abatement of the subsidy; rather,

DCHA is seeking to impose this fee due to the administrative costs of conducting an inspection that is not required. If the unit passes after the third inspection, DCHA will lift the abatement effective the date the unit passed.

Actual Non-Significant Changes
There were no non-significant changes in FY2024.

Actual Changes to Metrics/Data Collection
In compliance with the updated HUD Form 50900, the HUD Standard Metrics for this activity have been removed in FY2024. DCHA will continue to report on agency defined metrics for this activity.

Actual Significant Changes
There were no actual significant changes in FY204.

Status
Implemented and Ongoing.

Due to the ongoing impact of the pandemic and the development of a payment system, landlords were not charged for third inspections during FY2023. As set forth in the FY2024 MTW Plan, in DCHA re-instated the fee and increased the fee to $100 in FY2024.

Metrics
DCHA Defined Metric(s)

Metric	Baseline (FY2011)	Benchmark	Outcome (FY2024)	Benchmark Achieved?
Number of annual abatements	2,155	10% (215) reduction in abatements in initial year, with further small reductions thereafter	N/A	Benchmark met
Number of 3rd inspections	983	10% (98) reduction of number of 3rd inspections in initial year of implementation, with further small reductions thereafter	N/A	Benchmark met

Initiative 18: Creation of Local Authorization and Release of Information Form with an Extended Expiration to Support the Biennial Recertification Process

Description/Impact/Update
With the move to biennial recertifications for both the HCV and Public Housing programs, a longer release of information authorization was needed. Using the HUD standard Form 9886 (HUD 9886) release form, income data provided for Public Housing and Housing Choice Voucher program participants through the HUD Enterprise Income Verification (EIV) system is only accessible for 15 months with a signed HUD Form 9886 (HUD 9886). The HUD 9886 is a release of information authorization signed by every adult member of the household. The HUD 9886 gives DCHA the ability to conduct third party verifications of income for up to 15 months from the date the adult members complete the form. If resident/participant data is not accessed within the 15 month period, DCHA lost the ability to run the third party income data.

DCHA has developed a local form that gives the Agency the authority to conduct third party verifications of income for each adult member for 36 months instead of 15 months as long as said member remains a part of the household composition of the assisted household and the household continues to participate in a DCHA program. This form is executed for each adult member of the participating household and conforms with 24 CFR 5.230 as required to access EIV. The packet sent to each participating household at the time of re-certification contains a reminder that the authorization form was previously signed.

Actual Non-Significant Changes
There were no non-significant changes in FY2024.

Actual Changes to Metrics/Data Collection
In compliance with the updated HUD Form 50900, the HUD Standard Metrics for this activity have been removed in FY2024.

Actual Significant Changes
There were no actual significant changes in FY2024.

Status
Implemented and Ongoing.

Initiative 20: Enhance Neighborhood Services within Public Housing Communities

Description/Impact/Update
As a means to better integrate Public Housing developments into surrounding communities while encouraging self-sufficiency, DCHA will convert Public Housing dwelling units into non-dwelling units to create space for providers of services that help DCHA residents/participants achieve self-sufficiency. These units will be classified as MTW Neighborhood Services Units in PIC. Many of these providers will serve both Public Housing residents and members of the surrounding community, including HCV participants, reducing the isolation that characterizes many Public Housing developments. In addition, the on-site services will augment those services available elsewhere in the community so available resources are used efficiently and residents are encouraged to leave the community to meet some of their needs.

Working with Resident Councils to identify needs, opportunities and resources, DCHA designated 54 units as MTW Neighborhood Service Units to provide space to organizations providing a range of services. The 48 units on the top two floors of Sibley Plaza a Mixed Population elderly/ disabled community are used by Safe Haven, Inc. a local faith-based nonprofit, to provide meals, drug treatment, counseling, health care services and transitional housing to residents of the transitional housing and to members of the larger community. The other six units are spread across four additional properties.

Actual Non-Significant Changes
There were no non-significant changes in FY2024.

Actual Changes to Metrics/Data Collection
In compliance with the updated HUD Form 50900, the HUD Standard Metrics for this activity have been removed in FY2024.

Actual Significant Changes
There were no significant changes in FY2024.

Status
Implemented and Ongoing.

Safe Haven is no longer operating at Sibley Plaza and the units will be put into MOD status. DCHA is assessing its use of MTW Neighborhood Services units and will provide an update in its FY2025 MTW Plan.

Metrics
DCHA Defined Metric(s)

Metric	Baseline (FY2011)	Benchmark	Outcome (FY2024)	Benchmark Achieved?
Number of residents served by MTW Neighborhood Service Units	0	At least 30 program residents served per service provider	n/a no service providers to report at this time	n/a

Initiative 23: Encourage the Integration of Public Housing Units into Overall HOPE VI Communities

Description/Impact/Update
Many of DCHA's Mixed Finance communities include rental Public Housing units and market rate homeownership units. This often causes disagreements and misunderstandings that can best be resolved by bringing all the residents together in a Community Association.

Currently many of our Mixed Finance properties have Homeowner and Tenant Associations (HOTAs)/Community Associations. They are not as effective as they could be because the dues structure does not provide an adequate operating budget to engage in community building activities. With the implementation of this Activity, a budget will be developed that will allow the HOTAs/Community Associations to become an effective force in equitably governing and unifying the community. A community with a healthy, equitable Community Association is a truly mixed-income community, rather than several communities segregated by income level or housing tenancy that exist in physical proximity to each other. When a truly mixed income community is thus created it creates real housing choice for DCHA's low-income clientele.

In order to be full-fledged members of the community, Public Housing residents, or their landlords on behalf of the Public Housing residents, must pay HOTA dues to ensure that the community is well- maintained and that a forum for discussing and resolving differences is always available.

Similar to the mechanism planned to allow the provision of selected service-rich environments, DCHA is utilizing its authority for rent simplification to ensure that residing in these units is affordable even though the property has greater expenses than is typical in Public Housing. DCHA will adopt local rent calculation regulations that allow the managers of Mixed Finance properties to establish an income-based rent and fee structure that ensures that the rents and fees, including HOTA fees, are no more than 30% of adjusted income. Each public housing

tenant will be given a HOTA dues allowance similar to a utility allowance, thus reducing the total rent charged so the cost of the dues will not increase the tenant's housing expenses.

Actual Non-Significant Changes
There were no non-significant changes in FY2024.

Actual Changes to Metrics/Data Collection
In compliance with the updated HUD Form 50900, the HUD Standard Metrics for this activity have been removed in FY2024. DCHA will continue to report on agency defined metrics for this activity, but has removed the metric on REAC scores, as HUD's new NSPIRE inspection protocol does not provide scores for common areas.

Actual Significant Changes
There were no actual significant changes in FY2024.

Status
Implemented and Ongoing. Currently, DCHA pays HOTA fees directly rather than as an allowance.

Metrics
DCHA Defined Metrics

Metric	Baseline (FY2011)	Benchmark	Outcome (FY2024)	Benchmark Achieved?
Number of community-wide events sponsored by HOTAs	0	At least 2 community-wide events annually	0 community-wide events held	Benchmark not met

Initiative 25: Local Blended Subsidy

Description/Impact/Update
For over a decade, DCHA has undertaken an aggressive redevelopment program to both replace and revitalize its public housing. As DCHA continues its efforts to replace units demolished and disposed of, as well as reconstruct existing functionally and physically obsolete housing, it intends to use its MTW authority to improve its ability to leverage public and private investment in order to meet its capital improvement needs. With diminished appropriations to support the management, operation and long-term capital replacement requirements of public housing, it is critical that effective approaches to financing development and redevelopment of public housing communities be created to replace losses in public funding. Accordingly, DCHA proposes in certain cases to blend its MTW section 8 and public housing funds to subsidize units reserved for families earning at or below 80 percent of Area Median Income (AMI). This is done to create an operating expense level which is adequate to provide essential operating services while also supporting debt to meet capital needs in a manner structured to maximize the amount of equity (primarily through Low Income Housing Tax Credits "LIHTCs") available to redevelop or replace public housing with minimal public housing capital funds. Public housing authorities have long used Project Based Vouchers (PBVs) in a similar manner, but DCHA

proposes using a more efficient, effective and targeted approach using MTW authority through a Local Blended Subsidy (LBS) Program.

DCHA is flexible in its approach to using LBS to both upgrade and redevelop certain existing public housing sites, as well as to create new replacement housing. The LBS is targeted to developments where the units require a subsidy level other than that available through the traditional public housing program and/or would experience operational and administrative inefficiencies due to a combination of different housing types.

As a part of the analysis, DCHA reviews comparable properties to assist in determining budgets that are reasonable and appropriate for the housing being operated as well as the characteristics of the households being served. The approach is to structure the LBS where it uses comparable standards which approximate the PBV program and/or offer a total expense level which creates no "overhang" in the total aggregate amount of MTW funds being provided (compared to LIHTC and/or market rent levels) so as to minimize reserve requirements while maximizing permanent debt and equity commitments as well as in some cases, the level of cross subsidization from privately financed unassisted units within the same development. The high amount of leverage obtained for these redevelopment projects is evidenced in the financing proposals submitted to HUD which also reflects that LBS is being used in a manner which minimizes risk to DCHA.

DCHA recognizes any project for which LBS is utilized will need to be subjected to a Subsidy Layering Review (SLR) or other appropriate analysis by HUD. Given DCHA's experience with The Lofts and Highland, DCHA is confident that any future projects will meet HUD's subsidy layering review and analysis requirements.

DCHA has developed an extraordinary capability in the development and redevelopment of its public and assisted housing. It intends to pursue both co-development (with private and non-profit partners) and self-development using LBS. In pursuing these types of programs, DCHA has and will continue to develop direct relationships with lenders and investors. Moreover, in making commitments for these projects, DCHA has developed a formalized structure for minimizing any risks in these transactions to DCHA through an effective use of affiliates (instrumentalities) in the development and ownership structure. Further, to help insure the integrity and transparency of this process, DCHA has instituted a formal review process that is overseen by an investment committee which approves each of these types of development transactions whether or not LBS is utilized.

DCHA understands the following as it relates to the key aspects of utilizing MTW authority in this way:

- The authority to combine subsidies would only last through the term of the MTW Agreement which is currently set to expire, unless it is extended. If the MTW Agreement expires, DCHA will work with HUD pursuant to the MTW Agreement to have this initiative extended; commit to convert the projects to traditional public housing or seek to covert some or all of the units to PBVs; or utilize the Rental Assistance Demonstration (RAD) or similarly structured program permitted by HUD.

- DCHA ensures all financial partners are aware of the subsidy structure and the implications of using this financial model. This would be evidenced in the financing documents as appropriate or a signed document.

- DCHA is subject to the traditional process required under 24 CFR Part 941 and anticipates that any debt structure would be subject to HUD review as HUD deems appropriate. DCHA further understands that LBS would have an impact on the Replacement Housing Factor (RHF) funds received and there are limitations for using capital funds for debt service.

- Where LBS results in adding public housing units, this would increase the agency baseline.

- If subsidies are combined within one unit, the unit would be considered public housing for purposes of regulatory compliance.

DCHA's LBS is intended to increase housing choice for low-income families and to provide housing of improved quality and type for low-income families.

Under this initiative, DCHA has received approval for LBS flexibility for six projects:

- Highland Dwellings (approved as part of FY2014 MTW Plan)
- The Bixby (formerly Lofts at Capital Quarter) (approved as part of FY2014 MTW Plan)
- Park Morton/Bruce Monroe (approved as part of FY2019 Plan)
    - Two sites that are a part of the overall development of Park Morton • Kenilworth Courts Phase 1 (approved as part of FY2020 Plan)
- Barry Farm (approved as part of FY2022 Plan)
- Sursum Corda Turnkey and Sibley Townhomes (approved as part of FY2023 Plan)

In the FY2024 plan, DCHA removed all properties from this initiative, except for Highland and the Bixby, which have already been implemented. This initiative pre-dated HUD's Restore-Rebuild (formerly Faircloth-to-RAD) conversion tool and DCHA has determined that the flexibility granted by LBS is no longer necessary for the redevelopment of Park Morton/Bruce Monroe, Barry Farm, and Sursum Corda Turn Key/Sibley Townhomes. Instead of blending funds to fully support public housing operations, DCHA will utilize its MTW single fund fungibility to increase the base value of vouchers during and after the transition from new public housing units to RAD PBV units for these properties under HUD's Restore-Rebuild program.

The following provides descriptions and statuses of the LBS projects.

Initial Projects Completed Using LBS

- **The Bixby (formerly Lofts at Capitol Quarter)**
  No public housing capital funds were used to create the 39 units of new replacement public housing units to be operated in accordance with public housing requirements. The total development cost of this project was approximately $12 million fully covered with a capital contribution from the market component of $2.5 million, a $5.4 million permanent loan from Citi Community Capital, and approximately $4 million in tax credit equity from RBC. The leverage on The Bixby is evidenced by a permanent loan and the capital contribution to the construction cost of the affordable units from the market component.

  DCHA provided supplemental MTW Block Grant funding which will fund the difference between an amount not to exceed 110% of area wide FMR and the total expense level computed in accordance with the Operating Fund Rule. Specifically, the terms for this project provide that the DCHA provide MTW funds up to an expenses level equal to

110% of FMR or the amount needed to cover operating costs, debt service, incentive management fee and required reserves (i.e., replacement reserves), whichever is less. Moreover, any excess funds will be returned to DCHA based on an annual audit and true up. Any program income generated by the affordable units is used for MTW purposes. The estimated MTW block grant funds needed on an annual basis is just over $400,000 which is covered by the cash flow to be earned by DCHA on the market component of this project as evidenced in the Rental Term Sheet provided to HUD.

With respect to the LBS used on The Bixby, the funding equates to approximately 32 fewer vouchers being utilized. Cash flow on the market units in this project is expected to be realized after the first year of utilizing LBS. At that point, the revenue will eliminate the need for LBS and those funds will be available to assist additional families.

- **Highland Dwellings**
  Work at Highland consisted of a combination of rehabilitation and new construction of 208 low-income units where between 70-75% of the capital funds were generated through private debt and equity. The total development cost for this project was approximately $62 million and the debt and equity raised using LBS was over $46 million (consisting of a permanent loan from Capital One of approximately $21.6 million and tax credit equity of approximately $25 million from Wells Fargo).

  Similar to The Bixby, Highland did not use MTW funds for capital costs, but MTW Block Grant funds are used to supplement funds available for the 208 ACC units through the Operating Fund Rule. The estimated annual MTW Block Grant funds are approximately $1.7 million (as indicated in the Rental Term Sheet submitted to HUD for this project). The amount of MTW Block Grant funds is essentially equal to the amount previously modeled when the project was proposed to be 125 ACC units and 83 PBV units. This enabled DCHA to obtain subsidy for all units under ACC while providing no more funds than would have been provided as HAP funds using its MTW Block Grant. This was done as the previous method for financing the project was tremendously inefficient as it layered an extreme overhang for the PBV units creating millions of dollars in investor reserve requirements over and above that required using LBS, while generating significantly less tax credit equity and debt financing. Thus, LBS enabled the project to be redeveloped in a much more comprehensive manner. For example, rather than up to $3 million in affordability reserves being required, there was only $1 million required by investors. As opposed to generating approximately $24 million in debt and equity, the project generated over $46 million. The rents levels can be up to 110% of FMR; however, rent levels are modeled at an amount approximating Low Income Tax Credit (LIHTC) rents, which are well below 110% of FMR. Therefore, DCHA has and intends to use its LBS authorization in a manner that maximizes funds for its redevelopment while minimizing the funds required to achieve needed investor and debt contributions.

  The LBS used on Highland equated to 83 fewer utilized vouchers. This has given DCHA the ability to preserve existing public housing with this private capital infusion and frees-up future capital funds due to the properties self-sufficiency with meeting its capital needs. In addition, this has given DCHA the ability to utilize its capital funds from Highland to serve an additional 40 families.

  This development is operated in accordance with public housing requirements.

Actual Non-Significant Changes
There were no non-significant changes in FY2024.

Actual Changes to Metrics/Data Collection
In compliance with the updated HUD Form 50900, the HUD Standard Metrics for this activity have been removed in FY2024.

Actual Significant Changes
In its FY2024 MTW Plan, DCHA removed the properties that had not yet implemented this initiative: Bruce Monroe/Park Morton, Kenilworth Phase 1, Barry Farm, Sursum/Sibley. This initiative pre-dated HUD's Faircloth-to-RAD conversion tool (now Restore-Rebuild), and DCHA finds the flexibility granted by LBS is not necessary beyond those for which it has already been implemented.

Status
Implemented and Ongoing: Highland and The Bixby

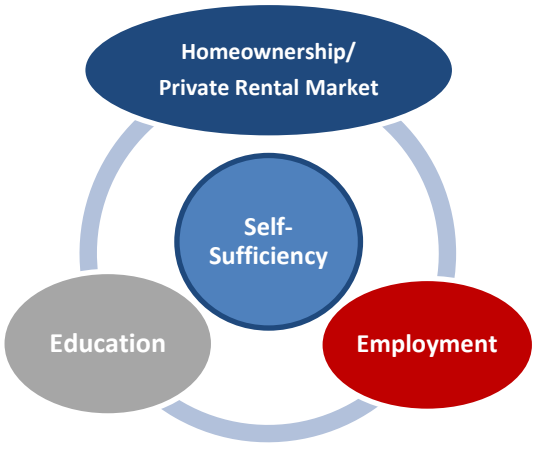
Initiative 32: Modifications to the HCV Family Self-Sufficiency Program

Description/Update

DCHA is committed to providing all the residents served by the agency's housing programs with opportunities for achieving economic independence and self-sufficiency. Understanding that one size does not fit all when it comes to the resources and supports a family may need to improve their economic condition, DCHA's self-sufficiency platform consists of a suite of resources and incentives that when accessed provide pathways to employment, education and homeownership/unassisted rental.

DCHA has re-tooled its self-sufficiency program and implemented a more effective incentive structure to motivate families toward self-sufficiency. As part of this initiative, DCHA has transitioned from the traditional FSS model to one that aligns with its multi-pronged approach to supporting families. Specifically, DCHA has created an incentive framework that eliminates the traditional escrow model, utilizing MTW authority. The new program provides investment incentives such as income exclusions, rent caps, educational stipends, mortgage down payment or rental grants, and employment grants, tailored to the specific self-sufficiency pathway chosen by families.

Figure 1. DCHA Pathways to Achieving Self-Sufficiency



DCHA anticipates the following with the implementation of this initiative:

- A simpler program design and clearer incentive structure making it easier for clients to make decisions about their participation. Program Incentive Investments (i.e. homeownership down payment, rental market grants and tuition subsidy and employment incentive) will be known to the client when weighing the decision to apply for the program.
- DCHA will be able to better anticipate incentive program costs because the new incentive structure will be simpler and less variable.
- With an incentive structure tailored to DCHA's pathways to self-sufficiency, DCHA expects to see more families:
  - Moving off the voucher subsidy completely
  - Increasing earnings
- Making housing subsidy available to house families from the HCVP waiting list as families move off of the program.
- Elimination of the administrative burden of calculating and maintaining escrow accounts.

Pathways to Self-Sufficiency —Incentive Model

Pathway (Primary Goal)/ Participation Elements	Homeownership/Rental in the Private Rental Market	Education	Employment
Incentives	$2,000/year set-aside for each year in the DCHA Self-Sufficiency Program Disbursed upon successful completion of the program (maximum disbursement = $10,000) • Homeownership—in time for settlement • Private Rental Market—approval for a lease If a family needs a voucher to purchase a home, they will also be enrolled in the HCV Homeownership Assistance Program.	A maximum of $2,000 made available each year to be paid by DCHA toward tuition at a community college, four year college, professional certification or vocational training program. DCHA will make tuition payments directly to the educational institutions Earned Income exclusion from calculation of rent (using $ from rent for education prep and tuition)	Tenant portion of rent will remain the same as long as the family is in the program $600 for each 12 months of consecutive part-time/full-time employment
Basic eligibility	Households with incomes between 50% and 80% of median income range, depending on household size = $41,050-$102,250 @ least $32,000 in earned income (HOH and spouse)	GED or High School Diploma Pass an educational readiness assessment Part-time employment	Head of Household has $0 earned income
Program Length	Up to 5 years	Up to 5 years	Up to 5 years
Program Size (initial) Based on staff capacity (1:50 ratio)	100	50	50

Pathway (Primary Goal)/ Participation Elements	Homeownership/Rental in the Private Rental Market	Education	Employment
The program will maintain financial literacy as a core component across pathways.			

Households not meeting the eligibility requirements for this component of the DCHA self-sufficiency program have access to the suite of resources made available through DCHA's Workforce Development Initiative (WDI) headquartered at the agency's Southwest Family Enhancement and Career Center.

Actual Non-Significant Changes
There were no non-significant changes in FY2024.

Actual Changes to Metrics/Data Collection
In compliance with the updated HUD Form 50900, the HUD Standard Metrics for this activity have been removed in FY2024.

Actual Significant Changes
There were no actual significant changes in FY2024.

Status
Implemented and ongoing.

Enrollment into the homeownership and education pathways is ongoing. In FY2024 156 individuals were enrolled across the pathways, 5 participants graduated from the program, and 5 participants had their FSS contracts terminated due to inability to complete the Contract of Participation.

Initiative 33: Waiver for Third Party Housing Quality Standards (HQS) Inspections

Description/Impact/Update
The District of Columbia Housing Authority (DCHA) Housing Choice Voucher Program (HCVP) inspections division staff perform Housing Quality Standards inspections on DCHA-owned and DCHA-affiliate units that receive voucher assistance rather using than third-party inspectors. Prior to this initiative, HCVP used the assistance of a third-party inspections contractor, which slowed the leasing process and caused delays on quality control and emergency inspections. This initiative is intended to create greater efficiencies and expedite the lease-up process for families in need of housing.

Quality control inspections are performed during the year. Units are randomly selected that have been inspected within the last quarter/90-days. If deficiencies are found, the landlord is notified to correct the deficiencies and the inspector who initially conducted the inspection receives one-on-one coaching and a review of HQS procedures. The inspection manager may also determine that the inspector is required to obtain additional HQS training.

Actual Non-Significant Changes

There were no non-significant changes in FY2024.

Actual Changes to Metrics/Data Collection
In compliance with the updated HUD Form 50900, the HUD Standard Metrics for this activity have been removed in FY2024.

Actual Significant Changes
There were no actual significant changes in FY2024.

Status
Implemented and Ongoing.

Initiative 34: Local Elderly Family Definition

Description
Using MTW flexibility, DCHA proposed this new, local definition of "elderly": any family whose head of household, co-head, or spouse is age 55 or above. By adopting the local definition of elderly, DCHA will expand housing choice for near-elderly individuals, which offers focused service delivery and improved options for aging-in-place.

For the purpose of referring families to units in certain public housing or project-based elderly or elderly/disabled building, DCHA will use the above local definition of "elderly." This definition will also be used for properties during the Restore-Rebuild (formerly Faircloth-to-RAD) conversion process.

Modifying the definition of elderly reflects the way our public housing buildings currently operate, wherein 15.6% of our senior/disabled building population is already in the 55-61 range.

Actual Non-Significant Changes
There were no non-significant changes in FY2024.

Actual Changes to Metrics/Data Collection
In compliance with the updated HUD Form 50900, the HUD Standard Metrics for this activity have been removed in FY2024.

Actual Significant Changes
This activity was proposed and approved by HUD in the FY2024 MTW Annual Plan.

Status
Implemented and ongoing.

DCHA anticipates implementing this initiative in public housing sites, RAD conversions, and PBV transactions, including as referrals are made to the owners of units in project-based buildings with an elderly preference.

B. Not Yet Implemented

New Number	Old Number	Activity	Statutory Objective	FY Approved	FY Implemented

At the end of FY2024, DCHA did not have any activities not yet implemented.

C. On Hold Activities

New Number	Old Number	Activity	Statutory Objective	FY Approved	FY Implemented

At the end of FY2024, DCHA did not have any activities on hold.

D. Closed Out Activities

MTW Activity		Fiscal Year			Close Out
Number	Name	Approved	Implemented	Closed	Reason/Outcomes
1.2.04	Locally Defined Site and Neighborhood Standards	2004	2004	2011	MTW flexibility was not necessary to establish local site & neighborhood standards for HOPE VI developments.
2.4.04	Special Occupancy for Service Providers	2004	N/A	2005	Activity closed following resident and community feedback.
3.1.04	Voluntary Resident Community Service	2004	N/A	2004	Closed following HUD legal determination that the community service requirement was not subject to the MTW Standard Agreement.
3.2.04	Resident Satisfaction Assessment	2004	2004	2004	Activity was found to be too cost prohibitive to continue in future years.
1.7.05	Security Deposit Guarantee Program	2005	N/A	2010	Closed due to MTW funding limitations and lack of local funds to supplement the activity.

MTW Activity		Fiscal Year			Close Out
Number	Name	Approved	Implemented	Closed	Reason/Outcomes
1.8.05	Modification to HCV Inspections Scheduling	2005	N/A	2006	Upon exploration, DCHA could not find sufficient patterns of consistency among landlords or properties to justify reducing inspection frequency. Due to the high failure rate of HQS inspections and the age of the housing stock, the benefits of annual inspections outweighed any potential cost savings.
Current: 6 Previous: 2.3.04 & 2.5.05	Modifications to Pet Policy	2005	2005	2016	DCHA was informed by HUD that the approval it received in 2005 for this activity was being rescinded. This decision was based on an evaluation of the relevance of Section 227 of the Housing and Urban-Rural Recovery Act of 1983 (12 U.S.C. 1701r-1) and its implementing regulations under 24 CFR Part 5 Subpart C, as they applied to DCHA's use of its MTW authority to establish its pet policy.
3.3.05	Streamlining Resident Community Service	2005	2005	2012	DCHA closed the activity with the intention of re-thinking it's approach to the policy. DCHA may re-introduce a new activity in the future.
9	Streamlined Operating Subsidy Only (OPERA) Protocol—Operating Assistance for Rental Housing	2005	2005	2016	DCHA was unable to successfully utilize the authority provided by this initiative and decided to close it out.
Current: 10 Previous: 3.4.05	Supporting Grandfamilies	2005	2005	2016	Based on local designation of grandparent stipends, there is no need to provide an exclusion for these payments under MTW authority, as HUD guidelines already allow for it.
4.2.05	Revolving Loan Fund for HCV Landlords	2005	N/A	2009	Closed due to MTW funding limitations and lack of local funds to supplement the activity.
4.3.05	Flexible Funding	2005	2005	2010	A standalone activity was not required as funding flexibility is included in the MTW Standard Agreement.

MTW Activity		Fiscal Year			Close Out
Number	Name	Approved	Implemented	Closed	Reason/Outcomes
4.4.06	Reformulation of HUD Forms	2006	2006	2010	DCHA found that while it may be necessary to modify HUD forms as part of an MTW initiative in the future, this initiative, in and of itself, does not address any of the three statutory objectives. If modifications to HUD forms are required, that action will be proposed as part of a specific MTW initiative.
Current: 13 Previous: 2.6.07	Enhanced Public Housing Lease Enforcement Operations	2007	2007	2012	Closed due to lack of progress in implementing this activity. DCHA still remains committed to providing the residents the flexibility in establishing property specific community rules. In the future, if there is renewed interest to move forward by resident councils the initiative will be resubmitted for HUD approval.
1.11.08	Maximizing Public Housing Subsidies	2008	N/A	2008	DCHA explored combining ACC's in order to generate more adequate public resources to support rising public housing operational costs, however the agency decided not to move forward with the activity as proposed.
Current: 14 Previous: 3.6.08	Streamlining the Transition from Project-Based to Tenant-Based Vouchers	2008	2009	2012	N/A
Current: 15 Previous: 3.7.08	Reform Housing Quality Housing Standards	2008	N/A	2018	Based on DCHA's final assessment, the agency determined this activity was no longer viable due to variability of inspection results across agencies.
Current: 21 Previous: 2.10.12	DCHA Local Mixed Subsidy Program	2012	N/A	2016	This activity was initially proposed to support the redevelopment of Highland Dwellings. DCHA identified a more effective financing strategy (see *Initiative #25: Local Blended Subsidy*) and therefore this activity was never implemented.

MTW Activity		Fiscal Year			Close Out
Number	Name	Approved	Implemented	Closed	Reason/Outcomes
26	Local Investment Policy	2014	N/A	2017	DCHA decided to close this initiative, as ongoing review of investments and potential returns did not justify proceeding with this activity.
30	HQS Scheduling	2015	N/A	2017	DCHA closed this initiative as the flexibility it granted was no longer needed based on the projected number of eligible landlords/owners under the *HQS Biennial Inspections for Landlords in Good-standing* (Initiative #29) MTW activity.
28	Rent Reform Demonstration (HCVP)	2014	2014	2020	DCHA was selected to participate in the Rent Reform Demonstration commissioned by HUD to evaluate alternative HCV rent reform policies. Following the completion of the demonstration study, DCHA transitioned participating residents back into the traditional HCV program. DCHA closed the activity, as its objectives were completed. Outcomes and metrics from the demonstration can be found in DCHA's FY2023 MTW Annual Report and in the Rent Reform Demonstration reports on the HUD website.
29	HQS Biennial Inspections for Landlords in Good-Standing	2015	2018	2020	DCHA closed this activity because MTW flexibility to implement HQS biennial inspections is obsolete due to changes in regulation. DCHA will follow the guidelines as set forth in the FY2014 omnibus appropriations bill and accompanying federal register notices.
Current: 19 Previous: 4.5.11	Establishment of Resident Driven Community Based Programs to Improve Customer Service and Foster Greater Resident Empowerment	2011	N/A	2023	DCHA closed this initiative because it implemented alternative engagement strategies for senior residents across its portfolio.

MTW Activity		Fiscal Year			Close Out
Number	Name	Approved	Implemented	Closed	Reason/Outcomes
27	Family Stabilization through Housing and Education Demonstration	2014	N/A	2023	DCHA closed this initiative because the agency refers youth to the District of Columbia Office of the State Superintendent of Education (OSSE) truancy program.
Current: 2 Previous: 1.3.04	Designation of Elderly-Only Properties	2004	2004	2023	DCHA closed this initiative in acknowledgement of HUD's decision, as transmitted via its review on September 30, 2022, that the MTW Standard Agreement does not provide authorization to waive the Designated Housing Plan regulations. The Agency is submitting a Designated Housing Plan for HUD review for the applicable sites.
Current: 5 Previous: 2.2.04	Modifications to Market-Based Rents	2004	2004	2023	DCHA closed this initiative in acknowledgment of HUD's decision, as transmitted via its review on September 30, 2022, that the MTW Standard Agreement does not provide authorization to set a different flat rent rate or remove resident choice, even when intended to benefit residents. The agency updated its ACOP in FY2023 to provide residents with an annual choice of flat or income-based rents. DCHA never implemented the Local Public Housing Flat Rent Schedule as approved under this initiative.
Current: 16 Previous: 2.7.11	Requirement to Correct Minor HQS Unit Condition Discrepancies—Tenant/Landlord Self-Certification	2011	2012	2023	DCHA closed this activity because it is obsolete. DCHA does not rely on self-certifications and instead re-inspections occur immediately following the corrective period. As was the goal, no voucher participants were allowed to move/transfer without corrected minor violations and no landlords were granted a rent increase while this initiative was fully implemented.

MTW Activity		Fiscal Year			Close Out
Number	Name	Approved	Implemented	Closed	Reason/Outcomes
34	Virtual Housing Quality Standards (HQS) Inspections	2021	2021	2023	DCHA closed this activity because the MTW flexibility to implement virtual/remote video inspections is obsolete due to changes in regulation. DCHA will follow the guidelines as set forth in PIH Notice 2020-31.
24	Simplified Utility Allowance Schedule	2012	2014	2024	Effective July 2023, DCHA reverted to the standard HCV operations requirements of completing a utility allowance study annually and updating the utility allowance schedule accordingly. This initiative was closed in the FY2024 plan.
31	Unit Protection Incentive Program	2018	N/A	2024	DCHA closed this initiative in its FY2024 plan since the HALO program is no longer active.

V. Planned Application of MTW Funds

A. Financial Reporting

i. Available MTW Funds in the Plan Year

DCHA has submitted unaudited and audited information for in the prescribed Financial Data Schedule (FDS) format through the Financial Assessment System – PHA (FASPHA).

ii. Expenditure of MTW Funds in the Plan Year

DCHA has submitted unaudited and audited information in the prescribed Financial Data Schedule (FDS) format through the Financial Assessment System – PHA (FASPHA).

iii. Describe Application of MTW Funds

Description of MTW Funding Flexibility
Single-Fund Budget Flexibility was used to meet many of the Agency's goals under the MTW Program. In FY2024 as in previous years, DCHA used grant funds to achieve the following: • Provide funding to maintain Public Housing operations and to undertake much needed modernization and repair of deferred maintenance matters necessary to keep/bring units on-line for occupancy; • Operate the agency's workforce development center; • Operate the agency's Customer Call Center; and • Purchase and maintain public safety equipment and tools to improve safety and security in and around DCHA's Public Housing communities.

B. Local Asset Management Plan

Local Asset Management Plan	
Did the MTW PHA allocate costs within statute in the Plan Year?	No
Did the MTW PHA implement a local asset management plan (LAMP) in the Plan Year?	Yes
Did the MTW PHA provide a LAMP in the appendix?	Yes
If the MTW PHA has provided a LAMP in the appendix, please provide a brief update on implementation of the LAMP. Please provide any actual changes (which must be detailed in an approved Annual MTW Plan/Plan amendment) or state that the MTW PHA did not make any changes in the Plan Year.	See Appendix A for narrative description of DCHA LAMP

VI. Administrative

A. Reviews, Audits, and Inspections

HUD approved DCHA's Lead Action Plan ("LAP") December 26, 2020. DCHA has provided monthly updates to HUD on the LAP by the fifth of each month since February 2020. The reports are included in Appendix B. The pandemic impacted the proposed timelines in the LAP approved by HUD, and DCHA includes any proposed changes to the LAP in the monthly report. DCHA continues to address issues identified by risk assessments in accordance with the HUD-approved plan.

During March 2022, HUD conducted an on-site assessment, results of which were shared with the agency September 30, 2022. The purpose of the review was to assess DCHA's performance managing its Public Housing and Housing Choice Voucher (HCV) programs. The review also assessed DCHA's compliance with HUD program requirements and regulations including DCHA's Moving to Work (MTW) Standard Agreement. The review team was comprised of eight HUD Office of Public and Indian Housing (PIH) staff members from the Northeast Network and the Deputy Director of the MTW Demonstration program. The team reviewed documents remotely and on site. The team also reviewed resident files on site, conducted interviews with management staff, maintenance staff, Board members, and residents, and inspected developments. The staff reviewed areas of operations including Governance, Public Housing and HCV programs, Finance, as well as Procurement and Repositioning. The team identified 82 Findings, 26 Recommendations and five Observations related to DCHA programmatic operations. DCHA worked throughout FY2024 to close out remaining findings and recommendations. As of the date of the FY2024 MTW Annual Report submission, 9 recommendations remain open, most of which relate to the revised ACOP and Administration Plan. DCHA plans to complete these in FY2025 following the appropriate public process.

During FY2023, HUD continued a rent reasonableness investigation and a Fair Housing/Equal Opportunity (FHEO) review. The results of both were reported to DCHA in FY2024.

B. Evaluation Results

Provide a description of the results of the latest MTW PHA-directed evaluation, or statement that there are none.

<u>Rent Reform Demonstration</u>

In 2014, DCHA was selected to participate in a demonstration commissioned by the U.S. Department of Housing and Urban Development (HUD) to evaluate a Housing Choice Voucher (HCV) alternative rent reform policy (the "Demonstration"). MDRC, a nonprofit and nonpartisan education and social policy research organization, conducted the Demonstration on behalf of HUD.

The goals of this alternative rent policy were to:

- Create a stronger financial incentive for tenants to work and advance toward self-sufficiency
- Simplify the administration of the HCV Program
- Reduce housing agency administrative burden and costs

- Improve accuracy and compliance of program administration
- Remain cost neutral or generate savings in HAP expenditures relative to expenditures under traditional rules
- Improve transparency of the program requirements

The proposed alternative rent policies included the following five key features:

- Simplify income determination and rent calculation of the household's Total Tenant Payment (TTP) and subsidy amount by:
    - a) Eliminating deductions and allowances,
    - b) Changing the percent of income from 30% of adjusted income to a maximum of 28% of gross income,
    - c) Ignoring income from assets when the asset value is less than $25,000,
    - d) Using retrospective income, i.e., 12-month "look-back" period and, in some cases, current/anticipated income in estimating a household's TTP and subsidy, and
    - e) Capping the maximum initial rent burden at 40% of current gross monthly income.
- Conduct triennial income recertification rather than biennial recertification with provisions for interim recertification and hardship remedies if income decreases.
- Streamline interim recertifications to eliminate income review for most household composition changes and moves to new units.
- Require the Family Share is the greater of TTP (see #1 above) or the minimum rent of $75. A portion of the Family Share will be paid directly to the landlord.
- Simplify the policy for determining utility allowances. Additionally, the Demonstration offered appropriate hardship protections to prevent any Demonstration Study Group member from being unduly impacted

DCHA ended its participation in the demonstration study in 2019. Results from DCHA's participation can be found in the Interim Report. Full results from the study can be found in the Final Report, released in March 2024.

C. MTW Energy Performance Contract Flexibility Data

See Initiative 7: DCHA Subsidiary to Act as Energy Services Company

Appendix A: Local Asset Management Program

Background and Introduction

The Amended and Restated Moving to Work Agreement, effective September 29, 2010, required DCHA to design and implement a local asset management program for its Public Housing Program and describe such program in its Annual MTW Plan. The term "Public Housing Program" means the operation of properties owned or subsidized by the Agency that are required by the U.S. Housing Act of 1937 to be subject to a Public Housing declaration of trust in favor of HUD. The Agency's local asset management program shall include a description of how it's implementing project-based property management, budgeting, accounting, and financial management and any deviations from HUD's asset management requirements. Under the First Amendment to the MTW Agreement, DCHA agreed to describe its cost accounting plan (cost allocation plan) as part of its local asset management program including how it deviates from the HUD fee for service system.

Project-based approach for Public Housing Program

DCHA maintains a project-based management approach which includes both DCHA-managed properties, as well as privately managed properties, under the Public Housing Program. Project-level budgeting and accounting is maintained for each of these Public Housing properties. In addition, each mixed-income, mixed-finance rental community that contains Agency-assisted units under the Public Housing Program are owned, managed and operated by third party partnerships as established at the time each of the transactions were structured. DCHA maintains a separate budget and accounting for the operating subsidy paid to the owners of these properties as well as any other cost incurred by the Agency on behalf of these properties.

COST ALLOCATION PLAN

Identification of Cost Allocation Approach

DCHA approached its cost allocation plan with consideration to the entire operation of the Agency, rather than a strict focus on only the MTW Program. This cost allocation plan addresses the larger DCHA operation as well as the specific information required related to the MTW Program.

Under the MTW Agreement, the cost accounting options available to the Agency include either a "fee-for-service" methodology or an "indirect cost rate" methodology. DCHA can establish multiple cost objectives or a single cost objective for its MTW Program. DCHA opted to use a fee-for-service methodology and to establish the MTW Program as a single cost objective, as further described below.

Classification of Costs

There is no universal rule for classifying certain costs as either direct or indirect. A cost may be direct with respect to some specific service or function, but indirect with respect to the Federal award or other final cost objective. Therefore, the definitions and guidelines provided in this Cost Allocation Plan are used for determining direct and indirect costs charged to the cost objectives.

Definitions

Cost Objective – Cost objective is a function, organizational subdivision, contract, grant, or other activity for which cost data are needed and for which costs are incurred.

Direct Costs – Direct costs are those that can be identified specifically with a particular final cost objective.

Indirect Costs – Indirect costs are those: (a) incurred for a common or joint purpose benefitting more than one cost objective, and (b) not readily assignable to the cost objective(s) specifically benefitted, without effort disproportionate to the results achieved. After direct costs have been determined and assigned directly to Federal awards and other activities as appropriate, indirect costs are those remaining to be allocated to the cost objectives.

Cost Base – A cost base is the accumulated direct costs (normally either total direct salaries and wages or total direct costs exclusive of any extraordinary or distorting expenditures) used to distribute indirect costs to cost objectives (Federal awards). Generally, the direct cost base selected should result in each award bearing a fair share of the indirect costs in reasonable relation to the benefits received from the costs.

DCHA Cost Objectives

DCHA has identified the following cost objectives:

MTW Program – All associated activities funded under the MTW Single Fund authority are deemed as a ***single cost objective***. The MTW Program cost objective includes: 1) DCHA-owned Public Housing Properties and Public Housing units contained in third party-owned properties, 2) MTW Housing Choice Vouchers, both Project-Based Vouchers (PBV) and Tenant-Based Vouchers, 3) Development Activity funded from MTW, 4) resident services and case management services offered to families served under the MTW program, 5) Capital Funds, and 6) any other activity that is permitted in DCHA's Amended and Restated MTW Agreement.

Revitalization Program – The Revitalization Program includes the development-related activity funded from HOPE VI, Choice Neighborhood Initiatives and other local funds. Generally, DCHA will capture costs by development and will include the ability to track charges to specific funding sources.

Special Purpose (Non-MTW) Tenant-Based and Project-Based Housing Choice Vouchers – Special Purpose Vouchers include, but are not limited to, the Section 8 Moderate Rehab Program, the Veterans Affairs Supportive Housing (VASH) vouchers, Tenant Protection and Opt-Out Vouchers in the first year, and the Multicultural vouchers.

Other Federal and State Awards – DCHA may be the recipient of other Federal and Local awards from time to time. Each of these awards will be a separate cost objective as necessary. For example, DCHA has two locally funded voucher programs that are treated as separate programs and therefore, as separate cost objectives.

DCHA Direct Costs

DCHA direct costs are defined in conjunction with the cost objectives defined in this Cost Allocation Plan. As previously mentioned, under OMB Circular A-87, there is no universal rule for classifying costs as either direct or indirect. A cost may be direct with respect to some specific service or function, but indirect with respect to the final cost objective.

MTW Program direct costs include, but are not limited to:

1. All contract costs readily identifiable with delivering housing assistance to low-income families under the MTW Program;

2. Housing Assistance Payments (including utility allowances) for tenant-based vouchers and PBV;
3. Portability Administrative Fees;
4. Homeownership voucher funding;
5. Foreclosure and emergency assistance for low-income families served under HCV;
6. HCV costs for administering tenant-based vouchers, including inspection activities;
7. Operating costs directly attributable to operating DCHA-owned Public Housing properties, including utility costs and maintenance costs administered centrally;
8. Capital improvement costs at DCHA owned properties;
9. Operating subsidies paid to MIMF properties
10. Operating costs paid related to or on behalf of third party owned properties with Public Housing units including utility charges;
11. The Asset Management Department costs attributable to PBV, DCHA-owned Public Housing properties and third party-owned Public Housing units;
12. Resident Services directly attributable to MTW Program activities;
13. Gap financing in MTW real estate transactions;
14. Acquisition costs funded from MTW funds
15. Demolition, relocation and leasing incentive fees in repositioning DCHA-owned real estate;
16. Homeownership activities for low-income families;
17. Office of Capital Programs and Development costs associated with MTW-funded development activity, homeownership initiatives, and PBRA as a development tool, and
18. Any other activities associated with delivering housing assistance to low-income families under the MTW Program.

Revitalization Program direct costs include, but are not limited to:

1. Construction costs;
2. Loan and financing for affordable units;
3. Acquisition costs;
4. Land Improvements;
5. Legal expenses;
6. Professional services;
7. Contract cost (case management);
8. Relocation;
9. Extraordinary site work;
10. Demolition; and
11. Other revitalization expenditures (such as homeownership mortgage assistance and down payment assistance).

Special Purpose Housing Choice Tenant-based Vouchers direct costs include, but are not limited to:

1. Housing Assistance Payments (HAP) and
2. Program Administration Costs.

Other Federal and State Awards direct cost include, but are not limited to:

1. Legal expenses;
1. Professional services;

2. Utilities (gas, water, electric, other utilities expense);
3. Real estate taxes;
4. Insurance;
5. Bank charges;
6. Staff training;
7. Interest expense;
8. Contract cost for CDBG; and
9. Any cost identified for which the award is made. Such costs will be determined as DCHA receives awards.

Explanation of Differences

DCHA has the ability to define direct costs differently than the standard definitions published in HUD's Financial Management Guidebook pertaining to the implementation of 24 CFR Part 990.

DCHA is required to describe any differences between the Agency's Local Asset Management Program and HUD's asset management requirements in its Annual MTW Plan in order to facilitate the recording of actual property costs and submission of such cost information to HUD:

1. DCHA determined to implement a cost allocation system that was more comprehensive than HUD's Asset Management System which advocated a fee-for-service approach specific to the properties in the Public Housing Program. HUD's system was limited in focusing only a fee-for-service system at the property level and failed to address DCHA's comprehensive operation which includes other programs and business activities. DCHA's MTW Program is much broader than Public Housing properties and includes activities not found in traditional HUD Programs. This Cost Allocation Plan addressed the entire DCHA operation.

2. DCHA defined its cost objectives at a different level than HUD's System. Specifically, DCHA defined the MTW Program as a cost objective which is consistent with the issuance of the CFDA number for MTW as a Federal program. HUD defined its cost objective at the property level which fails to recognize the overall effort required to deliver the housing resources to low-income families under the MTW Program. Because the cost objectives are defined differently, direct and indirect costs are defined based on the cost objectives identified in this Cost Allocation Plan.

3. DCHA will use a simple fee system of charging 10% of MTW Program funds to cover the costs of the Central Office Cost Center (COCC). DCHA views the 10% fee as reasonable when compared to the fees earned for administering the Local Voucher Programs. DCHA will account for an allocable share of the "MTW Fee" charges at the property level based upon the size of the property.

4. DCHA will charge a fee to other Federal and Local awards in a manner that is consistent with that allowed for those Federal awards. The fee charged to the Revitalization program will continue to follow the HUD guidelines of 3% of the total cost of the development.

THE DISTRICT OF COLUMBIA HOUSING AUTHORITY

300 7th St SW, 10th Floor . Washington, DC 20024
(202) 535-1000
https://www.dchousing.org

Raymond Skinner • Denise Blackson • Leroy Clayy III Rosa Burbridge • James Dickerson • Ronnie Harris • Katrina D. Jones Melissa Lee • Christopher Murphy • Jennifer Reed • Theresa Silla

Keith Pettigrew, Executive Director

District of Columbia Housing Authority

D.C. Housing Authority

DISTRICT OF COLUMBIA HOUSING AUTHORITY

MOVING TO WORK PLAN

FY2025

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DISTRICT OF COLUMBIA HOUSING AUTHORITY

300 Seventh Street Southwest Washington DC 20024
Phone: 202-535-1000
Email: info@dchousing.org Website: www.dchousing.org

Board of Commissioners

Raymond Skinner, Board Chair

Denise Blackson

Leroy Clay III

Rosa Burbridge

James A. Dickerson

Ronnie Harris

Katrina D. Jones

Melissa Lee

Christopher Murphy

Jennifer Reed

Theresa Silla

This Moving to Work (MTW) Annual Plan is prepared in accordance with the "Amended and Restated Moving to Work Agreement" between the U.S. Department of Housing and Urban Development and District of Columbia Housing Authority. This agreement was signed by both parties in September 2010. The agreement was extended by Congress and is scheduled to expire at the end of the Housing Authority's 2038 Fiscal Year. The required elements of the Annual MTW Plan and Annual MTW Report are detailed in HUD Form 50900 (OMB Control Number: 2577-0216 Expiration Date: 3/31/2024).

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Section I. Introduction

A. Overview

The District of Columbia Housing Authority's (DCHA) Moving to Work (MTW) Annual Plan provides information on DCHA's planned activities under the MTW Demonstration Program for Fiscal Year 2025, i.e. the period from October 1, 2024 to September 30, 2025.

MTW is a demonstration program authorized by Congress, through which DCHA and other participating agencies have the flexibility to waive parts of the US Housing Act of 1937 and some regulations to design and test approaches for providing housing assistance that address one or more of the following statutory objectives:

- Reduce cost and achieve greater cost effectiveness in federal expenditures;
- Provide incentives to families with children whose heads of household are either working, seeking work, or are participating in job training, educational or other programs that assist in obtaining employment and becoming economically self-sufficient; and
- Increase housing choices for low-income families.

DCHA has been a participant in the MTW program since July 2003 pursuant to an MTW Agreement with the U.S. Department of Housing and Urban Development (HUD). The MTW Agreement, as amended, describes the authority and flexibility granted to DCHA under the MTW program along with requirements for participation. DCHA's MTW Agreement with HUD was recently extended through 2038.

The FY 2025 MTW Annual Plan includes information on DCHA's housing inventory, waiting list, finances, planned and ongoing MTW activities and other information required in HUD Form 50900, which details the reporting requirements applicable to MTW agencies.

B. Long-Term MTW Goals and Objectives

DCHA's mission is to provide quality affordable housing to extremely low- through moderate-income households, foster sustainable communities, and cultivate opportunities for residents to improve their lives. We are dedicated to addressing the housing needs of the District of Columbia's most vulnerable populations including seniors, people with disabilities and families with children. As an independent public agency, DCHA provides housing assistance to nearly 10% of the District's residents. The agency's work encompasses roles as a landlord, property manager, voucher administrator, and real estate developer.

As part of the initial MTW Plan submission, DCHA established five (5) strategic objectives which continue to provide the framework for MTW planning and implementation efforts in FY 2025 and beyond:

- Create opportunities to improve the quality of life for DCHA residents through collaboration and partnerships.
- Increase access to quality affordable housing.
- Provide livable housing to support healthy and sustainable communities.
- Foster a collaborative work environment that is outcome driven and meets the highest

expectations of the affordable housing industry.
- Effectively communicate agency accomplishments and advocate for its mission.

DCHA is committed to fulfilling its mission and strategic goals by exploring opportunities that address local housing needs and meet MTW statutory objectives. Over the long-term, DCHA will continue to leverage the flexibility provided by its MTW designation to preserve and increase affordable housing, implement program efficiencies and improve the well-being of the residents and families the agency serves.

DCHA's temporary Stabilization and Reform Board of Commissioners, which was appointed in December 2022, hired Keith Pettigrew as Executive Director effective on November 1, 2023. Since then, he has focused efforts on recruiting a new executive team, addressing outstanding corrective action items from HUD's 2022 review of DCHA operations, and developing a three-year Recovery Plan that provides a framework for preserving and expanding affordable housing and moving the agency to excellence in all areas of operations. Major objectives of the Recovery Plan over the next three year period that will be supported using MTW flexibility include:

- Preserve or redevelop the existing public housing portfolio through conversion to Section 8 project-based assistance utilizing the Rental Assistance Demonstration (RAD) program, Section 18, RAD/Section 18 blend and other available methods.
- Expand affordable housing opportunities through innovative use of the "Faircloth to RAD" program, Low Income Housing Tax Credits, Housing Choice Vouchers and other programs that leverage DCHA's MTW resources.
- Achieve high rates of occupancy, meet property management and inspection standards, and provide safe and supportive living environments for residents of public housing and other affordable units owned by DCHA.
- Improve voucher utilization and provide Housing Choice Voucher program participants with a diverse range of tenant-based and project-based housing and related service options.
- Connect DCHA residents and program participants to programs and services that provide education and employment opportunities, help families build financial assets and maximize the potential for independent living and self-sufficiency.
- Improve DCHA's organizational infrastructure including data, technology, website, call center and other systems so that they are fully integrated, reliable, functionally robust, and user-friendly.
- Ensure that agency policies and procedures comply with regulatory requirements, are clear and transparent, reflect industry best practices and incorporate innovation and flexibility as allowed through MTW.

C. Short-Term MTW Goals and Objectives

In addition to implementing the Recovery Plan, DCHA's short-term MTW goals and objectives for FY 2025 include:

- Develop a portfolio-wide asset repositioning plan in consultation with residents, community stakeholders and other stakeholders. The plan will provide a framework for preserving, redeveloping and expanding affordable housing utilizing MTW flexibility and other available tools and resources.

- Successfully occupy new housing developed using the Faircloth to RAD program. DCHA anticipates that the first construction phases at Park Morton, Kenilworth and Barry Farms (Asberry) will be completed by the end of FY 2024, followed by occupancy through FY 2025.
- Proceed with pre-development planning, financing, and/or construction for multiple legacy public housing developments including Capper Senior I, Henson Ridge I, Judiciary House, Greenleaf Senior and other sites.
- Enhance vacancy turnaround and voucher leasing initiatives to increase the number of households served under the MTW program.
- Implement site-based waiting lists at public housing and project-based developments in accordance with agency policies and approved MTW waivers.
- Increase resident participation in programs designed to support employment and economic self-sufficiency, financial literacy, housing mobility, first time homebuying and other positive outcomes. Program services include Community Navigators, provision of space in DCHA developments for service providers, and programming through DCHA's Workforce Development Program, Family Self-Sufficiency Program, and Rent Reporting and Credit Building Program.
- Implement a broad array of ongoing approved MTW activities summarized in Section IV that support DCHA's strategic goals and advance MTW statutory objectives.

Over the course of FY 2025, the new Board and executive team plans to review and evaluate the ongoing MTW activities described in this Annual Plan and, where appropriate, to propose modifications to existing approved activities and/or new MTW initiatives to support Recovery Plan priorities and address emerging challenges and opportunities.

D. Significant Amendment Definition

As part of the RAD conversion initiative, a further Significant Amendment to the MTW Plan will not be required for the following RAD-specific actions:

- Changes to the Capital Fund budget produced as a result of each approved RAD conversion regardless of whether the proposed conversion will include use of additional Capital Funds;
- Decisions to apply MTW funding or programmatic flexibility to post-conversion RAD developments;
- Decisions or changes related to the ownership and/or financing structures for each approved RAD conversion including decisions to allocate DCHA financial resources as a source of funds to support the RAD conversion initiatives;
- Changes to the construction and rehabilitation plans and scheduled for each approved RAD conversion;
- Changes to the project names or sponsor entity names;
- With respect to Faircloth to RAD conversions, decisions to reduce or increase the number of subsidized units;
- Changes in the post-conversion bedroom size distribution and/or the number of de minimis unit reductions up to the 5% permitted under RAD program rules;
- Changes to the pre-conversion bedroom size distribution and/or the project or AMP from which transfer of assistance units will be converted; and,
- Decisions to convert to either Project Based Vouchers or Project Based Rental Assistance.

DCHA will amend or modify its MTW annual plan upon the occurrence of any of the following events:

- A federal statutory or regulatory change is made effective and, in the opinion of the Authority, has either substantial programmatic or financial effects on the programs administered by DCHA, or creates substantial obligations or administrative burdens beyond the programs under administration at the start of the Plan year.
- Proposed demolition, disposition, Capital Fund Financing, development, or mixed finance proposals not already identified in this plan and that are considered by HUD to be significant amendments to the Agency Plan and Capital Fund Plan.
- Any Capital Fund project not already in the Five-Year Action Plan excluding projects arising out of federally declared major disasters, acts of God beyond the control of the Authority, such as earthquakes, fire and storm damages, civil unrest, or other unforeseen significant event or changes in use of replacement reserve funds under the Capital Fund in the amount of 20% or more of the annual grant.
- Any other event that the Authority determines to be a significant amendment or modification of the approved annual plan.

Section II. General Housing Authority Operating Information

A. Housing Stock Information

1. Planned New Public Housing Units

DCHA plans to add 40 net new units of public housing to its portfolio in FY2025 through Faircloth to RAD. Construction at Park Morton Phase I will be completed and ready for lease up in late FY2024 and early FY2025. These units will only exist as public housing units prior to RAD conversion. The actual number of new public housing units and bedroom size mix may vary depending on several factors including changes to financing plans and construction schedules, receipt of Low-Income Housing Tax Credits, HUD and District of Columbia processing timetables and other factors. DCHA may issue a new Request for Proposals (RFP) during FY 2025 and may select additional developments for receipt of public housing Annual Contributions Contract(s) as a result of that or prior RFP(s), subject to approval of the DCHA Board of Commissioners. Due to changes in development plans and schedules, planned developments shown below may also appear in prior or subsequent Annual Plans.

Asset Management Project (AMP) Name And Number	Bedroom Size						Total Units	Population Type	# Of Uniform Federal Accessibility Standards (UFAS) Units	
	0/1	2	3	4	5	6+			Mobility	Hearing/ Vision
DC001005500 Park Morton Phase 1	0/13	26	0	1	0	0	40	General	3	1
TOTAL	0/13	26	0	1	0	0	40		**3**	**1**

2. Planned Public Housing Units to be Repositioned

Over the coming years, DCHA anticipates removing up to 7,937 units from the agency's public housing portfolio for conversion to project based vouchers under one of three HUD repositioning platforms: the Rental Assistance Demonstration (RAD) program for properties with approved CHAPs or through Section 18 or through a RAD/ Section 18 Blend. The planned demolition and disposition initiatives are related to DCHA's revitalization program, ongoing portfolio assessment and repositioning efforts including conversion of public housing units to project-based assistance under the RAD program, Section 18, or RAD/Section 18 blend methods.

DCHA included the full public housing portfolio to demonstrate the agency's commitment to repositioning the full portfolio and to comply with the HUD requirement that projects are listed in the agency's annual plan prior to submitting a repositioning application to HUD. The conversion of all properties will take many years. Prior to and consistent with the selected repositioning strategy, DCHA will meet with and engage residents and the community at the affected property as required by HUD and guided by DCHA Board approved development "Principles for Public Housing Subsidy Repositioning" in Resolution 24-16 and "Principles to Govern Redevelopment and Substantial Rehabilitation of DCHA's Properties" in Resolution 24-15.

While the table below provides an estimate of the number of units to be removed from the public housing inventory, the actual number may vary depending on timetables for HUD and District of Columbia local government approvals, project financing, RAD closings and other factors. Due to variances in development schedules and changes in development priorities, units listed below may also include units listed in prior year Annual Plans for which demolition and/or disposition has not yet occurred.

Planned Public Housing Units to be Removed		
PIC Dev. # / AMP and PIC Dev. Name	**Number of Units to be Removed**	**Explanation for Removal**
DC001001650 Judiciary House	263	DCHA received a RAD CHAP for Judiciary House in FY2021, with anticipated closing in FY2025. In consideration for conversion in FY2025, DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 blend conversion for the property. The property will continue to be managed by DCHA or its wholly owned affiliate.
DC001005520 Capper Senior I	162	DCHA applied for a RAD CHAP for the 162 units at Capper Senior I in FY2024 with anticipated conversion in FY2024. The property was newly constructed in FY2020 and does not require additional financing or renovation. In consideration for conversion in FY2025, DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 blend conversion for the property.
DC001005200 Henson Ridge	68	DCHA applied for a RAD CHAP for Henson Ridge in FY2023, with anticipated closing in FY2024. The property has reached its 15-year tax credit compliance period and DCHA will exercise its right of first refusal to acquire the LP interest. In consideration for conversion during FY2025, this will be a RAD, Section 18, or RAD/Section 18 Blend conversion to recapitalize the property and to secure new tax credit equity.
DC001001290 Ontario Road*	13	DCHA received a CHAP under its FY2016 RAD Portfolio Award. DCHA plans to convert the property to RAD for stabilization and moderate rehabilitation. DCHA will be utilizing the Section 18 platform in combination with the RAD program for RAD/Section 18 blended conversion. The property will continue to be managed by DCHA or its wholly owned affiliate.

Planned Public Housing Units to be Removed		
PIC Dev. # / AMP and PIC Dev. Name	**Number of Units to be Removed**	**Explanation for Removal**
DC001003361 The Villager*	20	DCHA received a CHAP under its FY2016 RAD Portfolio Award. DCHA plans to convert the property to RAD for stabilization and moderate rehabilitation. DCHA plans to utilize the Section 18 platform, RAD, or a RAD/Section 18 blended conversion. The property will continue to be managed by DCHA or its wholly owned affiliate.
DC001001290 Lincoln Road*	20	DCHA received a CHAP under its FY2016 RAD Portfolio Award. DCHA plans to convert the property to RAD for stabilization and moderate rehabilitation. DCHA plans to utilize RAD, the Section 18 platform alone, or a combination of Section 18 and the RAD program for RAD/Section 18 blended conversion. The property will continue to be managed by DCHA or its wholly owned affiliate.
DC001003850 Elvans Road*	20	DCHA received a CHAP under its FY2016 RAD Portfolio Award. DCHA plans to convert the property to RAD for stabilization. DCHA plans to utilize RAD, the Section 18 platform in combination with the RAD program for RAD/Section 18 blended conversion, or a Section 18 conversion. The property will continue to be managed by DCHA or its wholly owned affiliate.
DC001001440 Montana Terrace*	64	DCHA received a CHAP under its FY2016 RAD Portfolio Award. DCHA plans to convert the property to RAD for stabilization. DCHA plans to utilize RAD, the Section 18 platform in combination with the RAD program for RAD/Section 18 blended conversion, or a Section 18 conversion. The property will continue to be managed by DCHA or its wholly owned affiliate.
DC001001340 Park Morton	130 78 Removed	DCHA received a phased demo/dispo approval for this site in FY2019. Resident relocation occurred for Phase 1. A total of 78 units have been demolished and removed from PIC to date. Additional units will be removed in FY2024 and FY2025 prior to redevelopment in Phase 2. The site is a part of the New Communities Initiative (NCI).
DC00100519 0 Kenilworth	201 89 Removed	DCHA received a phased demolition approval for this site in FY2018. Resident relocation occurred for Phase 1. A total of 89 units have been demolished and removed from PIC to date. In FY2025, DCHA will submit a Section 18 disposition application and/or RAD application to reposition the operating subsidy for the remaining properties on Phase 2 & 3. Phase 1, a Faircloth to RAD, is anticipated to lease up as public housing and subsequently convert to RAD.
DC001001291 Sibley Townhomes	22	DCHA received demo/dispo approval for this site in FY2021. Relocation is complete. Buildings are in the process of acquiring permits for demolition.
DC001001290 Sursum Corda	28	DCHA received demo/dispo approval for this site FY 2021. Relocation is complete. Buildings are in the process of acquiring permits for demolition.
DDC001004430 Potomac Gardens (Family and Senior Mid-Rise)	352	DCHA received a RAD CHAP for Potomac Gardens family and senior midrise in FY2021. In FY2024, DCHA submitted a Section 18 disposition application to reposition the operating subsidy for the entire site. DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 blend conversion for the property.
DC001003104/ DC001003105 Wheeler Creek	148	A DCHA Hope VI site, Wheeler Creek Apartments ("Wheeler Creek") is a mixed income affordable multi-family property which includes 148 public housing units in 21 separate buildings. DCHA received a RAD CHAP in FY2022. DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion of the property in FY2025.
DC00100 3363 Carroll	60	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for Carroll in FY2025

Planned Public Housing Units to be Removed		
PIC Dev. # / AMP and PIC Dev. Name	**Number of Units to be Removed**	**Explanation for Removal**
DC001001600 Claridge Towers	343	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for Claridge in FY2025
DC00100 2230 Fort Dupont Dwellings- Fort Dupont Addition Stoddert Terrace	291	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for the property in FY2025
DC001001640 Fort Lincoln	120	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for Fort Lincoln in FY2025
DC001001371 Garfield Senior	228	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for Garfield Senior in FY2025.
DC00100 2220 Benning Terrace	274	DCHA plans to submit a Section 18 application to reposition the operating subsidy by July 2024.
DC001001370 Garfield Family Garfield Senior	50	DCHA submitted an application for a Section 18 Demo/Dispo application in FY2024 for the 50 units in the Garfield Family Walk-Up Buildings.
DC001004210/ DC001003363 Greenleaf Gardens/Addition/ Extension/Senior	493	DCHA plans to submit a Section 18 Disposition application for operating subsidy repositioning for the units at Greenleaf Senior, Greenleaf Gardens, Extension and Addition in FY2024. Greenleaf will be redeveloped into mixed-income housing. DCHA received a RAD CHAP for Greenleaf Senior (211 units) in FY2024, but will include building in its Section 18 disposition request in FY2024 with the rest of the property.
DC00100 1680 Harvard Towers	193	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for Harvard Towers in FY2025.
DC001001620 Horizon House	126	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for Horizon House in FY2024.
DC00100 3300 Hopkins Apartments	158	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for Hopkins in FY2024. DCHA has begun the significant amendment process.
DC00100 3530 Highland Additions	118	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for Highland Additions in FY2025
DC00100 1700 James Apartments	141	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for James Apartments in FY2025
DC001001030 James Creek	242	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for James Creek in FY2025.
DC001001080 Kelly Miller	160	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for the Kelly Miller (Townhomes).
DC001001391 LeDroit	124	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for LeDroit in FY2025.

Planned Public Housing Units to be Removed		
PIC Dev. # / AMP and PIC Dev. Name	**Number of Units to be Removed**	**Explanation for Removal**
DC00100 1340 Marigold, 2905 11th	14	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for Marigold in FY2025
DC00100 2220 Marley Ridge	9	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for Marley Ridge in FY2025
DC00100 5420 Metrotowns "Parkside Pollin"	42	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for Metrotowns in FY2025
DC00100 4361 Kentucky Courts	118	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for Kentucky Courts in FY2025
DC00100 3361 Knox Hill	122	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for Knox Hill in FY2025
DC001002250 Langston Terrace	274	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for Langston Terrace in FY2025.
DC001002400 Langston Additions	35	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for Langston Additions in FY2025.
DC001002130 Lincoln Heights/Richardson	598 33 removed	DCHA received demolition approval for 33 units at the Lincoln Heights site in FY2017. A total of 33 units have been demolished and removed from PIC to date from Lincoln Heights. DCHA plans to remove additional units in FY2024. Residents are being relocated onsite at both Lincoln Heights & Richardson Dwellings to portions of properties that are in better condition. This will allow DCHA begin further demolition on both properties. In consideration for conversion in FY2025, DCHA will submit a Section 18 disposition application for subsidy repositioning of all units at both properties.
DC00100 1690 Regency House	160	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for Regency House in FY2025
DC00100 1291 Sibley Plaza Senior	224	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for Sibley Plaza in FY2025
DC00100 4240 Syphax Gardens	174	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for Syphax in FY2025
DC00100 3361 Woodland Terrace	234	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for Woodland in FY2025
DC001005370 Avenue	27	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for the Avenue in FY2025
DC001003090 Barry Farm	39	DCHA received approval to demolish & dispose of 454 units in in 2017 however five buildings (39 units) were declared Historic Landmarks by the D.C. Historic Preservation Board in January 2020. DCHA plans to dispose of the 39 units to a DCHA affiliate in FY24 until a future nonresidential preservation plan is approved for the units.

Planned Public Housing Units to be Removed		
PIC Dev. # / AMP and PIC Dev. Name	**Number of Units to be Removed**	**Explanation for Removal**
DC001005480 Bixby (Formerly known as The Lofts)	39	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for the Bixby in FY2025. See Initiative #25 for additional detail.
DC001005460 & DC001005461 Highland Dwellings	212	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for Highland Dwellings in FY2025. See Initiative #25 for additional detail.
DC001005230 Capitol Gateway	62	Capitol Gateway is a 237-unit mixed income affordable multi-family property which includes 212 replacement units. There are 151 project-based units at Capital Gateway Senior & 62 of the 86 units at Capital Gateway Family are public housing units. DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for Capitol Gateway in FY2025
DC001005270 Capitol Quarters	86	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for Capitol Quarters in FY2025
DC001005520 Capper Senior II (400M)	139	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for the property in FY2025
DC001005510 City View	30	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for the property in FY2025
DC00100 1460 Edgewood Terrace	89	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for the property in FY2025
DC00100 5290 Glenncrest	61	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for the property in FY2025
DC00100 5350 Gibson Plaza	53	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for the property in FY2025
DC001005430 4800 Nannie Helen	23	This is a New Communities mixed income affordable multi-family building which includes 23 public housing replacement units for Lincoln Heights and Richardson Dwellings residents. DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for the property in FY2025
DC001005210 Kentucky Courts (Condos)	12	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for the property in FY2025
DC00100 5240 Oxford Manor	30	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for the property in FY2025
DC00100 5470 Phyliss Wheatly	76	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for the property in FY2025
DC00100 5490 Residences at Hayes Street	50	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for the property in FY2025
DC00100 5300 Sheridan Station Phase I	45	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for the property in FY2025
DC00100 5450 Sheridan Station Phase III	65	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for the property in FY2025

Planned Public Housing Units to be Removed		
PIC Dev. # / AMP and PIC Dev. Name	**Number of Units to be Removed**	**Explanation for Removal**
DC001005242 St. Martins	51	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for the property in FY2025
DC00100 5410 Victory Square	36	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for the property in FY2025
DC00100 2230 Triangle View	76	DCHA plans to pursue either a RAD conversion, Section 18 disposition or a RAD/Section 18 Blend in consideration for conversion for the property in FY2025
Total Number of Units to be Removed	**7,937**	

* DCHA originally received CHAP approval for a total of 140 units for the MELVO RAD sites to be converted. This number was revised to 136 as part of an amended CHAP.

New Communities Initiative (NCI) Sites

Barry Farm—The redevelopment of Barry Farm is part of the city's New Communities Initiative (NCI). The redevelopment plan includes demolition and disposition of the existing 444 units at Barry Farm/Wade Apartments to be replaced with 380 replacement units and up to 900 units of newly constructed mixed-income housing. DCHA received HUD demolition approval in FY2017.

Relocation and demolition of the existing Barry Farm and Wade Apartments structures is complete, with the exception of five (5) structures that have been designated as historic by the District of Columbia's Historic Preservation Review Board (HPRB). These structures are located in a newly-created local Historic District at the southwest corner of the site near the corner of Stevens Road and Firth Sterling. The Planned Unit Development (PUD) approved by the DC Zoning Commission in December 2014 was vacated in June 2018 after the courts cited concerns with the plan during the zoning appeal. These units had been previously approved for demolition with the FY2017 approval. DCHA will amend the demolition approval and dispose these units as administratively feasible. Eventually, DCHA may redevelop these units into community space for non-residential purposes.

After several years of proceedings, the PUD was withdrawn after agreeing to pursue map/text amendment zoning approval. The Zoning Commission approved a Map & Text Amendment on December 16, 2021. The development is required to provide 380 low-income replacement public housing units in addition to other affordable and market-rate units for a total of up to 1,100 units, including rental homeownership and approximately 40,000 square feet of neighborhood-serving retail space. The first building on the site, the Asberry, a 108 unit building with 55 years and older preference is under construction and is expected to be delivered in FY2024. There will be 77 replacement units at the Asberry for former Barry residents. 44 of the replacement units at the Asberry are Faircloth to RAD units and the remaining 33 are subsidized through the Local Rent Program Supplement Program (LRSP). The next building will be a 139-unit multifamily building called "The Edmonson." The building has 50 replacement units targeted for former Barry Farm residents. DCHA had a financial closing for this building in May 2024 and is expected to begin construction in Q3 FY2024 and be delivered in FY 2026. There are also plans to use Faircloth to RAD and other repositioned subsidy to subsidize other future phases.

Lincoln Heights and Richardson Dwellings— DCHA received approval in FY2017 for the demolition of three vacant structures at the southeast corner of 50th Place NE and Fitch Place NE consisting of a total of 33 long- term distressed and vacant units at Lincoln Heights. Thirty-three units were demolished in the summer of 2019. The agency received a choice planning grant in FY2022 that will allow DCHA to reassess and revise redevelopment plans for both the Lincoln Heights and Richardson Dwellings sites. Currently, residents are being relocated to portions of each property that have light unit renovations as part of a stabilization plan to allow for selective demolition and future onsite build-first opportunities. DCHA is seeking alternative financing for this New Communities property since District funding for this stie is no longer considered viable. DCHA is considering redevelopment plans for the renovation of Lincoln Heights or Richardson Dwellings and demolition of the units at Lincoln Heights or Richardson Dwellings which will open the site for greater density. The application for subsidy repositioning will be carried out in conjunction with the redevelopment planning currently taking place.

Park Morton–The redevelopment of Park Morton is envisioned to include demolition and disposition of all 174 public housing units. The redevelopment will be implemented in phases with a total of 468 new units in the project (both on and offsite). DCHA moved forward with the on-site portion of the project (known as Phase 2) prior to offsite build-first development due to opposition

of the zoning approvals by a small group. A phased demolition/disposition application was approved in FY2019. Residents in the Phase 1 area have been relocated and buildings have been demolished. New construction of a 142-unit multifamily building began in FY2023 and is expected for delivery in early FY2025. 40 replacement units will be targeted to former Park Morton residents. Phase 2 redevelopment is currently in the planning phase with targets for financial closing of the remaining 17 replacement units on the Park Morton site in FY 25. Planning for 90 off-site replacement units at Bruce Monroe property is ongoing as well. DCHA may seek Faircloth to RAD to subsidize the 90 replacement units at Bruce Monroe.

3. Planned New Project-Based Vouchers

Over the coming years, DCHA anticipates converting up to 1,464 public housing units to project based vouchers (PBV) under the Rental Assistance Demonstration (RAD) program. The actual number of new project based vouchers may vary depending on several factors including changes to financing plans and construction schedules, receipt of Low-Income Housing Tax Credits, HUD and District of Columbia processing timetables and other factors. The planned new project based vouchers are related to DCHA's revitalization program, ongoing portfolio assessment and repositioning efforts including conversion of public housing units to project-based assistance under the RAD program, Section 18, or RAD/Section 18 blend methods.

While the table below provides an estimate of the number of new project based vouchers, the actual number may vary depending on timetables for HUD and District of Columbia local government approvals, project financing, RAD closings and other factors. Due to variances in development schedules and changes in development priorities, units listed below may also include units listed in prior year Annual Plans for which demolition and/or disposition has not yet occurred. The conversion from public housing subsidy to project based vouchers across the public housing portfolio will take many years. Prior to and consistent with the selected repositioning strategy, DCHA will meet with and engage residents and the community at the affected property as required by HUD and guided by DCHA Board approved development "Principles for Public Housing Subsidy Repositioning" in Resolution 24-16 and "Principles to Govern Redevelopment and Substantial Rehabilitation of DCHA's Properties" in Resolution 24-15.

Property Name*	Number of Vouchers to be Project-Based	RAD?** (Yes or No)	Description Of Project
Judiciary House	263	Yes	DCHA received a RAD CHAP for Judiciary House in FY2021, with anticipated closing in FY2025. DCHA will be utilizing the Section 18 platform in combination with RAD program for RAD/Section 18 blended conversion. The property will continue to be managed by DCHA or its wholly owned affiliate.
Henson Ridge	68	Yes	A DCHA HOPE VI site, Henson Ridge is a mixed finance property which includes 68 public housing units. DCHA received the RAD CHAP in FY2024 and anticipates closing in FY2025.
Capper Senior I	162	Yes	DCHA received a RAD CHAP for Capper Senior I in FY2024, and anticipates closing in FY2025.
Greenleaf Senior	215	Yes	DCHA received a RAD CHAP for Greenleaf Senior in FY2024. Alternatively DCHA will be submitting a Section 18 disposition application for an operating subsidy repositioning of Greenleaf Senior.
Montana Terrace***	64	Yes	DCHA received a CHAP under its FY2016 RAD Portfolio Award. DCHA plans to convert the property to RAD for stabilization and moderate rehabilitation. DCHA will be utilizing the Section 18 platform in combination with RAD program for RAD/Section 18 blended conversion. The property will continue to be managed by DCHA or its wholly owned affiliate.
Elvans Road***	20	Yes	DCHA received a CHAP under its FY2016 RAD Portfolio Award. DCHA plans to convert the property to RAD for stabilization and moderate rehabilitation. DCHA will be utilizing the Section 18 platform in combination with RAD program for RAD/Section 18 blended conversion. The property will continue to be managed by DCHA or its wholly owned affiliate.
Lincoln Road***	19	Yes	DCHA received a CHAP under its FY2016 RAD Portfolio Award. DCHA now plans to convert the property using the Section 18 for stabilization and moderate rehabilitation. DCHA will be utilizing the Section 18 disposition application for operating subsidy repositioning. The property will continue to be managed by DCHA or its wholly owned affiliate.

Property Name*	Number of Vouchers to be Project-Based	RAD?** (Yes or No)	Description Of Project
The Villager***	20	Yes	DCHA received a CHAP under its FY2016 RAD Portfolio Award. DCHA plans to convert the property to RAD for stabilization and moderate rehabilitation. DCHA will be utilizing the Section 18 platform in combination with RAD program for RAD/Section 18 blended conversion. The property will continue to be managed by DCHA or its wholly owned affiliate.
Ontario Road***	13	Yes	DCHA received a CHAP under its FY2016 RAD Portfolio Award. DCHA plans to convert the property to RAD for stabilization and moderate rehabilitation. DCHA will be utilizing the Section 18 platform in combination with RAD program for RAD/Section 18 blended conversion. The property will continue to be managed by DCHA or its wholly owned affiliate.
Potomac Gardens (Family and Senior Mid-Rise)	208	Yes	DCHA received a RAD CHAP for Potomac Gardens family and senior midrise in FY2021. DCHA will submit a Section 18 operating subsidy repositioning application. In the alternative, DCHA may utilize the Section 18 platform in combination with RAD program for RAD/Section 18 blended conversion.
Barry Farm	50	Yes	As part of the Barry Farm redevelopment, DCHA anticipates project basing up to 50 units as part of the second phase of the new construction redevelopment using Faircloth to RAD. DCHA expects 139 units to come online during phase two, including 50 total replacement units. DCHA anticipates receiving an RCCA for this project from HUD in FY2024.
Barry Farm	44	Yes	As part of the Barry Farm redevelopment, DCHA anticipates project basing up to 44 units as part of the first phase of the new construction redevelopment using Faircloth to RAD. DCHA expects 108 units to come online during phase one, including 77 total replacement units. DCHA received an RCCA for this project from HUD in FY2022.
Park Morton	40	Yes	As part of the Park Morton redevelopment, DCHA anticipates project basing up to 40 units as part of the first phase of the new construction redevelopment using Faircloth to RAD. DCHA expects 142 units to come online during phase one, including 40 total replacement units. DCHA received an RCCA for this project from HUD in FY2023.
Wheeler Creek	148	Yes	A DCHA Hope VI site, Wheeler Creek Apartments ("Wheeler Creek") is a mixed income affordable multifamily property which includes 148 public housing units in 21 separate buildings. DCHA received a RAD CHAP in FY2022 and anticipates repositioning the operating subsidy on this property.
2ND Northwest Cooperative	99	No	DCHA accepted HUD's invitation to administer 99 enhanced vouchers for households impacted by Second Northwest Cooperative #17's opt-out decision.
Foster House	31	No	DCHA accepted HUD's invitation to administer 31 tenant protection vouchers for households impacted by Foster House Apartments' opt-out decision.
Total	**1,464**		

*Tenant-based vouchers that the MTW PHA anticipates project-basing for the first time during the Plan Year. These include only those in which at least an Agreement to enter into a Housing Assistance Payment (AHAP) will be in place by the end of the Plan Year.
**Indicate whether the unit is included in the Rental Assistance Demonstration (RAD).
***Originally, DCHA received CHAPs for a total of 140 units for the RAD sites to be converted. This number was revised to 136 as part of an amended CHAP.

4. Existing Project Based Vouchers*

In addition to planned new project-based vouchers, DCHA will continue to provide PBV subsidies in FY 2025 to the developments listed below. The table provides details on PBV developments that are currently committed and/or under contract, and that DCHA projects will be under contract throughout FY 2025. Actual data may vary depending on several factors including contract terminations, unit additions and subtractions.

	Property Name	Number of Project Based Vouchers	Planned Status as the End of the Plan Year**	RAD? (Yes or No)	Description of Project
1	Meridian	34	Leased	No	Family
2	Edgewood Senior	38	Leased	No	Senior
3	2008 3rd Street	11	Leased	No	Family
4	Chapin House	15	Leased	No	Family
5	Euclid	17	Leased	No	Family
6	Weinberg House	6	Leased	No	Family
7	First Street	12	Leased	No	Family
8	Soho	4	Leased	No	Family
9	Beacon House—Good Hope Road	15	Leased	No	Family
10	Kenyon	12	Leased	No	Family
11	Champlain	28	Leased	No	Family
12	Shalom House	89	Leased	No	SRO
13	Green Door	4	Leased	No	Family
14	Capital Gateway Senior	151	Leased	No	Senior
15	Robert Walls Senior	47	Leased	No	Senior
16	Henson Ridge	92	Leased	No	Senior
17	Oxford Manor	3	Leased	No	Family
18	Carver Terrace	103	Leased	No	Senior
19	Accessibuild 22 – DCHA	22	Leased	No	Family
20	Beacon House	13	Leased	No	Family
21	JW King	74	Leased	No	Senior
22	St. Paul – Wayne Place Senior	49	Leased	No	Senior
23	Birchmere Homes, LLC	2	Leased	No	Family
24	Fairlawn	10	Leased	No	Family
25	The Overlook	201	Leased	No	Senior/Family
26	Affordable Housing Corporation of the District of Columbia	1	Leased	No	Family
27	Crawford – Bethune House	20	Leased	No	Family
28	Edgewood – Wheeler Terrace	4	Leased	No	Senior
29	Williston	28	Leased	No	Family
30	Edgewood – Gregory	50	Leased	No	Family
31	Kenilworth	132	Leased	No	Family
32	Beacon House	10	Leased	No	Family

	Property Name	Number of Project Based Vouchers	Planned Status as the End of the Plan Year**	RAD? (Yes or No)	Description of Project
33	Community Connections – North Carolina	12	Leased	No	Family
34	SOME – Independence Place	21	Leased	No	Family
35	St. Martin	10	Leased	No	Family
36	Fendall Height – SOME	29	Leased	No	VASH
37	SOME – Griffin House	1	Leased	No	Family
38	VIDA Senior	9	Leased	No	Senior
39	Gibson Plaza	20	Leased	No	Family
40	WC Smith – 1320 Mississippi Ave	19	Leased	No	Family
41	St. Dennis – 1636 Kenyon St	8	Leased	No	Family
42	NCC – VASH	60	Leased	No	VASH
43	Mi Casa – Intergenerational	20	Leased	No	Intergenerational
44	Columbia Road/Colorado Road	44	Leased	Yes	Family
45	Matthews Memorial	35	Leased	Yes	Family
46	Fairlawn Marshall	30	Leased	Yes	Family
47	Conway Center	20	Leased	No	SRO
48	St. Stephens	18	Leased	No	Family
49	Parkway Overlook	105	Leased	No	Family
50	Friendship Terrace	140	Leased	No	Family
51	Green Valley	25	Leased	No	Family
	TOTAL	**1,923**			

*Tenant-based vouchers that the MTW PHA is currently project-basing in the Plan Year. These include only those in which at least an AHAP is already in place at the beginning of the Plan Year. Indicate whether the unit is included in RAD.
**Select "Planned Status at the End of the plan Year" from: Committed, Leased/Issued.

5. Planned Other Changes to MTW Housing Stock Anticipated during the Fiscal Year

As part of ongoing efforts to address the redevelopment and modernization needs of the agency's public housing portfolio, DCHA will continue to review and study various funding alternatives and redevelopment opportunities. Listed below are anticipated changes in FY2025 to the Agency's public housing stock and related properties.

PLANNED OTHER CHANGES TO MTW HOUSING STOCK ANTICIPATED IN THE PLAN YEAR

Designated Housing Plan: DCHA will submit a Designated Housing Plan (DHP) and/or enact an elderly preference for the following 20 properties. The agency may request a mixed population designation for certain properties to allow for elderly and non-elderly disabled families to reside in specific units, and may also request an elderly-only designation for certain properties. This DHP mirrors the current population in these developments.

DCHA has 7,937 public housing units and of those 2,849 will be allocated for elderly and non-elderly disabled families. Below is the list of properties that DCHA plans to designate or at which DCHA plans to institute an elderly-only preference:

Property Name	# of Units to Designate	Designated by Bedroom Size		
		0BDR	1BDR	2BDR
Capper Senior	162	0	155	7
Carroll Apartments	60	0	60	0
Claridge Towers	343	285	58	0
Edgewood Terrace Seniors Development Senior	89	0	89	0
Fort Lincoln	120	96	24	0
Garfield Senior	227	0	226	1
Greenleaf Senior	215	0	58	157
Harvard Towers	191	175	16	0
Horizon House	107	80	27	0
Horizon House - UFAS	19	1	5	13
James Apartments	141	88	53	0
Judiciary House	260	137	121	2
Knox Hill	122	0	122	0
Kenilworth Courts (Phase 1 Faircloth to RAD)	42	0	39	3
Potomac Gardens	144	0	144	0
Sibley Plaza	176	0	113	63
Regency House	158	121	36	1
Triangle View	76	0	76	0
Wheeler Creek Senior	100	0	100	0
Victory Square Senior Apartments	97	79	2	0

Choice Neighborhoods Initiative (CNI) Grants/Federal Revitalization Grants: If CNI is funded by HUD in the FY2025 budget, DCHA may submit a CNI implementation grant application to help achieve the agency's redevelopment goals to revitalize public housing. In addition, DCHA will evaluate submitting a planning grant application. DCHA received a CNI grant for Lincoln Heights/Richardson Dwellings in FY2022 and previously received CNI grants for Kenilworth Courts and Barry Farm/Wade Apartments.

Rental Assistance Demonstration (RAD): DCHA anticipates using RAD as a tool to fund capital needs at DCHA properties within the senior portfolio and the family portfolio. Sites that may be considered for conversion or transfer to RAD or RAD blend subsidy include: Capper Senior I, Henson Ridge, Judiciary, Benning Terrace, Harvard Apartments, Carroll Apartments, Claridge Towers, Horizon House, James Creek, Potomac Gardens, LeDroit Park Apartments, Kelly Miller Apartments, Langston Terrace and Additions, Stoddert Terrace, Ft. DuPont Dwellings, Garfield Terrace, Woodland Terrace, Sibley Senior, Barry Farm, Kenilworth Courts, Park Morton, and Greenleaf. DCHA has also received interest from owners of mixed finance properties to convert ACC units in those properties to RAD. These properties include The Bixby, Highland Dwellings, Wheeler Creek, Edgewood Terrace, Capitol Gateway Family & Senior, Capper Senior I, Glenncrest, Triangle View, Henson Ridge, and Nannie Helen. DCHA received a RAD Conversion Conditional Approval (RCCA) for 101 Faircloth to RAD units for Kenilworth 166 and 44 units for Barry Farm 108 in FY2022 and 40 units for Park Morton Phase 1 in FY2023. DCHA also received RAD CHAPs for Judiciary House and Potomac Gardens Senior and Family Midrise and Wheeler Creek in FY2022. In FY2024, DCHA received RAD CHAPs for Greenleaf Senior and Capper Senior I. In 2024, DCHA also received an RCCA for 50 Faircloth to RAD units at Barry 1A "The Edmonson." The agency is considering additional use of Faircloth to RAD, particularly in areas where public housing units may have already been removed. DCHA anticipates using Faircloth to RAD at for the future phases of redevelopment in FY2024 for Park Morton, Barry Farm, Kenilworth, Sursum Corda and Sibley Townhomes and the Capper parcels.
New Communities Initiative (NCI): NCI is a local government initiative designed to revitalize severely distressed subsidized housing and redevelop neighborhoods into vibrant mixed-income communities. The following DCHA sites are located within the NCI footprint: Barry Farm/Wade Apartments (444 units), Lincoln Heights (440 units); Park Morton (174 units); Sursum Corda (28 units); Sibley Townhomes (22); and Richardson Dwellings (191 units). DCHA will evaluate the most cost-effective method to achieve the redevelopment goals for these sites, including operating subsidy repositioning tools under Section 18 or RAD.
Changes to DCHA Owned Land
Land Exchange: DCHA received HUD approval of a land exchange in FY2014 to exchange a portion of the DCHA owned parcel at the Montana Terrace site with the owner of an adjacent vacant parcel of land. The owner has committed to creating three homeownership units, with one unit to be made available for purchase by a Public Housing resident.
Capitol Gateway Urban Farm: At the Capitol Gateway HOPE VI Site there is approximately 5-6 acres which will be developed as a mixed-use development in future years. Most recently, DCHA has partnered with the University of the District of Columbia (UDC) to use the site as an urban farm and farmers market on an interim basis while redevelopment plans are formalized.

6. General Description of All Planned Capital Fund Expenditures During the Plan Year

The following outlines the projected planned capital expenditures for FY2025. In light of continued federal underfunding of DCHA's capital needs, the ongoing challenge for the Agency is identifying priorities when faced with more need than funding to address an aging Public Housing portfolio (also see Planned Application of MTW Funds section). The District continues to generously support our public housing developments. The Mayor's FY2025 budget provides DCHA with $101.4 million for the capital budget in the next two fiscal years.

GENERAL DESCRIPTION OF ALL PLANNED CAPITAL EXPENDITURES DURING THE PLAN YEAR

The following describes the general planned capital fund expenditures for fund year FY2025 for the following developments:

Various Properties: $5,952,403.20 for vacant unit rehabilitation.

In addition to hard-rehab costs, expenditures are planned to cover front line costs at various properties related to various repairs and emergencies ($1,000,000) and architectural and engineering fees ($1,000,000).

The total net grant value for the DCHA Capital Fund Budget is $7,952,403.20.

Planned FY2025 Expenditures of Unexpended Funds from Previous Grant Years:

CFP Fund	Planned Expenditure Amount	Planned Expenditure Items-General Description
CFP-501-23	$4,781,569.00	Vacant Unit rehabilitation on multiple properties including necessary lead abatement
CFP-501-24	$11,460,442.80	Vacant Unit rehabilitation on multiple properties including necessary lead abatement

B. Leasing Information

1. Planned Number of Households Served at the End of the Fiscal Year

The following is a snapshot and the unit month information on the number of households DCHA plans to serve at the end of the Plan Year. The table provides information on households living in "MTW units" that DCHA plans to serve during FY 2025. This includes all households residing in public housing units as well as federal HCV MTW households. The actual number of households served may vary from that listed on the tables. The conversion of public housing to project-based assistance under RAD began in FY 2017 and will continue in FY 2025 and beyond. RAD vouchers are included in the total "Federal MTW Voucher (HCV) Units to be Leased" shown below. The number of public housing and HCV families served may be affected by the RAD conversion schedule, new public housing unit development schedules, redevelopment activities and other factors.

Planned Number Of Households Served Through	Planned Number Of Unit Months Occupied/Leased*	Planned Number Of Households To Be Served**
MTW Public Housing Units Leased	**71,016**	**5,918**
MTW Housing Choice Vouchers (HCV) Utilized	**135,612**	**11,301**
Local, Non-Traditional: Tenant-Based^	**N/A**	**N/A**
Local, Non-Traditional: Property-Based^	**N/A**	**N/A**
Local, Non-Traditional: Homeownership^	**N/A**	**N/A**
TOTAL	**206,628**	**17,219**

* "Planned Number of Unit Months Occupied/Leased" is the total number of months the MTW PHA plans to have leased/occupied in each category throughout the full Plan Year.

** "Planned Number of Households to be Served" is calculated by dividing the "Planned Number of Unit Months Occupied/Leased" by the number of months in the Plan Year.

^ In instances when a local, non-traditional program provides a certain subsidy level but does not specify a number of units/households to be served, the MTW PHA should estimate the number of households to be served.

Local, Non- Traditional Category	MTW Activity Name/Number	Planned Number Of Unit Months Occupied/Leased*	Planned Number Of Households To Be Served*
Tenant-Based	**N/A**	**N/A**	**N/A**
Property-Based	**N/A**	**N/A**	**N/A**
Homeownership	**N/A**	**N/A**	**N/A**

* The sum of the figures provided should match the totals provided for each local, non-traditional category in the previous table. Figures should be given by individual activity. Multiple entries may be made for each category if applicable.

2. Reporting Compliance with Statutory MTW Requirements

On November 23, 2020, the MTW office sent DCHA a letter notifying the housing authority of its non-compliance with the MTW statutory requirement to substantially serve the same total number of low-income families that would have been served absent the MTW Demonstration, as such requirement is interpreted in Notice PIH 2013-02. With HUD input, DCHA developed a Corrective Action Plan with short, medium, and long-term milestones to remedy this issue. DCHA has been actively engaged in activities to achieve the milestones. All FY2024 goals in the current Corrective Action Plan are expected to be achieved during FY2024. The strategies will continue until DCHA serves substantially the same number of households by achieving occupancy and utilization goals. DCHA meets monthly with its HUD Field Office regarding voucher utilization and public housing occupancy. DCHA provides updates to the MTW office regarding Corrective Action Plan progress regularly.

3. Description of any Anticipated Issues/Possible Solutions Related to Leasing

Housing Program	Description of Anticipated Leasing Issues and Possible Solutions
MTW Public Housing	Overall, the public housing program continues to encounter barriers in leasing units to families that express concern about the following, crime/safety, geographic location and unit size. DCHA continues to struggle leasing 0-bedroom size units because families desire larger units. DCHA has also suffered from a high vacancy rate in its public housing program, with a number of units vacant because they are not in ready-to-lease condition. Accordingly, in FY 2024 and continuing into FY2025, DCHA is engaging in an aggressive campaign to renovate vacant units so that they can be occupied. DCHA plans to convert approximately 493 units from public housing to project-based voucher subsidy during FY2025 through either the RAD, Section 18 or RAD/Section 18 Blend conversion process. This accounts for a significant decrease in public housing units projected to be occupied by the end of FY2025. • Capper Senior I will convert to RAD in early FY2025 • Henson Ridge ACC units will convert to RAD in early FY2025 • Judiciary will likely convert by the end of FY2025 DCHA also plans to convert 3 properties using the Faircloth to RAD program in FY2025. There will be a total of 185 Faircloth to RAD units coming online in FY2025 and they are included in the voucher household served estimate. • Kenilworth 166 has 101 Faircloth to RAD units • Barry Farm 108 has 44 Faircloth to RAD units • Park Morton Phase 1 has 40 Faircloth to RAD units DCHA continues to monitor its progress, in consultation with HUD, towards achieving the goals stated in the STS Corrective Action Plan. The CAP is regularly amended and updated in consultation with HUD. The October 2023 CAP, as approved by HUD, set goals of leasing up approximately new 60 public housing households each month (net of transfers and move-outs) in FY2024 and FY2025 to bring the agency into full STS compliance. DCHA is in the process of updating the CAP with HUD to set lease up goals for FY2025.
MTW Housing Choice Voucher	DCHA plans to add approximately 570 project-based voucher units in FY2025. This is a combination of converting approximately 493 units from public housing to project-based voucher subsidy during FY2025 through either the RAD, Section 18 or RAD/Section 18 Blend conversion process. DCHA also plans to convert 3 properties using the Faircloth to RAD program in FY2025. There will be a total of 185 Faircloth to RAD units coming online in FY2025 and they are included in the voucher household served estimate. • Kenilworth 166 has 101 Faircloth to RAD units • Barry Farm 108 has 44 Faircloth to RAD units • Park Morton Phase 1 has 40 Faircloth to RAD units DCHA will lease up up to 1,300 new HCV households during FY2025 to assist households

	exiting a locally funded and administered voucher program. DCHA adopted resolution 24-29 to modify the Administrative Plan and establish a limited preference for admission to the HCV program for households whose participation in the locally-funded Family Rehousing Stabilization Program (FRSP) is ending in fall 2024. The preference is intended to prevent such families from losing their housing assistance when their FRSP subsidy ends. DCHA also continues to issue new vouchers to families on its waiting list and to work to assist them with finding and leasing new units. DCHA continues to monitor its progress, in consultation with HUD, towards achieving the goals stated in the STS Corrective Action Plan. The CAP is regularly amended and updated in consultation with HUD. The October 2023 CAP, as approved by HUD, set goals of leasing up approximately new 50 voucher households each month (net of transfers and move-outs) in FY2024 and FY2025 to bring the agency into full STS compliance. DCHA is in the process of updating the CAP with HUD to set lease up goals for FY2025. With annual attrition and the competition for units created by the Local Rent Supplement Program (local voucher program) and new vouchers, DCHA anticipates some challenges leasing HCV units in FY2025. DCHA will be working aggressively to recruit additional landlords to the program by increasing marketing of the voucher program, hosting multiple monthly landlord recruitment events, and increasing transparency around its rent reasonableness process, both for landlords and for participants. In this recruitment, DCHA intends to make landlord briefings mandatory for new and existing landlords. DCHA is also engaging housing locators to assist participants with finding units. DCHA's biggest challenge in leasing new units is the age of its waitlist. DCHA contracted assistance with creating a leasing plan with the goal of exhausting the waiting list by the end of the calendar year. DCHA has also contracted assistance with determining eligibility to identify those who are still interested and eligible for assistance; however, the agency has so far averaged a 8% success rate in FY2024 where applicants from the waiting list are issued a voucher. While HUD increased the Fair Market Rents (FMRs) for the DC Metropolitan area in FY2019, the increase was not enough to address the challenges faced by participants in finding housing in high rent submarkets/opportunity neighborhoods. In FY2019 DCHA utilized its MTW authority to increase payment standards to 187% of the HUD FMR. This policy change will continue in FY2025. Also, to assist participants with remaining competitive in the DC market, DCHA will continue leveraging its MTW authority to pay the security deposit, up to one month of HAP, for new lease-ups that request the assistance. Finally, DCHA updated its rent reasonableness policy in FY2023 to use an industry-standard third-party tool. DCHA found that landlords were hesitant about the process since it is less transparent than the former methodology; however, as indicated above, DCHA is working to increase transparency around the rent reasonableness process, such as by hosting landlord/participant meetings where rent reasonableness can be run even before a RFTA is submitted to DCHA for approval. .
Local, Non-Traditional	N/A

C. Wait List Information

1. Wait List Information Projected for the Beginning of the Plan Year

Waiting List Name	Description	Number Of Households On Waiting List	Waiting List Open, Partially Open Or Closed	Plans To Open The Waiting List During The Plan Year
Federal MTW Public Housing	Site-based	2,932	Varies by Site – DCHA plans to open site-based waiting lists in FY25	Will vary by site
Federal MTW Housing Choice Voucher (Tenant-based and Project-based)	Community-wide	18,154	Closed	No
Federal Moderate Rehabilitation	Community-wide	20,563	Closed	No
Federal MTW Public Housing (Mixed Finance)	Site-based	311	Varies by Site--DCHA has various mixed finance sites that have site- based wait lists. Each site makes decisions about the need to open or close their respective wait lists.	Will vary by site

Please describe any duplication of applicants across waiting lists:
Applicants can select to be listed on multiple waiting lists, both DCHA managed and those managed by other entities. As such, there are applicant households who appear on more than one of the above lists.

2. Planned Changes to Waiting List in the Plan Year

Please describe any anticipated changes to the organizational structure or policies of the waiting list(s), including any opening or closing of a waiting list, during the Plan Year.

Waiting List Name	Description of Planned Changes to the Waiting List
Federal MTW Public Housing	DCHA is moving toward site-based waitlists for all public housing properties to provide applicants a choice regarding which part of the city they wish to live. After exhausting the community-wide waitlist in FY2023, DCHA plans to open site-based waiting lists in FY2025. DCHA will reopen the waiting list and the system by which applicants will be placed on the waiting list in accordance with the Public Housing Admissions and Continued Occupancy Policy (ACOP) and/applicable site-based tenant selection plans.
Federal MTW Housing Choice Voucher	DCHA continues to administer the HCV waiting list which has been closed since approximately 2013. Once the current HCV waiting list has been exhausted, DCHA will reopen the waiting list to accept applications for both tenant-based and site-based waiting list. DCHA will announce the reopening of the waiting list and the system by which applicants will be placed on the waiting list at least 10 business days prior to the date applications will first be accepted in accordance with its HCV Administrative Plan.
Federal non-MTW Housing Choice Voucher Units (Moderate Rehabilitation)	This waitlist is managed in accordance with the policies outlined for Federal MTW Housing Choice Vouchers.
Federal non-MTW Housing Choice Voucher Units (Tenant-Based and Project-based)	This waitlist is the same as the Federal MTW Housing Choice Voucher waitlist.
Federal MTW Public Housing (Mixed Finance)	No changes are anticipated for FY2025.

Section III. Proposed MTW Activities

A. Summary of Proposed MTW Activities: HUD Approval Requested

DCHA is not proposing any new initiatives as part of the FY2025 MTW Plan.

B. Summary of Re-Proposed MTW Activities: HUD Approval Requested

DCHA is not re-proposing any new initiatives as part of the FY2025 MTW Plan.

Section IV. Approved MTW Activities (Initiatives)

The following outlines DCHA's Ongoing MTW Activities (also referred to as "Initiatives"). Note that for simplification, the numbering of the MTW Activities has changed since FY2012. For ease of reference when accessing previous plans and reports, the old numbers are included in the summary listing.

A. Implemented Activities

Table IV.1 Summary of MTW Activities/Initiatives

New Number	Old Number	Activity	Statutory Objective	Yr. Identified	Yr. Implemented
1	1.1.04; 1.5.05; 1.9.06	Modification to DCHA's Project-Based Voucher Program	• Increase housing choices for low-income families	FY2004; FY2005 & FY2006	FY2004; FY2005 & FY2006
3	1.4.04	Modifications to HCV Homeownership Program	• Reduce cost and achieve greater cost effectiveness • Increase housing choices for low-income families	FY2004; FY2016; FY2019 &FY2024	FY2024
4	2.1.04	Simplified Certification and Multi-Year Income Recertification	• Reduce cost and achieve greater cost effectiveness • Encourage families to obtain employment and become economically self sufficient	FY2004 & FY2016	FY2004
7	4.1.04	DCHA Subsidiary to Act as Energy Services Company	• Reduce cost and achieve greater cost effectiveness	FY2004	FY2004
8	1.6.05 & 3.8.10	Modifications to Methods for Setting Total Tenant Payments and Determining HCV Market Rents and Promoting Deconcentration	• Reduce cost and achieve greater cost effectiveness • Increase housing choices for low-income families	FY2005; FY2010 & FY2024	FY2024
11	1.10.06, 2.5.04, 3.9.12 & 22	Site-based In-take and Waiting List Management of Public Housing and Redeveloped Properties	• Reduce cost and achieve greater cost effectiveness • Increase housing choices for low-income families	FY2004 & FY2024	FY2024
12	3.5.06	Rent Simplification and Collections	• Reduce cost and achieve greater cost effectiveness	FY2006	FY2006
17	2.8.11	Change in Abatement Process, including Assessment of a Re-inspection Fee as an Incentive to Maintain Acceptable Housing Quality Standards (HQS) in Voucher Assisted Units	• Reduce cost and achieve greater cost effectiveness	FY2011	FY2012
18	3.9.11	Creation of Local Authorization and Release of Information Form with an Extended Expiration to Support the Biennial Recertification Process	• Reduce cost and achieve greater cost effectiveness	FY2011	FY2012
20	2.9.12	Enhance Neighborhood Services within Public Housing Communities	• Encourage families to obtain employment and become • economically self-sufficient	FY2012	FY2012
23	3.10.12	Encourage the Integration of Public Housing Units into Overall Hope VI Communities	• Increase housing choices for low-income families	FY2012	FY2015

New Number	Old Number	Activity	Statutory Objective	Yr. Identified	Yr. Implemented
25	NA	Local Blended Subsidy (LBS)	• Reduce cost and achieve greater cost effectiveness • Increase housing choices for low-income families	FY2013 & FY2024	FY2024
32	NA	Modifications to the HCV Family Self-Sufficiency Program*	• Increase housing choices for low- income families • Give incentives to families with children where the head of household is working, is seeking work, or is preparing for work by participating in job training, educational programs, or programs that assist people to obtain employment and become • economically self-sufficient	FY2019 (re-proposed in FY2020)	NA
33	NA	Waiver for Third-Party Housing Quality Standards (HQS) Inspections	• Reduce cost and achieve greater cost effectiveness	FY2021	FY2021
35	NA	Elderly Families and the Project Based Voucher (PBV) Program	• Increase housing choices for low-income families	FY2024	FY2024

Initiative 1: Modifications to DCHA's Project-Based Voucher Program

Description/Update

In order to increase housing choices for low-income families, as part of its Partnership Program, DCHA modified existing project-based voucher (PBV) rules and regulations. Specifically, the changes:

- Allow a longer HAP contract term—from 10 to 15 years.
- Increase the threshold of units that can be project-based at a single building from 25% to 100%.
- Increase the percentage of DCHA's total voucher allocation that can be project-based to greater than 20%, thereby eliminating the cap on the percentage of DCHA's voucher allocation that can be project-based.
- Allow the owners of PBV units to establish site-based waiting lists.
- Allow applicants on the Public Housing waiting list who are determined to be eligible for accessible units meeting Uniform Federal Accessibility Standards (UFAS) to be eligible for UFAS PBV units that are subsidized through the Partnership Program.
- Allow Public Housing residents with a right of return to a HOPE VI development to have preference in returning to PBV units that are subsidized through the Partnership Program.
- Create a UFAS Loan Program to assist landlords in converting existing units to UFAS units or create new UFAS units that are subsidized through the Partnership Program and thus creating more housing choices for the disabled and their families.

Status
Implemented and Ongoing.

Planned Non-Significant Changes
DCHA does not anticipate any non-significant changes or modifications to this activity in FY2025.

Planned Changes to Metrics/Data Collection
DCHA does not anticipate any changes or modifications to the metrics in FY2025.

Planned Significant Changes
DCHA does not anticipate any significant changes or modifications to this activity in FY2025.

Initiative 3: Modifications to HCV Homeownership Program (formerly 1.4.04)

Description/Update
As part of DCHA's efforts to develop new housing opportunities for low-income families that promote self-sufficiency, the Agency explored and implemented various modifications to its HVCP Homeownership Program (HOAP), as regulated by HUD, that make it:

- more attractive to financial institutions and DCHA participants/residents,
- more user-friendly to DCHA participants interested in homeownership,
- more cost efficient to administer, and
- more realistic in promoting long-term homeownership success.

The result was the establishment of the following policies utilizing MTW flexibility:

1. The minimum down payment was set at 3% with no minimum required from the family's personal resources;
2. A recapture mechanism was established that allows for the recapture of a portion of the homeownership (mortgage payments) assistance if the family leaves the property in the first 10 years;
3. The employment requirement was increased from one year to at least two years;
4. Portability is no longer permitted under the Homeownership program; and
5. A termination clause was included providing for the termination of a household from the program if the household income falls below the minimum amount required for more than 12 months.

Provisions for Converting from Voucher Use for Homeownership to Rental Subsidy (FY2016 Plan Proposed Initiative Amendment)

DCHA is utilizing its MTW authority to clarify provisions of its Homeownership Assistance Program (HOAP) to limit the circumstances under which a family utilizing a voucher for homeownership can stop using it for that purpose and begin using it for rental assistance. Currently, there are no prohibitions. Under the proposed policy, DCHA would only allow elderly and/or disabled families and those families who have lost income that cannot be replaced to go from using a voucher for purposes of homeownership to rental assistance.

Homeownership Assistance Program Participation for $0 HAP Voucher Households (FY2019 Plan Proposed Initiative Amendment)

Under DCHA's current policy, families are transitioned off the Housing Choice Voucher Program (HCVP) after 180 days of paying 100% of their contract rent. Specifically, these are households for which DCHA is no longer paying any subsidy to the landlord on behalf of the household because the family is paying all the rent for the unit. As part of the agency's focus on maximizing self-sufficiency opportunities for DCHA families, DCHA proposed an expansion of its Homeowner Assistance Program (HOAP) to create a voluntary homeownership option for HCVP households who are paying 100% of their contract rent for at least 180 days. Participating households would have an additional five years to retain their voucher while working towards homeownership instead of being terminated from the voucher program after 180 days.

As HOAP participants, these families enter a Contract of Participation, not to exceed five years, that outlines a plan for achieving homeownership. In addition, participants will be assigned a HOAP Coordinator to provide assistance in preparing for homeownership, along with a suite of resources provided through various partners that have expertise in the key elements of homeownership preparation.

The participating families will stay on the voucher program, although no subsidy will need to be paid by DCHA toward the contract rent. However, in the event a family experiences a decrease in their household income that impacts their ability to pay 100% of the rent, DCHA will make a rent adjustment and pay the needed subsidy to the landlord on behalf of the participant. DCHA anticipates minimal HAP expenses, allowing the agency to issue vouchers to families on the waiting list.

Entrance into the program for these families will be capped at 50 households. There are households who are currently paying full contract rent and are ready for transitioning off the program. Most of these households already meet the Department of Housing and Community Development (DHCD) first- time homebuyer assistance program (Home Purchase Assistance Program or HPAP) income requirements for their household size.

Eligible families must:

- Need the homeownership preparation assistance provided through HOAP in order to purchase a home. At the time a household demonstrates interest in the program, DCHA will work with a program partner(s) to determine a household's ability to obtain a mortgage without participation in HOAP or a voucher.
- Have household income that meets the minimum threshold of the DHCD HPAP program—the homebuyer's down payment assistance program that has made homeownership possible for the vast majority of DCHA households that have purchased homes.

DCHA would make the HOAP resources available for those households who may have the income to pursue homeownership and are interested in it as a housing option but need assistance preparing for homeownership. As a result, the proposed policy change increases housing choice for those families.

Closing AYBL Portion of the Initiative (FY2024 Plan Approved Initiative Amendment)

DCHA closed the Achieving Your Best Life Rewards (AYBL) portion of this initiative as part of the FY2024 Plan. DCHA closed this place-based, public housing homeownership program as the program model is no longer viable. Both AYBL public housing communities have either converted to RAD or will convert. Additionally, public housing residents now have opportunities to work toward homeownership under Initiative 32. All former AYBL participants completed their contract terms, received required notices, and have passed their grievance periods. A total of 11 families purchased homes through AYBL. An

unexpected outcome of AYBL was that none of the homeowners utilized a voucher to purchase their homes. DCHA removed the metrics related to AYBL since the program is closing.

Status

Implemented and Ongoing (HOAP)

The original HOAP portion of this initiative is implemented and ongoing, with two exceptions.

- Rather than establishing no minimum downpayment from the family's resources, DCHA currently requires that at least one percent of the purchase price come from the family's personal resources.
- DCHA does not limit the circumstances under which a family utilizing a voucher for homeownership can stop using it for that purpose and begin using it for rental assistance to elderly and/or disabled families and those families who have lost income that cannot be replaced. For full details about current limitations, please see Chapter 15 of DCHA's Administrative Plan.

Not Yet Implemented (HOAP for households paying 100% of contract rent)

DCHA requested approval for the HOAP for households paying 100% of contract rent in February 2019.

The agency is planning to implement the initiative after its next administrative plan update, scheduled for FY2025.

Planned Non-Significant Changes

DCHA does not anticipate any non-significant changes or modifications to this activity in FY2025.

Planned Changes to Metrics/Data Collection

DCHA does not anticipate any changes or modifications to the metrics in FY2025.

Planned Significant Changes

DCHA does not anticipate any significant changes or modifications to this activity in FY2025.

Initiative 4: Simplified Certification and Multi-Year Income Recertification (formerly 2.1.04)

Description/Update

This initiative has two parts—Simplified Certification and Multi-Year Recertification, both designed to make the income and eligibility determination process more efficient and cost effective. The initiative has a double benefit. First, saving staffing costs so scarce resources can be used where they bring more benefit to DCHA's customers. Second, providing greater convenience, as well as incentives for self-sufficiency, to residents of DCHA properties and applicants for housing or assistance provided through DCHA.

Simplified Certification

At final determination of eligibility, as applicants are pulled from the waiting lists and forwarded to HCV or Public Housing for lease-up, DCHA extended the length of time to 180 days that the verified application data is deemed valid. This has reduced the amount of duplicative work required of eligibility staff in DCHA's Client Placement Division as well as reduce the time necessary to build a qualified applicant pool.

Multi-year Recertification—Biennial Recertification

In FY2007 for HCV participants and FY2012 for public housing residents, DCHA began conducting

recertifications every two years, instead of annually. In conjunction with this change, DCHA adopted local rules for the HCV program that provide work incentives for all participants. Specifically, any increase in earned income in the amount of $10,000 or less would not result in an increase in rent until the family's next scheduled biennial recertification. However, a family may request an interim recertification and reduction of rent as a result of a reduction in income. These revised procedures provide a lifetime incentive to residents and voucher holders to increase income by removing the current limitation on eligibility for the earned income disregard.

The biennial recertification initiative has been fully implemented for the HCV and Public Housing programs.

As part of the DCHA FY2015 MTW Plan, after further consideration of a previously implemented policy utilizing MTW authority that required families to only report increases in earned income greater than $10,000 between scheduled recertifications, DCHA sought approval to remove the requirement for public housing residents and voucher participants. In FY2016, the HCV local regulations (Administrative Plan) were revised to reflect the FY2015 Plan approval to eliminate the reporting of any increases in income between recertifications. Families in the voucher program no longer have to report any increases in earned income, regardless of how large, between scheduled biennial recertifications. As DCHA works to encourage self-sufficiency through other activities aimed at residents obtaining employment and increasing earned income, it is anticipated that this change will further incentivize residents.

As part of the FY2016 MTW Plan, DCHA proposed and received HUD approval to implement triennial recertifications in the HCV and Public Housing programs for Elderly and/or Disabled households on fixed income. This portion of the initiative has been fully implemented for the HCV and Public Housing programs.

Status
Implemented and Ongoing.

With DCHA's FY2023 Administrative Plan update, the initial voucher term was extended to 180 days, which still aligns well with this initiative's application data validity.

Planned Non-Significant Changes
DCHA does not anticipate any non-significant changes or modifications to this activity in FY2025.

Planned Changes to Metrics/Data Collection for FY2025
DCHA does not anticipate any changes or modifications to the metrics in FY2025.

Planned Significant Changes
DCHA does not anticipate any significant changes or modifications to this activity in FY2025.

Initiative 7: DCHA Subsidiary to Act as Energy Services Company (formerly 4.1.04)

Description/Update
In 2007, following HUD's approval of DCHA's Energy Capital Improvement Plan, DCHA closed an Equipment Lease/Purchase Agreement in the amount of $26,024,925. DCHA used Construction Services Administration, LLC (CSA), a wholly owned subsidiary of DCHA, as its Energy Services Company (ESCo). DCHA used HUD provisions allowing, for the purposes of energy subsidy calculation, a frozen base of

consumption costs plus actual consumption costs savings to amortize private financing of a comprehensive DCHA energy management program. The frozen base method of the operating subsidy calculation was used for some aspects of the program in conjunction with an add-on for energy conservation-related debt service for other aspects of DCHA's comprehensive energy conservation program.

Using its MTW Authority, DCHA may, without prior HUD approval, modify the current energy performance contract (EPC) or enter new performance contracts with Energy Service Companies (ESCos), also called Energy Service Agreements (ESAs), and determine the terms and conditions of EPCs, provided that, with respect to each contract, (i) the term does not exceed 20 years and (ii) the Agency maintains adequate files demonstrating EPC performance. DCHA or its agents or subsidiaries may also function as its own ESCo, provided that any financing complies with requirements (i) through (ii) of this paragraph. HUD will honor the terms and conditions of such contracts during and beyond the term of DCHA's MTW Agreement.

DCHA has also received approval to pledge its reserves or other funds for use during the term of the MTW demonstration to guarantee the payment of debt service in the event the energy savings are not adequate to cover debt service costs.

DCHA secured $26 million in funding to implement DCHA's energy efficiencies as articulated in the Agency's plan. As of the end of FY2013, the entire $26 million of the loan proceeds were expended. In FY2012, DCHA took advantage of a favorable interest rate environment and refinanced its energy loan. The flexibility to execute the new loan documents without HUD approval greatly simplified and sped up the process, saving an unknown amount of DCHA and HUD staff time. The refinancing shortened the term on the loan while keeping payments relatively unchanged, greatly reducing interest expenses over the life of the loan.

HUD released PIH Notices 2011-36 and 2014-18 providing guidance to allow PHAs the ability to retain 100% of cost savings if they (1) reduce energy consumption and (2) produce energy. In addition, HUD has provided further guidance to allow PHAs to capture future savings from ECIP Phase I as an incentive to upgrade the ECIP Phase I equipment at the end of its useful life.

Status
Implemented and Ongoing.

The ECIP Phase II project is in the construction phase and 85% of the $86 million in funding was obligated through the end of FY2023. The following sites have either completed construction or are continuing progress towards completion in FY2024:

- Various DCHA Properties — Toilet and Refrigerator Replacements
- Judiciary House — Fan Coil Units and Mechanical Risers
- LeDroit Senior — Exhaust Fans and Duct Cleaning
- LeDroit Senior — Fan Coil Units & Mechanical Riser Replacement
- Langston Additions — Mechanical and Electrical Upgrades

Additional work will begin in FY2024 and FY2025 at the following sites:

- James Creek — Electrical Service and HVAC Upgrades
- Langston Terrace — Electrical Service and HVAC Upgrades

- Knox Hill — Roof Replacement and Rooftop Solar
- Horizon House — Roof Replacement and Rooftop Solar
- Harvard Towers — Roof Replacement and Rooftop Solar

The MTW activity is behind schedule by one fiscal year due to contractual capacity limitations in the job order costing (JOC) program. DCHA is on track to obligate all the EPC work by summer of 2024 and complete work by spring of 2025.

Planned Non-Significant Changes

DCHA does not anticipate any non-significant changes or modifications to this activity in FY2025.

Planned Changes to Metrics/Data Collection

For the EPC M&V reporting period of July 1, 2022 – June 30, 2023, DCHA reverted to the original frozen rolling baseline (FRB) established with HUD, for all properties included in DCHA's ECIP program. Although amendments have been made to DCHA's FRBs in the past, to account for heating and cooling degree days, DCHA will continue to implement the original FRBs through the remainder of the ECIP program. Implementing the original FRBs will serve as a more accurate reflection of DCHA's savings achieved through the installation of energy and water efficient measures.

Planned Significant Changes

DCHA does not anticipate any significant changes or modifications to this activity in FY2025.

Initiative 8: Modifications to Methods for Setting Total Tenant Payments and Determining HCV Market Rents and Promoting Deconcentration (formerly 1.6.05 & 3.8.10)

Description/Update

As part of DCHA's ongoing efforts to maximize the resources available for DCHA's customers and to reduce the administrative cost of making these resources available, DCHA:

- Established a new method for setting payment standards; and
- Limited moves so the new lease can only start on the first of a month, thereby avoiding overlapping leases and duplicative payments.

DCHA explored options to enhance the housing authority's ability to encourage voucher participants to exercise their choice in housing, especially related to moving into neighborhoods with low levels of poverty. DCHA created a method for establishing Payment Standards that provides maximum access to neighborhoods across the District based on an annual analysis of unassisted market units that have been rented (not advertised) within each neighborhood in the District of Columbia.

Status

Implemented and Ongoing

DCHA continues to garner administrative efficiency by limiting moves so the new lease can only start on the first of the month.

The agency also continues setting payment standards annually that allow voucher holders broad housing choice. In FY2019, DCHA set the agency's payment standard at 187% of HUD FMRs. This payment standard was re-affirmed at 187% for FY2023. For FY2024, DCHA completed the market analysis and plans to continue setting payment standards at 187% of FMR for all bedroom sizes to maintain maximum access to neighborhoods across the District without adversely impacting our ability to serve as many households as possible.

DCHA closed the rent reasonableness portion of this initiative in FY 2024 whereby the agency conducted market analysis to set reasonable rents by submarket. The agency procured an industry-standard third-party database of rental units to make rent reasonableness determinations based on comparable units (including factors such as location, quality, size, unit type, age of the contract unit, amenities, and utilities provided by the owner). The Administrative Plan updates to accompany this change were approved by DCHA's Board of Commissioners in April 2023 and full implementation of the new procedures was completed in Summer 2023.

Planned Non-Significant Changes
DCHA does not anticipate any non-significant changes or modifications to this activity in FY2025.

Planned Changes to Metrics/Data Collection for FY2025
DCHA does not anticipate any changes or modifications to the metrics in FY2025.

Planned Significant Changes
DCHA does not anticipate any significant changes or modifications to this activity in FY2025.

Initiative 11: Site-based In-take and Waiting List Management of Public Housing and Redeveloped Properties (formerly 1.10.06, 2.5.04, 3.9.12 & 22)

Description/Update
Due to the close relationship of Initiative 11 (*Applicant Intake Site Designation/ Revised Site-Based Waiting List Policies and Procedures*—formerly 1.10.06, 2.5.04) and Initiative 22 (*Housing Public Housing Residents in Service-Rich Environments*—formerly 3.9.12) with respect to the "Special Purpose" sites and "Service Rich" units, these initiatives were combined. In addition, the name of the combined initiatives better reflects the activities being undertaken. In the FY2024 Plan, DCHA closed the service rich portion of this initiative whereby the agency created supportive, service-intense sites that serve special needs populations in partnership with service providers who bring additional funding to create these service-rich environments, such as Medicaid. DCHA had implemented this initiative at a converted 14-unit building assisted living site called the Marigold (2905 11th Street NW). When closing the "Service Rich" portion of the initiative in FY2024, this portion of the name was removed.

Redeveloped Properties are mixed-finance communities owned by private entities which communities are created through HOPE VI or other public funding combined with private financing, which have some or all of their units assisted by operating funds provided by DCHA. These properties have site specific in-take and waiting list management policies and procedures.

This initiative also includes the establishment of centrally managed site-based waiting lists at DCHA's conventional Public Housing sites.

Status
Implemented and Ongoing.

DCHA plans to open site-based waiting lists in FY2025. DCHA will announce the reopening of the waiting list and the system by which applicants will be placed on the waiting list at least 10 business days prior to the date applications will first be accepted via *The Washington Post* Sunday Edition, other minority media and the DCHA website. DCHA will select applicants from the site-based waiting lists based on date and time of application and the type of unit available.

Planned Non-Significant Changes
DCHA does not anticipate any non-significant changes or modifications to this activity in FY2025.

Planned Changes to Metrics/Data Collection
DCHA does not anticipate any changes or modifications to the metrics in FY2025.

Planned Significant Changes
DCHA does not anticipate any significant changes or modifications to this activity in FY2025.

Initiative 12: Rent Simplification and Collections (formerly 3.5.06)

Description/Update
DCHA explored various ways to simplify the rent calculation and collections models. As part of its exploration, DCHA looked at self-certification of assets and excluding local stipends for grandparents. The goal of this initiative was to build on existing rent simplification models to design a model that simplifies the calculation process and lessens the burden of rent calculations for the neediest families. As Phase 1 of this initiative, DCHA implemented the following as part of DCHA's Rent Simplification strategy:

> Self-certification of Assets less than $15,000, including an increase in the threshold for reporting Assets. It is expected that the cost and staff time associated with this change will decrease with the implementation of this initiative. However, as incomes increase overtime as families move toward self-sufficiency, cost and time savings may decrease.

Status
Implemented and Ongoing.

Planned Non-Significant Changes
DCHA does not anticipate any non-significant changes or modifications to this activity in FY2025.

Planned Changes to Metrics/Data Collection
DCHA does not anticipate any changes or modifications to the metrics in FY2025.

Planned Significant Changes
DCHA does not anticipate any significant changes or modifications to this activity in FY2025.

Initiative 17: Change in Abatement Process, including Assessment of a Re-inspection Fee as an incentive to Maintain Acceptable Housing Quality Standards in Voucher Assisted Units (formerly 2.8.11)

Description/Update
DCHA is required to conduct a re-inspection for units that fail an annual HQS inspection to ensure that the owner has corrected the violations. If the landlord does not correct the violations by the time of the re-inspection, DCHA must abate the landlord's payment and terminate the HAP contract. In FY2010, DCHA conducted third inspections on over 7% of its HCV units.

Prior to termination of the HAP contract (which is typically 30 days from the abatement), if the owner wants DCHA to come out for a third inspection, DCHA is using its MTW authority to charge the landlord a fee for the third inspection. The current fee for the third inspection is $100.00. The fee for the inspection does not remove the abatement of the subsidy; rather, DCHA is seeking to impose this fee due to the administrative costs of conducting an inspection that is not required. If the unit passes after the third inspection, DCHA will lift the abatement effective the date the unit passed.

Status
Implemented and Ongoing.

Planned Non-Significant Changes
DCHA does not anticipate any non-significant changes or modifications to this activity in FY2025.

Planned Changes to Metrics/Data Collection
DCHA does not anticipate any changes or modifications to the metrics in FY2025.

Planned Significant Changes
DCHA does not anticipate any significant changes or modifications to this activity in FY2025.

Initiative 18: Creation of Local Authorization and Release of Information Form with an Extended Expiration to Support the Biennial Recertification Process (formerly 3.9.11)

Description/Update
Since DCHA moved to biennial recertifications for HCV, and with future implementation planned for Public Housing, a longer release of information authorization is needed. Currently, income data provided for Public Housing and Housing Choice Voucher program participants through the HUD Enterprise Income Verification (EIV) system is only accessible for 15 months with a signed HUD Form 9886 (HUD 9886). The HUD 9886 is a release of information authorization signed by every adult member of the household. The HUD 9886 gives DCHA the ability to conduct third party verifications of income for up to 15 months from the date the adult members complete the form. If resident/participant data is not accessed within the 15 month period, DCHA will lose the ability to run the third-party income data. The extension of the expiration date ensures compliance with annual file reviews.

Using its MTW authority, DCHA has developed a local form that gives the Agency the authority to conduct 3rd party verifications of income for each adult member for 36 months instead of 15 months as long as said member remains part of the household composition of the assisted household. This form is executed for each adult member of the participating household and conforms with 24 CFR 5.230 as required to access EIV. The packet sent to each participating household at the time of recertification contains a reminder that the authorization form was previously signed.

Status
Implemented and Ongoing.

Planned Non-Significant Changes
DCHA does not anticipate any non-significant changes or modifications to this activity in FY2025.

Planned Changes to Metrics/Data Collection

DCHA does not anticipate any changes or modifications to the metrics in FY2025.

Planned Significant Changes
DCHA does not anticipate any significant changes or modifications to this activity in FY2025.

Initiative 20: Enhance Neighborhood Services within Public Housing Communities (formerly 2.9.12)

Description/Update
As a means to better integrate Public Housing developments into surrounding communities while encouraging self-sufficiency, DCHA will convert public housing dwelling units into non-dwelling units to create space for providers of services that help our residents/participants achieve self-sufficiency. These units will be classified as MTW Neighborhood Services Units in PIC. Many of these providers will serve both Public Housing residents and members of the surrounding community, including HCV participants, reducing the isolation that characterizes many Public Housing developments. In addition, the on-site services will augment those available elsewhere in the community so available resources are used efficiently and residents will be encouraged to leave the community to meet some of their needs. Working with Resident Councils to identify needs, opportunities, and resources, DCHA will provide space to organizations providing the following range of services: occupational skills/job training, GED preparation, after school mentoring and tutoring, parenting training and support, case management and counseling, money management and business development, nutrition classes, health screening, gang intervention and violence prevention. This activity augments workforce development activities already provided to DCHA Public Housing residents and HCV participants. It is expected that these services will result in reductions in drug abuse, crime prevention, healthier communities and a reduction in maintenance and management costs.

DCHA will designate conventional Public Housing units as non-dwelling space based on need, unit configuration, existing services in the area, and availability and interest of service providers. Units will be determined based on the amount of space needed to support the on-site activities. DCHA will carefully consider development/unit designations, weighing the need to maintain available housing opportunities with the importance of families achieving self-sufficiency. Upon approval of this initiative, DCHA will submit requests with descriptions of services to be provided and justifications to the HUD field office to designate specific units as MTW Neighborhood Service Units.

DCHA uses its MTW authority under initiative 20 for 48 units on the top two floors of Sibley Plaza for a DC Department of Behavioral Health-funded residential substance abuse treatment program called Safe Haven. The program serves uninsured, low- income, homeless and indigent adults who are substance abusers living with HIV/AIDS and/or mental health challenges. The program's 28-60 day residential treatment program includes primary medical, mental health, case management, risk reduction/education, literacy, transportation subsidies, and housing placement services, in addition to structured transitional housing for those successfully completing the program.

DCHA has designated another six units across four additional properties for various services.

Status
Implemented and Ongoing.

Safe Haven faced severe operating challenges during the pandemic, ultimately leading to a loss of

funding. As a result of the loss of funding, Safe Haven was not able to resume operations. The agency will continue working with the HUD field office about the status of the applicable units as laid out under this initiative. DCHA is making efforts to return the units to general occupancy. Further updates will be provided in the FY2025 MTW Annual Report and FY2026 MTW Annual Plan.

Planned Non-Significant Changes
DCHA does not anticipate any non-significant changes or modifications to this activity in FY2025.

Planned Changes to Metrics/Data Collection
DCHA does not anticipate any changes or modifications to the metrics in FY2025.

Planned Significant Changes
DCHA does not anticipate any significant changes or modifications to this activity in FY2025.

Initiative 23: Encourage the Integration of Public Housing Units into Overall HOPE VI Communities (formerly 3.10.12)

Description/Update
Many of DCHA's Mixed Finance communities include rental Public Housing units and market rate homeownership units. This often causes disagreements and misunderstandings that can best be resolved by bringing all the residents together in a Community Association.

Currently many of our Mixed Finance properties have Homeowner and Tenant Associations (HOTAs)/Community Associations. They are not as effective as they could be because the dues structure does not provide an adequate operating budget to engage in community building activities. With the implementation of this Activity, a budget will be developed that will allow the HOTAs/Community Associations to become an effective force in equitably governing and unifying the community. A community with a healthy, equitable Community Association is a truly mixed-income community, rather than several communities segregated by income level or housing tenancy that exist in physical proximity to each other. When a truly mixed income community is thus created it creates real housing choice for DCHA's low income clientele.

In order to be full-fledged members of the community, Public Housing residents, or their landlords on behalf of the Public Housing residents, must pay HOTA dues to ensure that the community is well-maintained and that a forum for discussing and resolving differences is always available.

Similar to the mechanism planned to allow the provision of selected service-rich environments, DCHA is utilizing its authority for rent simplification to ensure that residing in these units is affordable even though the property has greater expenses than is typical in Public Housing. DCHA will adopt local rent calculation regulations that allow the managers of Mixed Finance properties to establish an income-based rent and fee structure that ensures that the rents and fees, including HOTA fees, are no more than 30% of adjusted income. Each public housing tenant will be given a HOTA dues allowance similar to a utility allowance, thus reducing the total rent charged so the cost of the dues will not increase the tenant's housing expenses.

Status
Implemented and Ongoing.

Currently, DCHA pays HOTA fees directly rather than as an allowance.

Planned Non-Significant Changes
DCHA does not anticipate any non-significant changes or modifications to this activity in FY2025.

Planned Changes to Metrics/Data Collection
DCHA does not anticipate any changes or modifications to the metrics in FY2025.

Planned Significant Changes
DCHA does not anticipate any significant changes or modifications to this activity in FY2025.

Initiative 25: Local Blended Subsidy

Description

Overview

For over a decade, the District of Columbia Housing Authority (DCHA) has undertaken an aggressive redevelopment program to both replace and revitalize its public housing. As DCHA continues its efforts to replace units demolished and disposed of, as well as reconstruct existing functionally and physically obsolete housing, it intends to use its MTW authority to improve its ability to leverage public and private investment in order to meet its capital improvement needs. With diminished appropriations to support the management, operation and long term capital replacement requirements of public housing, it is critical that effective approaches to financing development and redevelopment of public housing communities be created to replace losses in public funding. Accordingly, DCHA proposes in certain cases to blend its MTW section 8 and public housing funds to subsidize units reserved for families earning at or below 80 percent of Area Median Income (AMI). This is done to create an operating expense level which is adequate to provide essential operating services while also supporting debt to meet capital needs in a manner structured to maximize the amount of equity (primarily through Low Income Housing Tax Credits "LIHTCs") available to redevelop or replace public housing with minimal public housing capital funds. Public housing authorities have long used Project Based Vouchers (PBVs) in a similar manner, but DCHA proposes using a more efficient, effective and targeted approach using MTW authority through a Local Blended Subsidy (LBS) Program.

DCHA is flexible in its approach to using LBS to both upgrade and redevelop certain existing public housing sites, as well as to create new replacement housing. The LBS is targeted to developments where the units require a subsidy level other than that available through the traditional public housing program and/or would experience operational and administrative inefficiencies due to a the combination of different housing types.

As a part of the analysis, DCHA reviews comparable properties to assist in determining budgets that are reasonable and appropriate for the housing being operated as well as the characteristics of the households being served. The approach is to structure the LBS where it uses comparable standards which approximate the PBV program and/or offer a total expense level which creates no "overhang" in the total aggregate amount of MTW funds being provided (compared to LIHTC and/or market rent levels) so as to minimize reserve requirements while maximizing permanent debt and equity commitments as well as in some cases, the level of cross subsidization from privately financed unassisted units within the same development. The high amount of leverage obtained for these redevelopment projects is evidenced in the financing proposals submitted to HUD which also reflects that LBS is being used in a manner which minimizes risk to DCHA.

DCHA recognizes any project for which LBS is utilized will need to be subjected to a Subsidy Layering Review (SLR) or other appropriate analysis by HUD. Given DCHA's experience with The Lofts and Highland, DCHA is confident that any future projects will meet HUD's subsidy layering review and analysis requirements.

DCHA has developed an extraordinary capability in the development and redevelopment of its public and assisted housing. It intends to pursue both co-development (with private and non-profit partners) and self-development using LBS. In pursuing these types of programs, DCHA has and will continue to develop direct relationships with lenders and investors. Moreover, in making commitments for these projects, DCHA has developed a formalized structure for minimizing any risks in these transactions to DCHA through an effective use of affiliates (instrumentalities) in the development and ownership structure. Further, to help insure the integrity and transparency of this process, DCHA has instituted a formal review process that is overseen by an investment committee which approves each of these types of development transactions whether or not LBS is utilized.

DCHA understands the following as it relates to the key aspects of utilizing MTW authority in this way:

- The authority to combine subsidies would only last through the term of the MTW Agreement. If the MTW Agreement expires, DCHA will work with HUD pursuant to the MTW Agreement to have this initiative extended; commit to convert the projects to traditional public housing or seek to covert some or all of the units to PBVs; or utilize the Rental Assistance Demonstration (RAD) or similarly structured program permitted by HUD.
- DCHA ensures all financial partners are aware of the subsidy structure and the implications of using this financial model. This would be evidenced in the financing documents as appropriate or a signed document.
- DCHA is subject to the traditional process required under 24 CFR 905, Subpart F and anticipates that any debt structure would be subject to HUD review as HUD deems appropriate. DCHA further understands that LBS would have an impact on the Replacement Housing Factor (RHF) funds received and there are limitations for using capital funds for debt service.
- Where LBS results in adding public housing units, this would increase the agency baseline.
- If subsidies are combined within one unit, the unit would be considered public housing for purposes of regulatory compliance.

DCHA's LBS is intended to increase housing choice for low income families and to provide housing of improved quality and type for low income families.

DCHA received approval for LBS flexibility for six projects:

- Highland (approved as part of FY2014 MTW Plan)
- The Bixby (approved as part of FY2014 MTW Plan)
- Park Morton/Bruce Monroe (approved as part of FY2019 Plan)
    - Two sites that are a part of the overall development of Park Morton
- Kenilworth Courts Phase 1 (approved as part of FY2020 Plan)
- Barry Farm (approved as part of FY2022 Plan)
- Sursum Corda Turnkey and Sibley Townhomes (approved as part of FY2023 Plan)

In the FY2024 plan, DCHA removed all properties except those already implemented: Highland and the Bixby. This initiative pre-dated HUD's Faircloth to RAD conversion tool, and DCHA finds the flexibility granted by LBS is not necessary beyond those for which it has already been implemented. Rather than blending funds to

fully fund public housing operations, DCHA will use its single fund fungibility to increase the base value of vouchers during and after the paper transition from brand new public housing units to RAD PBV units.

The following provides descriptions and statuses of the LBS projects.

Initial Projects Completed Using LBS (Highland & The Bixby (formerly known as The Lofts)

- **Lofts at Capitol Quarter**

  No public housing capital funds were used to create the 39 units of new replacement public housing units to be operated in accordance with public housing requirements. The total development cost of this project was approximately $12 million fully covered with a capital contribution from the market component of $2.5 million, approximately a $5.4 million permanent loan from Citi Community Capital and approximately $4 million in tax credit equity from RBC. The leverage on the Lofts at Capitol Quarter is evidenced by a permanent loan and the capital contribution to the construction cost of the affordable units from the market component.

  DCHA provided supplemental MTW Block Grant funding which will fund the difference between an amount not to exceed 110% of area wide FMR and the total expense level computed in accordance with the Operating Fund Rule. Specifically, the terms for this project provide that the DCHA provide MTW funds up to an expenses level equal to 110% of FMR or the amount needed to cover operating costs, debt service, incentive management fee and required reserves (i.e., replacement reserves), whichever is less. Moreover, any excess funds will be returned to DCHA based on an annual audit and true up. Any program income generated by the affordable units is used for MTW purposes. The estimated MTW block grant funds needed on an annual basis is just over $400,000 which is covered by the cash flow to be earned by DCHA on the market component of this project as evidenced in the Rental Term Sheet provided to HUD.

  With respect to the LBS used on the Lofts, the funding equates to approximately 32 fewer vouchers being utilized. Cash flow on the market units in this project is expected to be realized after the first year of utilizing LBS. At that point, the revenue will eliminate the need for LBS and those funds will be available to assist additional families.

- **Highland Dwellings**

  Work at Highland consisted of a combination of rehabilitation and new construction of 208 low-income units where between 70-75% of the capital funds were generated through private debt and equity. The total development cost for this project was approximately $62 million and the debt and equity raised using LBS was over $46 million (consisting of a permanent loan from Capital One of approximately $21.6 million and tax credit equity of approximately $25 million from Wells Fargo).

  Similar to the Lofts, Highland did not use MTW funds for capital costs, but MTW Block Grant funds are used to supplement funds available for the 208 ACC units through the Operating Fund Rule. The estimated annual MTW Block Grant fund is approximately $1.7 million (as indicated in the Rental Term Sheet submitted to HUD for this project). The amount of MTW Block Grant funds is essentially equal to the amount previously modeled when the project was proposed to be 125 ACC units and 83 PBV units. This enabled DCHA to obtain subsidy for all units under ACC while providing no more funds than would have been provided as HAP funds using its MTW Block Grant. This was done as the previous method for financing the project was tremendously inefficient as it layered an extreme overhang for the PBV units creating millions of dollars in

investor reserve requirements over and above that required using LBS, while generating significantly less tax credit equity and debt financing. Thus, LBS enabled the project to be redeveloped in a much more comprehensive manner. For example, rather than up to $3 million in affordability reserves being required, there was only $1 million required by investors. As opposed to generating approximately $24 million in debt and equity, the project generated over $46 million. The rents levels can be up to 110% of FMR; however, rent levels are modeled at an amount approximating Low Income Tax Credit (LIHTC) rents, which are well below 110% of FMR. Therefore, DCHA has and intends to use its LBS authorization in a manner that maximizes funds for its redevelopment while minimizing the funds required to achieve needed investor and debt contributions.

The LBS used on Highland equated to 83 fewer utilized vouchers. This has given DCHA the ability to preserve existing public housing with this private capital infusion and frees-up future capital funds due to the properties self-sufficiency with meeting its capital needs. In addition, this has given DCHA the ability to utilize its capital funds from Highland to serve an additional 40 families. This development is operated in accordance with public housing requirements.

Status
Implemented and Ongoing: Highland and The Bixby

Removed from initiative in FY2024 Plan: Bruce Monroe/Park Morton, Kenilworth Courts Phase 1, Barry Farm and Sursum Corda Turnkey and Sibley Townhomes

Planned Non-Significant Changes
DCHA does not anticipate any non-significant changes or modifications to this activity in FY2025.

Planned Changes to Metrics/Data Collection
DCHA does not anticipate any changes or modifications to the metrics in FY2025.

Planned Significant Changes
DCHA does not anticipate any significant changes or modifications to this activity in FY2025.

Initiative 32: Modifications to DCHA Self Sufficiency Program–Pathways to Self-Sufficiency

Description
DCHA is committed to providing all residents served by the agency's housing programs opportunities for achieving economic independence and self-sufficiency. Understanding that one size does not fit all when it comes to the resources and supports a family may need to improve their economic condition, DCHA's self-sufficiency platform consists of a suite of resources and incentives that, when accessed, provide pathways to employment, education and homeownership/unassisted rental.

Modified Family Self-Sufficiency Program
As part of DCHA's FY2019 plan submission, the agency proposed a redesign of the existing Family Self-Sufficiency (FSS) program for Housing Choice Voucher households. Given feedback from residents, staff and key stakeholders during and following the public comment period of the FY2019 MTW Plan process, DCHA decided to propose restructuring the agency's self-sufficiency programs through this modified initiative. Over the years, the agency has maintained multiple programs that address various aspects of self-sufficiency. In an effort to consolidate and streamline resources and staff capacity, DCHA will

explore bringing all the self-sufficiency programs under one umbrella through this initiative. The program will serve both public housing and Housing Choice Voucher clients and build upon the core design of Initiative 32 as it was approved in the FY2019 MTW Plan.

In the FY2019 MTW Plan, DCHA received authority to transition from the traditional FSS model to one that supports DCHA's multi-pronged approach to moving families toward self-sufficiency. Specifically, DCHA was approved to create an incentive structure that requires MTW authority to eliminate the traditional escrow model. These program changes would provide incentive investments in the form of an income exclusion, rent cap, educational stipend, mortgage down payment/rental grant or employment grant based on the self-sufficiency pathway chosen. In the FY2020 MTW plan, DCHA used the "Pathways to Self-Sufficiency" model to serve both Housing Choice Voucher clients and public housing residents.

Through this initiative, DCHA waives certain provisions of the FSS Re-Authorization Legislation (Economic Growth, Regulatory Relief, and Consumer Protection Act) that became public law on May 24, 2018 in order to design a program that aligns with the funding reality of the agency and program capacity. In particular:

- The FSS reauthorization law allows the contract of participation to be signed by any adult member of the family. For purposes of DCHA's Pathways to Self-Sufficiency, only one Contract of Participation (COP) can be signed per household. DCHA will allow only the Head of Household listed on the lease to sign the COP for the Homeownership Pathway.
- The FSS reauthorization law allows the contract of participation to last five years from the first recertification after execution of the contract of participation. DCHA will start the clock on the five year period after the contract is signed and will not wait until the first recertification. This is due to the unique incentive payment structure which relies on a 5 year program period.
- The FSS reauthorization law says that for households that port into the agency, the receiving PHA no longer has discretion to enroll the porting FSS participant into the receiving PHA's FSS program. The porting participant now must enroll or be party to an agreement that the porting participant will continue enrollment in originating PHA's FSS program. DCHA's FSS program is so different than other housing authority FSS programs that DCHA will not accept incoming port-in clients. They would need to sign a new contract under the DCHA FSS rules. For clients that port-out and have not completed the program, they will be terminated from the DCHA FSS program and not receive any incentive payments.

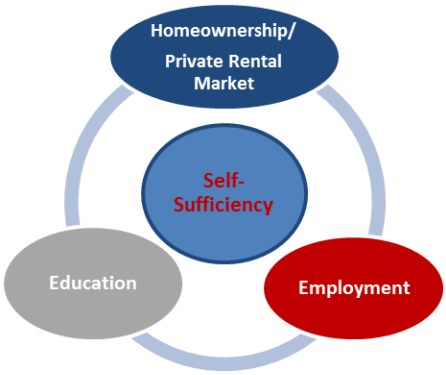
Modified Apprenticeship Program

One of DCHA's existing employment pathways is the Modified Apprenticeship Program (ATP) for DCHA residents and Section 3 participants. ATP is a six-month work-based training opportunity in which participants learn job skills through on the job training, earn income while they learn, and increase the likelihood of permanent employment opportunities. At the end of each cohort period, the top performers compete for permanent full-time positions within DCHA, contractors who do business with DCHA and local business/government partners.

To ease the transition of the impact of increases in household income on the calculation of rent, DCHA is proposing the establishment of an income exclusion for ATP participants currently living in public housing or receiving HCV voucher subsidy.

DCHA does not anticipate more than 30 participants in each cohort. Based on the program stipend, DCHA estimates that this will represent approximately $60,000 to $65,000 in foregone rental income for each cohort.

Figure 1. DCHA Pathways to Achieving Self-Sufficiency



Implementation

With the re-proposal of this initiative in FY2020, program size increased to 400 participants for those participating in the homeownership/private rental market, education, and employment as originally designed when proposed in FY2019 to reflect 1:50 ratio of Self-Sufficiency Coordinators to participants. This would require 8 FSS coordinators. The goal is to serve 250 public housing residents and 150 HCVP clients.

In addition, 30 slots per ATP employment cohort were established. ATP does not operate under the same Contract of Participation model as the other components of the pathways model. Resources, including training and supportive services, are provided through the existing Office of Residents Services and Property Management Operations framework. As such, a Self-Sufficiency Coordinator is not required.

The following program slots are allocated to each self-sufficiency pathway:

- Homeownership/Renting in Private Rental Market =100
- Education= 150
- Employment = 180 (150 + 30 ATP)

Based on the interest and eligibility for a particular pathway, DCHA may shift slots between the three pathways to provide opportunities for maximum participation by DCHA residents.

HCV Households—Implementation of the new framework began as FSS households enrolled under the previous program transitioned off the program. Open slots are administered to both public housing and HCVP clients under the new model. The families currently on the FSS waiting list are offered new program slots first.

Public Housing Households—Households that need to be relocated from their public housing units will receive priority to enroll in the program.

Pathways to Self-Sufficiency —Incentive Model

Pathway (Primary Goal)/ Participation Elements	Private Rental Market	Education	Employment	
			Apprenticeship Training Program	General Program
Incentives	$2,000/year set-aside for each year in the DCHA Self-Sufficiency Program Disbursed upon successful completion of the program (maximum disbursement = $10,000) • Homeownership—in time for settlement • Private Rental Market—approval for a lease	A maximum of $2,000 made available each year to be paid by DCHA toward tuition at a community college, four year college, professional certification or vocational training program. DCHA will make tuition payments directly to the educational institutions Earned Income exclusion from calculation of rent (using $ from rent for education prep and tuition	Tenant portion of rent will remain the same as long as the family is in the program—exclusion of stipend from the calculation of rent. Stipend based on hours worked during program Job Readiness and Life Skills Training Job Placement assistance upon completion of program	Tenant portion of rent will remain the same as long as the family is in the program $600 for each 12 months of consecutive part-time/full-time employment
Basic eligibility	Households with incomes between 50% and 80% of median income range, depending on household size = $41,050-$102,250 at least $32,000 in earned income (HOH and spouse)	GED or High School Diploma Pass an educational readiness assessment Part-time employment	Application and interview process	Head of Household has $0 earned income
Program Length	Up to 5 years	Up to 5 years	6 months	Up to 5 years
Program Size (initial) Based on staff capacity	100	150	30	150
	The program will maintain financial literacy as a core component across pathways.			

For households not meeting the eligibility requirements for this component of the DCHA pathways to self-sufficiency program, they will have access to the suite of resources made available through DCHA's Workforce Development Initiative (WDI) headquartered at the agency's EnVision Center. Many of the same resources are available through WDI minus the case management and incentive investments.

Status
Implemented

Beginning in 2019, a wait list was created for housing choice voucher participants who expressed interest while DCHA awaited HUD approval to implement the modified program. To date, there are over 300 participants on the list. Also, in January 2020, DCHA invested in new software that will capture the financial incentives aligned with the Self-Sufficiency Pathways to Success. In addition, DCHA hired a FSS Homeownership Coordinator in February 2020 to work with participants pursing the goal of homeownership.

Enrollment into the homeownership and education pathways is ongoing. DCHA is currently evaluating implementation of the earned income disregard that will allow for full implementation of the employment pathway.

Planned Non-Significant Changes
DCHA does not anticipate any non-significant changes or modifications to this activity in FY2025.

Planned Changes to Metrics/Data Collection
DCHA does not anticipate any changes or modifications to the metrics in FY2025.

Planned Significant Changes
DCHA does not anticipate any significant changes or modifications to this activity in FY2025.

Initiative 33: Waiver for Third-Party Housing Quality Standards (HQS) Inspections

Description
The District of Columbia Housing Authority (DCHA) proposed to have its Housing Choice Voucher Program (HCVP) Inspections division staff perform Housing Quality Standards inspections on DCHA-owned and DCHA-affiliate units that receive voucher assistance rather using than third-party inspectors. Using a third-party inspections contractor slowed the leasing process and caused delays on quality control and emergency inspections. Having the authority use its own inspectors creates greater efficiencies and expedites the lease-up process for families in need of housing.

Status
Implemented and ongoing.

Planned Non-Significant Changes
DCHA does not anticipate any non-significant changes or modifications to this activity in FY2025.

Planned Changes to Metrics/Data Collection
DCHA does not anticipate any changes or modifications to the metrics in FY2025.

Planned Significant Changes
DCHA does not anticipate any significant changes or modifications to this activity in FY2025.

Initiative 35: Local Elderly Family Definition

Description
Using MTW flexibility, DCHA established a new, local definition of “elderly”: any family whose head of household, co-head, or spouse is age 55 or above. By adopting the local definition of elderly, DCHA will expand housing choice for near-elderly individuals, which offers focused service delivery and improved options for aging-in-place.

For the purpose of referring families to units in certain public housing or project-based elderly or elderly/disabled building, DCHA will use the above local definition of “elderly.” This definition will also be used for properties during the Faircloth-to-RAD conversion process.

Modifying the definition of elderly reflects the way our public housing buildings currently operate, wherein 15.6% of our senior/disabled building population is already in the 55-61 range.

Status
Implemented and ongoing.

DCHA anticipates implementing this initiative in public housing sites, RAD conversions, and PBV transactions, including as referrals are made to the owners of units in project-based buildings with an elderly preference.

Planned Non-Significant Changes
DCHA does not anticipate any non-significant changes or modifications to this activity in FY2025.

Planned Changes to Metrics/Data Collection
DCHA does not anticipate any changes or modifications to the metrics in FY2025.

Planned Significant Changes
DCHA does not anticipate any significant changes or modifications to this activity in FY2025.

B. Not Yet Implemented

DCHA does not have any “not yet implemented” Activities (Initiatives).

C. Activities on Hold

There are no Activities (Initiatives) currently on hold.

D. Closed Out Activities

New Number	Old Number	Activity	Statutory Objective	Yr. Identified	Yr. Implemented
N/A	1.2.04	Locally Defined Site and Neighborhood Standards	• Increase housing choices for low-income families	FY2004	Implemented FY2004, Closed Out FY2011
N/A	2.4.04	Special Occupancy for Service Providers	• Reduce cost and achieve greater cost effectiveness	FY2004	Never Implemented Closed Out FY2005
N/A	3.1.04	Voluntary Resident Community Service	• Reduce cost and achieve greater cost effectiveness	FY2004	Never Implemented Closed Out FY2004
N/A	3.2.04	Resident Satisfaction Assessment	• Reduce cost and achieve greater cost effectiveness	FY2004	Implemented FY2004 Closed Out FY2004
N/A	1.7.05	Security Deposit Guarantee Program	• Increase housing choices for low-income families	FY2005	Never Implemented, Closed Out FY2010
N/A	1.8.05	Modification to HCV Inspections Scheduling	• Reduce cost and achieve greater cost effectiveness	FY2005	Never Implemented Closed Out FY2006
6	2.3.04 & 2.5.05	Modifications to Pet Policy	• Reduce cost and achieve greater cost effectiveness	FY2005	Implemented FY2005 Closed Out FY2016
N/A	3.3.05	Streamlining Resident Community Service	• Reduce cost and achieve greater cost effectiveness in federal expenditures	FY2005	Implemented FY2005 Closed Out FY2012
9	3.3.05	Streamlined Operating Subsidy Only (OPERA) Protocol—Operating Assistance for Rental Housing	• Reduce cost and achieve greater cost effectiveness • Increase housing choices for low-income families	FY2005	Not Yet Implemented
N/A	4.2.05	Revolving Loan Fund for HCV Landlords	• Increase housing choices for low-income families	FY2005	Never Implemented Closed Out FY2009
N/A	4.3.05	Flexible Funding	• Reduce cost and achieve greater cost effectiveness	FY2005	Implemented FY2005 Closed Out FY2010
N/A	4.4.06	Reformulation of HUD Forms	• Reduce cost and achieve greater cost effectiveness	FY2006	Implemented FY2006 Closed Out FY2010
13	2.6.07	Enhanced Public Housing Lease Enforcement Operations	• Increase housing choices for low-income families	FY2007	Closed Out FY2013

New Number	Old Number	Activity	Statutory Objective	Yr. Identified	Yr. Implemented
N/A	1.11.08	Maximizing Public Housing Subsidies	• Reduce cost and achieve greater cost effectiveness • Increase housing choices for low-income families	FY2008	Never Implemented Closed Out FY2008
14	3.6.08	Streamlining the Transition from Project-Based to Tenant-Based Vouchers	• Reduce cost and achieve greater cost effectiveness	FY2008	Implemented FY2009 and Closed Out 2012
21	2.10.12	DCHA Local Mixed Subsidy Program	• Increase housing choices for low-income families • Reduce cost and achieve greater cost effectiveness	FY2012	Never Implemented Closed Out FY2016
10	3.4.05	Supporting Grandfamilies	• Encourage families to obtain employment and become economically self-sufficient	FY2005	Implemented FY2005 Closed Out FY2016
26	NA	Local Investment Policy	• Reduce cost and achieve greater cost effectiveness	FY2014	Not fully implemented
30	NA	HQS Scheduling	• Reduce cost and achieve greater cost effectiveness	FY2015	Not fully implemented Closed Out FY2017
15	3.07.08	Reform Housing Quality Standards	• Reduce cost and achieve greater cost effectiveness	FY2008	Not Yet Implemented
28	NA	Rent Reform Demonstration (HCVP)	• Give incentives to families with children where the head of household is working, is seeking work, or is preparing for work by participating in job training, educational programs, or programs that assist people to obtain employment and become economically self-sufficient	FY2014	Implemented FY2015 Closed Out FY2021
29	NA	HQS Biennial Inspections for Landlords in Good-Standing	• Reduce cost and achieve greater cost effectiveness	FY2015	Implemented FY2018 Closed Out FY2021
19	4.5.11[1]	Establishment of Resident Driven Community Based Programs to Improve Customer Service and Foster Greater Resident Empowerment	• Reduce cost and achieve greater cost effectiveness	FY2011	Never Implemented Closed Out FY2023
27	NA	Family Stabilization through Housing and Education Demonstration	• Give incentives to families with children where the head of household is working, is seeking work, or is preparing for work by participating in job training, educational programs, or programs that assist people to obtain employment and become economically self-sufficient	FY2013	Never Implemented Closed Out FY2023

[1] Initiative 4.5.11 Establishment of Resident Driven Community Based Programs to Improve Customer Service and Greater Resident Empowerment was originally numbered 4.3.11 in the FY2011 MTW Plan and FY2012 MTW Plan. In the FY2011 MTW Report the number was changed to recognize the previous use of 4.3.05 and 4.4.06 and to avoid confusion between the other initiatives.

New Number	Old Number	Activity	Statutory Objective	Yr. Identified	Yr. Implemented
2	1.3.04	Designation of Elderly-Only Properties	• Reduce cost and achieve greater cost effectiveness	FY2004	Implemented FY2004 Closed Out FY2023
5	2.2.04	Modifications to Market-Based Rents	• Reduce cost and achieve greater cost effectiveness • Encourage families to obtain employment and become • economically self sufficient	FY2004, FY2016, & FY2018	Implemented FY2004 Closed Out FY2023
16	2.7.11	Requirement to Correct Minor HQS Unit Condition Discrepancies—Tenant/Landlord Self-Certification	• Reduce cost and achieve greater cost effectiveness	FY2011	Implemented FY2012 Closed Out FY2023
34	NA	Virtual Housing Quality Standards (HQS) Inspections	• Reduce cost and achieve greater cost effectiveness	FY2021	Implemented FY2021 Closed Out FY2023
24	NA	Simplified Utility Allowance Schedule	• Reduce cost and achieve greater cost effectiveness	FY2013	Implemented FY2014 Closed Out FY2024
31	NA	Unit Protection Incentive Program (UPIP)	• Increase housing choices for low-income families	FY2018	Never Implemented Closed Out FY2024

Locally Defined Site and Neighborhood Standards

Description

As outlined in Attachment C of the DCHA original MTW agreement, DCHA needed the ability to move swiftly to expand and preserve affordable housing in the District of Columbia in the face of rapid and dramatic gentrification of many of the city's neighborhoods. These are neighborhoods targeted for revitalization as indicated by designation as an Empowerment Zone, Housing Opportunity Area, Strategic Neighborhood Target Area or Neighborhood Strategy Areas under the Community Development Block Grant (CDBG). Under stated federal requirements, the use of census data would not provide accurate and timely demographic information reflective of the quickly changing racial and economic landscape of the city's neighborhoods. Establishment of Locally Defined Site and Neighborhood Standards provided DCHA with the agility necessary to determine the location of newly constructed or substantially rehabilitated housing to be subsidized through project-based section 8 voucher funding or Public Housing operating subsidy. In determining the location of such housing, in lieu of the Site and Neighborhood Standards set forth in 24 CFR 941.202(b)-(d), DCHA acted in accordance with the following locally established requirements:

1. The units may be located throughout the District, including within the following types of urban areas: (i) an area of revitalization that has been designated as such by the District of Columbia; (ii) an area where Public Housing units were previously constructed and were demolished; (iii) a racially or economically impacted area where DCHA plans to preserve existing affordable housing; or (iv) an area designated by the District of Columbia as a blight elimination zone; and
2. A housing needs analysis indicates that there is a real need for the housing in the area; and
3. When developing or substantially rehabilitating six or more units, DCHA will provide documentation to HUD which evidences that: (i) during the planning process, it has consulted with Public Housing residents through appropriate resident organizations and representative community groups in the vicinity if the subject property; (ii) it has advised current residents of the subject properties ("Resident") and Public Housing residents, by letter to resident organizations and by public meeting, of DCHA's revitalization plan; and (iii) it has submitted a signed certification to HUD that the comments from Residents, Public Housing residents and representative community groups have been considered in the revitalization plan.

In addition, the locally defined site and neighborhood standards complied with the Fair Housing Act and Title VI of the Civil Rights Act of 1964, and the implementing regulations referenced compliance with these Acts. Similar to HOPE VI Site and Neighborhood Standards, a DCHA project for which locally defined site and neighborhood standards were applied would either have to:

- Encourage reinvestment in areas of minority concentration;
- Improve or preserve affordable housing in the area;
- Provide quality housing choices for assisted households; or
- Reduce displacement in properties undergoing substantial rehabilitation as part of a comprehensive neighborhood revitalization strategy

Status

Implemented (FY04); Closed Out (FY11)

In 2012, the MTW Office, in consultation with HUD's Urban Revitalization Division of the Office of Public Housing Investments, advised DCHA that MTW flexibility relative to site and neighborhood standards for DCHA's HOPE VI developments is not necessary and that local site and neighborhood standards cannot

be approved for future non-HOPE VI development activities.

Special Occupancy Policy of Service Providers

Description
Both sworn and special police officers in DCHA's Office of Public Safety and the District of Columbia Metropolitan Police Department officers can serve their community better if they are part of it. DCHA currently makes use of this resource at several of its communities. The same would be true for other service providers as well. In addition to security officers, DCHA proposed creating policies to allow members of Vista, AmeriCorps, and similar organizations to live in DCHA Public Housing units in exchange for the services that they provide.

Status
Closed Out (FY05)

Many of the Resident Councils in DCHA's Public Housing communities felt strongly that it was more beneficial to continue to house traditional Public Housing residents rather than the service providers. Because of this input, DCHA discontinued exploration of this initiative.

Voluntary Resident Community Service

Description
Under this initiative, DCHA sought to seek voluntary, rather than the Quality Housing and Work Responsibility Act (QHWRA) required, community service by the residents of its communities while seeking to expand opportunities for residents to be empowered and inspired to make a difference and contribute service to their community.

Status
Closed Out (FY04)

In FY2004, DCHA completed the development of this initiative with the adoption of the Neighbor to Neighbor policy designed to provide incentives for voluntary community service. However, based on a legal determination from HUD that the community service requirement was not subject to the MTW agreement, and thereby was not to be implemented as voluntary for Public Housing residents, this initiative has been closed out.

Resident Satisfaction Assessment

Description
In FY2003, DCHA initiated a sophisticated assessment protocol to reliably determine resident satisfaction. Through a third party professional analyst of customer service satisfaction, DCHA assessed customer satisfaction using a combination of professionally administered surveys of a scientifically selected sample of residents and a carefully selected focus group representing a mix of interests. DCHA proposed as part of its first MTW Plan for FY2004 to continue this process on a biennial basis, submitting the findings biennially as part of the MTW Annual Report in place of the HUD administered resident satisfaction survey. This approach was adopted by DCHA as it more effectively measured customer satisfaction than the HUD administered survey. For example, the HUD survey consistently had

low response rates and a relied too heavily on the literacy of customers being surveyed.

Status
Implemented (FY04); Closed Out (FY04)
Although DCHA found the information gathered from its survey approach to be reliable and useful in shaping the Agency's programs and making key decisions, it was decided during FY2004 that DCHA would not pursue this initiative due to cost of administering the more sophisticated survey.

Security Deposit Guarantee Program

Description
Over the years, DCHA has sought to enhance the housing opportunities available to our housing choice voucher participants. One item that has consistently been an issue is the limited ability of some voucher participants to secure funding for a security deposit. DCHA explored the development of a small security deposit guarantee program to which voucher recipients could subscribe for a monthly fee in lieu of a lump sum security deposit payment to landlords. The goal of the proposed program was to provide a mechanism whereby voucher participants are not unduly restricted from leasing potential units.
This Initiative would have required flexible use of funds to allow for the payment of any claims on any guarantee where the recipient caused damage.

Status
Closed Out (FY10)

Due to MTW funding limitations and lack of local funding to supplement the MTW funds, the initiative was not pursued beyond initial exploration.

Modification to HCV Inspections Scheduling

Description
DCHA considered alternatives to the standard housing choice voucher inspection schedule, allowing the inspections staff to focus on properties which or landlords who persistently fail to meet HQS standards. DCHA considered categorizing properties with HAP contracts according to risk, quality, or upkeep level, and proposed using this categorization to determine the frequency of inspections. It was believed that many properties would only need to be re-inspected on a multi-year schedule thus allowing staff efficiency and a focus on properties or landlords that indicate a need for more frequent inspection.

Status
Closed Out (FY06)

Upon exploration, DCHA staff could not find sufficient patterns of consistency among landlords or properties to justify reducing inspection frequency. DCHA felt that because of the high failure rate of HQS inspections and the age of the housing stock affordable to HCV participants, the benefits of annual inspections outweighed any potential cost savings from this proposed initiative.

Modifications to Pet Policy

Description
In FY2004, DCHA adopted a local policy that only allows pets as a reasonable accommodation for families with a disabled member(s) requiring a pet. In FY2005, DCHA created a new policy governing the ownership of pets on DCHA properties. Based on public input and the realities of managing large subsidized rental communities, DCHA adopted regulations that limit pet ownership to those residents in both senior and family developments who are in need of service animals with a grandfather provision for those residents in senior buildings who had a pet prior to the effective date of the regulation.

Status
Implemented (FY05); Closed Out (FY16)

In February 2016, DCHA received notice from HUD that its 2005 approval of this activity was being rescinded based on an assessment of the applicability of Section 227 of the Housing and Urban-Rural Recovery Act of 1983 (12 U.S.C. 1701r-1), and its implementing regulations at 24 CFR Part 5 Subpart C to DCHA's use of its MTW authority to establish its pet policy.

Streamlining Resident Community Service

Description
Under this initiative, DCHA sought to identify regulatory simplifications and administrative streamlining with respect to the implementation of the statutory resident community service requirement. As such the Agency implemented the following:

- Automatically determining those individuals who are not exempt based on data residents already report regarding income amount and sources
- Setting the number of work activity related hours required by an adult household member to be exempt from the community service requirement
- Documented self-certification by non-exempt members of compliance with the community service requirement

Status
Implemented (FY05); Closed Out (FY12)

As this activity was implemented in FY2005, the measurable benefits are in the past, prior to the new reporting requirements under the MTW Agreement. No incremental cost savings are expected beyond the point of close-out.

Streamlined Operating Subsidy Only (OPERA) Protocol-- Operating Assistance for Rental Housing

Description
DCHA requested and received approval for a Streamlined Operating Subsidy Only (OPERA) Protocol as part of the FY2008 MTW Plan process. The first project approved under this initiative was Barnaby House; however, market conditions prohibited this project from being completed.

In addition to streamlined approval of Operating Subsidy Only mixed-finance transactions, OPERA also modifies HUD's requirement that the Agency record a Declaration of Trust in first position for properties receiving Public Housing subsidies; provides relief from the 10-year use restriction contained in Section 9(a)(3) of the U.S. Housing Act of 1937; and approves the form of project documents including an operating agreement entitled "Agreement Regarding Participation in the Operating Assistance for Rental Housing Program" and an Annual Contributions Contract amendment entitled "Operating Assistance Amendment to Consolidated Annual Contributions Contract".

Although OPERA was an approved initiative under DCHA's original MTW Agreement, language necessary to continue the use of the authority was not included in the negotiated Restated and Amended MTW Agreement executed in September 2010. As such, DCHA worked with HUD to amend Attachment D of the new MTW Agreement so that this initiative can be reinstated as part of the Agency's ongoing activities.

DCHA continued to explore methods to further encourage owners of privately-owned and financed housing to include Public Housing units in new or rehabbed properties.

Status
Approved (FY05); Closed Out

The initiative has not implemented as anticipated due to challenges posed by the developer's organizational structure and GAAP reporting requirements. Given the time since the initiative was passed and the initiative has not been implemented, DCHA has decided to close it out.

Revolving Loan Fund for HCVP Landlords

Description
The HCV lease-up process is often impeded by delays in making repairs to units with HQS deficiencies. Additionally, DCHA is often faced with no other option than to halt the payment of HAP subsidy for existing clients when landlords are delinquent in repairing deficiencies identified during annual inspections. To lessen these problems, DCHA explored the development of a revolving loan program as an incentive for landlords to make required HQS repairs quickly.
Components of the program design were to include deducting the loan payments from the HAP payment and placing a lien on the property until the loan is paid off. DCHA planned to capitalize this program using the flexibility allowed by the MTW Block Grant. With a mechanism, such as the proposed loan program, in place to make HQS repairs quickly, DCHA hoped to maintain the supply of affordable HCV units and to reduce the inconvenience for the voucher holder. The revolving loan fund would have allowed an HCV participant-occupied unit to be repaired timely rather than force a participant to find and move to a compliant unit

Status
Closed Out (FY09)

Due to MTW funding limitations and lack of local funding to supplement the MTW funds, the initiative was not pursued beyond initial exploration.

Flexible Funding

Description
This initiative allows DCHA to exercise its funding fungibility authority as provided for in its MTW Agreement to utilize MTW Block Grant funds to support investments in operational costs and costs associated with providing customer service, resident programming, enhanced public safety for our residents, and capital projects that will improve access to resident services and expand affordable housing opportunities.

Status
Implemented (FY05); Closed Out (FY10)

DCHA has been advised by the MTW staff at HUD that because flexible funding is part of our new MTW Agreement, a standalone flexible funding initiative is no longer required.

Reformulation of HUD Forms

Description
Many of DCHA's functions, both Public Housing and assisted housing through the Housing Choice Voucher Program use HUD prescribed forms for implementation. The forms facilitate uniformity and efficiency and in many cases work very well. The staff has discovered, however, that the prescribed forms may not in all cases serve our customers or internal operations as effectively or efficiently as possible. Some forms may not request as much information as would be useful to the customer or to DCHA. Additionally, they may not appropriately request or document information on aspects of the programs that have been modified locally through an MTW initiative.

For instance, the Housing Choice Voucher Program has simplified the voucher program by providing vouchers for a full 180 days, rather than a 60 day initial period with a 120 day extension. This has reduced the amount of staff time and also has been customer friendly as it allows all voucher holders the full amount of the time to locate a unit without requiring staff to "evaluate" each request for an extension. The HUD provided forms do not reflect this policy change and in its current form requires staff to input two dates, the initial period and an extension. In situations like this, where there would be efficiencies and customer improvements from a local form, DCHA would develop a local form in substitution of the HUD provided form. DCHA would not be modifying the forms, rather it would substitute, as the Moving to Work program contemplated, a locally devised solution that responds to locally identified program needs.

DCHA contemplated this Initiative continuing through the term of the Moving to Work Agreement in order to facilitate implementation of locally revised or devised programs, rather than a burdensome review of all forms at one point in time when Initiatives are still being developed and implemented.

Status
Implemented (FY06); Closed Out (FY10)

While it may be necessary to modify HUD forms as part of an MTW initiative in the future, this initiative, in and of itself, does not address any of the three statutory objectives and has therefore been closed out. If modifications to HUD forms are required, that action will be proposed as part of a specific MTW initiative.

Enhanced Public Housing Lease Enforcement Operations

Description
DCHA utilized MTW regulatory flexibility in the 2008 revised Public Housing dwelling lease to include provisions that allow the incorporation by reference of property specific community rules developed and adopted by the individual Resident Councils. The resulting lease, local regulations, policies and procedures are designed to give greater control of its properties to residents who are committed to a community's wellbeing and improve the effectiveness of its lease enforcement efforts.

DCHA has worked with individual Resident Councils to establish property specific community rules. No Resident Council, however, has availed itself of the option to establish property specific community rules.
Status
Closed Out (FY13)

Given the lack of movement with implementation of this activity,significan DCHA is changing the status to "Closed". However, DCHA still remains committed to providing the residents the flexibility in establishing property specific community rules. In the future, if there is renewed interest to move forward by resident councils the initiative will be resubmitted for HUD approval.

Maximizing Public Housing Subsidies

Description
Since the start of its MTW demonstration, DCHA has implemented a number of innovative mixed-finance redevelopment deals that are generating approximately $1.5 billion in economic activity in the District of Columbia, and which produced a number of new or rehabbed affordable housing units in a gentrifying city. While the housing authority has used most tools in the development toolkit, one tool, the use of ACCs, has not been creatively maximized despite its capacity to complement operational costs of very low income housing.

During FY07 and FY08, DCHA explored the combining of ACCs in order to generate adequate public resources to support the rising operational costs of a unit in the District of Columbia. It was decided that DCHA would not pursue the use of ACCs in this manner.

Status
Closed Out (FY08)

This activity was approved in FY08, but not implemented as originally crafted. However, in FY2014, DCHA introduced its *Local Blended Subsidy* initiative—a more developed initiative in which implementation began in FY2014.

Streamlining the Transition from Project-Based to Tenant-Based Vouchers (formerly 3.6.08)

Description
The District of Columbia has lost thousands of project-based contracts throughout the past decade due to the "opting out" of private owners whose contracts with HUD were expiring. Like most housing authorities, DCHA plays a key role during the transition phase of a project-based development through

the counseling of the households impacted and the issuing of tenant-based vouchers.

In response to the large number of opt-outs, DCHA streamlined the transition of households from a project-based contract to a tenant-based voucher. Given that the affected households are already in a HUD-funded program and had been certified for eligibility, DCHA accepts the eligibility and re-certification data collected by the landlord under the project-based contract.

Status
Implemented (FY09); Closed Out (FY12)

As this activity was implemented in FY2009, the measurable benefits were in the past, prior to the new reporting requirements under the MTW Agreement. No incremental cost savings were expected beyond the point of close-out.

DCHA Local Mixed Subsidy Program

Description
In order to preserve public housing, DCHA is proposing to use its MTW authority to use housing choice voucher subsidy in combination with Public Housing subsidy to finance and operate newly renovated or constructed properties. Using the MTW authority, all tenants in the newly renovated or constructed properties regardless of the subsidy source will be treated the same—tenants will be given all the rights and responsibilities that DCHA Public Housing residents are afforded.
The first property for which this activity will apply is Highland Dwellings, a conventional Public Housing community consisting of 208 units. The renovation of Highland Dwellings will be financed through tax-exempt bonds and 4% tax credits, along with other public housing funding. In order to pay the debt service on the bonds, 83 units will be subsidized using project based vouchers. The other 125 units will be subsidized through the public housing program. Under this MTW initiative, however, the tenants living in all the units and the units themselves, regardless of the subsidy source will be governed by the policies and procedures that govern DCHA's public housing. At Highland Dwellings, the renovations will be made to vacated units. The former residents of the development will all be given the right to return and be the initial occupants of the newly renovated or newly constructed units with future vacancies filled from the Public Housing waiting list.

The goal of the program is to use voucher budget authority to leverage the financing necessary to fund redevelopment, modernization and routine maintenance at Public Housing developments, while maintaining the stability of the community by continuing to manage the property and residents under one set of rules – public housing rules. This activity meets the MTW statutory objective to reduce cost and achieve greater cost effectiveness in federal expenditures. Examples of Public Housing occupancy policies that will be applied to all residents in a development designated a Local Mixed Subsidy Program include:

- All residents of the newly renovated property will pay public housing rents. The property will have Market-based Rent Cap schedule established based on data collected as part of the HCV Reasonable Rent determination process and rents will be charged according to Public Housing rent policies; in accordance with these policies, residents whose income-based rent would exceed the Market-based Rent Cap will only pay the Market-based rent; there will be no limitation on the length of time that the resident can remain in tenancy paying the Market-based Rent;
- Residents in good standing who are approved for or are required to transfer, for under -/over-housing issues, for reasonable accommodation requirements, or for public safety issues for example, will be offered units in other Public Housing developments in accordance with the DCHA

Public Housing transfer policies; no residents, regardless of the subsidy source on the unit, will be given a tenant-based voucher upon transfer;

- Residents with grievances will have access to DCHA's Public Housing Grievance process;
- The UPCS inspection protocol will be used;
- The Public Housing lease will be used;
- If the property renovation requires relocation of the existing residents, all former residents will have the right to return to the renovated property. After that, Public Housing waiting lists will be used to fill the vacancies at the property; and
- Eligibility and screening criteria will be used as provided for in DCHA Public Housing regulations. No households who have income greater than 80% of the adjusted median income at initial admission will be housed.

As the implementation work was to be completed, it was anticipated that other differences between public housing operating policies and procedures and the HCV Administrative Plan may be found. In those cases the public housing rules would have been used rather than HCVP provisions.

Status
Closed Out (FY16)

This activity was initially proposed in order to implement redevelopment activity at Highland Dwellings. However, due to identification of a more effective approach to financing the work, the activity was not implemented and placed on hold. Instead, DCHA proposed a different activity that utilizes a different MTW flexibility to facilitate the redevelopment of the site (see *Initiative #25: Local Blended Subsidy (LBS)* for detail about proposed MTW authority to be used for the Highland Dwellings redevelopment activity). As such, DCHA has decided to close-out this activity.

Supporting Grandfamilies

Description
Increasingly, grandparents have become the legal guardians or primary caregivers for their grandchildren. This trend is evident in many of DCHA's households. DCHA has explored ways to use or modify Public Housing or voucher policies as resources to help provide support for such families. To date, DCHA has implemented a policy to exclude from the calculation of income the receipt of a local stipend that the District of Columbia provides to grandparents as caregivers of their grandchildren.

Status
Implemented (FY 05); Closed Out (FY16)

DCHA is closing out this activity because MTW authority is no longer necessary for the exclusion of the local grandparent as caregivers stipend provided by the city as income in the calculation of rent.

Any additional activities aimed at supporting grandparents as caregivers will be proposed in a future plan for approval.

Local Investment Policy

Description

HUD, as defined in the Annual Contributions Contract (ACC) and guided by Notice PIH 96-33, requires housing authorities to invest General Fund (program) monies only in HUD approved investments. These investments, if utilized fully, are outdated and risky. As a steward of the public trust, charged with achieving the best and highest use of its funding to serve its clients, DCHA is proposed to use its MTW authority to adopt a local investment policy that would achieve a portfolio which is safer, more liquid and realizes a more competitive yield. Based on a review of District of Columbia governmental entity eligible investments, DCHA determined the city's eligible investments are more up to date and safer for governmental funds to be invested. As such, DCHA's proposed local investment policy would be consistent with District of Columbia law to the extent such policies are in compliance with applicable Office and Management and Budget (OMB) circulars and other federal laws. Under the local investment policy, DCHA looked to invest only in securities authorized under District law that would allow the flexibility to invest productively and efficiently.

DCHA would have invested in safer investment instruments with lower transaction costs and higher competitive yield. It was anticipated that operating under this policy would give DCHA a higher return on its portfolio with less staff resources devoted to the process. Thereby reducing cost and higher net portfolio return would have achieved greater cost effectiveness in federal expenditures, allowing the Agency the enhanced ability to further the MTW statutory objectives through other initiatives.

Status

Approved (FY14) (never fully implemented); Closed Out (FY17)

DCHA has decided to no longer pursue this initiative as ongoing review of investments and potential yields does not warrant moving forward with this action.

HQS Scheduling

Description

DCHA found that at times when there is a large volume of initial, annual and re-inspections inspections that need to be completed in the same month, delays may occur if DCHA did not incur the cost of overtime to make sure all inspections were completed as required. Given the need to house families as quickly as possible, DCHA decided that the most prudent way to balance the importance of housing families timely with ensuring ongoing HQS compliance and sound money management was to allow for extended HQS inspection scheduling. Under this initiative, DCHA planned to schedule inspections to occur on a 12 month basis; however, it would have the ability to reschedule annual inspections to occur beyond the 12-month/365 day window, not to exceed 90 days past the annual inspection anniversary date.

DCHA anticipated reducing cost and achieving greater cost effectiveness by eliminating overtime costs necessary to ensure timely completion of annual, initial re-inspections and compliance inspections. In FY2014, DCHA spent on average of approximately $5,300/month in overtime to ensure annual HCV MTW unit inspections were completed timely in light of required initial inspections for new vouchers received through two opt-outs and a new VASH allocation. DCHA conducted a total of 622 annual inspections as a result of new opt-out vouchers and new VASH vouchers received during the fiscal year. The Agency projected that it may have to spend approximately the same amount in FY2015, given a projected 645 new opt-out vouchers that DCHA expects to receive.

The ongoing need for this initiative after initial implementation was dependent upon the number of units/properties that enroll in the proposed biennial inspection program.

Status
Approved (FY15) (never fully implemented); Closed Out (FY17)

DCHA closed this initiative as the flexibility it granted was no longer needed based on the number of eligible landlords/owners opting to participate in the HQS Biennial Inspections for Landlords in Good-Standing MTW initiative.

Reform Housing Quality Standards (formerly 3.7.08)

Description
DCHA explored modifying the definitions and content of the housing quality standards to reduce uncertainty as to the nature of a unit's deficiency. The research included an analysis and comparison of all the various different housing standards across the federal housing programs and local housing programs. It was expected, that the modified standards would better align the standards of the HCV program to other housing programs. If deemed appropriate upon completion of the research, the housing authority intended to modify and standardize inspection standards with the goal of reducing leasing delays, which negatively impacts our clients, and reducing repetitive inspections, which impacts the efficient use of staff time.

Additionally, DCHA was working with three local government agencies in the District which conduct inspections on multifamily properties. The inspections by the various agencies were often conducted on the same units, resulting in redundant work and multiple inconveniences for residents.

Status
Approved (FY08) (never implemented); Closed Out (FY18)

Based on DCHA's final assessment, the agency has determined that this is no longer viable to pursue this initiative based on the potential variability of inspection results across inspectors from different agencies, especially with the pending rollout of Uniform Physical Condition Standards for Vouchers (USPC-V).

Rent Reform Demonstration (HCVP)

Description
The District of Columbia Housing Authority (DCHA) was selected to participate in a demonstration commissioned by the U.S. Department of Housing and Urban Development (HUD) to evaluate a Housing Choice Voucher (HCV) alternative rent reform policy (the "Demonstration"). MDRC, a nonprofit and nonpartisan education and social policy research organization, is conducting the Demonstration on behalf of HUD. The Demonstration sets forth alternative rent calculation and recertification strategies that were implemented at several public housing authorities across the country in order to fully test the policies nationally.

The goals of this alternative rent policy were to:

- Create a stronger financial incentive for tenants to work and advance toward self-sufficiency

- Simplify the administration of the HCV Program
- Reduce housing agency administrative burden and costs
- Improve accuracy and compliance of program administration
- Remain cost neutral or generate savings in HAP expenditures relative to expenditures under traditional rules
- Improve transparency of the program requirements

A computer generated program randomly selected the participants for the Demonstration from the pool of eligible vouchers. The Study Group vouchers were managed using the proposed policies. The Control Group was managed using existing policies. A total of 2,000 families were selected to participate—1,000 were assigned to the Study Group and 1,000 were assigned to the Control Group.

Description of Rent Reform Components

The Demonstration is designed to test an alternative strategy to standard HUD operating rules for the HCV program. The proposed alternative rent policies will include the following five key features:

1) Simplify income determination and rent calculation of the household's Total Tenant Payment (TTP) and subsidy amount by:
   a) Eliminating deductions and allowances,
   b) Changing the percent of income from 30% of adjusted income to a maximum of 28% of gross income,
   c) Ignoring income from assets when the asset value is less than $25,000,
   d) Using retrospective income, i.e., 12-month "look-back" period and, in some cases, current/anticipated income in estimating a household's TTP and subsidy, and
   e) Capping the maximum initial rent burden at 40% of current gross monthly income.

2) Conduct triennial income recertification rather than biennial recertification with provisions for interim recertification and hardship remedies if income decreases.

3) Streamline interim recertifications to eliminate income review for most household composition changes and moves to new units.

4) Require the Family Share is the greater of TTP (see #1 above) or the minimum rent of $75. A portion of the Family Share will be paid directly to the landlord.

5) Simplify the policy for determining utility allowances.

Status
Implemented (FY15); Closed Out (FY21)

DCHA was selected to participate in the Rent Reform Demonstration commissioned by the U.S. Department of Housing and Urban Development (HUD) to evaluate a Housing Choice Voucher (HCV) alternative rent reform policy. MDRC, a nonprofit and nonpartisan education and social policy research organization conducted the Rent Reform Demonstration on behalf of HUD. In January 2015, MDRC and DCHA entered into a MOU for DCHA's participation in the Rent Reform Demonstration. Pursuant to the MOU, the term expired on September 29, 2019. Therefore, after the MOU expired, DCHA transitioned

those participants in the Rent Reform Demonstration back to the traditional program. Since the stated objectives were accomplished, DCHA no longer requires the use of MTW flexibility.

HQS Biennial Inspections for Landlords in Good-Standing

Description

HUD regulations currently mandate that housing authorities inspect every HCVP unit at least once annually to ensure it meets Housing Quality Standards (HQS). Before a family takes possession of a unit for the first time, DCHA conducts an initial inspection. Although the Consolidated Appropriations Act of FY2014 included a policy change that allows housing authorities to implement biennial inspections, at the time this plan was drafted, HUD had not provided guidance on implementation of this policy change. In lieu of formal HUD guidance, DCHA is proposing to use its MTW authority to implement a biennial HQS inspections program for landlords/owners in good standing as defined by specific performance criteria that upholds HUD's standards of decent, safe, and sanitary housing for assisted HCVP households. Units/Properties approved to move to a biennial HQS inspection cycle will be required to have an HQS Inspection conducted at least one time every other fiscal year. It is DCHA's expectation through the implementation of this initiative that the agency will be able to meet HUD's HQS requirements in a more cost effective manner.

Status

Implemented (FY18); Closed Out (FY21)

DCHA is closing out this activity because MTW flexibility to implement HQS biennial inspections is obsolete due to changes in regulation. DCHA will follow the guidelines as set forth in the FY2014 omnibus appropriations bill and accompanying federal register notice that went into effect in July 2014.[2]

Establishment of Resident Driven Community Based Programs to Improve Customer Service and Foster Greater Resident Empowerment

Description/Update

Working with Resident Councils, DCHA proposed to create resident-driven and resident-implemented community-based programs to increase and improve quality of life services at DCHA's properties and achieve greater resident empowerment and self-sufficiency. In exchange for participating in the program by volunteering their time, residents would be rewarded with an income deduction for rent calculation purposes. Participation by each community and/or by each individual would be strictly voluntary. DCHA proposed to use its MTW authority to implement the income deduction.

Status

Approved (FY11) (never implemented); Closed Out (FY23)

DCHA is closing out this activity because the agency has implemented alternative engagement strategies for senior residents across the portfolio.

[2] https://www.ncsha.org/wp-content/uploads/2014/06/2014-14915.pdf

Family Stabilization through Housing Education Demonstration

Description/Update

Chronic truancy has been described as "an educational crisis" in the District of Columbia, with rates as high as 40% at some high schools. Under District of Columbia law, once a child has 10 unexcused absences the child is referred, depending on age to Child and Family Services or the Court Social Services and/or the Office of the Attorney General. DCHA planned to provide supports for those children and their families so such referrals did not occur. This would include working with families on strategies to reduce occurrences and ultimately eliminate unexcused absences. To do this, DCHA proposed expanding its relationship with the District of Columbia Public Schools (DCPS), District of Columbia Charter Schools, and other partners to establish an educational stabilization demonstration that will provide case management for DCHA Public Housing families with children in elementary and middle school, ages 10-14, who appeared to already have challenges with school attendance.

DCHA's program will be voluntary for Public Housing families and participation in the program would last until the child completes high school. The potential length of participation could be up to nine years for fourth graders entering the program. Families in which absenteeism/truancy are or may become an issue will be identified for outreach to participate in the program. DCHA is working with DCPS and the Deputy Mayor's Office on Education and Human Services to identify a Public Housing site(s) and partnering elementary/middle schools by cross-referencing school and DCHA resident data. Similar work will be undertaken with DC Charter Schools.

Each family would have a case manager who would work with the family to identify a plan for addressing their child's absenteeism/truancy, inclusive of strategies to deal with those familial, school and environmental challenges. In addition to supporting each child's academic achievement, DCHA will provide support to parents in moving the family toward self-sufficiency (i.e. GED preparation, job readiness, life skills, etc.).

DCHA would utilize existing staff resources, including the provision of case management/coordination. In addition, DCHA would utilize existing supportive service resources provided through existing partnerships with agencies/organizations to augment case management and access to other services needed by participating families (i.e. DCPS tutors, DOES jobs programs, job training provided at DCHA's Southwest Family Enhancement Center, etc.).

As a work incentive, DCHA would cap the rents of participating families upon entry into the program, but rents would not be less than $25 a month. While all program participants have to pay at least $25/month in rent, this will not be a requirement for entry into the program. Instead, families paying less than $25/month at program entry will experience rent increases as earned income increases until their rent reaches the $25/month threshold. A portion of any new employment income entering the household would be escrowed to go toward the child's educational goals (i.e. college, vocational education, etc.). The established escrow contribution of the family will be based on the goals identified in the family commitment plan. DCHA will explore the possibility of providing a percentage match through other sources, if possible.

While truancy is the critical issue driving this initiative, DCHA recognizes that a holistic approach may be necessary to positively impact the life outcomes of children and their families who are struggling with this issue. Initially, DCHA anticipates the following impacts:

- Parents will improve their economic and employment status.

- Participating students will show greater gains in school outcomes (including reduction in absenteeism/truancy rates, grades and standardized test scores) relative to other low-income students attending their school and other schools. Each participating child will be monitored several times a year through various means (e.g. report cards, district/state assessment scores, case manager communications with teachers and other program partners).

- Parents of students will play a larger role in supporting their child's academic and social growth leading to improved achievement in the project

Status
Approved (FY13) (never implemented); Closed Out (FY23)

DCHA is closing out this activity because the agency refers youth to the District of Columbia Office of the State Superintendent of Education (OSSE) truancy program.

Designation of Elderly-Only Properties

Description/Update
DCHA established a local review, comment and approval process designating properties as Elderly-Only. This replaced the requirement for HUD review of proposed Elderly-Only designation of Public Housing properties with a local review, broad community input and approval by the Board of Commissioners. In addition, under this initiative, designation of Elderly-Only properties automatically renewed from year to year indefinitely from the date of the designation unless otherwise rescinded or modified by the Board of Commissioners. As locally required, implementation of this initiative included adoption of local regulations outlining the process, which were published in Title 14 of the District of Columbia Municipal Regulations Section 6115.

In FY2004, the following conventional sites were designated as Elderly-Only: Knox Hill, Regency House, Arthur Capper Senior I and Carroll Apartments. That same year Elderly-Only existing designations were extended for units at Wheeler Creek as part of a HOPE VI project and the redeveloped Edgewood Terrace. In FY2007, Elderly-Only units were designated at Henson Ridge as part of a HOPE VI project.

In the FY2011 MTW Plan, it was anticipated that units at Mathews Memorial would be designated as Elderly-Only. However, during FY2011, it was determined that the Elderly-Only designation was not necessary for Matthews Memorial. While there will be units in the overall site that are designated Elderly-Only, as referenced in the DCHA MTW FY2012 Plan, the 35 units for which DCHA is providing Public Housing subsidy will be family units.

DCHA designated seven properties in whole or in part as Elderly-Only.

Status
Implemented (FY04); Closed Out (FY23)

DCHA is closing this initiative in acknowledgement of HUD's decision, as transmitted via HUD's assessment of the District of Columbia Housing Authority report, that the MTW Standard Agreement does not provide the authorization to waive the Designated Housing Plan regulations.

DCHA will submit a Designated Housing Plan for HUD review for applicable sites.

Modifications to Market-Based Rents

Description/Update

The local regulations developed under this initiative simplify the process of providing a work incentive to Public Housing residents. The regulation discontinues the HUD requirements that DCHA:

- Provide all residents information about the market-based and income-based rents associated with the unit in question; and
- Obtain written documentation of their choice of rent calculation method.

Instead, DCHA calculated a resident's income-based rent, compared it to the market-based rent (DCHA's version of flat rents) from a periodically updated rent schedule and automatically charged the resident the lower of the two rent options.

If a family's income decreased between recertifications, residents, regardless of the method used for calculating their rent, could request an interim recertification and the rent charged would be the lower of the two rent calculation options, automatically. There was no longer the requirement that the resident demonstrate a particular hardship to return to income-based rent from market-based rent. In addition, DCHA removed the provision outlined in earlier plans and reports that families on market-based rent recertify every three (3) years. Instead, these families were included in the Public Housing biennial recertification process.

DCHA received approval as part of the FY2016 MTW plan process for the establishment of a ***Local Public Housing Market-Based Rent Schedule***. In response to the HUD mandate to establish Public Housing flat rents at no less than 80% of the HUD established Fair Market Rents (FMR), DCHA was approved to establish a local flat rent (market-based) schedule for its Public Housing communities that more realistically reflected local market conditions at the submarket or neighborhood level by allowing market- based rents to be set at 80% of the DCHA Housing Choice Voucher Program (HCVP) submarket rents.

Upon further review of the impact of basing the DCHA local public housing market-based rent (flat rent) schedule on 80% of the DCHA HCV submarket rents, DCHA proposed and HUD approved to adjust the setting of schedule rents from 80% to 50% as part of the FY2018 MTW Plan. The DCHA local market-based rent schedule and the ability to adjust the HUD FMRs in order to set reasonable payment standards are two tools important to DCHA's efforts to address the issue of affordability in Washington DC. In those "emerging" neighborhoods where our public housing communities are located and the submarket rents have increased to reflect the changes in the surrounding private rental market, it is necessary to set flat rents that balance the local hyper-dynamics of the increased cost of renting in the private market while striving to preserve the idea of flat rents as an incentive for families to move toward self-sufficiency. In an attempt to account for both the realities of the surrounding rental housing and the existing attributes of our public housing stock, DCHA looks to set flat rents at 50% instead of 80%. DCHA would assess the local market-based rent schedule and make appropriate modifications in accordance with annual decisions about adjustments to the agency's payment standards, the local rental market and any changes in the attributes of the agency's public housing properties.

DCHA phased-in any rent payment increases of 35% or more that resulted from this policy change in the

event that a family's income-based rent was lower than the new locally established market-based rent but higher than the current market-based rent the family was paying. The phase-in took place at each scheduled biennial recertification and increases did not exceed 35% at each recertification.

Status
Implemented (FY04); Closed Out (FY23)

DCHA is closing this initiative in acknowledgement of HUD's decision, as transmitted via HUD's assessment of the District of Columbia Housing Authority report, that the MTW Standard Agreement does not provide the authorization to set a different flat rent rate or remove resident choice, even when intended to benefit residents.

Requirement to Correct Minor HQS Unit Condition Discrepancies— Tenant/Landlord Self-Certification

Description/Update
Housing Quality Standards (HQS) defines "major and minor" violations. Minor violations do not involve health or safety issues and thereby are marked as "Pass with Comments." Although HQS does not require that an agency re-inspect to insure that minor violations identified as "Pass with Comment" are addressed, DCHA has mandated that minor violations that are "Passed with Comment" are corrected and confirmed through the use of an Inspection Self-Certification form.

Prior to implementation, DCHA had a self-certification procedure, but there were no consequences if the tenant or the landlord did not comply with self-certification. Whether or not the minor violations have been corrected, because the unit passed inspection, the landlord could request and receive a rent increase or the tenant could request and be approved for a transfer to a new unit regardless of who caused the violation. In the event that one party does not self-certify, both tenants and landlords can (and often do) request a re-inspection. A self-certification process that has consequences should reduce the number of re-inspection requests and thereby save staff time and reduce administration costs.

DCHA will use its MTW authority to implement the following consequences faced by tenants and/or landlords who fail to sign an Inspection Self-Certification form:

- For tenant-caused violations: the tenant will be unable to move with continued assistance.
- For landlord-caused violations: the landlord will not be granted a rent increase.

This change is focused on enforcement. As such, the new flexibility does not necessitate any change to the existing self-certification form.

Status
Implemented (FY12); Closed Out (FY23)

DCHA is closing out this activity because it is obsolete. DCHA does not rely on self-certifications and instead re-inspections occur immediately following the corrective period.

Virtual Housing Quality Standards (HQS) Inspections

Description

DCHA proposed to have its HCVP Inspections Division staff perform routine Housing Quality Standards (HQS) inspections by virtual means, including initial and annual/biennial inspections. The site staff used the pre move-in inspection form as a tool to ensure the most common HQS violations are addressed prior to the virtual inspection. When the virtual inspection was scheduled, HCVP inspections staff provide the virtual standard operating procedure, including a list of all mandatory equipment, form HUD- 52580-A, and the certifications that will be signed after the virtual inspection is completed.

HCVP inspectors made contact, through video conference, with the proxy inspector and guided them through the HQS inspection. The inspection began with visually confirming the unit's address. The inspector then guided the proxy inspector through exterior, common areas and interior inspection by giving instructions about what actions to perform while the inspector completed the inspections checklist, form HUD-52580. After the inspection, the proxy inspector and HCVP inspector completed a certification attesting to taking part in the virtual inspection. The proxy inspector's certification included confirmation of the following:

- The proxy inspector followed the HCVP inspector's instructions to the best of their ability;
- The proxy inspector fully disclosed all deficiencies to the HCVP inspector;
- No smell of natural gas, methane, or noxious gas was present during the inspection;
- The proxy inspector did not record the inspection; and
- There were no life-threatening HQS violations existing in the unit during the time the inspection was conducted.

At lease-up, the voucher holder also signed a certification attesting that at the time of initial possession of the unit, there were no visible issues and unit and appliances were in satisfactory condition. The owner/landlord/management agent provided the voucher holder's certification to HCVP's Housing Program Specialist within 10 business days of lease-up.

Aside from the period covered by the HUD waivers in Notice PIH 2020-5 "COVID-19 Statutory and Regulatory Waivers for the Public Housing, Housing Choice Voucher, Indian Housing Block Grant and Indian Community Development Block Grant programs, Suspension of Public Housing Assessment System and Section Eight Management Assessment Program," DCHA continued conducting all quality control, emergency, and complaint inspections in-person.

DCHA believed using virtual inspections improves efficiency and expedites the lease-up process for families in need of housing.

Status

Implemented (FY21); Closed Out (FY23)

DCHA is closing out this activity because MTW flexibility to implement virtual/remote video inspections is obsolete due to changes in regulation. DCHA will follow the guidelines as set forth in PIH Notice 2020-31.

Simplified Utility Allowance Schedule

Description/Update

DCHA simplified the calculation of utility allowances for Housing Choice Voucher participants. The

standard utility allowance is based on the dwelling type, the number of bedrooms, the services paid by the tenant, and the fuel type. DCHA implemented a simplified utility allowance schedule based on the bedroom size, heating fuel, and whether the tenant is responsible for paying the water and sewer bill to simplify the rent calculations.

The policy was implemented in all new HCV contracts and at the time of recertifications (either biennial or interim) for current participants. The simplified utility allowance schedule was updated annually, but applied to HCV participants at the time of recertifications. In addition, the DCHA simplified the definition of bedrooms used in the assignment of utility allowances to reflect the lower of the voucher size or physical unit bedrooms rather than the actual size of the physical unit. This follows the same definition used for the assignment of payment standards for HCV participants.

This initiative improved administrative efficiency due to the decrease in time spent computing the correct utility allowance, verifying through inspections and documenting carefully on the Housing Assistance Payment (HAP) Contract. It also helped voucher participants in their unit search since it gave them an exact amount of rental assistance available. Participants could go on DCHA's website to pull the maximum approved contract rent for the unit they chose, and then apply the new utility allowance formula to get the gross rent. This gross rent could be used to enable the family to calculate the tenant share of rent.

Status
Implemented (FY14); Closed Out (FY24)

DCHA is closing this initiative in favor of following the standard HCV operations requirements of completing a utility allowance study annually and updating the utility allowance schedule accordingly.

Unit Protection Incentive Program

Description/Update
In 2015, the DCHA Housing Choice Voucher (HCV) program established Housing Affordable Living Options (HALO), a program designed to eliminate barriers for DCHA clients that are interested in moving to low-poverty areas by offering a host of incentives. One of the biggest barriers for HCV families is finding funds to secure a rental unit (via a security deposit). To address this barrier, DCHA HCV is proposing to add to HALO incentives the establishment of a pilot that guarantees funding to cover unit damages for landlords/owners participating in the HALO program. Under the Unit Protection Incentive Program (UPIP), in lieu of a security deposit, landlords/owners agree to DCHA guaranteeing that funds will be made available upon a participant's move-out to cover tenant-caused unit repairs that are beyond normal unit wear and tear. The guaranteed funds will not exceed one month of contract rent for the unit.

Although DCHA's current payment standards meet the rental amounts in many low-poverty areas, rents across the city are extremely high and renters are usually asked to pay a security deposit (equal to first month's rent) before move-in. Most of the HALO families cannot afford the security deposit and typically seek funding from other sources including other city programs. This barrier typically causes families to miss the opportunity to move-in during the timeframe allotted by the landlord/owner. The UPIP will eliminate this obstacle so that families can move-in quickly without the added pressure of coming up with a security deposit.

The UPIP pilot program will be limited to new landlords/owners participating in the HALO program and existing landlord/owners in which a HALO household moves and a HALO household moves into that unit. Landlords/owners will have the option to "opt-in" to the program as a household moves into their unit.

If a HALO participant living where the landlord/owner opted to participate in UPIP decides to transfer to another unit, DCHA will conduct a move-out inspection at no cost to the landlord to identify UPIP eligible tenant-caused damages. If tenant-caused HQS violations exist, the UPIP guaranteed funds will be paid directly to the landlord/owner's contractor as long as the owner keeps the unit in UPIP after the HALO participant moves. DCHA will provide a fee schedule for UPIP allowable repairs. Normal wear and tear will not be covered under the program. UPIP is voluntary and enrolled landlord/owner can opt-out at the end of the lease term, but will forfeit the UPIP funds.

Status
Never Implemented; Closed Out (FY24)

DCHA's HALO program is no longer active. DCHA may consider proposing related initiatives following implementation of the new admin plan in FY2023.

Section V. Planned Application of MTW Funds

A. Planned Application of MTW Funds

Under MTW, DCHA consolidates the agency's three major funding sources into a Single Fund Budget:

- Public Housing operating subsidy;
- Capital fund program; and
- Section 8 Housing Choice Voucher program.

This section of the DCHA MTW Plan describes the agency's planned sources and uses of that budget.

Agency Budget

In addition to the tables provided below, please refer to the Operating Transfers In and Operating Transfers Out information in Appendix B—"Planned Application of MTW Funds—Additional Information" as it identifies the amount that will supplement the MTW Sources and Application of Funds detailed in this section. Combining these amounts yields the sources and uses of funds necessary for a balanced budget.

Estimated Sources of MTW Funding for the Fiscal Year		
Estimated sources and amounts of MTW funding by FDS line item.		
Sources		
FDS Line Item	**FDS Line Item Name**	**Dollar Amount**
70500 (70300+70400)	**Total Tenant Revenue**	**$0**
70600	**HUD PHA Operating Grants**	**$239,981,636**
70610	**Capital Grants**	**$0**
70700 (70710+70720+70730+70740+70750)	**Total Fee Revenue**	**$0**
71100+72000	**Interest Income**	**$10,896**
71600	**Gain or Loss on Sale of Capital Assets**	**$0**
71200+71300+71310+71400+71500	**Other Income**	**$3,738,851**
	Total Revenue	**$243,731,383**
* Refer to Appendix for additional information to Section V: Planned Application of MTW Funds		

Estimated Application of MTW Funding for the Fiscal Year		
Estimated application of MTW funding in the plan year by FDS line item.		
Application		
FDS Line Item	**FDS Line Item Name**	**Dollar Amount**
91000 (91100+91200+91400+91500+91600+91700+91800+91900)	Total Operating - Administrative	$7,984,109
91300+91310+92000	Management Fee Expense	$24,084,628
91810	Allocated Overhead	$0
92500 (92100+92200+92300+92400)	Total Tenant Services	$685,360
93000 (93100+93600+93200+93300+93400+93800)	Total Utilities	$0
93500+93700	Labor	$0
94000 (94100+94200+94300+94500)	Total Ordinary Maintenance	$477,715
95000 (95100+95200+95300+95500)	Total Protective Services	$0
96100 (96110+96120+96130+96140)	Total insurance Premiums	$306,400
96000 (96200+96210+96300+96400+96500+96600+96800)	Total Other General Expenses	$61,550
96700 (96710+96720+96730)	Total Interest Expense and Amortization Cost	$0
97100+97200	Total Extraordinary Maintenance	$0
97300+97350	Housing Assistance Payments + HAP Portability-In	$203,177,015
97400	Depreciation Expense	$13,907
97500+97600+97700+97800	All Other Expenses	$0
	Total Expenses	$236,790,684
160	Capital Assets, Net of Depr.	$25,476
97400	Depreciation Expense	$13,907
	Total Application of Fund	$236,830,067
*** Refer to Appendix for additional information to Section V: Planned Application of MTW Funds**		

Please describe any variance between Estimated Total Revenue and Estimated Total Application:
The variance of $6.9 million is immaterial.

Planned Application of MTW Funding Flexibility

Describe the Activities that Will Use Only MTW Single Fund Flexibility
Single-Fund Budget Flexibility is used to meet many of the Agency's goals under the MTW Program. In FY2025, DCHA will use grant funds to achieve the following: • Fund Public Housing Operations • Modernize conventional public housing buildings and units to address deferred maintenance and life safety issues at DCHA's conventional Public Housing sites • Supplement operating fund payments to create new and replacement low income housing units. For detail about how this will be done to modernize/redevelop units, see the separate Capital Program for detail • Supplement Public Housing ACC for Veterans' transitional housing located at a DCHA's Ontario Road • Create and implement a moving assistance program for voucher holders • Create and operate a workforce training site for Public Housing residents and Housing Choice Voucher participants • Improve customer service, including efforts to maintain the agency's Customer Call Center and

improvements to work-order tracking system

- Purchase and maintain Public Safety equipment and tools to improve the safety and security in and around our communities
- Evaluating the long-term debts - Public Housing Energy Performance Contract (EPC) and Public Housing Capital Fund Financing Program (CFFP) Bond against current market economic conditions and determining feasibilities of potential refinancing and optional prepayment using MTW Block Grant Fund.
- Absorb the cost of increases to contract rents during the transition from the rent reasonableness methodology previously utilized under Initiative 8 to an industry-standard rent reasonableness tool.
- Through negotiations with HUD, DCHA may use a combination of single-fund flexibility and non-Federal funds to address findings from its 2022 HUD Review.

In addition, DCHA may utilize its MTW flexibility and block grant funds in a Rental Assistance Demonstration (RAD) project(s), upon HUD approval. DCHA will be considering application submission for additional sites in FY2025.

During Faircloth to RAD conversions, DCHA leverages its single-fund flexibility to increase the base value of vouchers during and after the transition from brand new public housing units to RAD PBV units. This flexibility is currently planned for use at Bruce Monroe/Park Morton, Kenilworth Courts Phase 1, Barry Farm and Sursum Corda Turnkey and Sibley Townhomes.

Capital Fund

Below is the proposed expenditure plan for FY2025 Capital Funds.

District of Columbia Housing Authority
Office of Capital Programs
Capital Fund Available for Modernization Fiscal Year 2025

PROPERTY	LINE ITEM DESCRIPTION	BUDGET VALUE
Various Properties	Vacant Unit Rehabilitation	$5,952,403.20
	Subtotal for Capital	$5,952,403.20
FRONT LINE COST	Architectural and Engineering Fees	$1,000,000.00
FRONT LINE COST	Emergency Repairs	$1,000,000.00
DCHA PROPERTIES	**TOTAL GRANT VALUE**	**$7,952,403.20**

Budget Basis		
FY2024 Projections Breakdown	**Estimate**	
CAPITAL FUND GRANT		$20,017,576.00
OPERATION-1406		$4,003,515.20
RHFs		
DEBT SERVICE		$5,621,145.00
ADMINISTRATIVE FEE		$2,001,757.60
DEMO/DISPO TRANSITION FUNDING		$438,755.00
NET CAPITAL FUNDS AVAILABLE for MODERNIZATION		**$7,952,403.20**

B. Planned Application of Unspent Operating Fund and HCV Funding

Original Funding Source	Beginning of FY – Unspent Balances*	Planned Application of PHA Unspent Funds during FY
HCV HAP	$905,329	$905,329
HCV Admin Fee	$ 0	$ 0
PH Operating Subsidy	$ 0	$ 0
Total	**$ 0**	**$ 0**

Description of planned activities and/or use(s) for unexpended Operating Fund and HCV Funding.
DCHA Plans to supplement the LIPH program with $905,329 from the unspent HAP during FY2024 to use in program-related activities which will increase the available unit inventory and accelerate lease ups.

C. Local Asset Management Plan

See Appendix A for the DCHA Local Asset Management Plan (LAMP).

	Yes	No
Is the DCHA allocating costs within statute?		√
Is the DCHA implementing a local asset management plan (LAMP)?	√	
Has the DCHA provide a LAMP in the appendix?	√	

If the DCHA has provided a LAMP in the appendix, please describe any proposed changes to the LAMP in the Plan Year or state that the MTW PHA does not plan to make any changes in the Plan Year.

As reported in the FY2016 MTW Plan, DCHA has updated its LAMP by removing reference to ARRA funding the agency received as all awarded funds have been expended and the grants have been closed. In addition, reference to OMB Circular A-87 has been replaced with its successor regulation 2 CFR 200 with respect to cost classification.

D. Rental Assistance Demonstration (RAD) Participation

Description of RAD Participation

In FY2018, DCHA converted Columbia Road/Colorado Road, the agency's first RAD properties. DCHA received approval of the RAD Significant Amendment for the Columbia Road/Colorado Road conversion to project-based vouchers in FY2016. DCHA converted Fairlawn Marshall and Matthews Memorial to project-based vouchers in 2018. DCHA amended its FY2017 Plan in FY2018 to submit the RAD Significant Amendment for these properties.

In FY2016, DCHA received 11 CHAPs and one RAD portfolio award. Subsequently, DCHA submitted applications to receive five CHAPs from its FY2016 portfolio reservation—a total of 136 units out of the original portfolio award of 921 units*. The five CHAPs cover Ontario, The Villager, Elvans Road, Montana and Lincoln Road, with conversion planned for FY2024. CHAPs for these five properties were received in June and July of 2018.

In FY2021, DCHA received RAD CHAPs for Judiciary House and Potomac Gardens.

In FY2022, DCHA received a RAD Conversion Conditional Approval (RCCA) for 101 Faircloth to RAD units for Kenilworth 166 and 44 Faircloth to RAD units for Barry Farm 108. Also in FY2022, DCHA received a RAD CHAP for 148 units at the mixed income Wheeler Creek site.

In FY2023, DCHA received an RCCA for 40 Faircloth to RAD units at Park Morton Phase 1. The RAD Significant Amendments for Barry Farm 108, Park Morton Phase 1 and Wheeler Creek were included in the FY2024 MTW Plan.

In FY2024, DCHA received RAD CHAPs for two projects: 215 units at Greenleaf Senior and 162 units at Capper Senior I. The RAD Significant Amendments for both projects are included in the Appendix. In FY2024, DCHA also received an RCCA for 50 Faircloth to RAD units at Barry 1A "The Edmonson."

DCHA also anticipates using RAD in the future as a tool to fund capital needs and stabilize DCHA properties within the senior and family portfolios. In addition, DCHA plans to explore using RAD to: 1) help achieve the redevelopment goals of projects like Greenleaf, Kenilworth, Garfield Terrace, and Woodland Terrace; 2) make capital improvements and ensure an ongoing stabilized subsidy— Benning Terrace, Harvard Apartments, Carroll Apartments, Potomac Gardens, LeDroit Park Apartments, Kelly Miller Apartments, Langston Terrace and Additions, Stoddert Terrace, Ft. DuPont Dwellings, Sibley Senior, Claridge Towers, Horizon House, and James Creek, and 3) stabilize mixed income properties such as Highland Dwellings, The Bixby, Wheeler Creek, Edgewood, Capitol Gateway Family & Senior, Capper Senior I, Glenncrest, Triangle View, and Henson Ridge, and Nannie Helen, St. Martin, Capper Senior II (400 M), Capital Quarters Townhomes, Sheridan Station, The Avenue, Gibson Plaza, Oxford Manor, Kentucky

Courts Condos, Victory Square Senior, Phyllis Wheatley, Residences at Hayes & City View Apartments . Given the recent guidance issued by HUD, DCHA is considering where the use of Faircloth to RAD may be best leveraged across its portfolio, to include Barry Farm, Park Morton, Bruce Monroe, Kenilworth, Capper, Sibley Townhomes, and Sursum Corda.		
	Yes	**No**
Has the MTW PHA submitted a RAD Significant Amendment in the appendix? A RAD Significant Amendment should only be included if it is a new or amended version that requires HUD approval.	√	
If the MTW PHA has provided a RAD Significant Amendment in the appendix, please state whether it is the first RAD Significant Amendment submitted or describe any proposed changes from the prior RAD Significant Amendment?		
This is the first RAD Significant Amendment submitted for these sites for the current CHAPs.		

* Originally, DCHA received CHAPs for a total of 140 units for the RAD sites to be converted. This number was revised to 136 as part of an amended CHAP.

DCHA Properties with Conversions to RAD Planned for FY2025

DCHA received CHAPs for the following properties in June/July 2018.

Property Name	Number of Units
Elvans Road	20
Lincoln Road	19
The Villager	20
Montana	64
Ontario	13
Total Units	**136**

DCHA does not anticipate any transfer of assistance, changes to unit composition or reduction in the number of units at any of the above properties it plans to convert.

The five properties in the MELVO project will be financed using District Funding. Elvans, Villager & Ontario would close separately in FY 2025 the major milestones anticipated are:

- *CHAP Award: June/July 2018*
- *Approved RAD Significant Amendment: FY18 and FY19 MTW Plans*
- *Anticipated Financial Plan Submission: August 2024*
- *Anticipated RCC: October 2024*
- *Estimated Closing: January 2025*

Montana & Lincoln projects are also anticipated to be financed using District Funding in FY2025 the major milestones anticipated are:

- *CHAP Award: June/July 2018*
- *Approved RAD Significant Amendment: FY18 and FY19 MTW Plans*
- *Anticipated Financial Plan Submission: March 2025*
- *Anticipated RCC: May 2025*
- *Estimated Closing: August 2025*

For Capper Senior I, received its CHAP in FY 2024. On September 19, 2018, a fire destroyed the Project. The Partnership, using $34.7M in insurance proceeds, completed reconstruction of the entire building by the end of 2020 and achieved full occupancy in 2021. The expiration of the initial LIHTC compliance period allowed DCHA to exercise its Right of First Refusal ("ROFR") to purchase the Project from the Partnership in 2023. There will not be any construction required in conjunction with the conversion due to the age of the building (3 years)

- *CHAP Award: January 2024*
- *RAD Significant Amendment: FY25 MTW Plan*
- *Anticipated Financial Plan Submission: July 2024*
- *Anticipated RCC: September 2024*
- *Estimated Closing: Winter 2024*

For Judiciary House, DCHA is currently spending approximately $19.6 Million in funds from the District of Columbia to make long-needed improvements to the building in the form of replacement of the building's roof, structural repairs to the underground parking structure, structural repairs to the cantilevered concrete balconies, replacement of building windows, replacement of major building utility infrastructure, and renovating 163 of the 263 units in the building. As part of the RAD conversion, the plan is to finance the renovation of the remaining 100 units and the public spaces utilizing 4% LIHTC and mortgage debt.

- *CHAP Award: June 10, 2021*
- *RAD Significant Amendment: FY23 MTW Plan*
- *Anticipated Financial Plan Submission: March 2025*
- *Anticipated RCC: May 2025*
- *Estimated RAD Closing: August 2025*

Henson Ridge is a DCHA HOPE VI project in SE, Washington, DC. In 1999, HUD awarded DCHA approximately $29.9 million to redevelop nearly 650 former public housing units, Frederick Douglass Homes and Stanton Dwellings in 1999. The Henson I development consists of a total 124 total rental units. There are 68 LIHTC units under a public housing ACC, and 56 LIHTC unassisted units. The project has reached the end of their tax credit compliance period. The development partner, Urban Atlantic & DCHA have negotiated a co-general partnership joint venture to renovate the property using tax exempt bonds and 4% LIHTC equity in order to further preserve these affordable housing assets.

- *CHAP Award: January 2024*
- *RAD Significant Amendment: FY25 MTW Plan*
- *Anticipated Financial Plan Submission: July 2024*
- *Anticipated RCC: August 2024*
- *Estimated RAD Closing: December 2024*

For LeDroit Senior, DCHA is continuing to spend approximately $15.2 Million in capital dollars from the District of Columbia to make long-needed improvements to these buildings. Currently the District funding is anticipated to address most, if not all, of the long-term capital needs to achieve 20-year asset viability. DCHA will consider RAD conversion after rehabilitation is complete.

For Potomac Gardens Senior and Family Mid-Rise, DCHA received its CHAP for 208 units in FY2021 and is currently working with an architect to develop a feasibility study and cost-estimate for the improvements, and then commission them to develop a full set of contract documents for the rehabilitation of these structures. Our plan post-conversion is to finance the full renovation of these buildings utilizing 4% LIHTC and mortgage debt.

- *CHAP Award: August 19, 2021*
- *RAD Significant Amendment: FY23 MTW Plan*
- *Anticipated Financial Plan Submission: April 2024*
- *Anticipated RCC: June 2024*
- *Estimated RAD Closing: August 2024*

For Wheeler Creek, DCHA received its CHAP for 148 units in FY2022 and our currently working with current ownership to plan the RAD conversion. The Wheeler Creek buildings

are owned by Wheeler Creek Limited Partnership while DCHA retains fee simple ownership of the land pursuant to a 99-year ground lease. An affiliate of E and G Group is the current general partner of the Partnership Conversion under RAD will allow the Partnership to obtain financing and loans to address the property's capital improvement needs, including extensive unit renovations, provide stable long-term operating subsidy funding for the property, and aid in the preservation of Wheeler Creek as a vital source of affordable housing.

- *CHAP Award: July 2022*
- *RAD Significant Amendment: FY24 MTW Plan*
- *Anticipated Financial Plan Submission: July 2025*
- *Anticipated RCC: October 2025*
- *Estimated RAD Closing: January 2026*

Faircloth-to-RAD
During FY2022, DCHA submitted and was awarded a portfolio award for 700 Faircloth-to-RAD units.

The first units to be designated within this award were 101 units to Kenilworth Courts Phase 1.

- *RCCA: October 2021*
- *RAD Significant Amendment: FY23 MTW Plan*
- *Estimated RAD Closing: March 2025*

DCHA has leveraged this portfolio award for 44 units at Barry Farm.

- *RCCA: August 2022*
- *RAD Significant Amendment: FY24 MTW Plan*
- *Estimated RAD Closing: November 2025*
- *Another 50 units were requested January 2023*
- *RCCA: May 2024*
- *RAD Significant Amendment: FY24 MTW Plan*
- *Estimated RAD Closing: FY 2026*

DCHA also leveraged this portfolio award for 40 units at Park Morton.

- *RCCA: November 2022*
- *RAD Significant Amendment: FY24 MTW Plan*
- *Estimated RAD Closing: March 2025*

Resident Rights, Participation, Waiting Lists and Grievance Procedures
Upon conversion of each of these properties to PBV, DCHA will adopt the resident rights, participation, waiting lists and grievance procedures listed in Section 1.6.C and 1.6.D of PIH Notice 2012-32, REV-1. Additionally, DCHA is currently compliant with all fair housing and civil rights requirements and complied with all aspects of the 2006 amended Voluntary Compliance Agreement.

Impact on Capital Funds
RAD was designed by HUD to assist in addressing the capital needs of public housing by providing PHAs with access to private sources of capital to repair and preserve its affordable housing assets. Please be aware that upon conversion, DCHA's Capital Fund Budget will be

reduced by the pro rata share of Public Housing Developments converted to RAD. Through RAD, public housing agencies may access private debt and equity to address capital needs. The capital needs for RAD conversions will be informed by a Physical Conditions Assessment (PCA).

The agency currently pledges approximately 25% of its capital funds to pay debt service on its outstanding CFFP debt. In September 2017, HUD approved a $3.2MM optional redemption DCHA made to maintain the existing debt service coverage and percentage of capital funds used to pay debt service. The $3.2MM optional redemption was made in consideration of the agency's RAD and redevelopment plan to keep the agency at 50% of its capital funds toward debt service. Consequently, the agency has planned forward for the anticipated conversion of the units listed above.

Section VI. Administrative

A. Board Resolution and Certifications of Compliance

RESOLUTION 24-28

TO APPROVE THE DISTRICT OF COLUMBIA HOUSING AUTHORITY FISCAL YEAR 2025 MOVING TO WORK PLAN

WHEREAS, the District of Columbia Housing Authority (DCHA) and the U.S. Department of Housing and Urban Development (HUD) executed the Amended and Restated Moving to Work Agreement (MTW Agreement), effective September 29, 2010 and extended to 2028 by Congress through the Consolidated Appropriations Act of 2016, as amended, that outlines the terms and conditions of DCHA's continued participation in the MTW Demonstration Program as authorized by federal law;

WHEREAS, the proposed DCHA FY2025 MTW Plan has been prepared in accordance with the requirements of Attachment B of the MTW Agreement;

WHEREAS, the proposed capital fund budget for FY2025 is $20,017,576.00 and the proposed Capital Funds activities are set forth in the MTW Plan and were discussed in the public hearing and other stakeholder meetings described below.

WHEREAS, RAD Significant Amendments are included in the FY2025 MTW Plan for Greenleaf Senior, Capper Senior I, and Henson I.

WHEREAS, the information included in the MTW Plan relative to the list of anticipated properties for which DCHA may submit demolition/disposition applications does not constitute Board approval of such action or any transaction related thereto. As required by HUD regulations, the DCHA Board of Commissioners must expressly approve any applications to be submitted for HUD approval. In addition, the Board must expressly approve any transactions referenced or listed in the MTW Plan;

WHEREAS, during the public comment period, DCHA met with its stakeholders, including the Citywide Advisory Board to discuss the MTW Plan; and

WHEREAS, the proposed DCHA 2025 MTW Plan (including the proposed use of Capital Funds) has been made available to the public for a 30-day comment period, discussed at a public hearing on June 24, 2024, and comments received were considered.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners hereby approves the MTW Annual Plan for FY 2025, in substantially the form distributed to the Board, and authorizes DCHA's Executive Director or his authorized designee(s) to: 1) submit to HUD the FY 2025 Annual MTW Plan; 2) take all steps necessary to finalize and secure HUD approval and implement initiatives described in the Plan, subject to receipt of adequate funding from HUD; 3) certify that the Public Hearing requirement has been met; and 4) execute the HUD Certifications of Compliance with MTW Plan Requirements and Related Regulations, in substantially the form attached hereto as Attachment "A".

RESOLUTION 24-28

TO APPROVE THE DISTRICT OF COLUMBIA HOUSING AUTHORITY FISCAL YEAR 2025 MOVING TO WORK PLAN

BE IT FURTHER RESOLVED, the information included in the MTW Plan relative to the list of anticipated properties for which DCHA may submit demolition/disposition applications does not constitute Board approval of such action or any transaction related thereto. As required by HUD regulations, the DCHA Board of Commissioners must expressly approve any applications to be submitted for HUD approval, and must expressly approve any transactions referenced or listed in the MTW Plan.

ADOPTED by the Board of Commissioners and signed in authentication of its passage, the 10th day of July 2024.

ATTEST:

Keith L. Pettigrew
Executive Director/Secretary

APPROVED:

Raymond Skinner
Chairperson

APPROVED FOR FORM AND LEGAL SUFFICIENCY:

Amy M. Glassman
Senior Vice President & General Counsel

OMB Approval No. 2577-0216 (exp. 3/31/2024)

CERTIFICATIONS OF COMPLIANCE

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF PUBLIC AND INDIAN HOUSING

Certifications of Compliance with Regulations:
Board Resolution to Accompany the Annual Moving to Work Plan

Acting on behalf of the Board of Commissioners of the Moving to Work Public Housing Agency (MTW PHA) listed below, as its Chair or other authorized MTW PHA official if there is no Board of Commissioners, I approve the submission of the Annual Moving to Work Plan for the MTW PHA Plan Year beginning 10/01/2024, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

(1) The MTW PHA published a notice that a hearing would be held, that the Plan and all information relevant to the public hearing was available for public inspection for at least 30 days, that there were no less than 15 days between the public hearing and the approval of the Plan by the Board of Commissioners, and that the MTW PHA conducted a public hearing to discuss the Plan and invited public comment.

(2) The MTW PHA took into consideration public and resident comments (including those of its Resident Advisory Board or Boards) before approval of the Plan by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the Annual MTW Plan.

(3) The MTW PHA certifies that the Board of Directors has reviewed and approved the budget for the Capital Fund Program grants contained in the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1 (or successor form as required by HUD).

(4) The MTW PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.

(5) The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.

(6) The Plan contains a certification by the appropriate state or local officials that the Plan is consistent with the applicable Consolidated Plan.

(7) The MTW PHA will affirmatively further fair housing by fulfilling the requirements set out in HUD regulations found at Title 24 of the Code of Federal Regulations, including regulations in place at the time of this certification, and any subsequently promulgated regulations governing the obligation to affirmatively further fair housing. The MTW PHA is always responsible for understanding and implementing the requirements of HUD regulations and policies, and has a continuing obligation to affirmatively further fair housing in compliance with the 1968 Fair Housing Act, the Housing and Community Development Act of 1974, The Cranston-Gonzalez National Affordable Housing Act, and the Quality Housing and Work Responsibility Act of 1998. (42 U.S.C. 3608, 5304(b)(2), 5306(d)(7)(B), 12705(b)(15), and 1437C–1(d)(16)). The MTW PHA will affirmatively further fair housing by fulfilling the requirements at 24 CFR 903.7(o) and 24 CFR 903.15, which means that it will take meaningful actions to further the goals identified in its Analysis of Impediments to Fair Housing Choice(AI),Assessment of Fair Housing (AFH), and/or other fair housing planning documents conducted in accordance with the requirements of 24 CFR Part 5, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR 903.7(o), and will address impediments to fair housing choice identified in its AI, AFH, and/or other fair housing planning documents associated with any applicable Consolidated or Annual Action Plan under 24 CFR Part 91.

(8) The MTW PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975 and HUD's implementing regulations at 24 C.F.R. Part 146.

(9) In accordance with 24 CFR 5.105(a)(2), HUD's Equal Access Rule, the MTW PHA will not make a determination of eligibility for housing based on sexual orientation, gender identity, or marital status.

(10) The MTW PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.

(11) The MTW PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 75.

{0041050 -}

form ***HUD 50900: Standard HUD Metrics (3/2021)***

(12) The MTW PHA will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.

(13) The MTW PHA will comply with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.

(14) The MTW PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

(15) The MTW PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).

(16) The MTW PHA will provide HUD or the responsible entity any documentation needed to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58. Regardless of who acts as the responsible entity, the MTW PHA will maintain documentation that verifies compliance with environmental requirements pursuant to 24 Part 58 and 24 CFR Part 50 and will make this documentation available to HUD upon its request.

(17) With respect to public housing and applicable local, non-traditional development the MTW PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.

(18) The MTW PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.

(19) The MTW PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35. ****Please see attached**

(20) The MTW PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 225 (Cost Principles for State, Local and Indian Tribal Governments) and 2 CFR Part 200.

(21) The MTW PHA must fulfill its responsibilities to comply with and ensure enforcement of Housing Quality Standards, as defined in 24 CFR Part 982 or as approved by HUD, for any Housing Choice Voucher units under administration.

(22) The MTW PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the Moving to Work Agreement and Statement of Authorizations and included in its Plan.

(23) All attachments to the Plan have been and will continue to be available at all times and all locations that the Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the MTW PHA in its Plan and will continue to be made available at least at the primary business office of the MTW PHA.

District of Columbia Housing Authority	**DC001**
MTW PHA NAME	*MTW PHA NUMBER/HA CODE*

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct. WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §3729, 3802).

Keith L. Pettigrew	**Executive Director**
NAME OF AUTHORIZED OFFICIAL	*TITLE*
SIGNATURE	07/12/2024 *DATE*

* *Must be signed by either the Chair or Secretary of the Board of the MTW PHA's legislative body. This certification cannot be signed by an employee unless authorized by the MTW PHA Board to do so. If this document is not signed by the Chair or Secretary, documentation such as the by-laws or authorizing board resolution must accompany this certification.*

{0041050 -}

form ***HUD 50900: Standard HUD Metrics (3/2021)***

**(19) continued

As HUD has been advised since 2019, DCHA has not been in full compliance with the Lead Safe Housing Rule, 24 CFR Part 35. DCHA has been working towards compliance in accordance with a HUD-approved Lead Action Plan dated December 26, 2019. DCHA has completed lead testing and risk assessments of its entire public housing portfolio, providing appropriate notice to residents as these risk assessments were completed. DCHA has diligently worked since the commencement of the Lead Action Plan to remediate and abate lead components and lead-based paint hazards, identified by the risk assessments, in the public housing portfolio when possible. Due to the COVID-19 public health emergency, DCHA temporarily suspended interim control and lead abatement work in residents' units and interior common areas. DCHA continued to perform interim controls and abatement work, where possible, on exterior building components throughout the public health emergency. As the public health emergency subsided, DCHA resumed interim control and abatement work in residential units and interior common areas in accordance with the Lead Action Plan. Work still remains. The new DCHA administration has issued a Recovery Plan which, in relevant part, will assess all prior work conducted to create a forward-looking plan to identify remaining remediation work required to comply with the Lead Safe Housing Rule.

DCHA's goal is to develop a master plan to remediate lead based paint hazards across the public housing portfolio that is comprehensive of units and common spaces. DCHA plans to develop procedures for the monitoring and maintenance of lead components and associated reporting requirements. This plan will help DCHA continue to move towards full compliance.

{0041050 -}

form ***HUD 50900: Standard HUD Metrics (3/2021)***

U.S. Department of Housing and Urban Development

Certification of Consistency Plan with the Consolidated Plan for the Continuum of Care Program Competition

I certify the proposed activities included in the Continuum of Care (CoC) project application(s) is consistent with the jurisdiction's currently approved Consolidated Plan.

Applicant Name: District of Columbia Housing Authority

Project Name: PHA - Moving to Work Annual Plan FY2025

Location of the Project: 300 7th Street SW, 10th Floor Washington, DC 20024

Name of Certifying Jurisdiction: DC Department of Housing and Community Development (DHCD)

Certifying Official of the Jurisdiction Name: Kelly Ann Morrow

Title: Interim Housing Compliance Officer & Grants Management Officer

Signature: Kelly Ann Morrow

Date: July 15, 2024

Public reporting burden for this collection of information is estimated to average 3.0 hours per response, including the time for reviewing instructions, completing the form, attaching a list of projects if submitting one form per jurisdiction, obtaining local jurisdiction's signature, and uploading to the electronic e-snaps CoC Consolidated Application. This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collection displays a valid OMB control number.

Privacy Act Statement. This form does not collect SSN information. The Department of Housing and Urban Development (HUD) is authorized to collect all the information required by this form under 24 CFR part 91, 24 CFR Part 578, and is authorized by the McKinney-Vento Act, as amended by S. 896 The Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009 (42 U.S.C. 11371 et seq.).
HUD considers the completion of this form, including the local jurisdiction(s) authorizing official's signature, as confirmation the project application(s) proposed activities submitted to HUD in the CoC Program Competition are consistent with the jurisdiction's Consolidated Plan and, if the project applicant is a state or unit of local government, that the jurisdiction is following its Consolidated Plan per the requirement of 24 CFR part 91. Failure to either submit one form per project or one form with a listing of project information for each field (i.e., name of applicant, name of project, location of project) will result in a technical deficiency notification that must be corrected within the number of days designated by HUD, and further failure to provide missing or incomplete information will result in project application removal from the review process and rejection in the competitive process.

OMB Approval No. 2506-0112 (Expires 12/31/2024)

B. Documentation of the Public Process

DCHA has taken the following steps to ensure a thorough public process in accordance with its MTW Agreement, including a 30-day review period effective June 7,2024 through July 7, 2024.

Public Comment Period – June 7, 2024 to July 7, 2024

Summary of Notifications and Outreach:

- June 7, 2024: Public notice of availability of MTW Plan for 30-day public comment and notice of Public Hearing published on DCHA website and in *The Washington Post* newspaper. Notice was available in print and online.

- June 8, 2024: Public notice published in the *East of the River Newspaper*. Notice was available in print and online.

- June 11, 2024: Emails to key stakeholders (including the Citywide Advisory Board, Resident Council leaders, Council of the District of Columbia, DC Office of the Deputy Mayor for Planning and Economic Development cluster agencies, landlords, housing legal advocates) providing notice of the upcoming public process, including the public comment period and public hearing.

- June 20, 2024: Draft plan overview PPT posted to the Board of Commissioner's collaboration website, Diligent.

- Week of June 17, 2024: Notice flyer posted at all DCHA-managed sites.

- June 15, 2024: Social media posts on LinkedIn, Facebook, X (formerly Twitter), and Instagram.

- June 12, 2024: Public notice published in *The Washington Times* newspaper. Notice was available in print and online.

- June 13, 2024: Public notice published in *The Washington Informer* newspaper. Notice was available in print and online.

- June 14, 2024: Public notice published in *El Tiempo Latino* newspaper. Notice was available in print and online.

- June 15, 2024: Public notice published in *The Afro American* newspaper. Notice was available in print and online.

Meetings, locations and attendance:

- June 21, 2024: Board of Commissioners briefing with Committee on Operations and Administrative Services.

- June 24, 2024: Public Hearing conducted via WebEx (10 public participants on WebEx)

- June 25 – July 8, 2024: recording of Public Hearing available to watch on Facebook (6 people reached by the end of the public comment period).

- June 27, 2024: Resident Advisory Board meeting via Teams online platform (4 Advisory Board members attended).

- July 2, 2024: Draft plan PDF posted to the Board of Commissioner's collaboration website, Diligent.

- July 2 – July 8, 2024: recording of City Wide Advisory Board Meeting available to watch on Facebook (44 people reached by the end of the public comment period).

- July 10, 2024: Approval by the Board of Commissioners at monthly meeting.

The following pages include the documents listed below:

- Board of Commissioners Meeting Agenda
- Published Public Notices
- Social Media Notices
- Resident Advisory Board Meeting & Public Hearing Agenda
- Public Hearing WebEx Attendance Record
- Resident Advisory Board Meeting Attendance
- Resident Advisory Board Meeting & Public Hearing Video Views on Facebook
- Public Comments Summary

DISTRICT OF COLUMBIA HOUSING AUTHORITY
STABILIZATION AND REFORM BOARD

BOARD MEETING

Virtual
Wednesday, July 10, 2024
1 PM
A G E N D A

I. CALL TO ORDER *[MOMENT OF SILENCE] AND QUORUM* — *Chairman Raymond Skinner*

II. OPENING REMARKS — Chairman Raymond Skinner

III. APPROVAL OF MINUTES
June 12, 2024 Board of Commissioners Meeting
June 27, 2024 Special Board of Commissioners Meeting

IV. EXECUTIVE DIRECTOR'S REPORT

V. RESIDENT TESTIMONY

VI. COMMITTEE REPORTS

VII. RESOLUTIONS

A. RESOLUTION 24-28
To Approve the District of Columbia Housing Authority Fiscal Year 2025 Moving to Work Plan
1. Description of Resolution
2. Board Action on Resolution

B. RESOLUTION 24–29
To Authorize Publication of Sixth Emergency and Proposed Regulations of the District of Columbia Housing Authority's Administrative Plan to Implement a Limited Preference for up to 1300 Families Whose participation in the Family Rehousing Stabilization Program is Ending
1. Description of Resolution
2. Board Action on Resolution

Page **1** of **2**

Board of Commissioners' Meeting
July 10, 2024

C. RESOLUTION 24-33
To Adopt an Anti-Fraud Policy for DCHA
1. Description of Resolution
2. Board Action on Resolution

D. RESOLUTION 24-35
To Accept Final Financial Statements Audit of DCHA for Fiscal Year 2023
1. Description of Resolution
2. Board Action on Resolution

VIII. NONRESIDENT PUBLIC TESTIMONY

IX. COMMISSIONERS' TIME

X. ANNOUNCEMENTS & ADJOURNMENT

The meeting will be held via video conference and can be viewed live via Facebook and can be accessed at https://www.facebook.com/dchousing/at 1pm on **July 10, 2024.** Written comments and testimony may be submitted in advance by **July 9, 2024** to Board@dchousing.org and will be incorporated into the public record of the meeting.

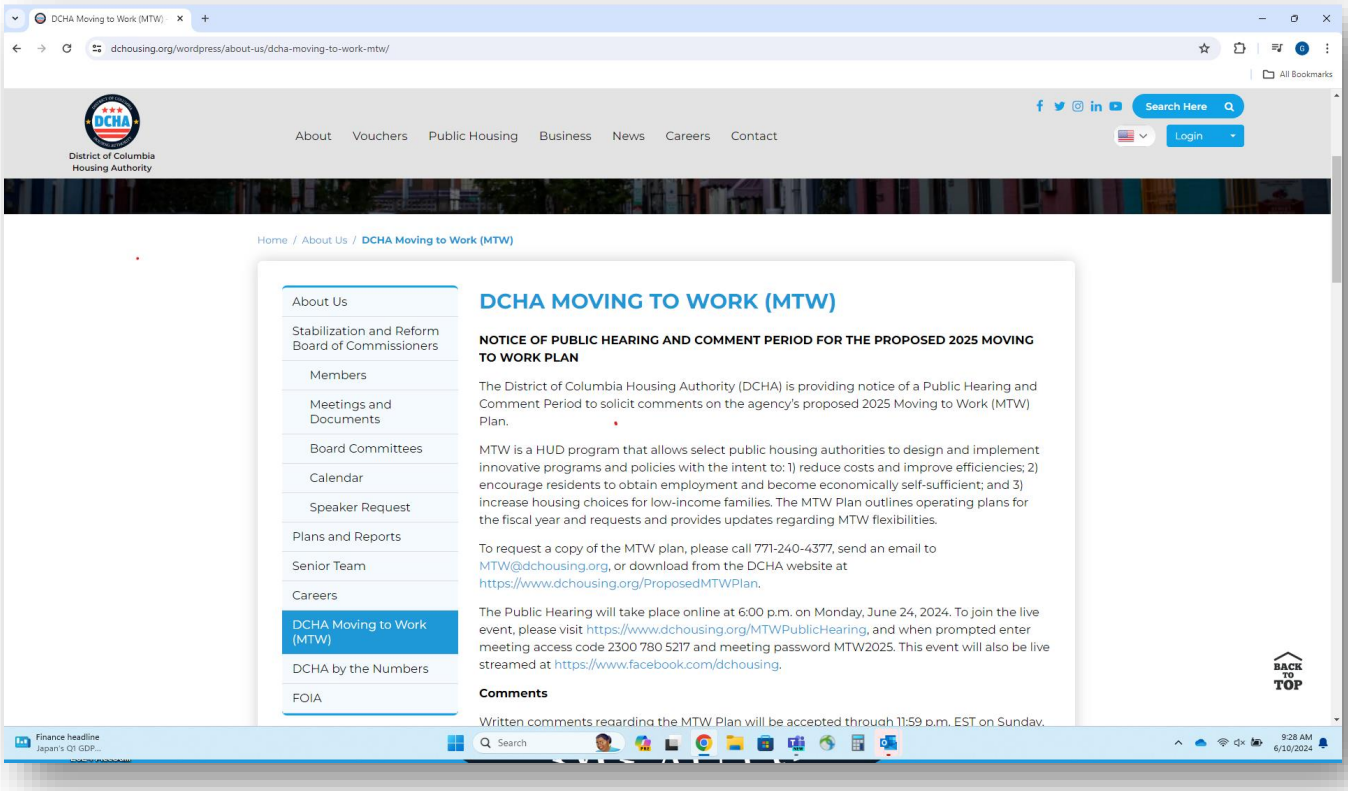
To provide **live testimony** during the public testimony portion of the Board meeting regarding a resolution(s) or the subject of your choice please click here https://www.dchousing.org/speak and submit the registration form no later than **24 hours BEFORE** the meeting begins. If you need assistance in completing the on-line registration to speak, please dial **202-535-1000**. DCHA Residents will have 3 minutes to speak and non DCHA residents will have 3 minutes to speak. You will be provided the meeting link to join the meeting the morning of the date of the meeting you are registering for. **ADVANCE REGISTRATION TO SPEAK IS REQUIRED.** Your testimony will be incorporated into the public record. The meeting will also be uploaded on www.dchousing.org with the full written transcript within 3 business days of the meeting.

Pursuant to DC's Virtual Open Meetings Authority Extension Emergency Amendment Act of 2023 (see DC Code §2-575(a)(4)) real-time access to a meeting is not required for it to be considered open. A meeting is deemed open if a public body "takes steps reasonably calculated to allow the public to view or hear the meeting while the meeting is taking place, or if doing so is not technologically feasible, as soon thereafter as reasonably practicable."

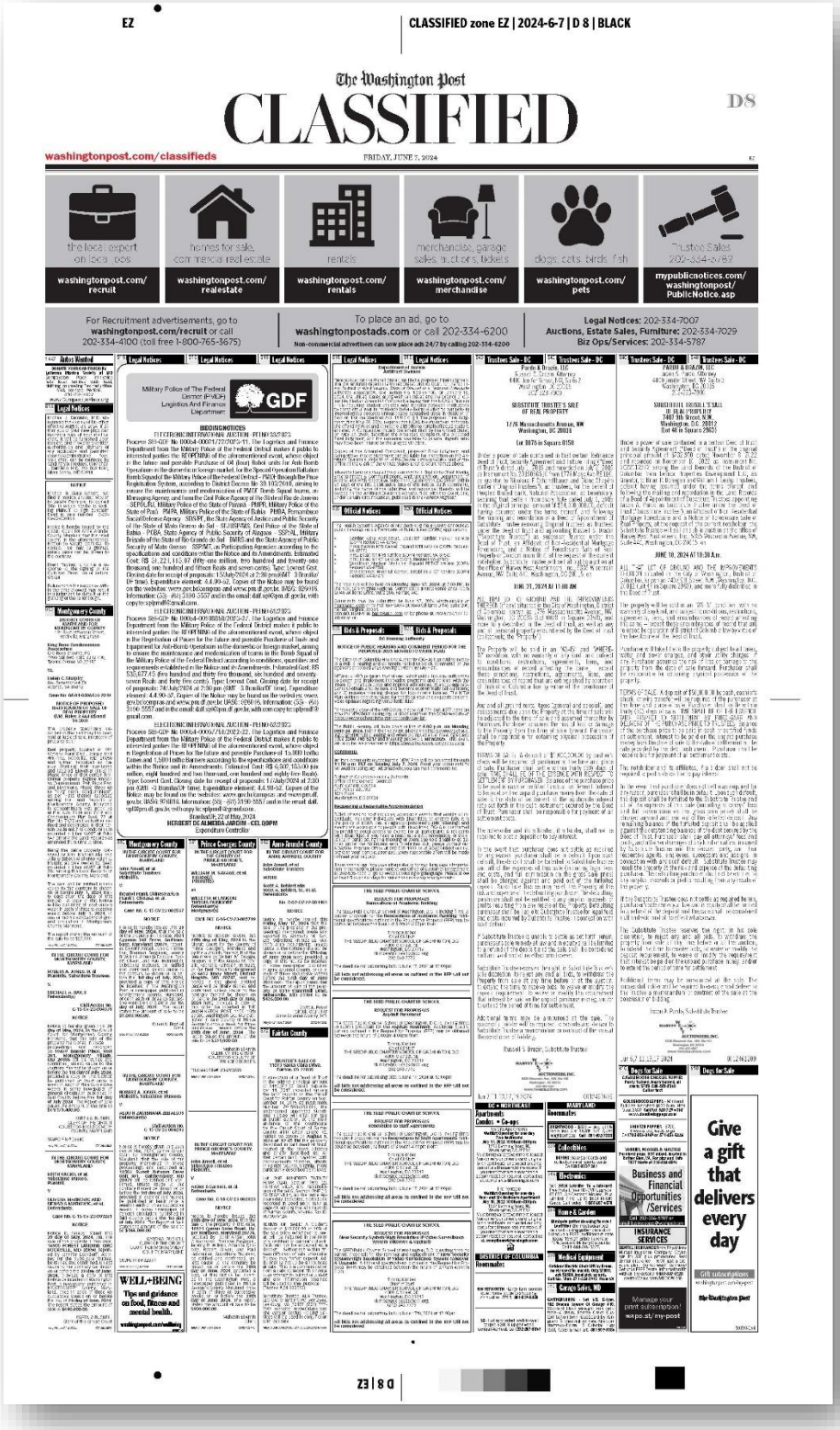
This meeting is governed by the Open Meetings Act. Please address any questions or complaints arising under this meeting to the Office of Open Government at opengovoffice@dc.gov

RESOLUTIONS CAN BE ACCESSED ON THE DCHA WEB-SITE AT
www.dchousing.org

DCHA Website



The Washington Post



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The Washington Post

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FRIDAY, JUNE 7, 2024

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THE DISTRICT OF COLUMBIA HOUSING AUTHORITY

NOTICE OF PUBLIC HEARING AND COMMENT PERIOD FOR THE PROPOSED 2025 MOVING TO WORK PLAN

The District of Columbia Housing Authority (DCHA) is providing notice of a Public Hearing and Comment Period to solicit comments on the agency's proposed 2025 Moving to Work (MTW) Plan.

MTW is a HUD program that allows select public housing authorities to design and implement innovative programs and policies with the intent to: 1) reduce costs and improve efficiencies; 2) encourage residents to obtain employment and become economically self-sufficient; and 3) increase housing choices for low-income families. The MTW Plan outlines operating plans for the fiscal year and requests and provides updates regarding MTW flexibilities.

To request a copy of the MTW plan, please call 771-240-4377, send an email to MTW@dchousing.org, or download from the DCHA website at https://www.dchousing.org/ProposedMTWPlan.

The Public Hearing will take place online at 6:00 p.m. on Monday, June 24, 2024. To join the live event, please visit https://www.dchousing.org/MTWPublicHearing, and when prompted enter meeting access code 2300 780 5217 and meeting password MTW2025. This event will also be live streamed at https://www.facebook.com/dchousing.

Comments: Written comments regarding the MTW Plan will be accepted through **11:59 p.m. EST on Sunday, July 7, 2024**. Email your comments to MTW@dchousing.org.
Alternatively, you can mail comments to:

District of Columbia Housing Authority
Office of the General Counsel, Attn: General Counsel
300 7th Street, SW – 10th Floor
Washington, DC 20024

Requesting a Reasonable Accommodation: DCHA strives to host inclusive, accessible events that enable all individuals, including individuals with disabilities, to engage fully. It is the policy of DCHA that all agency-sponsored public meetings and events are accessible to people with disabilities. DCHA is committed to providing equal access to events for all participants & residents with disabilities. If you need a reasonable accommodation, or assistance in participating in a meeting or event due to a disability as defined under the Americans with Disabilities Act, please contact our ADA/504 Program Office at 202-535-1000 or at ADA504@dchousing.org with your complete request. Every reasonable effort will be made to meet your request.

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The Man from Anacostia

D.C. (and the U.S.) Should Change Election Day



by Philip Pannell

The District of Columbia has made it far more convenient for people to vote. All registered voters receive mailed ballots with postage paid return envelopes. There are drop boxes and a week of early voting. On Election Day there is same-day registration and voting. One would think that these convenient opportunities would result in dramatically increased voting rates, but that is not the case.

Mail balloting has yet to dominate our local political culture and there are many voters (particularly the elderly) who are still wedded to voting on Election Day. In my opinion, Election Day should be moved from Tuesday to a weekend for purposes of convenience and to increase turnout.

Congress passed a law in 1845 that designated the first Tuesday following the first Monday in November as Election Day for federal elections. That date was chosen because of worship, weather and harvest. During that time the United States was mostly an agrarian society. In order to vote, farmers had to travel to the election sites by horse. So, Tuesday was chosen because they could worship on Sunday, travel on Monday, vote on Tuesday and be back on the farm by Wednesday. Early November was chosen for Election Day because it would not interfere with the planting season and would be after the harvest and before winter.

Our society has radically changed and the traditional Election Day is an agrarian anachronism that should be changed. Also, weekday elections make the United States an outlier among advanced democracies. If the federal government will not change it, then DC should change the day of its municipal elections. Voting on Tuesday is not convenient for most working people. Voting before going to work is problematic. Most people cannot leave their jobs to vote. So, most of the employed vote after work in the evenings and that can result in long lines at the polls. Also, inclement weather can decrease turnout on Election Day.

I propose that Election Day be moved to a weekend and that there be voting on Saturday and Sunday. Not only would Election Days be convenient for more people but it would present opportunities for more volunteers and organizations to be involved in get-out-the-vote activities. The floodgates would open with creative and innovative strategies to increase turnout.

I propose that to introduce those under the age of 18 to the election process, voting machines could be made available for them to participate in mock elections using the same ballots provided for the adults. Imagine voting becoming a family affair when students accompany their relatives to the polls to vote. Maybe the high school students could be given community service hours for participating.

What should be obvious and clear to DC election observers and analysts is that making the voting process more convenient is not resulting in significant increases in turnout. There are four political parties officially recognized by the DC Board of Elections: Democratic, Libertarian, Statehood Green and Republican. The leaders of these parties could and should be in the forefront of advocating election reforms. Unfortunately, they are not.

There are and have been many voices in the political chorus of decrying the low voting turnouts in east-of-the-river neighborhoods. Yet, no coherent, cohesive strategy or plan has been developed to change the situation.

But there are stirrings for change.

Last October 25th in the public housing Highland Addition of Ward 8, there was a special meeting for chronic nonvoters. The Board of Elections voting roster was used to identify those residents who registered but never voted. The nonprofit DC Appleseed partnered with the Anacostia Coordinating Council, Anacostia Parks and Community Collaborative, Right Directions and Families First DC to convene the luncheon discussion with the nonvoters. Basically those residents said that they were not being reached out to by candidates or organizations.

Usually political campaigns focus on the "super voters." The chronic nonvoters are generally ignored and eventually are purged from the voting rolls. Until community organizations and the political parties make a sincere effort to reach out to them, the rates of voting participation east of the river will never significantly increase.

Long-time Ward 8 community activist Philip Pannell can be contacted at philippannell@comcast.net. Pannell is the executive director of the Anacostia Coordinating Council. Help make Wards 7 and 8 great! Become a member of the Anacostia Coordinating Council. Visit http://www.anacostiacc.org/join-us.html. ◆

Affidavit of Publication

AD # 00084485

STATE OF District of Columbia
COUNTY OF _____

To Wit:

I hereby certify that on the 12th day of June 2024, before me, the subscriber, Shalique Jones, a notary public, that the matters of facts set forth are true. Bryanah Alexander, who being duly sworn according to law, and oath says that she is an authorized agent of The Washington Times, L.L.C., publisher of

The Washington Times

Circulated daily, in the State of District of Columbia, County of _____, and that the advertisement, of which the annexed is a true copy, was published in said newspaper 1 time(s) on the following

June 12, 2024

Total Cost: $477.24

Bryanah

As witness, my hand and notarial seal.

Notary Public

My Commission Expires
March 14, 2029

Date
June 12, 2024

Venue
District of Columbia

SHALIQUE JONES NOTARY PUBLIC DISTRICT OF COLUMBIA EXP. 3-14-29

THE DISTRICT OF COLUMBIA HOUSING AUTHORITY

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The Public Hearing will take place online at **6:00 p.m. on Monday, June 24, 2024.** To join the live event, please visit **https://www.dchousing.org/MTWPublicHearing**, and when prompted enter meeting access code **2300 780 5217** and meeting password **MTW2025.** This event will also be live streamed at **https://www.facebook.com/dchousing**.

Comments

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Office of the General Counsel
Attn: General Counsel
300 7th Street, SW
10th Floor
Washington, DC 20024

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June 12, 2024 Ad#84485

DC Housing Authority

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BUSINESS briefs

By James Wright / WI Staff Writer

SYCAMORE & OAK TURNS ONE

The Sycamore & Oak retail village located on the St. Elizabeths East campus in the Congress Heights neighborhood of Ward 8 will celebrate its first anniversary through a series of events and activities that will take place from June 14-16.

Sycamore & Oak officially opened its doors over the Juneteenth weekend last year and has established itself as a year-round destination for shopping, arts, culture and wellness. The retail village offers residents a safe community resource and gathering place with much needed amenities and services.

On June 14, from 5-9 p.m. there will be "The Taste of SOAK: An evening of Eats and Art."

Chefs with eateries at Sycamore & Oak will be joined by other local chefs and restaurateurs to offer free tastings of some of their customers favorite dishes. Attendees could view and buy visual art pieces from some of the city's most talented muralists and artists including Chris Pyrate and Keyonna Jones.

On day two from Noon to 8 p.m., there will be the "Homecoming" Festival. Sycamore & Oak has become known to many Congress Heights and Ward 8 residents as a second home, a safe space to eat, shop, express themselves and gather. The Homecoming Festival will include an official one-year anniversary ceremony, a new playground ribbon-cutting, and several activities for everyone, including live musical performances, free food, games and more.

The Ballou High School Marching Band and the Black Alley Band are slated to perform.

On June 16, from 11:30 a.m.-3 p.m., will be a "Fit Fathers and Father's Day Brunch." A core Sycamore & Oak value is promoting and offering fitness and wellness programming and services to Ward 8 residents.

Fit Fathers is a fitness event led by Joe Houston, owner of WeFitDC, the first privately owned fitness gym in Ward 8. Fathers, along with their families, will participate in a cardio and strength training workout.

Attendees will be treated to a discounted brunch from the eateries at Sycamore & Oak. **WI**

CHILDCARE OPTIONS FAIL WOMEN ENTREPRENEURS: STUDY

In a new nationwide survey com-

BRIEFS *Page 15*



The Sycamore & Oak retail village is in the Congress Heights neighborhood of Ward 8. (WI File Photo)



14 de Junio de 2024 | eltiempolatino.com • A19

Empleos

Varios ▼

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ANUNCIO PÚBLICO ▼

Life Asset Inc. 1640 Columbia Road NW, Washington, DC 20009

CONTRATANDO: Oficial de préstamos tiempo completo: reunirse, obtener información y analizar estados financieros y evaluación crediticia de los solicitantes para préstamos; medir la viabilidad de otorgar préstamos; aprobar/denegar préstamos dentro de límites especificados o remitirlos a administradores; explicar el proceso, tipos y términos de préstamos y créditos disponibles; revisar los acuerdos de préstamo para garantizar que estén completos y sean precisos según la política; revisar, actualizar, obtener y compilar crédito, historiales crediticios, archivos de préstamos y otra información financiera; identificar y encontrar un camino para alcanzar metas financieras; atender quejas y resolverlas; mantenerse al tanto de nuevos tipos de préstamos y otros servicios y productos financieros; analizar mercados potenciales de préstamos y desarrollar redes de referencia para localizar prospectos de préstamos; calcular cronogramas de pago, enviar informes a clientes con cuentas morosas, contactarlos para obtener el pago total o negociar el reembolso y enviar cuentas irreconciliables a superiores para acciones de cobranza; asegurar el cumplimiento de las políticas, procedimientos y estándares crediticios en conjunto con los superiores; calcular el monto de la deuda y los fondos disponibles para planificar los métodos de pago y estimar el tiempo para la liquidación de la deuda; consultar con superiores para resolver problemas de solicitud de hipotecas; contactar a los solicitantes para resolver preguntas sobre las solicitudes o para ayudarlos a completar el papeleo; asesorar a solicitantes y clientes sobre problemas financieros; establecer prioridades de pago según las condiciones de crédito y las tasas de interés para reducir los costos generales del cliente; informar a los clientes potenciales sobre la asistencia financiera disponible para estudiantes y empresas de educación superior, mantener, revisar, actualizar y recategorizar los registros de cuentas de acuerdo con los cambios de estado; combinar las necesidades y la elegibilidad del cliente con los programas de ayuda financiera disponibles para brindar recomendaciones informadas, revisar la facturación para verificar su exactitud, revisar las cuentas para determinar las cancelaciones.

Calificaciones: Licenciatura en Negocios, Administración o Finanzas, conocimientos de informática, capaz de viajar hacia y dentro de las áreas de Washington D.C.-Arlington, VA-Alexandria, VA, las áreas noreste, norte y noroeste de Virginia y Maryland, bilingüe inglés/español.
Salario a discutir en la entrevista.
Enviar currículum a: mlarsson@lifeasset.org

ANUNCIO PÚBLICO ▼

AUTORIDAD DE VIVIENDA DE DC
AVISO DE AUDIENCIA PÚBLICA Y PERÍODO DE COMENTARIOS PARA EL PLAN PROPUESTO MOVING TO WORK 2025

La Autoridad de Vivienda del Distrito de Columbia (DCHA) proporciona este aviso para una Audiencia Pública y Período de Comentarios para solicitar opiniones sobre el plan propuesto 2025 Moving to Work (MTW) de la agencia.

MTW es un programa de HUD que permite a ciertas autoridades de vivienda pública diseñar e implementar programas y políticas innovadoras con la intención de: 1) reducir costos y mejorar eficiencias; 2) alentar a los residentes a obtener empleo y volverse autosuficientes económicamente; y 3) aumentar las opciones de vivienda para familias de bajos ingresos. El Plan MTW describe los planes operativos para el año fiscal, solicita y proporciona actualizaciones sobre las flexibilidades del MTW.

Para solicitar una copia del plan MTW, llame al 771-240-4377, envíe un correo electrónico a MTW@dchousing.org, o descárguelo del sitio web de DCHA en https://www.dchousing.org/ProposedMTWPlan

La Audiencia Pública se llevará a cabo en línea a las 6:00 p.m. el lunes 24 de junio de 2024. Para unirse al evento en vivo, visite https://www.dchousing.org/MTWPublicHearing, y cuando se le solicite, ingrese el código de acceso a la reunión 2300 780 5217 y la contraseña de la reunión es MTW2025. Este evento también se transmitirá en vivo en https://www.facebook.com/dchousin.

Comentarios

Se aceptarán comentarios por escrito sobre el Plan MTW hasta las 11:59 p.m. EST del domingo 7 de julio de 2024. Envíe sus comentarios por correo electrónico a MTW@dchousing.org, también los, puede enviar por correo a:

District of Columbia Housing Authority
Office of the General Counsel
Attn: General Counsel
300 7th Street, SW
10th Floor
Washington, DC 20024

Solicitando una Adaptación Razonable

DCHA se esfuerza por organizar eventos inclusivos y accesibles que permitan a todas las personas, incluidas las personas con discapacidades, participar plenamente. Es política de DCHA que todas las reuniones y eventos públicos patrocinados por la agencia sean accesibles para personas con discapacidades. DCHA está comprometida a proporcionar acceso equitativo a eventos para todos los participantes y residentes con discapacidades. Si necesita una adaptación razonable o asistencia para participar en una reunión o evento debido a una discapacidad según se define en la Ley de Estadounidenses con Discapacidades, comuníquese con nuestra Oficina del Programa ADA/504 al 202-535-1000 o al ADA504@dchousing.org con su solicitud completa. Se hará todo lo posible por cumplir con su solicitud.

Si necesita un intérprete de lenguaje de señas o interpretación o traducción a un idioma extranjero, comuníquese con nuestra Oficina de Participación del Cliente al 202-535-1000 o visite www.dchousing.org/language. Por favor, permita al menos 5 días hábiles para hacer los arreglos necesarios.

AVISO DE AUDIENCIA PÚBLICA Y PERÍODO DE COMENTARIOS PARA LA MODIFICACIÓN DEL PLAN ADMINISTRATIVO 2024 DE DCHA

La Autoridad de Vivienda del Distrito de Columbia (DCHA) proporciona un aviso de Audiencia Pública y Período de Comentarios para solicitar opiniones sobre los cambios que la agencia está considerando para su Plan Administrativo 2024.

Para solicitar una copia de los cambios propuestos al Plan Administrativo, por favor llame al 771-240-4377, envíe un correo electrónico a publiccomments@dchousing.org, o descárguelo del sitio web de DCHA en www.dchousing.org/AdminPlan.

La Audiencia Pública se llevará a cabo en línea a las 5 p.m. el jueves 20 de junio.

Para unirse al evento en vivo, visite https://www.dchousing.org/PublicHearing en esa fecha y hora, y cuando se le solicite, ingrese el código 2301 859 8018 y la contraseña del seminario web AdminPlan. Este evento también se transmitirá en vivo en la página de Facebook de la Autoridad de Vivienda de DC.

Comentarios

Se aceptarán comentarios por escrito sobre la propuesta de cambio de política para su Plan Administrativo 2024 hasta las 11:59 p.m. del lunes 8 de julio de 2024. Envíe sus comentarios por correo electrónico a publiccomments@dchousing.org.

Alternativamente, puede enviar sus comentarios por correo a:

District of Columbia Housing Authority
Office of the General Counsel
Attn: General Counsel
300 7th Street, SW
10th Floor
Washington, DC 20024

Solicitud de una Adaptación Razonable

DCHA se esfuerza por organizar eventos inclusivos y accesibles que permitan a todas las personas, incluidas aquellas con discapacidades, participar plenamente. Es política de DCHA que todas las reuniones y eventos públicos patrocinados por la agencia sean accesibles para personas con discapacidades. DCHA está comprometida a proporcionar acceso equitativo a eventos para todos los participantes y residentes con discapacidades. Si necesita una adaptación razonable o asistencia para participar en una reunión o evento debido a una discapacidad según se define en la Ley de Estadounidenses con Discapacidades, comuníquese con nuestra Oficina del Programa ADA/504 al 202-535-1000 o en ADA504@dchousing.org con su solicitud completa. Se hará todo lo posible por cumplir con su solicitud.

Si necesita un intérprete de lenguaje de señas o interpretación o traducción a un idioma extranjero, comuníquese con nuestra Oficina de Participación del Cliente al 202-535-1000 o visite www.dchousing.org/language. Por favor, permita al menos 5 días hábiles para hacer los arreglos necesarios.

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For More Information
Please call the number above

LEGAL NOTICES

SUPERIOR COURT OF THE DISTRICT OF COLUMBIA PROBATE DIVISION ADMINISTRATION NO. 2024ADM000596 CALVINN DENO GREEN SR AKA CALVINN D. GREEN Name of Decedent WILLIAM A. BLAND, ESQ. 80 M STREET SE #630 WASHINGTON DC 20003 Notice of Appointment, Notice of Creditors and Notice to Unknown Heirs

ROBERT J. SAUNDERS, whose address is 781 OGLETHORPE STREET NE, WASHINGTON DC 20011 was appointed Personal Representative of the estate of CALVINN DENO GREEN DR. AKA CALVINN D. GREEN, who died on MARCH 19, 2024 without a Will and will serve without Court supervision. All unknown heirs and heirs whose whereabouts are unknown shall enter their appearance in this proceeding. Objections to such appointment shall be filed With the Register of Wills, D.C., Building A, 515 5th Street, N.W., 3rd Floor, Washington, D.C. 20001, on or before NOVEMBER 30, 2024. Claims against the decedent shall be presented to the undersigned with a copy to the Register of Wills on filed with the Register of Wills with a copy to the undersigned, on or before NOVEMBER 30, 2024 or be forever barred. Persons believed to be heirs or legatees of the decedent who do not receive a copy of this notice by mail within 25 days of its publication shall so inform the Register of Wills, including name, address and relationship.
Date of first publication:
MAY 31, 2024
Name of newspaper and/or periodical:
Daily Washington Law Reporter
AFRO American Newspapers

ROBERT J. SAUNDERS
Personal Representative

TRUE TEST COPY
REGISTER OF WILLS
5/31, 6/07, 6/14/24

SUPERIOR COURT OF THE DISTRICT OF COLUMBIA PROBATE DIVISION ADMINISTRATION NO. 2024ADM000561 HELENA M. REAVES Name of Decedent LUCRESCIA P. JOHNSON, ESQ. 709 PENNSYLVANIA AVE SE 2ND FLOOR WASHINGTON DC 20003 Notice of Appointment, Notice to Creditors and Notice to Unknown Heirs

SHAWN REAVES, whose address is 1302 HIDDEN TRACE CROFTON MD 21114 was appointed Personal Representative of the estate of HELENA M. REAVES, who died on SEPTEMBER 22, 2023 without a Will and will serve without Court supervision. All unknown heirs and heirs whose whereabouts are unknown shall enter their appearance in this proceeding. Objections to such appointment shall be filed With the Register of Wills, D.C., Building A, 515 5th Street, N.W., 3rd Floor, Washington, D.C. 20001, on or before DECEMBER 1, 2024. Claims against the decedent shall be presented to the undersigned with a copy to the Register of Wills on filed with the Register of Wills with a copy to the undersigned, on or before DECEMBER 1, 2024 or be forever barred. Persons believed to be heirs or legatees of the decedent who do not receive a copy of this notice by mail within 25 days of its publication shall so inform the Register of Wills, including name, address and relationship.
Date of first publication:
MAY 31, 2024
Name of newspaper and/or periodical:
Daily Washington Law Reporter
AFRO American Newspapers

SHAWN REAVES
Personal Representative

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REGISTER OF WILLS
5/31, 6/07, 6/14/24

SUPERIOR COURT OF THE DISTRICT OF COLUMBIA PROBATE DIVISION ADMINISTRATION NO. 2024ADM001 JOYCE W. MICHAUX AKA JOYCE WINSTON MICHAUX Name of Decedent JOCELYN WINSTON 3219 SUTTON PLACE, NW UNIT D WASHINGTON DC 20016 Notice of Appointment, Notice to Creditors and Notice to Unknown Heirs

JOCELYN WINSTON, whose address is 3219-D SUTTON PLACE NW, WASHINGTON DC 20015 was appointed Personal Representative of the estate of JOYCE W. MICHAUX AKA JOYCE WINSTON MICHAUX, who died on MAY 27, 2022 with a Will and will serve without Court supervision. All unknown heirs and heirs whose whereabouts are unknown shall enter their appearance in this proceeding. Objections to such, appointment shall be filed With the Register of Wills, D.C., Building A, 515 5th Street, N.W., 3rd Floor, Washington, D.C. 20001, on or before DECEMBER 1, 2024. Claims against the decedent shall be presented to the undersigned with a copy to the Register of Wills on filed with the Register of Wills with a copy to the undersigned, on or before DECEMBER 1, 2024 or be forever barred. Persons believed to be heirs or legatees of the decedent who do not receive a copy of this notice by mail within 25 days of its publication shall so inform the Register of Wills, including name, address and relationship.
Date of first publication:
MAY 31, 2024
Name of newspaper and/or periodical:
Daily Washington Law Reporter
AFRO American Newspapers

JOCELYN WINSTON
Personal Representative

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REGISTER OF WILLS
5/31, 6/07, 6/14/24

SUPERIOR COURT OF THE DISTRICT OF COLUMBIA PROBATE DIVISION ADMINISTRATION NO. 2024ADM000574 JEANNETTE K. WRIGHT AKA JEANNETTE KAREN WRIGHT Name of Decedent KARL L.CHEN CHEN LAW, LLC 9701 APOLLO DRIVE SUITE 301 LARGO MARYLAND 20774 Notice of Appointment, Notice to Creditors and Notice to Unknown Heirs

MARK HODGE, whose address is 10013 DOLBY AVENUE, GLENN DALE, MD 20769 was appointed Personal Representative of the estate of JEANNETTE K. WRIGHT AKA JEANNETTE KAREN WRIGHT, who died on SEPTEMBER 12, 2021 with a Will and will serve without Court supervision. All unknown heirs and heirs whose whereabouts are unknown shall enter their appearance in this proceeding. Objections to such, appointment shall be filed With the Register of Wills, D.C., Building A, 515 5th Street, N.W., 3rd Floor, Washington, D.C. 20001, on or before DECEMBER 1, 2024. Claims against the decedent shall be presented to the undersigned with a copy to the Register of Wills on filed with the Register of Wills with a copy to the undersigned, on or before DECEMBER 1, 2024 or be forever barred. Persons believed to be heirs or legatees of the decedent who do not receive a copy of this notice by mail within 25 days of its publication shall so inform the Register of Wills, including name, address and relationship.
Date of first publication:
MAY 31, 2024
Name of newspaper and/or periodical:
Daily Washington Law Reporter
AFRO American Newspapers

MARK HODGE
Personal Representative

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REGISTER OF WILLS
5/31, 6/07, 6/14/24

SUPERIOR COURT OF THE DISTRICT OF COLUMBIA PROBATE DIVISION ADMINISTRATION NO. 2024ADM000584 FLOYD OTIS ATWATER Name of Decedent Notice of Appointment, Notice to Creditors and Notice to Unknown Heirs

NATALIE J MARTIN BROWN, whose address is 1900 NOBLE AVE APT 5A BRONX NY 10460 was appointed Personal Representative of the estate of FLOYD OTIS ATWATER, who died on FEBRUARY 22, 2024 without a Will and will serve without Court supervision. All unknown heirs and heirs whose whereabouts are unknown shall enter their appearance in this proceeding. Objections to such appointment shall be filed With the Register of Wills, D.C., Building A, 515 5th Street, N.W., 3rd Floor, Washington, D.C. 20001, on or before DECEMBER 07, 2024 Claims against the decedent shall be presented to the undersigned with a copy to the Register of Wills on filed with the Register of Wills with a copy to the undersigned, on or before DECEMBER 07, 2024 or be forever barred. Persons believed to be heirs or legatees of the decedent who do not receive a copy of this notice by mail within 25 days of its publication shall so inform the Register of Wills, including name, address and relationship.
Date of first publication:
JUNE 7, 2024
Name of newspaper and/or periodical:
Daily Washington Law Reporter
AFRO American Newspapers

NATALIE J MARTIN BROWN
Personal Representative

TRUE TEST COPY
REGISTER OF WILLS
6/7, 6/14, 6/21/24

SUPERIOR COURT OF THE DISTRICT OF COLUMBIA PROBATE DIVISION 2024ADM000674 Estate of VILMA MALLICK Deceased NOTICE OF STANDARD PROBATE (For estates of decedents dying on or after July 1, 1995)

Notice is hereby given that a petition has been filed in this Court by CLOTILDA TUADANI JOSE EGUIASSY FIGUEIRITES for standard probate, including the appointment of one or more personal representatives. Unless a responsive pleading is the form of a complaint or an objection in accordance with Superior Court Probate Division Rule 427 is filed in this Court within 30 days from the date of first publication of this notice, the Court may take the action hereinafter set forth.

"In the absence of will or proof satisfactory to the Court of due execution, enter an order detesting that the decedent died Intestate

"Appoint an unsupervised personal representative
Date of first publication:
JUNE 7, 2024
Name of newspapers:
Daily Washington Law Reporter
AFRO American Newspapers

JOHN DRURY
1114 C NORTH STAFFORD STREET
ARLINGTON VIRGINIA 22201
Signature of Petitioner/Attorney

Register of Wills
Clerk of the Probate Division
6/7, 6/14/24

SMALL ESTATE NOTICE OF APPOINTMENT NOTICE TO CREDITORS NOTICE TO UNKNOWN HEIRS TO ALL PERSONS INTERESTED IN THE ESTATE OF ESTATE NO. SE-130798

To all the persons interested in the estate of Curtis Lee Hart

Notice is given that (name and address):
Geraldine Jones Hart 924 Aner Drive, Fort Washington, MD 20744-5933

was on 11/27/2023 appointed personal representative of the small estate of Curtis Lee Hart

who died on November 28, 2022 (will) a will.

Further information can be obtained by reviewing the estate file in the office of the Register of Wills or by contacting the personal representative or the attorney.
All persons having any objection to the appointment shall file their objections with the Register of Wills within 30 days after the date of publication of this Notice. All persons having an objection to the probate of the will shall file their objections with the Register of Wills within six months after the date of publication of this Notice.
All persons having claims against the decedent must serve their claims on the undersigned personal representative or file them with the Register of Wills with a copy to the undersigned on or before the earlier of the following dates:
(1) Six months from the date of the decedent's death; or
(2) Thirty days after the personal representative mails or otherwise delivers to the creditor a copy of this published notice or other written notice, notifying the creditor that the claims will be barred unless the creditor presents the claims within thirty days from the mailing or other delivery of the notice. Any claim not served or filed within that time, or any extension provided by law, is unenforceable thereafter.
Name of newspaper designated by personal representative: Afro American Newspaper
Personal Representative
Date of Publication: May 31, 2024

Geraldine Jones Hart
Personal Representative
True Test Copy
Name and Address of Register of Wills for
Prince George's County, Maryland
14735 Main Street, Room 64001,
Upper Marlboro, MD 20773

SUPERIOR COURT OF THE DISTRICT OF COLUMBIA PROBATE DIVISION ADMINISTRATION NO. 2024ADM000635 SONIA BROWN Name of Decedent Notice of Appointment, Notice to Creditors and Notice to Unknown Heirs

MARKETTA ANDERSON, whose address is 4842 KENMORE AVE, #103 ALEXANDRIA, VA 22304 was appointed Personal Representative of the estate of SONIA BROWN, who died on APRIL 5, 2024 without a Will and will serve without Court supervision. All unknown heirs and heirs whose whereabouts are unknown shall enter their appearance in this proceeding. Objections to such appointment shall be filed With the Register of Wills, D.C., Building A, 515 5th Street, N.W., 3rd Floor, Washington, D.C. 20001, on or before DECEMBER 1, 2024 Claims against the decedent shall be presented to the undersigned with a copy to the Register of Wills on filed with the Register of Wills with a copy to the undersigned, on or before DECEMBER 1, 2024 or be forever barred. Persons believed to be heirs or legatees of the decedent who do not receive a copy of this notice by mail within 25 days of its publication shall so inform the Register of Wills, including name, address and relationship.
Date of first publication:
MAY 31, 2024
Name of newspaper and/or periodical:
Daily Washington Law Reporter
AFRO American Newspapers

MARKETTA ANDERSON
Personal Representative

TRUE TEST COPY
REGISTER OF WILLS
5/31, 6/07, 6/14/24

SUPERIOR COURT OF THE DISTRICT OF COLUMBIA PROBATE DIVISION ADMINISTRATION NO. 2024ADM678 LARRY J KISER Name of Decedent Notice of Appointment, Notice to Creditors and Notice to Unknown Heirs

JENNIFER L WILLIAMS, whose address is 4808 9TH STREET NW WASHINGTON DC 20017 was appointed Personal Representative of the estate of LARRY KISER, who died on APRIL 28, 2024 without a Will and will serve without Court supervision. All unknown heirs and heirs whose whereabouts are unknown shall enter their appearance in this proceeding. Objections to such, appointment shall be filed With the Register of Wills, D.C., Building A, 515 5th Street, N.W., 3rd Floor, Washington, D.C. 20001 on or before DECEMBER 07, 2024. Claims against the decedent shall be presented to the undersigned with a copy to the Register of Wills on filed with the Register of Wills with a copy to the undersigned, on or before DECEMBER 07, 2024 or be forever barred. Persons believed to be heirs or legatees of the decedent who do not receive a copy of this notice by mail within 25 days of its publication shall so inform the Register of Wills, including name, address and relationship.
Date of first publication:
JUNE 7, 2024
Name of newspaper and/or periodical:
Daily Washington Law Reporter
AFRO American Newspapers

JENNIFER L WILLIAMS
Personal Representative

TRUE TEST COPY
REGISTER OF WILLS
6/7, 6/14, 6/21/24

SUPERIOR COURT OF THE DISTRICT OF COLUMBIA PROBATE DIVISION ADMINISTRATION NO. 2024ADM000656 ETHEL R. ANDERSON AKA ETHEL ROBINSON ANDERSON AKA ETHEL REBECCA ROBINSON Name of Decedent DONALD M. TEMPLE, ESQ. 2522-A VIRGINIA AVE., NW WASHINGTON DC 20005 Notice of Appointment, Notice to Creditors and Notice to Unknown Heirs

JUNE YVONNE BRYANT AND CYNTHIA GAYLE ANDERSON, whose addresses are 19 TUCKERMAN ST. NW WASH DC 20011, 31178 OLNEY WAY, MILLSBORO DE 19966 were appointed Personal Representative of the estate of ETHEL R. ANDERSON AKA ETHEL ROBINSON ANDERSON AKA ETHEL REBECCA ROBINSON, with a Will and will serve without Court supervision. All unknown heirs and heirs whose whereabouts are unknown shall enter their appearance in this proceeding. Objections to such, appointment shall be filed With the Register of Wills, D.C., Building A, 515 5th Street, N.W., 3rd Floor, Washington, D.C. 20001, on or before DECEMBER 14, 2024 Claims against the decedent shall be presented to the undersigned with a copy to the Register of Wills on filed with the Register of Wills with a copy to the undersigned, on or before DECEMBER 14, 2024 or be forever barred. Persons believed to be heirs or legatees of the decedent who do not receive a copy of this notice by mail within 25 days of its publication shall so inform the Register of Wills, including name, address and relationship.
Date of first publication:
JUNE 14, 2024
Name of newspaper and/or periodical:
Daily Washington Law Reporter
AFRO American Newspapers

JUNE YVONNE BRYANT
CYNTHIA GAYLE ANDERSON
Personal Representative

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REGISTER OF WILLS
6/14, 6/21, 6/28/24

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DC Housing Authority

NOTICE OF PUBLIC HEARING AND COMMENT PERIOD FOR THE PROPOSED 2025 MOVING TO WORK PLAN

The District of Columbia Housing Authority (DCHA) is providing notice of a Public Hearing and Comment Period to solicit comments on the agency's proposed 2025 Moving to Work (MTW) Plan.

MTW is a HUD program that allows select public housing authorities to design and implement innovative programs and policies with the intent to: 1) reduce costs and improve efficiencies; 2) encourage residents to obtain employment and become economically self-sufficient; and 3) increase housing choices for low-income families. The MTW Plan outlines operating plans for the fiscal year and requests and provides updates regarding MTW flexibilities.

To request a copy of the MTW plan, please call 771-240-4377, send an email to MTW@dchousing.org or download from the DCHA website at https://www.dchousing.org/ProposedMTWPlan.

The Public Hearing will take place online at **6:00 p.m. on Monday, June 24, 2024**. To join the live event, please visit https://www.dchousing.org/MTWPublicHearing , and when prompted enter meeting access code **2300 789 9217** and meeting password **MTW2025.** This event will also be live streamed at https://www.facebook.com/dchousing.

Comments

Written comments regarding the MTW Plan will be accepted through **11:59 p.m. EST on Sunday, July 7, 2024**. Email your comments to MTW@dchousing.org Alternatively, you can mail comments to:

District of Columbia Housing Authority
Office of the General Counsel
Attn: General Counsel
300 7th Street, SW
10th Floor
Washington, DC 20024

Requesting a Reasonable Accommodation

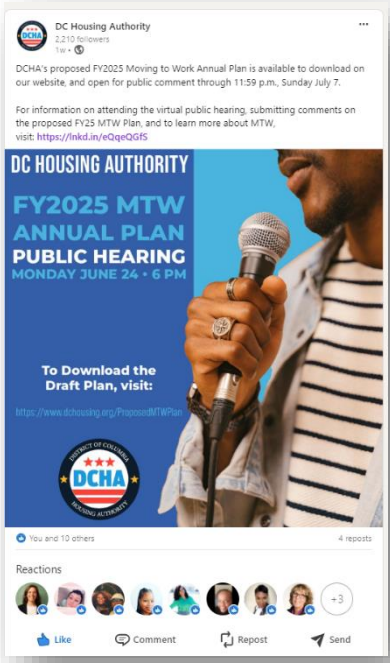
DCHA strives to host inclusive, accessible events that enable all individuals, including individuals with disabilities, to engage fully. It is the policy of DCHA that all agency-sponsored public meetings and events are accessible to people with disabilities. DCHA is committed to providing equal access to events for all participants & residents with disabilities. If you need a reasonable accommodation, or assistance in participating in a meeting or event due to a disability as defined under the Americans with Disabilities Act, please contact our ADA/504 Program Office at 202-535-1000 or at ADA504@dchousing.org with your complete request. Every reasonable effort will be made to meet your request.

If you need a sign language interpreter or foreign language interpretation or translation, please contact our Office of Customer Engagement at 202-535-1000 or go to www.dchousing.org/language. Please allow at least 5 business days to make the necessary arrangements.

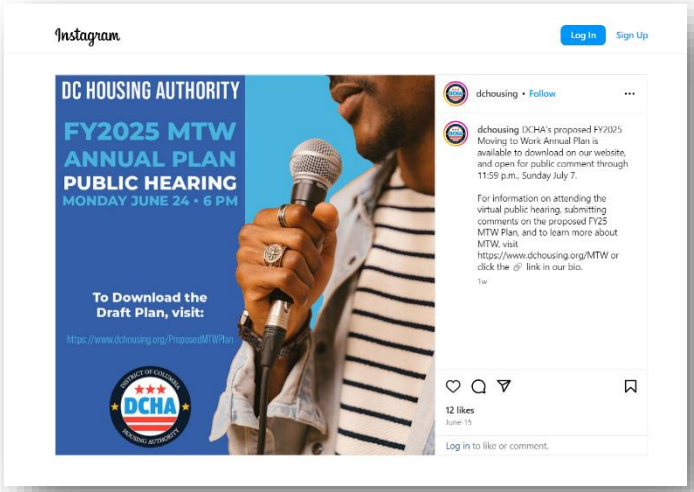
Washington Classified
Continued on B11



Social Media Notices



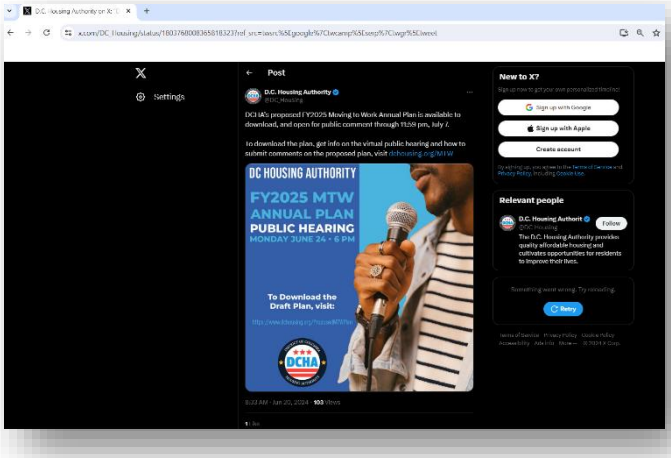
LinkedIn



Instagram



Facebook



X (formerly Twitter)

FY2025 Moving to Work Annual Plan

Public Hearing
Monday, June 24, 2024
6:00 PM EST

Discussion Topics

I. MTW Overview
II. Logistics
III. FY2025 Annual Plan Highlights
IV. Public Comment Period

D.C. HOUSING AUTHORITY

District of Columbia Housing Authority
300 7th Street, SW | 10th Floor
Washington, DC 20024
(202) 535-1000 | dchousing.org

Executive Director, Keith Pettigrew

FY2025 Moving to Work (MTW) Annual Plan
Citywide Advisory Board Meeting

AGENDA

Thursday, June 27, 2024

2:00 – 3:00 PM

Virtual Teams Meeting

- Welcome and Introductions
- Moving To Work (MTW) Program Overview
- Public Comment Logistics
- FY2025 MTW Annual Plan
  - Highlights
  - Capital Fund Budget Plan
- Questions & Discussion

FY2025 MTW Plan available at https://www.dchousing.org/ProposedMTWPlan

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Public Hearing WebEx Attendance Record

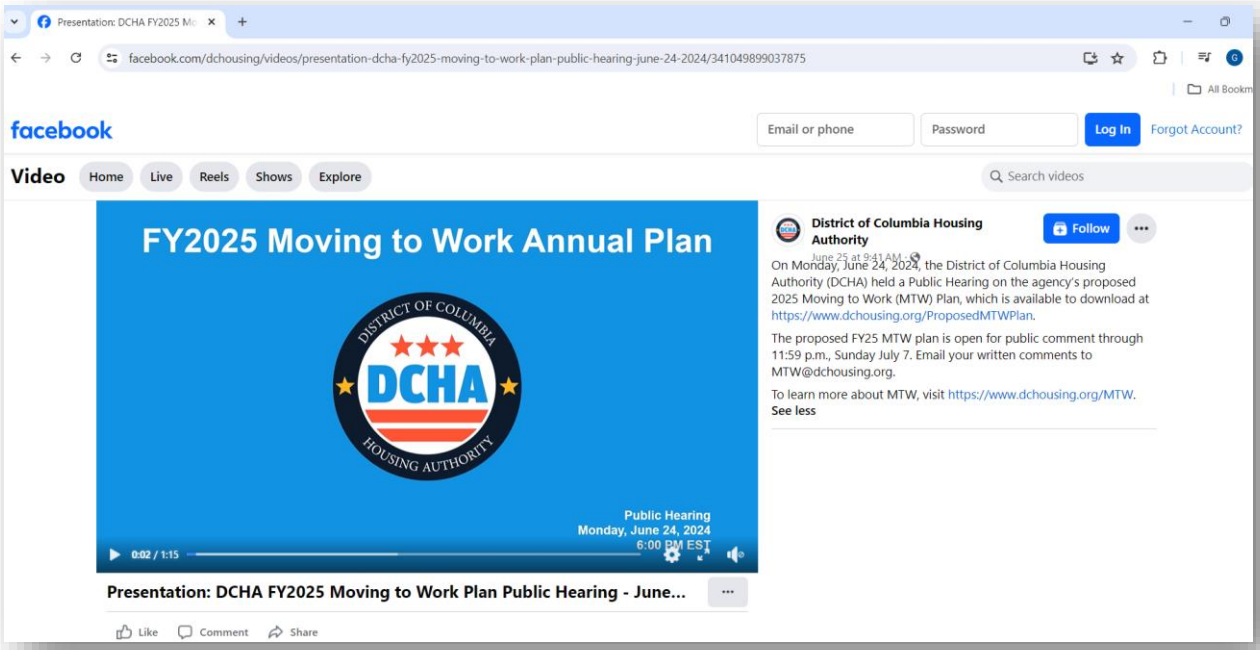
Display Name	First Name	Last Name	Role	Attendee Email	Join Time	Leave Time	Attendance Duration	Connection Type
Alicia Collins	N/A	N/A	attendee	sagelee52@gmail.com	2024-06-24 18:22:42	2024-06-24 18:30:02	8 mins	Mobile app
Alison Burdo	Alison	Burdo	attendee	aburdo@dchousing.org	2024-06-24 17:46:52	2024-06-24 18:30:17	44 mins	Desktop app
Amy Glassman she/her	N/A	N/A	attendee	aglassman@dchousing.org	2024-06-24 17:45:40	2024-06-24 18:30:16	45 mins	Desktop app
Andy	N/A	N/A	attendee	barkonllc@gmail.com	2024-06-24 18:13:49	2024-06-24 18:31:04	18 mins	Desktop app
Courtney Carter	N/A	N/A	attendee	daimler.pm@outlook.com	2024-06-24 18:02:07	2024-06-24 18:30:28	29 mins	Mobile app
Daniel del Pielago	N/A	N/A	attendee	daniel@empowerdc.org	2024-06-24 18:01:18	2024-06-24 18:31:04	30 mins	Desktop app
Eleni Christidis	N/A	N/A	attendee	echristidis@legalaiddc.org	2024-06-24 18:00:34	2024-06-24 18:30:16	30 mins	Desktop app
Grace Campion	Grace	Campion	coHost	gcampion@dchousing.org	2024-06-24 17:42:12	2024-06-24 18:30:14	49 mins	Desktop app
Hammere Gebreyes	Hammere	Gebreyes	attendee	hgebreye@dchousing.org	2024-06-24 18:01:24	2024-06-24 18:30:32	30 mins	Mobile app
Heather	N/A	N/A	attendee	hmueller@dchousing.org	2024-06-24 18:00:00	2024-06-24 18:30:20	31 mins	Desktop app
Housing Provider	N/A	N/A	attendee	arnetteenterprises@verizon.net	2024-06-24 18:26:27	2024-06-24 18:30:35	5 mins	Desktop app
Jackie Zaldana	N/A	N/A	attendee	jlzaldana@dchousing.org	2024-06-24 17:50:45	2024-06-24 18:30:19	40 mins	Desktop app
Joe Knackstedt	N/A	N/A	attendee	joseph.knackstedt1@dc.gov	2024-06-24 18:04:52	2024-06-24 18:28:37	24 mins	Mobile app
LaShawn	N/A	N/A	attendee	lyp846@gmail.com	2024-06-24 18:00:34	2024-06-24 18:30:48	31 mins	Mobile app
Lee	N/A	N/A	attendee	info@s2-seveloomentcom	2024-06-24 18:05:21	2024-06-24 18:30:22	26 mins	Mobile app
Nicole Wickliffe	Nicole	Wickliffe	attendee	nwickliffe@dchousing.org	2024-06-24 18:05:43	2024-06-24 18:30:26	25 mins	Desktop app
Nona C. Eath	Nona C.	Eath	attendee	neath@dchousing.org	2024-06-24 18:07:36	2024-06-24 18:30:27	23 mins	Mobile app
Sheila Miller	N/A	N/A	attendee	smmiller@dchousing.org	2024-06-24 17:59:20	2024-06-24 18:30:23	32 mins	Desktop app

Display Name	First Name	Last Name	Role	Attendee Email	Join Time	Leave Time	Attendance Duration	Connection Type
Shenetta Hardeman-Jones	Shenetta	Hardeman-Jones	host	shjones@dchousing.org	2024-06-24 17:46:00	2024-06-24 18:31:04	46 mins	Desktop app
Test	N/A	N/A	attendee	burdoaa@gmail.com	2024-06-24 17:47:43	2024-06-24 17:48:00	1 min	Mobile app
linda brown	N/A	N/A	attendee	lindac.brown@yahoo.com	2024-06-24 18:19:37	2024-06-24 18:30:37	11 mins	Desktop app

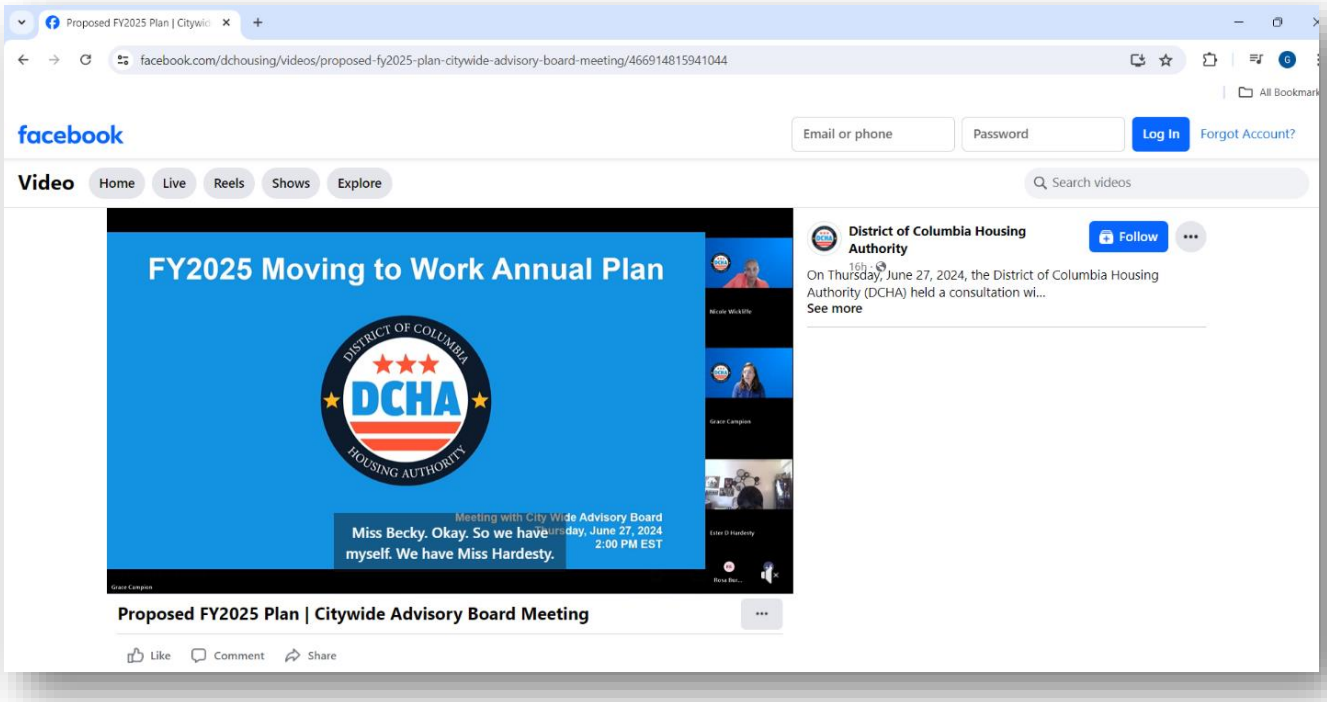
City Wide Advisory Board Meeting Attendance

1. Summary			
Meeting title	FY2025 MTW Plan | Citywide Advisory Board Meeting		
Attended participants	10		
Start time	6/27/24, 1:54:10 PM		
End time	6/27/24, 3:14:33 PM		
Meeting duration	1h 20m 22s		
Average attendance time	1h 5m 42s		
2. Participants			
Name	First Join	Last Leave	In-Meeting Duration
Grace Campion	6/27/24, 1:57:02 PM	6/27/24, 3:14:33 PM	1h 10m 54s
Ester D Hardesty (Unverified) & Joyce Kinard	6/27/24, 1:58:30 PM	6/27/24, 3:07:40 PM	1h 9m 10s
Jacqueline L. Zaldana	6/27/24, 1:58:56 PM	6/27/24, 3:07:43 PM	1h 8m 46s
Nicole Wickliffe	6/27/24, 1:58:59 PM	6/27/24, 3:00:38 PM	1h 1m 39s
Amy Glassman	6/27/24, 2:00:00 PM	6/27/24, 2:59:33 PM	59m 33s
Andrea Powell	6/27/24, 2:00:56 PM	6/27/24, 3:07:46 PM	1h 6m 49s
Patricia Bishop (Unverified)	6/27/24, 2:01:37 PM	6/27/24, 3:07:42 PM	1h 6m 5s
Hammere Gebreyes	6/27/24, 2:03:07 PM	6/27/24, 3:14:33 PM	1h 11m 25s
Rosa Burbridge	6/27/24, 2:04:42 PM	6/27/24, 3:07:35 PM	1h 2m 53s
Nichole Blackmon	6/27/24, 2:07:53 PM	6/27/24, 3:07:40 PM	59m 47s

Public Hearing Video



City Wide Advisory Board Meeting Video



Public Comments Summary

DCHA received feedback and comments during the Public Hearing on June 24 and meeting with the City-Wide Advisory Board on June 27. DCHA also received written comments from two people during the public comment period. A summary of the comments and DCHA responses to the comments are below.

MTW Plan Community Engagement
DCHA received a comment that stated that residents were not aware of the Public Hearing and that word of mouth is the best method of communication among public housing residents. The commenter stated that they dislike having meetings when DCHA has already made decisions and are just informing residents about the decisions. The commenter stated they would like residents to be more involved in the drafting process of the MTW Plan in the future.

DCHA Response: Additional information about the public notice process is included in Section VI titled "B. Documentation of the Public Process." DCHA posted information about the public hearing on the DCHA website and in print and online publications as required. DCHA also promoted the public hearing on its social media platforms, including Instagram, Facebook, LinkedIn and X (formerly Twitter). Hard copy flyers with information about the public hearing were made available in public spaces at DCHA properties by property management staff. DCHA staff notified resident council leaders and the City Wide Advisory Board of the public hearing by email.

Planned Public Housing Units to be Removed and Project Based Vouchers
DCHA received a comment that the language in the plan is very misleading in saying that DCHA will convert all properties in FY2025 through repositioning. The commenter also questioned the number of units to be converted to PBVs in FY2025 through the RAD conversion.

DCHA Response: The title of the two charts in "Section II. General Housing Authority Operating Information" are required by HUD as detailed in HUD Form 50900. This is a standard template that HUD asks all MTW agencies to follow and include in their plans. DCHA included additional clarifying text just before each chart to explain the anticipated timeline for repositioning and PBV conversions.

Redevelopment Plans
DCHA received two comments regarding the redevelopment plans listed in the "Planned Public Housing Units to be Removed During the Fiscal Year" chart in Section II of the plan. The commenters were concerned with DCHA's plan to remove 7,937 public housing units, the entire portfolio, without meaningful input, consultation, or oversight from the D.C. Council, community-based organizations, or most importantly, public housing residents. Commenters stated there was insufficient tenant and community involvement and tenants don't really understand how these changes will impact them and don't have a full understanding of what will happen with a Section 18 application.

One commenter recommended DCHA should give much more lead time in announcing these plans to public housing residents and the community. DCHA should do deeper engagement and meet with residents to answer their questions, provide written materials on what is planned, and detail the changes to tenant rights based on changes in subsidy source. DCHA should have a binding agreement that public housing properties will remain affordable to District residents at 30% or below the AMI.

DCHA Response: DCHA is assessing the full portfolio to determine what is needed, including substantial work or repair work or full redevelopment for each site. DCHA included all of the public housing properties in the FY25 MTW Plan because HUD requires properties to be repositioned in an annual plan before HUD will approve the same. This does not mean that in FY2025 that DCHA will be repositioning every property. Including all public

housing properties in the FY25 MTW Plan is an administrative function so that when DCHA is ready to pursue a specific repositioning strategy at a property, DCHA can confirm the repositioning it was listed in the agency annual plan. As discussed in the FY25 MTW Plan, however, the implementation of redevelopment plans for each site will involve significant resident engagement.

Resident Rights with Section 18

DCHA received a comment stating that Section 18 disposition provides residents with fewer rights, guarantees, and safeguards, including no statutory right to return. Nor does such a plan include requirements around resident engagement and input on the redevelopment plan, which are crucial to ensuring that DCHA's agenda aligns with and achieves residents' goals, preferences, and needs. The commenter stated that when discussing repositioning and the various paths it can take, DCHA needs to be upfront and honest with residents and with the STAR Board about the tradeoffs and considerations of certain repositioning plans over others. Changes of this magnitude should not be reduced to one hearing or to even a small number of meetings, but rather must take place in many different fora and over a prolonged period of time with input from as many stakeholders, none more important than the residents themselves.

DCHA Response: With all three repositioning strategies (RAD, Section 18 and RAD/Section 18 Blend) there already has been resident engagement, and staff will continue to engage with the residents. Engagement is required for each of these conversion tools and DCHA will continue to discuss with residents. Resident rights will be discussed during the engagement with residents.

Section 18 Community Engagement

DCHA received a comment that residents need more information about Section 18. The commenter stated that residents should be at the table making decisions, or at least being listened to, during the process.

DCHA Response: Prior to and consistent with the selected repositioning strategy, DCHA will meet with and engage residents and the community at the affected property as required by HUD and guided by DCHA Board approved Development Principles in Resolution 24-16. The Development Principles related to resident engagement state:

"B. Before any relocation is to occur (except for emergencies), DCHA will engage residents and resident councils to jointly develop relocation and continued occupancy plans detailing resident relocation plans, if required, and continued occupancy both before, during, and after the subsidy conversion

C.DCHA is committed to a dynamic community engagement process to ensure that the voice of residents is included in all phases of the redevelopment. Together with DCHA, residents will participate as partners in all redevelopment efforts whether we have a partner or not. Residents will be part of an advisory team and be involved in the planning, entitlement, relocation, and return of temporarily relocated residents to the property. Residents will be provided with a clearly written plan and schedule for each phase of the redevelopment. These plans will be project specific and will be amended with resident input.

G. Resolutions to the DCHA Board for approval of a RAD conversion or Section 18 submission will only be submitted after: 1) at least two resident meetings are held with residents of the impacted site, 2) consultation with the local elected officials, and 3) sign-off by the citywide resident council."

Rental Assistance Demonstration (RAD) Projects

DCHA received a question asking to see exactly which properties are cited for RAD.

DCHA Response: DCHA is assessing the full public housing portfolio to determine which repositioning strategy is best for the property. In the FY2025 MTW Plan, the chart titled "D. Rental Assistance Demonstration (RAD) Participation" includes detail on the properties for which RAD is being considered as a repositioning strategy.

Utility Payment After Repositioning

DCHA received a comment that stated public housing residents are not accustomed to paying utilities and to make the transition from public housing to Section 8, DCHA should include the cost of utilities with the voucher.

DCHA Response: DCHA acknowledges the comment and will include information about utility payment responsibility during engagement sessions with residents.

Selecting Developers for Redevelopment Projects

DCHA received a comment stating that when DCHA is considering a development partner and gets down to the last three developers, DCHA should send the names of the developers to the resident council of the affected property. The commenter stated that residents would feel more empowered with the information and would do their own due diligence and research on the proposed development partners.

DCHA Response: DCHA acknowledges the suggestion and selection of development partners for repositioning is guided by DCHA Board approved Development Principles in Resolution 24-16. The Development Principles related to development partners state:

"E. DCHA will negotiate with development partners to include in the project and operating budgets a community fund for the benefit of the community of former public housing residents. The mechanics and focus of the fund will be worked out with the public housing residents through their elected resident council and with safeguards as required.

Capital Fund Budget

DCHA received a question about the Capital Fund budget asking where the vacant unit rehabilitation is taking place and for a list of what properties are being rehabilitated.

DCHA Response: DCHA is assessing the full public housing portfolio and in FY2025 will use Capital Fund resources to support the vacant unit rehabilitation at various properties in the public housing portfolio.

Repairs at Greenleaf

DCHA received a comment that as part of vacant unit turnaround, air conditioning units were installed at Greenleaf but that they are not working due to a power line source needing to be stronger. The commenter stated DCHA should do more oversight of repairs to ensure the work is done properly.

DCHA Response: DCHA acknowledges the comment and staff will continue oversight of vacant unit rehabilitation activities.

Make Ready Unit Turnaround

DCHA received a comment that questioned why DCHA was doing "make ready" unit repairs at properties that were going to be redeveloped. The commenter stated that it seems like a waste of money to move people in after repairs and then out again when the property is redeveloped.

DCHA Response: DCHA is committed to assessing the capital repair needs of the full public housing portfolio. With the backlog of individuals that need housing and the number of vacant units in the DCHA portfolio, DCHA is committed to making units ready so people can start living in or be transferred into units that have improved health and safety conditions. Redevelopment strategies can take a long time and may take years for some projects. DCHA is aiming to make vacant units as safe and livable as possible until the agency has identified the redevelopment strategy that meets the need of each property.

C. Planned or Ongoing Agency-Directed Evaluations of the Demonstration

As part of DCHA's participation in the HUD sponsored Rent Reform Demonstration (HCVP), MDRC, a research organization contracted by HUD, conducted an evaluation of DCHA's initiative that concluded in September 2019 (see Section IV. Approved MTW Activities, Closed Out Activities for a description of the initiative).

D. Lobbying Disclosures

OMB Approval No. 2577-0157 (Exp. 1/31/2027)

Certification of Payments to Influence Federal Transactions

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

Public reporting burden for this information collection is estimated to average 30 minutes,including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The information requested is required to obtain a benefit. This form is used to ensure federal funds are not used to influence members of Congress. There are no assurances of confidentiality. HUD may not conduct or sponsor, and an applicant is not required to respond to a collection of information unless it displays a currently valid OMB control number. Comments regarding the accuracy of this burden estimate and any suggestions for reducing this burden can be sent to the Reports Management Officer, Office of Policy Development and Research, REE, Department of Housing and Urban Development, 451 7th St SW, Room 4176, Washington, DC 20410-5000. When providing comments, please refer to OMB Approval No. 2577-0157.

Applicant Name

District of Columbia Housing Authority

Program/Activity Receiving Federal Grant Funding

Moving to Work Program Block Grant - FY2025 Annual Plan

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.
Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Keith L. Pettigrew	Executive Director
Signature 	**Date (mm/dd/yyyy)** 07/12/2024

Previous edition is obsolete

form HUD 50071 (01/14)

DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB
0348-0046

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure.)

1. Type of Federal Action:	2. Status of Federal Action:	3. Report Type:
[a] a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	[a] a. bid/offer/application b. initial award c. post-award	[a] a. initial filing b. material change **For Material Change Only:** year _____ quarter _____ date of last report _____

4. Name and Address of Reporting Entity:	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:
[x] Prime [ ] Subawardee Tier _____, *if known*: District of Columbia Housing Authority 300 7th Street SW, 10th Floor Washington, DC 20024 **Congressional District**, *if known*: N/A	N/A **Congressional District**, *if known*:
6. Federal Department/Agency: U.S. Department of Housing and Urban Development	**7. Federal Program Name/Description:** Moving to Work Annual Plan FY2025 CFDA Number, *if applicable*: _____
8. Federal Action Number, *if known*: N/A	**9. Award Amount**, *if known*: $ N/A
10. a. Name and Address of Lobbying Registrant (*if individual, last name, first name, MI*): N/A	**b. Individuals Performing Services** (*including address if different from No. 10a*) (*last name, first name, MI*): N/A
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.	Signature: _____ Print Name: Keith L. Pettigrew Title: Executive Director Telephone No.: 202-535-1000 Date: 07/12/2024
Federal Use Only:	Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

PRINT

Appendix A: Local Asset Management Program

Background and Introduction

The Amended and Restated Moving to Work Agreement, effective September 29, 2010, required DCHA to design and implement a local asset management program for its Public Housing Program and describe such program in its Annual MTW Plan. The term "Public Housing Program" means the operation of properties owned or subsidized by the Agency that are required by the U.S. Housing Act of 1937 to be subject to a Public Housing declaration of trust in favor of HUD. The Agency's local asset management program shall include a description of how it has implementing project-based property management, budgeting, accounting, and financial management and any deviations from HUD's asset management requirements. Under the First Amendment to the MTW Agreement, DCHA agreed to describe its cost accounting plan (cost allocation plan) as part of its local asset management program including how it deviates from the HUD fee for service system.

Project-based approach for Public Housing Program

DCHA maintains a project-based management approach which includes both DCHA-managed properties, as well as privately managed properties, under the Public Housing Program. Project-level budgeting and accounting is maintained for each of these Public Housing properties. In addition, each mixed-income, mixed-finance rental community that contains Agency-assisted units under the Public Housing Program are owned, managed and operated by third party partnerships as established at the time each of the transactions were structured. DCHA maintains a separate budget and accounting for the operating subsidy paid to the owners of these properties as well as any other cost incurred by the Agency on behalf of these properties.

COST ALLOCATION PLAN

Identification of Cost Allocation Approach

DCHA approached its cost allocation plan with consideration to the entire operation of the Agency, rather than a strict focus on only the MTW Program. This cost allocation plan addresses the larger DCHA operation as well as the specific information required related to the MTW Program.

Under the MTW Agreement, the cost accounting options available to the Agency include either a "fee-for-service" methodology or an "indirect cost rate" methodology. DCHA can establish multiple cost objectives or a single cost objective for its MTW Program. DCHA opted to use a fee-for-service methodology and to establish the MTW Program as a single cost objective, as further described below.

Classification of Costs

There is no universal rule for classifying certain costs as either direct or indirect. A cost may be direct with respect to some specific service or function, but indirect with respect to the Federal award or other final cost objective. Therefore, the definitions and guidelines provided in this Cost Allocation Plan are used for determining direct and indirect costs charged to the cost objectives.

Definitions

Cost Objective – Cost objective is a function, organizational subdivision, contract, grant, or other activity for which cost data are needed and for which costs are incurred.

Direct Costs – Direct costs are those that can be identified specifically with a particular final cost objective.

Indirect Costs – Indirect costs are those: (a) incurred for a common or joint purpose benefitting more than one cost objective, and (b) not readily assignable to the cost objective(s) specifically benefitted,

without effort disproportionate to the results achieved. After direct costs have been determined and assigned directly to Federal awards and other activities as appropriate, indirect costs are those remaining to be allocated to the cost objectives.

Cost Base – A cost base is the accumulated direct costs (normally either total direct salaries and wages or total direct costs exclusive of any extraordinary or distorting expenditures) used to distribute indirect costs to cost objectives (Federal awards). Generally, the direct cost base selected should result in each award bearing a fair share of the indirect costs in reasonable relation to the benefits received from the costs.

DCHA Cost Objectives

DCHA has identified the following cost objectives:

MTW Program – All associated activities funded under the MTW Single Fund authority are deemed as a ***single cost objective***. The MTW Program cost objective includes: 1) DCHA-owned Public Housing Properties and Public Housing units contained in third party-owned properties, 2) MTW Housing Choice Vouchers, both Project-Based Vouchers (PBV) and Tenant-Based Vouchers, 3) Development Activity funded from MTW, 4) resident services and case management services offered to families served under the MTW program, 5) Capital Funds, and 6) any other activity that is permitted in DCHA's Amended and Restated MTW Agreement.

Revitalization Program – The Revitalization Program includes the development-related activity funded from HOPE VI, Choice Neighborhood Initiatives and other local funds. Generally, DCHA will capture costs by development and will include the ability to track charges to specific funding sources.

Special Purpose (Non-MTW) Tenant-Based and Project-Based Housing Choice Vouchers – Special Purpose Vouchers include, but are not limited to, the Section 8 Moderate Rehab Program, the Veterans Affairs Supportive Housing (VASH) vouchers, Tenant Protection and Opt-Out Vouchers in the first year, and the Multicultural vouchers.

Other Federal and State Awards – DCHA may be the recipient of other Federal and Local awards from time to time. Each of these awards will be a separate cost objective as necessary. For example, DCHA has six locally funded voucher programs that are treated as separate programs and therefore, as separate cost objectives.

DCHA Direct Costs

DCHA direct costs are defined in conjunction with the cost objectives defined in this Cost Allocation Plan. As previously mentioned, under 2 CFR 200, there is no universal rule for classifying costs as either direct or indirect. A cost may be direct with respect to some specific service or function, but indirect with respect to the final cost objective.

MTW Program direct costs include, but are not limited to:

1. All contract costs readily identifiable with delivering housing assistance to low income families under the MTW Program;
2. Housing Assistance Payments (including utility allowances) for tenant-based vouchers and PBV;
3. Portability Administrative Fees;
4. Homeownership voucher funding;
5. Foreclosure and emergency assistance for low income families served under HCV;
6. HCV costs for administering tenant-based vouchers, including inspection activities;
7. Operating costs directly attributable to operating DCHA-owned Public Housing

properties, including utility costs and maintenance costs administered centrally;

8. Capital improvement costs at DCHA owned properties;
9. Operating subsidies paid to MIMF properties
10. Operating costs paid related to or on behalf of third party owned properties with Public Housing units including utility charges;
11. The Asset Management Department costs attributable to PBV, DCHA-owned Public Housing properties and third party-owned Public Housing units;
12. Resident Services directly attributable to MTW Program activities;
13. Gap financing in MTW real estate transactions;
14. Acquisition costs funded from MTW funds
15. Demolition, relocation and leasing incentive fees in repositioning DCHA-owned real estate;
16. Homeownership activities for low income families;
17. Office of Capital Programs and Development costs associated with MTW-funded development activity, homeownership initiatives, and PBRA as a development tool, and
18. Any other activities associated with delivering housing assistance to low income families under the MTW Program.

Revitalization Program direct costs include, but are not limited to:

1. Construction costs;
2. Loan and financing for affordable units;
3. Acquisition costs;
4. Land Improvements;
5. Legal expenses;
6. Professional services;
7. Contract cost (case management);
8. Relocation;
9. Extraordinary site work;
10. Demolition; and
11. Other revitalization expenditures (such as homeownership mortgage assistance and down payment assistance).

Special Purpose Housing Choice Tenant-based Vouchers direct costs include, but are not limited to:

1. Housing Assistance Payments (HAP) and
2. Program Administration Costs.

Other Federal and State Awards direct cost include, but are not limited to:

1. Legal expenses;

1. Professional services;
2. Utilities (gas, water, electric, other utilities expense);
3. Real estate taxes;
4. Insurance;
5. Bank charges;
6. Staff training;
7. Interest expense;
8. Contract cost for CDBG; and
9. Any cost identified for which the award is made. Such costs will be determined as

DCHA receives awards.

Explanation of Differences

DCHA has the ability to define direct costs differently than the standard definitions published in HUD's Financial Management Guidebook pertaining to the implementation of 24 CFR Part 990.

DCHA is required to describe any differences between the Agency's Local Asset Management Program and HUD's asset management requirements in its Annual MTW Plan in order to facilitate the recording of actual property costs and submission of such cost information to HUD:

1. DCHA determined to implement a cost allocation system that was more comprehensive than HUD's Asset Management System which advocated a fee-for-service approach specific to the properties in the Public Housing Program. HUD's system was limited in focusing only a fee-for-service system at the property level and failed to address DCHA's comprehensive operation which includes other programs and business activities. DCHA's MTW Program is much broader than Public Housing properties and includes activities not found in traditional HUD Programs. This Cost Allocation Plan addressed the entire DCHA operation.
2. DCHA defined its cost objectives at a different level than HUD's System. Specifically, DCHA defined the MTW Program as a cost objective which is consistent with the issuance of the CFDA number for MTW as a Federal program. HUD defined its cost objective at the property level which fails to recognize the overall effort required to deliver the housing resources to Low Income families under the MTW Program. Because the cost objectives are defined differently, direct and indirect costs are defined based on the cost objectives identified in this Cost Allocation Plan.
3. DCHA will use a simple fee system of charging up to 10% of MTW Program funds to cover the costs of the Central Office Cost Center (COCC). DCHA views the up to 10% fee as reasonable when compared to the fees earned for administering the Local Voucher Programs. DCHA will account for an allocable share of the "MTW Fee" charges at the property level based upon the size of the property.
4. DCHA will charge a fee to other Federal and Local awards in a manner that is consistent with that allowed for those awards. The fee charged to the Revitalization program will continue to follow the HUD guidelines of 3% of the total cost of the development.

Appendix B: Planned Application of MTW Funds—Additional Information

Estimated Sources of MTW Funding for the Fiscal Year

Sources		
FDS Line Item	**FDS Line Item Name**	**Dollar Amount**
10093	**Operating Transfers In***	**$0**

Estimated Application of MTW Funding for the Fiscal Year

Application		
FDS Line Item	**FDS Line Item Name**	**Dollar Amount**
10094	**Operating Transfers Out***	**$(101,834,117)**

* as supplemental information to Section V (Sources and Uses of Funds MTW)

Estimated Sources of NON-MTW Funding for the Fiscal Year

Sources		
FDS Line Item	FDS Line Item Name	Dollar Amount
70500 (70300+70400)	Total Tenant Revenue	$0
70600	HUD PHA Operating Grants	$26,194,844
70610	Capital Grants	$0
70700 (70710+70720+70730+70740+70750)	Total Fee Revenue	$0
70800	Other Government Grants	$0
71100+72000	Interest Income	$1,151
71600	Gain or Loss on Sale of Capital Assets	$0
71200+71300+71310+71400+71500	Other Income	$0
70000	Total Revenue	$26,195,998

Estimated Application of NON-MTW Funding for the Fiscal Year

Application		
FDS Line Item	FDS Line Item Name	Dollar Amount
91000 (91100+91200+91400+91500+91600+91700+91800+91900)	Total Operating - Administrative	$820,311
91300+91310+92000	Management Fee Expense	$504,898
91810	Allocated Overhead	$0
92500 (92100+92200+92300+92400)	Total Tenant Services	$62,700
93000 (93100+93600+93200+93300+93400+93800)	Total Utilities	$0
93500+93700	Labor	$0
94000 (94100+94200+94300+94500)	Total Ordinary Maintenance	$39,853
95000 (95100+95200+95300+95500)	Total Protective Services	$0
96100 (96110+96120+96130+96140)	Total insurance Premiums	$32,374
96000 (96200+96210+96300+96400+96500+96600+96800)	Total Other General Expenses	$6,202
96700 (96710+96720+96730)	Total Interest Expense and Amortization Cost	$0
97100+97200	Total Extraordinary Maintenance	$0
97300+97350	Housing Assistance Payments + HAP Portability-In	$24,892,403
97400	Depreciation Expense	$0
97500+97600+97700+97800	All Other Expenses	$0
	Subtotal Expenses	$26,358,741
10094	Operating Transfers Out	$(1,059,302)
	Total Expenses	$25,299,439
160	Capital Assets, Net of Depr.	$0
	Total Uses of Fund	$25,299,439

Estimated Sources of LOCAL Funding for the Fiscal

Sources		
FDS Line Item	FDS Line Item Name	Dollar Amount
70500 (70300+70400)	Total Tenant Revenue	$0
70600	HUD PHA Operating Grants	$0
70610	Capital Grants	$0
70700 (70710+70720+70730+70740+70750)	Total Fee Revenue	$0
70800	Other Government Grants	$250,849,154
71100+72000	Interest Income	$589,036
71600	Gain or Loss on Sale of Capital Assets	$0
71200+71300+71310+71400+71500	Other Income	$2
	Total Revenue	$251,438,192

Estimated Application of LOCAL Funding for the Fiscal Year

Application		
FDS Line Item	FDS Line Item Name	Dollar Amount
91000 (91100+91200+91400+91500+91600+91700+91800+91900)	Total Operating - Administrative	$5,413,872
91300+91310+92000	Management Fee Expense	$8,646,554
91810	Allocated Overhead	$0
92500 (92100+92200+92300+92400)	Total Tenant Services	$399,515
93000 (93100+93600+93200+93300+93400+93800)	Total Utilities	$0
93500+93700	Labor	$0
94000 (94100+94200+94300+94500)	Total Ordinary Maintenance	$2,321,769
95000 (95100+95200+95300+95500)	Total Protective Services	$0
96100 (96110+96120+96130+96140)	Total insurance Premiums	$206,282
96000 (96200+96210+96300+96400+96500+96600+96800)	Total Other General Expenses	$39,518
96700 (96710+96720+96730)	Total Interest Expense and Amortization Cost	$0
97100+97200	Total Extraordinary Maintenance	$5,108,521
97300+97350	Housing Assistance Payments + HAP Portability-In	$172,900,727
97400	Depreciation Expense	$0
97500+97600+97700+97800	All Other Expenses	$0
	Subtotal Expenses	$195,036,758
10094	Operating Transfers Out	$(34,076,064)
	Total Expenses	$160,960,694
160	Capital Assets, Net of Depr.	$58,500,636
	Total Uses of Fund	$219,461,330

*as supplemental information to Section V (Planned Application of MTW Funds)

Estimated Sources of COCC Funding for the Fiscal Year

Sources		
FDS Line Item	**FDS Line Item Name**	**Dollar Amount**
70500 (70300+70400)	Total Tenant Revenue	$0
70600	HUD PHA Operating Grants	$0
70610	Capital Grants	$0
70700 (70710+70720+70730+70740+70750)	Total Fee Revenue	$43,862,132
70800	Other Government Grants	$0
71100+72000	Interest Income	$540,884
71600	Gain or Loss on Sale of Capital Assets	$0
71200+71300+71310+71400+71500	Other Income	$17,744,200
	Subtotal Revenue	$62,147,216
10093	Operating Transfers In	$0
	Total Revenue	$62,147,216

Estimated Application of COCC Funding for the Fiscal Year

Application		
FDS Line Item	**FDS Line Item Name**	**Dollar Amount**
91000 (91100+91200+91400+91500+91600+91700+91800+91900)	Total Operating - Administrative	$29,828,900
91300+91310+92000	Management Fee Expense	$0
91810	Allocated Overhead	$0
92500 (92100+92200+92300+92400)	Total Tenant Services	$30,894
93000 (93100+93600+93200+93300+93400+93800)	Total Utilities	$279,592
93500+93700	Labor	$280,761
94000 (94100+94200+94300+94500)	Total Ordinary Maintenance	$6,534,736
95000 (95100+95200+95300+95500)	Total Protective Services	$251,934
96100 (96110+96120+96130+96140)	Total insurance Premiums	$573,279
96000 (96200+96210+96300+96400+96500+96600+96800)	Total Other General Expenses	$1,033,374
96700 (96710+96720+96730)	Total Interest Expense and Amortization Cost	$0
97100+97200	Total Extraordinary Maintenance	$0
97300+97350	Housing Assistance Payments + HAP Portability-In	$0
97400	Depreciation Expense	$540,565
97500+97600+97700+97800	All Other Expenses	$0
	Total Expenses	$39,354,035
10020	Operating Transfers Out	$(2,803,857)
	Total Expenses	$36,550,178
160	Capital Assets, Net of Depr.	$11,897,195
	Total Uses of Fund	$48,447,373

*as supplemental information to Section V (Planned Application of MTW Funds)

Appendix C: Units Occupied by Police Officers

DCHA provides apartments to police officers to enhance security, foster a greater understanding between DCHA residents and the police, and provide role models for the youth residing in that development. Additionally, offering temporary housing in vacant units to newly recruited Public Safety Officers who are moving to the area provides an important recruitment tool in a competitive housing market.

As conditions of their leases, resident police officers must be active police officers with full police authority, the public housing unit must be their principal residence, and they must abide by all rules and regulations applicable to residents of the property. In addition, resident police officers contribute to the property's security by attending and participating in Resident Council meetings, assisting with citizen neighborhood watch patrol programs, taking appropriate action if and when they become aware of criminal or unlawful activity occurring on the property, meeting biweekly with the DCHA Office of Public Safety, parking the police cruiser on the property, wearing their departmental uniform as often as possible, and ticketing any vehicle unlawfully parked on the property.

Please see the table below for the unit-level details of the units occupied by police officers.

Property	# Units Occupied by Police Officers
Columbia Rd.	1
Garfield Terrace	2
Harvard Towers	1
Judiciary House	1
Kentucky Court	1
Lincoln Heights	1
Montana Terrace	2
Ontario Road	1
Regency House	1
Richardson Dwellings	1
Elvans Court	1
Kelly Miller/LeDroit	0
Lincoln Heights	0
Lincoln Road	0
Sibley Plaza	0
Total	**13**

Appendix D: Summary of Admissions and Continued Occupancy Policy (ACOP) and Administrative Plan Updates

DCHA overhauled its Administrative Plan and Admissions and Continued Occupancy Policy (ACOP) in FY 2023. Extensive comments were received from advocates, which the current DCHA administration is reevaluating. Additionally, DCHA is still awaiting comments from HUD on the policies, which we understand are in process. In the meantime, DCHA plans to make minor changes to the policies to allow for the following:

- Reinstate biennial recertifications for public housing families and triennial recertifications for public housing families on fixed income
- Change the definition of "elderly" to families with a head, co-head or spouse aged 55+ for select Faircloth to RAD sites, including sites leasing initially as public housing and those leasing as RAD project-based vouchers. This definitional change was approved in the FY24 MTW Plan.
- Implement a preference for elderly families at certain sites
- Our Board may also consider implementing a limited HCV admissions preference for up to 1300 families losing local rapid rehousing voucher assistance.

We further anticipate additional changes to the policies once we receive HUD's comments on them.

Appendix E: RAD Significant Amendment for Greenleaf Senior

The District of Columbia Housing Authority (DCHA) seeks to rehabilitate Greenleaf Senior through the Rental Assistance Demonstration (RAD). As a result, the DCHA will be converting 215 public housing units at Greenleaf Senior to Project Based Vouchers under the guidelines of PIH Notice 2019-32 and any successor Notices. Upon conversion to Project Based Vouchers, the Authority will adopt the resident rights, participation, waiting list and grievance procedures listed in Section 1.6 of PIH Notice 2019-32; and PIH Notice 2016-17 . These resident rights, participation, waiting list and grievance procedures are appended to this Attachment. DCHA is not presently under a Voluntary Compliance Agreement or other agreement that will be adversely impacted by the RAD conversion, and confirms it will comply with all applicable fair housing and civil rights requirements. The agency's compliance with applicable fair housing and civil rights requirements will not be negatively impacted by conversion activities. Further, the conversion will comply with all applicable site selection and neighborhood reviews.

HUD crafted the RAD program as a response to fill the growing gap between decreasing federal funding and increasing capital needs of public housing units and is an important tool for achieving DCHA's Transformation Plan. The program allows DCHA to utilize non-federal funding opportunities to advance major renovations and stabilize properties for long-term viability so that DCHA can achieve its goal of providing healthy and sustainability communities for our resident populations.

Upon conversion, DCHA's Capital Fund Budget will be reduced by the pro rata share of Public Housing Developments converted to RAD. DCHA may also borrow funds to address their capital needs. The total amount needed to address the capital needs will be informed by our Physical Conditions Assessment and the agency's ability to leverage additional financial resources that may be necessary for the transaction. DCHA expects there to be minimal improvements required for Greenleaf Senior. DCHA currently has approximately $55,248.46 in debt for Greenleaf Senior under the Capital Fund Financing Program and will be working with the lenders to address outstanding debt issues, which may result in additional reductions of capital funds. Regardless of any funding changes that may occur as a result of conversion under RAD, DCHA certifies that it will maintain compliance with the statutory requirement to serve substantially the same number of households.

RAD requirements include important resident protections and rights such as: guaranteed right to return to the property without rescreening, no change to residents' rent formula (remains at 30% of adjusted income), full relocation assistance during the construction phase, and continued funding of the Resident Councils after conversion.

Below, please find specific information related to the Public Housing Development(s) selected for RAD:

Name of Public Housing Development	PIC Development ID	Conversion Type (i.e. PBV or PBRA)	Transfer of Assistance
Greenleaf Senior	001004210	PBV	No
Total Units	**Pre-RAD Unit Type (i.e. Family, Senior, etc.)**	**Post-RAD Unit Type if Different (i.e. Family, Senior, etc.)**	**Capital Fund Allocation of Development**
215	Senior/Disabled	Senior/Disabled	approximately $20,000

Bedroom Type	Number of Units Pre-Conversion	Number of Units Post-Conversion	Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfiguration, etc.)
One Bedroom	58	99	+41
Two Bedroom	157	112	-45
Three Bedroom	n/a	n/a	n/a
Four Bedroom	n/a	n/a	n/a
Five Bedroom	n/a	n/a	n/a
The reduction in 2-bedrooms is to create additional space for common areas on every floor of the building, and to allow some larger 2-bedroom units to be converted to 1-bedroom UFAS/HVI units.			

Residents Rights, Participation, Waiting List and Grievance Procedures
Section 1.6 Special Provisions Affecting Conversions to Project Based Vouchers from PIH Notice 2012- 32, REV-3

The HUD RAD Notice (PIH-2012-32 (HA) H-2017-03, REV-3 and successor notices) and existing project based voucher policies outlined in the DCHA Administrative Plan and Admissions and Continued Occupancy Policy apply at the time of the conversion of Greenleaf Senior. DCHA has published RAD regulations amending the Administrative Plan and they are in effect.

PBV Resident Rights and Participation

1. No Re-screening of Tenants upon Conversion. Pursuant to the RAD statute, at conversion, current households are not subject to rescreening, income eligibility, or income targeting provisions. Consequently, current households will be grandfathered for conditions that occurred prior to conversion but will be subject to any ongoing eligibility requirements for actions that occur after conversion. For example, a unit with a household that was over income at time of conversion would continue to be treated as an assisted unit. Thus, 24 CFR
§ 982.201, concerning eligibility and targeting, will not apply for current households. Once that remaining household moves out, the unit must be leased to an eligible family.

2. Right to Return. Any residents that may need to be temporarily relocated to facilitate rehabilitation or construction will have a right to return to an assisted unit at the development once rehabilitation or construction is completed. Where the transfer of assistance to a new site is warranted and approved (see Section 1.6.B.7 and Section 1.7.A.8 on conditions warranting a transfer of assistance), residents of the converting development will have the right to reside in an assisted unit at the new site once rehabilitation or construction is complete. Residents of a development undergoing conversion of assistance may voluntarily accept a DCHA or Owner's offer to permanently relocate to another assisted unit, and thereby waive their right to return to the development after rehabilitation or construction is completed.

3. Renewal of Lease. Under RAD, DCHA or the owner must renew all leases upon lease expiration, unless cause exists. Consequently, 24 CFR § 983.257(b)(3) will not apply. This provision will be incorporated by the PBV owner into the tenant lease or tenancy addendum, as appropriate.

4. Phase-in of Tenant Rent Increases. If a tenant's monthly rent increases by more than the greater of 10 percent or $25 purely as a result of conversion, the rent increase will be phased in over 5 years. To implement this provision, HUD is waiving Section 3(a)(1) of the Act, as well as 24 CFR § 983.3 (definition of "total tenant payment" (TTP)) only to the extent necessary to allow for the phase-in of tenant rent increases. This policy must be in place at conversion and may not be modified after conversion.

The below method explains the set percentage-based phase-in an owner must follow according to the phase-in period established. All units converted under RAD will follow the five-year phase-in outlined below. For purposes of this section, "standard TTP" refers to the TTP calculated in accordance with regulations at 24 CFR §5.628 and the "most recently paid TTP" refers to the TTP recorded on line 9j of the family's most recent HUD Form 50058.

Five Year Phase in:

Year 1: Any recertification (interim or annual) performed prior to the second annual recertification after conversion – 20% of difference between most recently paid TTP and the standard TTP

Year 2: Year 2 AR and any IR prior to Year 3 AR – 25% of difference between most recently paid TTP and the standard TTP

Year 3: Year 3 AR and any IR prior to Year 4 AR – 33% of difference between most recently paid TTP and the standard TTP

Year 4: Year 4 AR and any IR prior to Year 5 AR – 50% of difference between most recently paid TTP and the standard TTP

Year 5 AR and all subsequent recertifications – Full standard TTP

Please Note: Once the standard TTP is equal to or less than the previous TTP, the phase-in ends and tenants will pay full TTP from that point forward.

As an MTW agency, DCHA has converted all of its households to biennial or triennial recertification cycles. For purposes of implementing the 5-year phase-in, impacted households will convert to an annual recertification until the calculated income-based TTP is reached. Once these households are on income-based TTP, the households will convert back to biennial or triennial recertification.

5. Public Housing Family Self Sufficiency (PH FSS) and Resident Opportunities and Self Sufficiency Service Coordinator (ROSS-SC) programs. Public Housing residents that are currently FSS participants will continue to be eligible for FSS once their housing is converted under RAD.

DCHA is allowed to use any FSS funds already awarded to serve those FSS participants who live in units converted by RAD. At the completion of the FSS grant, DCHA will follow the normal closeout procedures outlined in the grant agreement. If DCHA continues to run an FSS program that serves PH and/or HCV participants, DCHA will continue to be eligible (subject to NOFA requirements) to apply for FSS funding and may use that funding to serve PH, HCV and/or PBRA participants in its FSS program. Due to the program merger between PH FSS and HCV FSS that took place pursuant to the FY14 Appropriations Act (and was continued in the subsequent Appropriation Acts), no special provisions are required to continue serving FSS participants that live in public housing units converting to PBV under RAD.

DCHA will administer the agency's FSS program in accordance with FSS regulations at 24 CFR part 984, the participants' contracts of participation, and the alternative requirements established in the "Waivers and Alternative Requirements for the FSS Program" Federal Register notice, published on December 29, 2014, at 79 FR 78100.1 Further, upon conversion to PBV, already escrowed funds for FSS participants shall be transferred into the HCV escrow account and be considered TBRA funds, thus reverting to the HAP account if forfeited by the FSS participant.

If DCHA becomes a ROSS-SC grantees prior to RAD conversion of a site, DCHA will be able to finish out ROSS-SC grants once their housing is converted under RAD. However, once the property is converted, it will no longer be eligible to be counted towards the unit count for future ROSS-SC grants, nor will its residents be eligible to be served by future ROSS-SC grants.

6. Resident Participation and Funding. In accordance with HUD RAD provision, residents of RAD properties converting assistance to PBVs will have the right to establish and operate a resident organization for the purpose of addressing issues related to their living environment and be eligible for resident participation funding in accordance with current DCHA policies and HUD regulations.

7. Resident Procedural Rights. The following items will be incorporated into both the DCHA Administrative Plan and the owner's lease, which including the required tenancy addendum, as appropriate.

a. Termination Notification. As required under RAD, DCHA's termination process will provide adequate written notice of termination of the lease as outlined below:

i. A reasonable period of time, but not to exceed 30 days:
- If the health or safety of other tenants, PHA employees, or persons residing in the immediate vicinity of the premises is threatened; or
- In the event of any drug-related or violent criminal activity or any felony conviction;

ii. 14 days in the case of nonpayment of rent; and

iii. 30 days in any other case, except that if a State or local law provides for a shorter period of time, such shorter period shall apply.

b. Grievance Process

For issues related to tenancy and termination of assistance, DCHA will provide an opportunity for an informal hearing, as outlined in 24 CFR § 982.555. RAD will waive 24 CFR § 982.555(b) in part, which outlines when informal hearings are not required, and require that:

i. In addition to reasons that require an opportunity for an informal hearing given in 24 CFR § 982.555(a)(1)(i)-(vi), an opportunity for an informal hearing will be given to residents for any dispute that a resident may have with respect to the owner's action in accordance with the individual's lease or the contract administrator in accordance with RAD PBV requirements that adversely affect the resident's rights, obligations, welfare, or status.
- For any hearing required under 24 CFR § 982.555(a)(1)(i)-(vi), the contract administrator will perform the hearing, as is the current standard in the program.
- For any additional hearings required under RAD, the owner will perform the hearing.

ii. An informal hearing will not be required for class grievances or for disputes between residents not involving the owner or contract administrator. This hearing requirement shall not apply to and is not intended as a forum for initiating or negotiating policy changes between a group or groups of residents and the owner or contract administrator.

iii. The owner will give residents notice of their ability to request an informal hearing as outlined in 24 CFR § 982.555(c)(1) for informal hearings that will address circumstances that fall outside of the scope of 24 CFR 982.555(a)(1)(i)-(vi).

iv. The owner will provide opportunity for an informal hearing before an eviction. The DCHA Administrative Plan will include RAD hearing procedures.

8. Earned Income Disregard (EID). Tenants who are employed and are currently receiving the EID exclusion at the time of conversion will continue to receive the EID after conversion, in accordance with regulations at 24 CFR § 5.617. Upon the expiration of the EID for such families, the rent adjustment shall not be subject to rent phase-in, as described in Section 1.6.C.4; instead, the rent will automatically rise to the appropriate rent level based upon tenant income at that time.

Under the HCV program, the EID exclusion is limited to only persons with disabilities (24 CFR § 5.617(b)). In order to allow all tenants (including non-disabled persons) who are employed and currently receiving the EID at the time of conversion to continue to benefit from this exclusion in the PBV project, the provision in Section 5.617(b) limiting EID to only disabled persons is waived. The waiver and resulting alternative requirement only applies to tenants receiving the EID at the time of conversion. No other tenant (e.g. tenants who at one time received the EID but are not receiving the EID exclusion at the time of conversion due to loss of employment) is covered by this waiver.

9. When Total Tenant Payment Exceeds Gross Rent. Under normal PBV rules, the PHA may select an occupied unit to be included under the PBV HAP Contract only if the unit's occupants are eligible for housing assistance payments (24 CFR § 983.53(c)). Also, a PHA must remove a unit from the contract when no assistance has been paid for 365 days because the family's TTP has risen to a level that is equal to or greater than the contract rent, plus any utility allowance, for the unit (i.e., the Gross Rent)) (24 CFR § 983.258). Since the rent limitation under this Section of the Notice may result in a family's TTP equaling or exceeding the gross rent for the unit, for residents living in the Converting Project prior to conversion and who will return to the RAD property after conversion, HUD is waiving both of these provisions and requiring that the unit for such families be placed on and/or remain under the HAP Contract when TTP equals or exceeds the Gross Rent. Further, HUD is establishing the alternative requirement that until such time that the family's TTP falls below the gross rent, the rent to the owner for the unit will equal the lesser of (a) the family's TTP, less the Utility Allowance, or (b) any applicable maximum rent under LIHTC regulations. When the family's TTP falls below the gross rent, normal PBV rules shall apply. As necessary to implement this alternative provision, HUD is waiving the provisions of Section 8(o)(13)(H) of the Act and the implementing regulations at 24 CFR § 983.301 as modified by Section 1.6.B.5 of this Notice. In such cases, the resident is considered a participant under the program and all of the family obligations and protections under RAD and PBV apply to the resident. Likewise, all requirements with respect to the unit, such as compliance with the HQS requirements, apply as long as the unit is under HAP Contract. DCHA will process these individuals through the Form 50058 submodule in PIC.

Following conversion, 24 CFR § 983.53(d) applies, and any new families referred to the RAD PBV project will be initially eligible for a HAP payment at admission to the program, which means their TTP may not exceed the gross rent for the unit at that time. Further, DCHA will remove a unit from the contract when

no assistance has been paid for 365 days. If units are removed from the HAP contract because a new admission's TTP comes to equal or exceed the gross rent for the unit and if the project is fully assisted, DCHA will reinstate the unit after the family has vacated the property. If the project is partially assisted, the DCHA may substitute a different unit for the unit on the HAP contract in accordance with 24 CFR §983.207 or, where "floating" units have been permitted, Section 1.6.B.10 of this Notice.

10. Under-Occupied Unit. If a family is in an under-occupied unit under 24 CFR § 983.260 at the time of conversion, the family may remain in this unit until an appropriate-sized unit becomes available in the RAD property. When an appropriate sized unit becomes available in the RAD property, the family living in the under-occupied unit must move to the appropriate-sized unit within a reasonable period of time, as determined by the administering Voucher Agency. In order to allow the family to remain in the under-occupied unit until an appropriate-sized unit becomes available in the RAD property, 24 CFR § 983.260 is waived. MTW agencies may not modify this requirement.

PBV: Other Miscellaneous Provisions

1. **Access to Records, Including Requests for Information Related to Evaluation of Demonstration.** DCHA and the Project Owner will cooperate with any reasonable HUD request for data to support program evaluation, including but not limited to project financial statements, operating data, Choice-Mobility utilization, and rehabilitation work.

2. **Additional Monitoring Requirement.** DCHA's Board must approve the operating budget for the RAD property annually in accordance with HUD requirements.

3. **Establishment of Waiting List.** DCHA shall utilize the site-based waiting list(s) that exist at the time of conversion. For any applicants on the public housing waiting list that are likely to be ineligible for admission at a RAD property converting to PBV because the household's TTP is likely to exceed the RAD gross rent, the DCHA shall consider transferring such household, consistent with program requirements for administration of waiting lists, to the DCHA's remaining public housing waiting list(s) or to another voucher waiting list, in addition to transferring such household to the waiting list for the Covered Project.

   For RAD properties where transfer of assistance will be utilized, DCHA will notify existing waiting list applicants on how to apply they can apply for any new properties with site-based waiting lists.

   DCHA will maintain any site-based waiting list in accordance with all applicable civil rights and fair housing laws and regulations.

4. **Mandatory Insurance Coverage.** The RAD property shall maintain at all times commercially available property and liability insurance to protect the project from financial loss and, to the extent insurance proceeds permit, promptly restore, reconstruct, and/or repair any damaged or destroyed project property.

5. **Future Refinancing.** Project Owners must receive HUD approval for any refinancing or restructuring of secured debt during the HAP Contract term to ensure the financing is consistent with long-term preservation of the Covered Project. With respect to any financing contemplated at the time of conversion (including any permanent financing which is a conversion or take-out of construction financing), such consent may be evidenced through the RCC.

6. **Administrative Fees for Public Housing Conversions.** For the remainder of the Calendar Year in which

the HAP Contract becomes effective (i.e., the "year of conversion"), RAD PBV projects will be funded with public housing funds.

PHA's operating HCV program typically receive administrative fees for units under a HAP Contract, consistent with recent appropriation act references to "section 8(q) of the [United States Housing Act of 1937] and related appropriations act provisions in effect immediately before the Quality Housing and Work Responsibility Act of 1998" and 24 CFR § 982.152(b). During the year of conversion mentioned in the preceding paragraph, these provisions are waived. DCHA will not receive Section 8 administrative fees for PBV RAD units during the year of conversion.

After the year of conversion, the Section 8 ACC will be amended to include Section 8 funding that corresponds to the units covered by the Section 8 ACC. At that time, the regular Section 8 administrative fee funding provisions will apply.

Site Selection and Neighborhood Standards Review

DCHA certifies that the conversion of Greenleaf Senior to the RAD program complies with the site selection requirements for existing or rehabilitated housing set forth at 24 CFR § 983.57 (PBV), the Fair Housing Act, Title VI of the Civil Rights Act of 1964 including implementing regulations at 24 CFR § 1.4(b)(3), Section 504 of the Rehabilitation Act of 1973 including implementing regulations at 24 CFR § 8.4(b)(5), and the Americans with Disabilities Act.

Relocation Plan

For this RAD transaction, all residents will relocate within the Greenleaf Senior building to newly renovated units.. Thus, there will be no residents that are permanently relocated due to the ongoing renovations. DCHA does not expect any residents to be relocated off site through the entire renovation process. Similarly, there will be no tenants permanently relocated outside of the building during the completion of RAD work unless the resident chooses to request a transfer to another public housing property. To date DCHA has not offered a transfer outside of the building to any resident.

Significant Amendment Definition

As part of RAD, DCHA is redefining the definition of a substantial deviation from the MTW plan to exclude the following RAD-specific items:

a. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds;
b. Changes to the construction and rehabilitation plan for each approved RAD conversion; and
c. Changes to the financing structure for each approved RAD Conversion.

Appendix F: RAD Significant Amendment for Capper Senior I

The District of Columbia Housing Authority (DCHA) was a successful applicant in the Rental Assistance Demonstration (RAD). As a result, the DCHA will be converting 162 public housing units at Capper Senior I to Project Based Vouchers under the guidelines of PIH Notice 2019-32 and any successor Notices. Upon conversion to Project Based Vouchers, the Authority will adopt the resident rights, participation, waiting list and grievance procedures listed in Section 1.6 of PIH Notice 2019-32; and PIH Notice 2016-17. These resident rights, participation, waiting list and grievance procedures are appended to this Attachment. DCHA is not presently under a Voluntary Compliance Agreement or other agreement that will be adversely impacted by the RAD conversion, and confirms it will comply with all applicable fair housing and civil rights requirements. The agency's compliance with applicable fair housing and civil rights requirements will not be negatively impacted by conversion activities. Further, the conversion will comply with all applicable site selection and neighborhood reviews.

Upon conversion, DCHA's Capital Fund Budget will be reduced by the pro rata share of Public Housing Developments converted to RAD. DCHA may also borrow funds to address their capital needs. The total amount needed to address the capital needs will be informed by our Physical Conditions Assessment. DCHA expects there to be minimal improvements required for Capper Senior I. DCHA currently has approximately $0 in debt for Capper Senior I under the Capital Fund Financing Program and will be working with the lenders to address outstanding debt issues, which may result in additional reductions of capital funds. Regardless of any funding changes that may occur as a result of conversion under RAD, DCHA certifies that it will maintain compliance with the statutory requirement to serve substantially the same number of households.

Below, please find specific information related to the Public Housing Development(s) selected for RAD:

Name of Public Housing Development	PIC Development ID	Conversion Type (i.e. PBV or PBRA)	Transfer of Assistance
Capper Senior I	DC001005520	PBV	No
Total Units	**Pre-RAD Unit Type (i.e. Family, Senior, etc.)**	**Post-RAD Unit Type if Different (i.e. Family, Senior, etc.)**	**Capital Fund Allocation of Development**
162	Senior/Disabled	Senior/Disabled	$20,147
Bedroom Type	**Number of Units Pre-Conversion**	**Number of Units Post-Conversion**	**Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfiguration, etc.)**
One Bedroom	155	155	n/a
Two Bedroom	7	7	n/a
Three Bedroom	n/a	n/a	n/a
Four Bedroom	n/a	n/a	n/a
Five Bedroom	n/a	0	0*

Residents Rights, Participation, Waiting List and Grievance Procedures
Section 1.6 Special Provisions Affecting Conversions to Project Based Vouchers from PIH Notice 2012- 32, REV-3

The HUD RAD Notice (PIH-2012-32 (HA) H-2017-03, REV-3 and successor notices) and existing project based voucher policies outlined in the DCHA Administrative Plan and Admissions and Continued Occupancy Policy apply at the time of the conversion of Capper Senior I. DCHA has published RAD regulations amending the Administrative Plan and they are in effect.

PBV Resident Rights and Participation

1. No Re-screening of Tenants upon Conversion. Pursuant to the RAD statute, at conversion, current households are not subject to rescreening, income eligibility, or income targeting provisions. Consequently, current households will be grandfathered for conditions that occurred prior to conversion but will be subject to any ongoing eligibility requirements for actions that occur after conversion. For example, a unit with a household that was over income at time of conversion would continue to be treated as an assisted unit. Thus, 24 CFR
§ 982.201, concerning eligibility and targeting, will not apply for current households. Once that remaining household moves out, the unit must be leased to an eligible family.

2. Right to Return. Any residents that may need to be temporarily relocated to facilitate rehabilitation or construction will have a right to return to an assisted unit at the development once rehabilitation or construction is completed. Where the transfer of assistance to a new site is warranted and approved (see Section 1.6.B.7 and Section 1.7.A.8 on conditions warranting a transfer of assistance), residents of the converting development will have the right to reside in an assisted unit at the new site once rehabilitation or construction is complete. Residents of a development undergoing conversion of assistance may voluntarily accept a DCHA or Owner's offer to permanently relocate to another assisted unit, and thereby waive their right to return to the development after rehabilitation or construction is completed.

3. Renewal of Lease. Under RAD, DCHA or the owner must renew all leases upon lease expiration, unless cause exists. Consequently, 24 CFR § 983.257(b)(3) will not apply. This provision will be incorporated by the PBV owner into the tenant lease or tenancy addendum, as appropriate.

4. Phase-in of Tenant Rent Increases. If a tenant's monthly rent increases by more than the greater of 10 percent or $25 purely as a result of conversion, the rent increase will be phased in over 5 years. To implement this provision, HUD is waiving Section 3(a)(1) of the Act, as well as 24 CFR § 983.3 (definition of "total tenant payment" (TTP)) only to the extent necessary to allow for the phase-in of tenant rent increases. This policy must be in place at conversion and may not be modified after conversion.

The below method explains the set percentage-based phase-in an owner must follow according to the phase-in period established. All units converted under RAD will follow the five-year phase-in outlined below. For purposes of this section, "standard TTP" refers to the TTP calculated in accordance with regulations at 24 CFR §5.628 and the "most recently paid TTP" refers to the TTP recorded on line 9j of the family's most recent HUD Form 50058.

Five Year Phase in:

Year 1: Any recertification (interim or annual) performed prior to the second annual recertification after conversion – 20% of difference between most recently paid TTP and the standard TTP

Year 2: Year 2 AR and any IR prior to Year 3 AR – 25% of difference between most recently paid TTP and the standard TTP

Year 3: Year 3 AR and any IR prior to Year 4 AR – 33% of difference between most recently paid TTP and the standard TTP

Year 4: Year 4 AR and any IR prior to Year 5 AR – 50% of difference between most recently paid TTP and the standard TTP

Year 5 AR and all subsequent recertifications – Full standard TTP

Please Note: Once the standard TTP is equal to or less than the previous TTP, the phase-in ends and tenants will pay full TTP from that point forward.

As an MTW agency, DCHA has converted all of its households to biennial or triennial recertification cycles. For purposes of implementing the 5-year phase-in, impacted households will convert to an annual recertification until the calculated income-based TTP is reached. Once these households are on income-based TTP, the households will convert back to biennial or triennial recertification.

5. Public Housing Family Self Sufficiency (PH FSS) and Resident Opportunities and Self Sufficiency Service Coordinator (ROSS-SC) programs. Public Housing residents that are currently FSS participants will continue to be eligible for FSS once their housing is converted under RAD.

DCHA is allowed to use any FSS funds already awarded to serve those FSS participants who live in units converted by RAD. At the completion of the FSS grant, DCHA will follow the normal closeout procedures outlined in the grant agreement. If DCHA continues to run an FSS program that serves PH and/or HCV participants, DCHA will continue to be eligible (subject to NOFA requirements) to apply for FSS funding and may use that funding to serve PH, HCV and/or PBRA participants in its FSS program. Due to the program merger between PH FSS and HCV FSS that took place pursuant to the FY14 Appropriations Act (and was continued in the subsequent Appropriation Acts), no special provisions are required to continue serving FSS participants that live in public housing units converting to PBV under RAD.

DCHA will administer the agency's FSS program in accordance with FSS regulations at 24 CFR part 984, the participants' contracts of participation, and the alternative requirements established in the "Waivers and Alternative Requirements for the FSS Program" Federal Register notice, published on December 29, 2014, at 79 FR 78100.1 Further, upon conversion to PBV, already escrowed funds for FSS participants shall be transferred into the HCV escrow account and be considered TBRA funds, thus reverting to the HAP account if forfeited by the FSS participant.

If DCHA becomes a ROSS-SC grantees prior to RAD conversion of a site, DCHA will be able to finish out ROSS-SC grants once their housing is converted under RAD. However, once the property is converted, it will no longer be eligible to be counted towards the unit count for future ROSS-SC grants, nor will its residents be eligible to be served by future ROSS-SC grants.

6.Resident Participation and Funding. In accordance with HUD RAD provision, residents of RAD properties converting assistance to PBVs will have the right to establish and operate a resident organization for the purpose of addressing issues related to their living environment and be eligible for resident participation funding in accordance with current DCHA policies and HUD regulations.

7. Resident Procedural Rights. The following items will be incorporated into both the DCHA Administrative Plan and the owner's lease, which including the required tenancy addendum, as appropriate.

a. Termination Notification. As required under RAD, DCHA's termination process will provide adequate written notice of termination of the lease as outlined below:

i. A reasonable period of time, but not to exceed 30 days:
- If the health or safety of other tenants, PHA employees, or persons residing in the immediate vicinity of the premises is threatened; or
- In the event of any drug-related or violent criminal activity or any felony conviction;

ii. 14 days in the case of nonpayment of rent; and

iii. 30 days in any other case, except that if a State or local law provides for a shorter period of time, such shorter period shall apply.

b. Grievance Process

For issues related to tenancy and termination of assistance, DCHA will provide an opportunity for an informal hearing, as outlined in 24 CFR § 982.555. RAD will waive 24 CFR § 982.555(b) in part, which outlines when informal hearings are not required, and require that:

v. In addition to reasons that require an opportunity for an informal hearing given in 24 CFR § 982.555(a)(1)(i)-(vi), an opportunity for an informal hearing will be given to residents for any dispute that a resident may have with respect to the owner's action in accordance with the individual's lease or the contract administrator in accordance with RAD PBV requirements that adversely affect the resident's rights, obligations, welfare, or status.
- For any hearing required under 24 CFR § 982.555(a)(1)(i)-(vi), the contract administrator will perform the hearing, as is the current standard in the program.
- For any additional hearings required under RAD, the owner will perform the hearing.

vi. An informal hearing will not be required for class grievances or for disputes between residents not involving the owner or contract administrator. This hearing requirement shall not apply to and is not intended as a forum for initiating or negotiating policy changes between a group or groups of residents and the owner or contract administrator.

vii. The owner will give residents notice of their ability to request an informal hearing as outlined in 24 CFR § 982.555(c)(1) for informal hearings that will address circumstances that fall outside of the scope of 24 CFR 982.555(a)(1)(i)-(vi).

viii. The owner will provide opportunity for an informal hearing before an eviction. The DCHA Administrative Plan will include RAD hearing procedures.

8. Earned Income Disregard (EID). Tenants who are employed and are currently receiving the EID exclusion at the time of conversion will continue to receive the EID after conversion, in accordance with regulations at 24 CFR § 5.617. Upon the expiration of the EID for such families, the rent adjustment shall not be subject to rent phase-in, as described in Section 1.6.C.4; instead, the rent will automatically rise to the appropriate rent level based upon tenant income at that time.

Under the HCV program, the EID exclusion is limited to only persons with disabilities (24 CFR § 5.617(b)). In order to allow all tenants (including non-disabled persons) who are employed and currently receiving the EID at the time of conversion to continue to benefit from this exclusion in the PBV project, the provision in Section 5.617(b) limiting EID to only disabled persons is waived. The waiver and resulting alternative requirement only applies to tenants receiving the EID at the time of conversion. No other tenant (e.g. tenants who at one time received the EID but are not receiving the EID exclusion at the time of conversion due to loss of employment) is covered by this waiver.

9. When Total Tenant Payment Exceeds Gross Rent. Under normal PBV rules, the PHA may select an occupied unit to be included under the PBV HAP Contract only if the unit's occupants are eligible for housing assistance payments (24 CFR § 983.53(c)). Also, a PHA must remove a unit from the contract when no assistance has been paid for 365 days because the family's TTP has risen to a level that is equal to or greater than the contract rent, plus any utility allowance, for the unit (i.e., the Gross Rent)) (24 CFR § 983.258). Since the rent limitation under this Section of the Notice may result in a family's TTP equaling or exceeding the gross rent for the unit, for residents living in the Converting Project prior to conversion and who will return to the RAD property after conversion, HUD is waiving both of these provisions and requiring that the unit for such families be placed on and/or remain under the HAP Contract when TTP equals or exceeds the Gross Rent. Further, HUD is establishing the alternative requirement that until such time that the family's TTP falls below the gross rent, the rent to the owner for the unit will equal the lesser of (a) the family's TTP, less the Utility Allowance, or (b) any applicable maximum rent under LIHTC regulations. When the family's TTP falls below the gross rent, normal PBV rules shall apply. As necessary to implement this alternative provision, HUD is waiving the provisions of Section 8(o)(13)(H) of the Act and the implementing regulations at 24 CFR § 983.301 as modified by Section 1.6.B.5 of this Notice. In such cases, the resident is considered a participant under the program and all of the family obligations and protections under RAD and PBV apply to the resident. Likewise, all requirements with respect to the unit, such as compliance with the HQS requirements, apply as long as the unit is under HAP Contract. DCHA will process these individuals through the Form 50058 submodule in PIC.

Following conversion, 24 CFR § 983.53(d) applies, and any new families referred to the RAD PBV project will be initially eligible for a HAP payment at admission to the program, which means their TTP may not exceed the gross rent for the unit at that time. Further, DCHA will remove a unit from the contract when no assistance has been paid for 365 days. If units are removed from the HAP contract because a new admission's TTP comes to equal or exceed the gross rent for the unit and if the project is fully assisted, DCHA will reinstate the unit after the family has vacated the property. If the project is partially assisted, the DCHA may substitute a different unit for the unit on the HAP contract in accordance with 24 CFR §983.207 or, where "floating" units have been permitted, Section 1.6.B.10 of this Notice.

10. Under-Occupied Unit. If a family is in an under-occupied unit under 24 CFR § 983.260 at the time of conversion, the family may remain in this unit until an appropriate-sized unit becomes available in the RAD property. When an appropriate sized unit becomes available in the RAD property, the family living in the under-occupied unit must move to the appropriate-sized unit within a reasonable period of time, as determined by the administering Voucher Agency. In order to allow the family to remain in the under-occupied unit until an appropriate-sized unit becomes available in the RAD property, 24 CFR § 983.260 is waived. MTW agencies may not modify this requirement.

PBV: Other Miscellaneous Provisions

7. **Access to Records, Including Requests for Information Related to Evaluation of Demonstration.** DCHA and the Project Owner will cooperate with any reasonable HUD request for data to support program

evaluation, including but not limited to project financial statements, operating data, Choice-Mobility utilization, and rehabilitation work.

8. **Additional Monitoring Requirement.** DCHA's Board must approve the operating budget for the RAD property annually in accordance with HUD requirements.

9. **Establishment of Waiting List.** DCHA shall utilize the site-based waiting list(s) that exist at the time of conversion. For any applicants on the public housing waiting list that are likely to be ineligible for admission at a RAD property converting to PBV because the household's TTP is likely to exceed the RAD gross rent, the DCHA shall consider transferring such household, consistent with program requirements for administration of waiting lists, to the DCHA's remaining public housing waiting list(s) or to another voucher waiting list, in addition to transferring such household to the waiting list for the Covered Project.

   For RAD properties where transfer of assistance will be utilized, DCHA will notify existing waiting list applicants on how to apply they can apply for any new properties with site-based waiting lists.

   DCHA will maintain any site-based waiting list in accordance with all applicable civil rights and fair housing laws and regulations.

10. **Mandatory Insurance Coverage.** The RAD property shall maintain at all times commercially available property and liability insurance to protect the project from financial loss and, to the extent insurance proceeds permit, promptly restore, reconstruct, and/or repair any damaged or destroyed project property.

11. **Future Refinancing.** Project Owners must receive HUD approval for any refinancing or restructuring of secured debt during the HAP Contract term to ensure the financing is consistent with long-term preservation of the Covered Project. With respect to any financing contemplated at the time of conversion (including any permanent financing which is a conversion or take-out of construction financing), such consent may be evidenced through the RCC.

12. **Administrative Fees for Public Housing Conversions.** For the remainder of the Calendar Year in which the HAP Contract becomes effective (i.e., the "year of conversion"), RAD PBV projects will be funded with public housing funds.

    PHA's operating HCV program typically receive administrative fees for units under a HAP Contract, consistent with recent appropriation act references to "section 8(q) of the [United States Housing Act of 1937] and related appropriations act provisions in effect immediately before the Quality Housing and Work Responsibility Act of 1998" and 24 CFR § 982.152(b). During the year of conversion mentioned in the preceding paragraph, these provisions are waived. DCHA will not receive Section 8 administrative fees for PBV RAD units during the year of conversion.

    After the year of conversion, the Section 8 ACC will be amended to include Section 8 funding that corresponds to the units covered by the Section 8 ACC. At that time, the regular Section 8 administrative fee funding provisions will apply.

Site Selection and Neighborhood Standards Review

DCHA certifies that the conversion of Capper Senior I to the RAD program complies with the site selection requirements for existing or rehabilitated housing set forth at 24 CFR § 983.57 (PBV), the Fair Housing Act, Title VI of the Civil Rights Act of 1964 including implementing regulations at 24 CFR § 1.4(b)(3), Section 504

of the Rehabilitation Act of 1973 including implementing regulations at 24 CFR § 8.4(b)(5), and the Americans with Disabilities Act.

Relocation Plan
Relocation will not be necessary since there is no need for construction/rehabilitation after the conversion.

Significant Amendment Definition
As part of RAD, DCHA is redefining the definition of a substantial deviation from the MTW plan to exclude the following RAD-specific items:

a. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds;
b. Changes to the construction and rehabilitation plan for each approved RAD conversion; and
c. Changes to the financing structure for each approved RAD Conversion.

Appendix G: RAD Significant Amendment for Henson I

The District of Columbia Housing Authority (DCHA) seeks to rehabilitate Henson I through the Rental Assistance Demonstration (RAD). As a result, the DCHA will be converting 68 public housing units at Henson I to Project Based Vouchers under the guidelines of PIH Notice 2019-32 and any successor Notices. Upon conversion to Project Based Vouchers, the Authority will adopt the resident rights, participation, waiting list and grievance procedures listed in Section 1.6 of PIH Notice 2019-32; and PIH Notice 2016-17. These resident rights, participation, waiting list and grievance procedures are appended to this Attachment. DCHA is not presently under a Voluntary Compliance Agreement or other agreement that will be adversely impacted by the RAD conversion, and confirms it will comply with all applicable fair housing and civil rights requirements. The agency's compliance with applicable fair housing and civil rights requirements will not be negatively impacted by conversion activities. Further, the conversion will comply with all applicable site selection and neighborhood reviews.

HUD crafted the RAD program as a response to fill the growing gap between decreasing federal funding and increasing capital needs of public housing units and is an important tool for achieving DCHA's Transformation Plan. The program allows DCHA to utilize non-federal funding opportunities to advance major renovations and stabilize properties for long-term viability so that DCHA can achieve its goal of providing healthy and sustainability communities for our resident populations.

Upon conversion, DCHA's Capital Fund Budget will be reduced by the pro rata share of Public Housing Developments converted to RAD. DCHA may also borrow funds to address their capital needs. The total amount needed to address the capital needs will be informed by our Physical Conditions Assessment and the agency's ability to leverage additional financial resources that may be necessary for the transaction. DCHA expects there to be minimal improvements required for Henson Ridge I. DCHA currently has approximately $0 in debt for Henson I under the Capital Fund Financing Program and will be working with the lenders to address outstanding debt issues, which may result in additional reductions of capital funds. Regardless of any funding changes that may occur as a result of conversion under RAD, DCHA certifies that it will maintain compliance with the statutory requirement to serve substantially the same number of households.

RAD requirements include important resident protections and rights such as: guaranteed right to return to the property without rescreening, no change to residents' rent formula (remains at 30% of adjusted income), full relocation assistance during the construction phase, and continued funding of the Resident Councils after conversion.

Below, please find specific information related to the Public Housing Development(s) selected for RAD:

Name of Public Housing Development	PIC Development ID	Conversion Type (i.e. PBV or PBRA)	Transfer of Assistance
Henson I	001005200	PBV	No
Total Units	**Pre-RAD Unit Type (i.e. Family, Senior, etc.)**	**Post-RAD Unit Type if Different (i.e. Family, Senior, etc.)**	**Capital Fund Allocation of Development**
68	Family	Family	$24,663

Bedroom Type	Number of Units Pre-Conversion	Number of Units Post-Conversion	Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfiguration, etc.)
One Bedroom	13	13	0
Two Bedroom	16	16	0
Three Bedroom	17	17	0
Four Bedroom	15	15	0
Five Bedroom	7	7	0

Residents Rights, Participation, Waiting List and Grievance Procedures
Section 1.6 Special Provisions Affecting Conversions to Project Based Vouchers from PIH Notice 2012- 32, REV-3

The HUD RAD Notice (PIH-2012-32 (HA) H-2017-03, REV-3 and successor notices) and existing project based voucher policies outlined in the DCHA Administrative Plan and Admissions and Continued Occupancy Policy apply at the time of the conversion of Henson I. DCHA has published RAD regulations amending the Administrative Plan and they are in effect.

PBV Resident Rights and Participation

1. No Re-screening of Tenants upon Conversion. Pursuant to the RAD statute, at conversion, current households are not subject to rescreening, income eligibility, or income targeting provisions. Consequently, current households will be grandfathered for conditions that occurred prior to conversion but will be subject to any ongoing eligibility requirements for actions that occur after conversion. For example, a unit with a household that was over income at time of conversion would continue to be treated as an assisted unit. Thus, 24 CFR
§ 982.201, concerning eligibility and targeting, will not apply for current households. Once that remaining household moves out, the unit must be leased to an eligible family.

2. Right to Return. Any residents that may need to be temporarily relocated to facilitate rehabilitation or construction will have a right to return to an assisted unit at the development once rehabilitation or construction is completed. Where the transfer of assistance to a new site is warranted and approved (see Section 1.6.B.7 and Section 1.7.A.8 on conditions warranting a transfer of assistance), residents of the converting development will have the right to reside in an assisted unit at the new site once rehabilitation or construction is complete. Residents of a development undergoing conversion of assistance may voluntarily accept a DCHA or Owner's offer to permanently relocate to another assisted unit, and thereby waive their right to return to the development after rehabilitation or construction is completed.

3. Renewal of Lease. Under RAD, DCHA or the owner must renew all leases upon lease expiration, unless cause exists. Consequently, 24 CFR § 983.257(b)(3) will not apply. This provision will be incorporated by the PBV owner into the tenant lease or tenancy addendum, as appropriate.

4. Phase-in of Tenant Rent Increases. If a tenant's monthly rent increases by more than the greater of 10 percent or $25 purely as a result of conversion, the rent increase will be phased in over 5 years. To implement this provision, HUD is waiving Section 3(a)(1) of the Act, as well as 24 CFR § 983.3 (definition of

"total tenant payment" (TTP)) only to the extent necessary to allow for the phase-in of tenant rent increases. This policy must be in place at conversion and may not be modified after conversion.

The below method explains the set percentage-based phase-in an owner must follow according to the phase-in period established. All units converted under RAD will follow the five-year phase-in outlined below. For purposes of this section, "standard TTP" refers to the TTP calculated in accordance with regulations at 24 CFR §5.628 and the "most recently paid TTP" refers to the TTP recorded on line 9j of the family's most recent HUD Form 50058.

Five Year Phase in:

Year 1: Any recertification (interim or annual) performed prior to the second annual recertification after conversion – 20% of difference between most recently paid TTP and the standard TTP

Year 2: Year 2 AR and any IR prior to Year 3 AR – 25% of difference between most recently paid TTP and the standard TTP

Year 3: Year 3 AR and any IR prior to Year 4 AR – 33% of difference between most recently paid TTP and the standard TTP

Year 4: Year 4 AR and any IR prior to Year 5 AR – 50% of difference between most recently paid TTP and the standard TTP

Year 5 AR and all subsequent recertifications – Full standard TTP

Please Note: Once the standard TTP is equal to or less than the previous TTP, the phase-in ends and tenants will pay full TTP from that point forward.

As an MTW agency, DCHA has converted all of its households to biennial or triennial recertification cycles. For purposes of implementing the 5-year phase-in, impacted households will convert to an annual recertification until the calculated income-based TTP is reached. Once these households are on income-based TTP, the households will convert back to biennial or triennial recertification.

5. Public Housing Family Self Sufficiency (PH FSS) and Resident Opportunities and Self Sufficiency Service Coordinator (ROSS-SC) programs. Public Housing residents that are currently FSS participants will continue to be eligible for FSS once their housing is converted under RAD.

DCHA is allowed to use any FSS funds already awarded to serve those FSS participants who live in units converted by RAD. At the completion of the FSS grant, DCHA will follow the normal closeout procedures outlined in the grant agreement. If DCHA continues to run an FSS program that serves PH and/or HCV participants, DCHA will continue to be eligible (subject to NOFA requirements) to apply for FSS funding and may use that funding to serve PH, HCV and/or PBRA participants in its FSS program. Due to the program merger between PH FSS and HCV FSS that took place pursuant to the FY14 Appropriations Act (and was continued in the subsequent Appropriation Acts), no special provisions are required to continue serving FSS participants that live in public housing units converting to PBV under RAD.

DCHA will administer the agency's FSS program in accordance with FSS regulations at 24 CFR part 984, the participants' contracts of participation, and the alternative requirements established in the "Waivers and Alternative Requirements for the FSS Program" Federal Register notice, published on December 29, 2014, at 79 FR 78100.1 Further, upon conversion to PBV, already escrowed funds for FSS participants shall be

transferred into the HCV escrow account and be considered TBRA funds, thus reverting to the HAP account if forfeited by the FSS participant.

If DCHA becomes a ROSS-SC grantees prior to RAD conversion of a site, DCHA will be able to finish out ROSS-SC grants once their housing is converted under RAD. However, once the property is converted, it will no longer be eligible to be counted towards the unit count for future ROSS-SC grants, nor will its residents be eligible to be served by future ROSS-SC grants.

6. Resident Participation and Funding. In accordance with HUD RAD provision, residents of RAD properties converting assistance to PBVs will have the right to establish and operate a resident organization for the purpose of addressing issues related to their living environment and be eligible for resident participation funding in accordance with current DCHA policies and HUD regulations.

7. Resident Procedural Rights. The following items will be incorporated into both the DCHA Administrative Plan and the owner's lease, which including the required tenancy addendum, as appropriate.

a. Termination Notification. As required under RAD, DCHA's termination process will provide adequate written notice of termination of the lease as outlined below:

i. A reasonable period of time, but not to exceed 30 days:
- If the health or safety of other tenants, PHA employees, or persons residing in the immediate vicinity of the premises is threatened; or
- In the event of any drug-related or violent criminal activity or any felony conviction;

ii. 14 days in the case of nonpayment of rent; and

iii. 30 days in any other case, except that if a State or local law provides for a shorter period of time, such shorter period shall apply.

b. Grievance Process

For issues related to tenancy and termination of assistance, DCHA will provide an opportunity for an informal hearing, as outlined in 24 CFR § 982.555. RAD will waive 24 CFR § 982.555(b) in part, which outlines when informal hearings are not required, and require that:

ix. In addition to reasons that require an opportunity for an informal hearing given in 24 CFR § 982.555(a)(1)(i)-(vi), an opportunity for an informal hearing will be given to residents for any dispute that a resident may have with respect to the owner's action in accordance with the individual's lease or the contract administrator in accordance with RAD PBV requirements that adversely affect the resident's rights, obligations, welfare, or status.
- For any hearing required under 24 CFR § 982.555(a)(1)(i)-(vi), the contract administrator will perform the hearing, as is the current standard in the program.
- For any additional hearings required under RAD, the owner will perform the hearing.

x. An informal hearing will not be required for class grievances or for disputes between residents not involving the owner or contract administrator. This hearing requirement shall not apply to and is not intended as a forum for initiating or negotiating policy changes between a group or groups of residents and the owner or contract administrator.

xi. The owner will give residents notice of their ability to request an informal hearing as outlined in 24 CFR § 982.555(c)(1) for informal hearings that will address circumstances that fall outside of the scope of 24 CFR 982.555(a)(1)(i)-(vi).

xii. The owner will provide opportunity for an informal hearing before an eviction. The DCHA Administrative Plan will include RAD hearing procedures.

8. Earned Income Disregard (EID). Tenants who are employed and are currently receiving the EID exclusion at the time of conversion will continue to receive the EID after conversion, in accordance with regulations at 24 CFR § 5.617. Upon the expiration of the EID for such families, the rent adjustment shall not be subject to rent phase-in, as described in Section 1.6.C.4; instead, the rent will automatically rise to the appropriate rent level based upon tenant income at that time.

Under the HCV program, the EID exclusion is limited to only persons with disabilities (24 CFR § 5.617(b)). In order to allow all tenants (including non-disabled persons) who are employed and currently receiving the EID at the time of conversion to continue to benefit from this exclusion in the PBV project, the provision in Section 5.617(b) limiting EID to only disabled persons is waived. The waiver and resulting alternative requirement only applies to tenants receiving the EID at the time of conversion. No other tenant (e.g. tenants who at one time received the EID but are not receiving the EID exclusion at the time of conversion due to loss of employment) is covered by this waiver.

9. When Total Tenant Payment Exceeds Gross Rent. Under normal PBV rules, the PHA may select an occupied unit to be included under the PBV HAP Contract only if the unit's occupants are eligible for housing assistance payments (24 CFR § 983.53(c)). Also, a PHA must remove a unit from the contract when no assistance has been paid for 365 days because the family's TTP has risen to a level that is equal to or greater than the contract rent, plus any utility allowance, for the unit (i.e., the Gross Rent)) (24 CFR § 983.258). Since the rent limitation under this Section of the Notice may result in a family's TTP equaling or exceeding the gross rent for the unit, for residents living in the Converting Project prior to conversion and who will return to the RAD property after conversion, HUD is waiving both of these provisions and requiring that the unit for such families be placed on and/or remain under the HAP Contract when TTP equals or exceeds the Gross Rent. Further, HUD is establishing the alternative requirement that until such time that the family's TTP falls below the gross rent, the rent to the owner for the unit will equal the lesser of (a) the family's TTP, less the Utility Allowance, or (b) any applicable maximum rent under LIHTC regulations. When the family's TTP falls below the gross rent, normal PBV rules shall apply. As necessary to implement this alternative provision, HUD is waiving the provisions of Section 8(o)(13)(H) of the Act and the implementing regulations at 24 CFR § 983.301 as modified by Section 1.6.B.5 of this Notice. In such cases, the resident is considered a participant under the program and all of the family obligations and protections under RAD and PBV apply to the resident. Likewise, all requirements with respect to the unit, such as compliance with the HQS requirements, apply as long as the unit is under HAP Contract. DCHA will process these individuals through the Form 50058 submodule in PIC.

Following conversion, 24 CFR § 983.53(d) applies, and any new families referred to the RAD PBV project will be initially eligible for a HAP payment at admission to the program, which means their TTP may not exceed the gross rent for the unit at that time. Further, DCHA will remove a unit from the contract when no assistance has been paid for 365 days. If units are removed from the HAP contract because a new admission's TTP comes to equal or exceed the gross rent for the unit and if the project is fully assisted, DCHA will reinstate the unit after the family has vacated the property. If the project is partially assisted, the DCHA may substitute a different unit for the unit on the HAP contract in accordance with 24 CFR §983.207 or, where "floating" units have been permitted, Section 1.6.B.10 of this Notice.

10. Under-Occupied Unit. If a family is in an under-occupied unit under 24 CFR § 983.260 at the time of conversion, the family may remain in this unit until an appropriate-sized unit becomes available in the RAD property. When an appropriate sized unit becomes available in the RAD property, the family living in the under-occupied unit must move to the appropriate-sized unit within a reasonable period of time, as determined by the administering Voucher Agency. In order to allow the family to remain in the under-occupied unit until an appropriate-sized unit becomes available in the RAD property, 24 CFR § 983.260 is waived. MTW agencies may not modify this requirement.

PBV: Other Miscellaneous Provisions

13. **Access to Records, Including Requests for Information Related to Evaluation of Demonstration.** DCHA and the Project Owner will cooperate with any reasonable HUD request for data to support program evaluation, including but not limited to project financial statements, operating data, Choice-Mobility utilization, and rehabilitation work.

14. **Additional Monitoring Requirement.** DCHA's Board must approve the operating budget for the RAD property annually in accordance with HUD requirements.

15. **Establishment of Waiting List.** DCHA shall utilize the site-based waiting list(s) that exist at the time of conversion. For any applicants on the public housing waiting list that are likely to be ineligible for admission at a RAD property converting to PBV because the household's TTP is likely to exceed the RAD gross rent, the DCHA shall consider transferring such household, consistent with program requirements for administration of waiting lists, to the DCHA's remaining public housing waiting list(s) or to another voucher waiting list, in addition to transferring such household to the waiting list for the Covered Project.

    For RAD properties where transfer of assistance will be utilized, DCHA will notify existing waiting list applicants on how to apply they can apply for any new properties with site-based waiting lists.

    DCHA will maintain any site-based waiting list in accordance with all applicable civil rights and fair housing laws and regulations.

16. **Mandatory Insurance Coverage.** The RAD property shall maintain at all times commercially available property and liability insurance to protect the project from financial loss and, to the extent insurance proceeds permit, promptly restore, reconstruct, and/or repair any damaged or destroyed project property.

17. **Future Refinancing.** Project Owners must receive HUD approval for any refinancing or restructuring of secured debt during the HAP Contract term to ensure the financing is consistent with long-term preservation of the Covered Project. With respect to any financing contemplated at the time of conversion (including any permanent financing which is a conversion or take-out of construction financing), such consent may be evidenced through the RCC.

18. **Administrative Fees for Public Housing Conversions.** For the remainder of the Calendar Year in which the HAP Contract becomes effective (i.e., the "year of conversion"), RAD PBV projects will be funded with public housing funds.

PHA's operating HCV program typically receive administrative fees for units under a HAP Contract, consistent with recent appropriation act references to "section 8(q) of the [United States Housing Act of 1937] and related appropriations act provisions in effect immediately before the Quality Housing and Work Responsibility Act of 1998" and 24 CFR § 982.152(b). During the year of conversion mentioned in the preceding paragraph, these provisions are waived. DCHA will not receive Section 8 administrative fees for PBV RAD units during the year of conversion.

After the year of conversion, the Section 8 ACC will be amended to include Section 8 funding that corresponds to the units covered by the Section 8 ACC. At that time, the regular Section 8 administrative fee funding provisions will apply.

Site Selection and Neighborhood Standards Review

DCHA certifies that the conversion of Henson I to the RAD program complies with the site selection requirements for existing or rehabilitated housing set forth at 24 CFR § 983.57 (PBV), the Fair Housing Act, Title VI of the Civil Rights Act of 1964 including implementing regulations at 24 CFR § 1.4(b)(3), Section 504 of the Rehabilitation Act of 1973 including implementing regulations at 24 CFR § 8.4(b)(5), and the Americans with Disabilities Act.

Relocation Plan

For this RAD transaction, all residents will relocate within the Henson I community to newly renovated units. Thus, there will be no residents that are permanently relocated due to the ongoing renovations. DCHA does not expect any residents to be relocated off site through the entire renovation process. However, in the event that a temporary relocation off site is necessary DCHA will assist with the relocation efforts and cover all relocation related expenses. Similarly, there will be no tenants permanently relocated outside of the Henson I community during the completion of RAD work unless the resident chooses to request a transfer to another public housing property. To date DCHA has not offered a transfer outside of the Henson I community to any resident.

Significant Amendment Definition

As part of RAD, DCHA is redefining the definition of a substantial deviation from the MTW plan to exclude the following RAD-specific items:

a. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds;
b. Changes to the construction and rehabilitation plan for each approved RAD conversion; and
c. Changes to the financing structure for each approved RAD Conversion.

DISTRICT OF COLUMBIA HOUSING AUTHORITY

300 7th St SW, 10th Floor · Washington, DC 20024 · (202) 535-1000 · dchousing.org

District of Columbia Housing Authority

D.C. Housing Authority

D.C. Housing Authority

D.C. Housing Authority

DC Housing Authority

Raymond Skinner · Denise Blackson · Leroy Clayy III
Rosa Burbridge · James Dickerson · Ronnie Harris · Katrina D. Jones
Melissa Lee · Christopher Murphy · Jennifer Reed · Theresa Silla

Keith L. Pettigrew, Executive Director

FY2025 Performance Oversight
DCHA Response to Pre Hearing Questions

Finding	Recommendations, Findings & Observations	HUD Closed
Governance Findings 1 - 14	R	Closed
PH1 - Update ACOP	F	Open
PH2 - Implement safeguards to protect applicant and participant information	F	Closed
PH3 - VAWA compliance	F	Closed
PH4 - Over-income policy	F	Closed
PH5 - Flat rents by tenants	F	Closed
PH6 - Flat rent schedule	F	Closed
PH7 - Pet policy	F	Closed
PH8 - Community Service & Self-Sufficiency Requirements	F	Closed
PH9 - Minimum Rent Policy Compliance	F	Closed
PH10 - Language Access	F	Closed
PH11 - PH occupancy by police officers and resident employees	F	Closed
PH12 - Designated Housing Plan	F	Closed
PH13 - Occupancy compliance with policies, HUD regs & MTW Status	F	Closed
PH14 - Tenant Selection	F	Open
PH14a - Selection Methodology	F	Open
PH15 - Criminal record screening	F	Closed
PH16 - Sex offender registry	F	Closed
PH17 - Record retention	F	Closed
PH18 - Maintaining tenant files	F	Closed
PH19 - Enterprise Income Verification (EIV)	F	Closed
PH20 - Timely submission of data in IMS-PIC	F	Closed
PH21 - Tenant security deposits	F	Closed
PH22 - Collecting delinquent rents/rent collection	F	Closed
PH23 - Annual re-examinations	F	Closed
PH24 - Rent calculations	F	Closed
PH25 - Following leases	F	Closed
PH26 - Annual inspections	F	Closed
PH27 - Reasonable accommodations	F	Open
PH28 - Crime	F	Closed
OPH 1 - Exterior door locks	O	Closed
PH29 - Boiler room maintenance	F	Closed
PH30 - Vacant units with safety hazards	F	Closed

FY2025 Performance Oversight
DCHA Response to Pre Hearing Questions

Finding	Recommendations, Findings & Observations	HUD Closed
PH31 - Preventative maintenance, unit turnaround, work orders	F	Closed
PH32 - Aging infrastructure	F	Closed
P1 - Procurement policy	F	Closed
P2 - Multiple Awards from Single Procurement Action	F	Closed
P3 - HD Supply Facilities Maintenance	F	Closed
P4 - Local preferences	F	Closed
P5 - Hotel payments	F	Closed
P6 - Delegation of authority for procurement actions	F	Closed
PR1 - Integrity Monitoring	R	Closed
Observation P1 - Verbosity	O	Closed
Observation P2 - Moya	O	Closed
Observation P3 - K95	O	Closed
HCV 1 - Administrative Plan	F	Open
HCV 2 - Waiting list	F	Open
HCV2a - Applicant Ranking	F	Open
HCV 3 - Payment standards	F	Closed
HCV 4 - Utility allowances	F	Closed
HCV 5 - Rent reasonable determinations	F	Closed
HCV 6 - Housing Assistance Payments	F	Closed
HCV 7 - Verifying rent burden	F	Closed
HCV 8 - Reexaminations	F	Open
HCV 9 - HQS	F	Open
HCV 10 - Elevated environmental intervention blood lead levels	F	Closed
HCV 11 - Safeguarding PII	F	Closed
HCV 12 - Portability guidance	F	Closed
HCV 13 - Monitoring and maintaining participant files	F	Closed
HCV 14 - VAWA	F	Closed
HCV 15 - Repayment Agreements	F	Closed
HCV 16 - Terminations	F	Closed
HCV 17 - Enterprise Income Verification	F	Closed
HCV 18 - Timely submission of data in IMS-PIC (PH20)	F	Closed
Recommendation HCV 1 - Organizational Chart	R	Closed
Recommendation HCV 2 - QA/QC Policies	R	Closed
Recommendation HCV 3 - Internal Controls	R	Closed
Recommendation HCV 4 - Comprehensive Training	R	Closed
Recommendation HCV 5 - Two year tool	R	Closed
Recommendation HCV 6 - Update Briefing Materials	R	Closed
Recommendation HCV 7 - FSS SOPs	R	Closed
F1 - Annual Inventory	F	Closed
F2 - American Express CPS	F	Closed
F3 - LaPrima Food Group	F	Closed
F4 - General Depository Agreement	F	Closed

FY2025 Performance Oversight
DCHA Response to Pre Hearing Questions

Finding	Recommendations, Findings & Observations	HUD Closed
RF1 - Board Reports	R	Closed
RF2 - Operating Subsidy	R	Closed
RF3 - EPC	R	Closed
RF4 - Vehicles	R	Closed
RF5 - Staffing analysis/costs	R	Closed
RF6 - Voyager to Yardi transition	R	Closed
RF7 - Finance reorg	R	Closed
RAD PBV1	F	Closed
RAD PBV2	F	Closed
RAD PBV3	F	Closed
RAD PBV4	F	Closed
RAD PBV5 - HAP Register	F	Closed
RAD PBV6 - HAP Register	F	Closed
RAD PBV7 - Resident Participation Funds	F	Closed
RAD PBV8 - Choice Mobility	F	Closed
Recommendation - Resident Engagement	R	Closed
Observation	O	Closed

Property	Total Units	Occupied Units	% Occupied	Reasons and Options to Resolve
Barry Farms Dwellings	39	0	0%	Historic Site - future plans pending
Benning Terrace	276	127	55%	Townhomes in circle will be demolished
Claridge Towers	343	241	77%	unit rehabs for leasing units
Elvans Road	20	9	75%	pending subsidy conversion from PH to RAD/PBV
Ft.Dupont Addition	19	2	11%	Demolition - building conditions
Garfield Terrace Family	50	5	71%	Redevelopment Efforts - Units will be demolished
Garfield Terrace Senior	228	153	77%	unit rehabs for leasing units
Greenleaf Addition	32	8	25%	Greenleaf Redevelopment - final plans pending
Greenleaf Extension	4	3	75%	Greenleaf Redevelopment - final plans pending
Greenleaf Gardens	242	160	80%	Greenleaf Redevelopment - final plans pending
Greenleaf Senior	215	126	100%	Greenleaf Redevelopment - final plans pending
Harvard Towers	193	108	78%	unit rehabs for leasing units
Highland Additions	118	85	72%	unit rehabs for leasing units
Hopkins Apts.	158	92	59%	unit rehabs for leasing units
James Apartments	141	108	77%	unit rehabs for leasing units
James Creek	242	191	80%	unit rehabs for leasing units
Judiciary House	263	147	97%	Pending conversion of subsidy from PH to HCV; unit rehab continues
Kelly Miller	160	132	83%	unit rehabs for leasing units
Kenilworth	201	133	84%	Redevelopment effort - Pending application submission for Phase 2 demolition
Langston Additions	35	19	58%	unit rehabs for leasing units
Langston Terrace	274	194	87%	Section 18 application pending approval by HUD - major rehab
Lincoln Heights	407	204	100%	Demo/Dispo - approval received
Lincoln Road	20	13	87%	pending subsidy conversion from PH to RAD/PBV
Montana Terrace	66	47	100%	RAD Approved - Pending Plans to move forward
Ontario Road	13	8	80%	pending subsidy conversion from PH to RAD/PBV
Park Morton	130	15	100%	Redevelopment Efforts - phased project
Potomac Gardens Family/Senior	352	231	74%	Demo/Dispo - approval pending from HUD
Regency House	160	117	83%	unit rehabs for leasing units
Richardson Dwellings	191	91	100%	Demo/Dispo - approval received
Scattered Sites	15	0	0%	Remove from Inventory/ properties sold years ago
Sibley Plaza	224	137	72%	unit rehabs for leasing units
Sibley Townhomes	22	0	0%	Redevelopment Efforts - Units will be demolished

Property	Total Units	Occupied Units	% Occupied	Reasons and Options to Resolve
Stoddert Terrace	158	107	68%	unit rehabs for leasing units
Sursum Corda	28	0	0%	Redevelopment Efforts - Units will be demolished
Syphax Gardens	174	105	61%	unit rehabs for leasing units
The Villager	20	15	75%	pending subsidy conversion from PH to RAD/PBV
Wade Apartments	5	0	0%	Remove from Inventory/ properties sold years ago
Woodland Terrace	234	142	61%	pending partial demo at site (24)/ unit rehabs for leasing

Unit Turn Summary (Dec 2023 - Dec 2024)	
Property Name	**Total # Units Turned**
Benning	68
Carroll	23
Claridge	105
Ft. Dupont	8
Ft. Lincoln	21
Garfield Senior	7
Greenleaf	45
Harvard	6
Henson Ridge	6
Highland Addition	10
Highland Dwellings	1
Hopkins	27
Horizon	45
James Apts	54
James Creek	9
Kelly Miller	44
Kenilworth	15
Kentucky Courts	40
Knox Hill	44
Langston Addition	10
Langston Terrace	51
Ledroit	47
Lincoln Heights	34
Marley Ridge	4
Metro Towns	5
Montana	4
Potomac	45
Regency	26
Richardson	6
Sibley	24
Stoddert	10
Woodland	35
Total	**879**

District of Columbia Housing Authority

Office of Audit and Compliance

CONFIDENTIAL

DCHA Contract Investigation:

Consys, Gordian, Merton

Report Number: I-24-067 June 26, 2024

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Executive Summary

Introduction

The Office of Audit and Compliance ("OAC") conducts independent fiscal and management audits of the District of Columbia Housing Authority's ("DCHA") operations. Further, the OAC conducts other special audits, reviews, examinations or other assignments and civil and criminal investigations pursuant to DC Law §6-207[1] . This entails working with management, DCHA staff, Board members, and other external stakeholders to improve and add value to the governance, risk management and control procedures. The OAC provides assurance, compliance and consulting services and is charged with detecting inefficiencies and irregularities to include fraud, waste and abuse. irregularities to include fraud, waste, and abuse.

This investigation is based on the knowledge of relevant conditions and events that exist at or have occurred prior to the date of this report. Information about such conditions or events is obtained from the application of investigating procedures planned and performed to achieve objectives that are related to management's assertions embodied in the financial and other documents that were reviewed. This investigation involved DCHA contracts awarded to three contractors – Consys, Gordian**,** and Merton.

The indefinite-quantity Adrian L. Merton, Inc. contract involves repair, demolition, and/or construction of the items specified in the contract

The indefinite-quantity Consys, Inc. contract involves repair, demolition, and/or construction of the items specified in the contract.

Gordian's contract was for creating the Job Order Contract ("JOC") program to help DCHA with modernization, construction, maintenance, and redevelopment tasks. To run the program, Gordian developed an Indefinite Delivery/Indefinite Quantity ("IDIQ")[2] construction delivery method designed to complete projects through a competitively awarded contract. The goal was to create value for DCHA as the IDIQ construction delivery method results in projects starting faster, creating partnerships between DCHA and fairly awarded contractors, and resulting in higher quality work. According to the JOC standard contract provisions section IV(A):

> A JOC is a competitively bid, lump sum, firm-fixed-price indefinite-quantity contract. It includes a collection of detailed repair and construction tasks and specifications with established unit prices. JOC is used for the repair, alteration, modernization, rehabilitation, construction, demolition, etc., of

[1]The Authority shall establish an Office of Audit and Compliance. The Office of Audit and Compliance shall conduct independent fiscal and management audits of the Authority's operations; other special audits, examinations, or other assignments; and civil and criminal investigations. The Office of Audit and Compliance shall comply with all federal requirements with respect to audits and investigations of federal programs and shall be the Authority's liaison for the General Accounting Office and the Office of the Inspector General of HUD.

[2] An indefinite-quantity contract provides for an indefinite quantity, within stated limits, of supplies or services during a fixed period. The Government places orders for individual requirements. Quantity limits may be stated as number of units or as dollar values (Federal Acquisition Regulation 16.504).

infrastructure, buildings, structures, or other real property. Ordering is accomplished by means of issuance of a Job Order or series of Job Orders against the Contract[3].

Scope

The scope of this investigation encompasses the allegations regarding DCHA's contract awarding process to the three contractors mentioned above (Consys, Gordian**,** and Merton). The allegations involved but were not limited to the multiple job order contracts with an upper limit of $7 million to Consys and Merton for repair, demolition and/or construction and a contract with Gordian to create and implement a JOC program, which resulted in active contracts with vendors for more than 25 years. The data analysis was conducted with the information provided by the Office of Administrative Services ("OAS").

Methodology

The investigation was conducted through interviews with relevant staff and the review of documents provided by OAS. These are the methods used to achieve this:

1. Reviewed prior audit reports on the DCHA procurement process conducted internally and by external entities.
2. Reviewed DCHA Procurement Manual (PM).
3. Researched and reviewed federal and District laws and regulations.
4. Reviewed the related contractors' job order contracts.

Conclusion

Overall, the allegations of deficiencies in the procurement process were substantiated. The investigation concluded with five findings: (1) Lack of Competitive Procurement Process (2) Apparent conflict of interest, (3) Unfair competitive advantage, (4) non-compliance with contract terms, and (5) Missing documents in the contract files. The allegations of the contractors winning bids for more than 25 years were substantiated. There was no evidence that DCHA engaged in a full and open procurement for the emergency services for sole source procurement for services provided by Consys. The auditor concludes that DCHA did not follow: (a) the provisions of its PM and (b) the federal and District laws and regulations, which appear to be the cause of the deficiencies found in this investigation. The PM should be updated to reflect the rules of federal and District procurement laws and regulations.

Findings, Recommendations, and Management Responses

[3] DCHA *Bidding Information & Contract Documents*, Volume 1, Page H-22.

Finding #1: Lack of Fair and Competitive Procurement Process

The contractors Consys, Gordian, and Merton have been winning solicitations for more than 25 years without any notable competition.

DCHA's practice of allowing the departments within DCHA to choose contractors could be a contributory factor to the potential bid rigging. Also, a 2022 HUD review of the DCHA's procurement process found that DCHA made two awards to Consys in violation of its procurement policy and HUD requirements.

According to the HUD Inspector General ("IG"), when the same company bids and frequently wins, this may be a red flag indicating bid rigging. HUD regulation 2 CFR 200.318 (a), (b), (c) and (h) and Federal Antitrust Enforcement Act, which enacted the Sherman Act in 1890, prohibit any entity or housing authority to rig bids or engage in other anticompetitive activity. Violating agencies or individuals may be subject to fines, imprisonment, or both.

Recommendations:

1. The OAS shall identify those contracts that have been active for over 15 years consecutive years to begin the process of fair and competitive procurement for the related services.
2. DCHA should develop management reports that analyze purchasing data for potential fraud, waste, and abuse.
3. Modify purchasing practices to comply with federal and District laws.

Management Response:

1. OAS has begun building a complete list of all active contracts fully executed within the last 20 years and will use this list to conduct audits and identify next steps to bring all open and active procurements within compliance. The evaluation, rebid and contract award process of all procurements will happen in phases, the first of 4 phases began in May 2024 and is scheduled for completion in 4th quarter of 2025.

2. OAS is in the process of (1) centralizing all procurement activity within DCHA and (2) automating many of the procurement activities. This will include end-to-end procurement tools such as Yardi ERP modules; Bonifire for e-procurement and a contract management software. OAS will be utilizing all these tools to pull data, implement KPI's and SLA's and also help rebuild relationships with internal and external stakeholders. These goals will be achieved within quarter 4 of 2024 and run until quarter 3 of 2026.

3. OAS has begun making edits to procurement activity throughout the agency as early as March (quarter 1) of 2024. We will continue to improve processes and procedures regarding all procurement activity throughout this year and expect to have a new policy drafted and submitted to the board for approval in quarter 3 of 2024. The new policy will be a living document and is anticipated to have several revisions as the agency undergoes the recovery - with the final to be completed by quarter 2 of 2025.

Finding #2: Apparent Conflict of Interest

There was an anonymous staff report of a family relationship between one of the principals of Merton and a DCHA PMO leadership employee. This kind of possible long-standing working relationship between DCHA and the contractors causes a potential conflict of interest in the awarding process of the DCHA contracts. 2 CFR 200.318(a)(1) prohibits employees, officers, or agents from participating in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest[4].

According to the conflict-of-interest certification signed by the Morten officials during the contract awarding process, the contractor or agent was mandated to fully and immediately disclose all information, matters, contracts, financial interests, and personal or business relationships to DCHA. During the investigation process, the OAC team did not see any such disclosures. The organizational conflict of interest causes a person to be unable or potentially unable to render impartial assistance or advice to DCHA, impairing the person's objectivity in performing the contract work.

Recommendations:

1. DCHA and all its subsidiaries shall terminate all contractual agreements, written, verbal or implied in whole with Merton and all its subsidiaries, "doing business as" or "trading as" business designations.
2. Disclose in writing any potential conflict of interest to the federal awarding agency or pass-through entity in accordance with applicable DCHA policy.
3. In accordance with 2 CFR § 200.318(c)(1), establish a standard of conduct regarding solicitation or acceptance of gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. The standard should also provide for disciplinary actions for violations of such standards by officers, employees, or agents of DCHA.
4. Implement a competency training program to enable staff, contractors, or agents to conduct themselves with the highest degree of ethical standards at all times while working on the contract award or execution.

Management Response:

1. OAS is conducting a review of all active contracts with Consys, Gordian, and Merton. The contract pertaining to Gordian and JOC Professional Consulting Services was rebid on May 8, 2023, and closed on June 7, 2023. The procurement was taken before the Board and approved with the official fully executed on 11/7/2023. OAS is in the

[4] 2 CFR 200.318(a)(1): "No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract."

process of drafting a new IFB for JOC services anticipated to post for bid in August 2024 and proposed board review/approval and contract award in October and November 2024.

2. According to my knowledge I am unaware of any current conflict of interest regarding any of these three contractors. OAS has published a policy that prohibits such conflict and each member of the Agency signs conflict agreements as well as when conducting procurements OAS enforces the Conflict of Interest policy that must be signed by each evaluation panelist prior to receiving the solicitation documents for review and evaluation.
3. OAS is rewriting policy and procedure to address and enforce conduct, acceptance of gratuities, favors, or any items/kickbacks holding a monetary value from vendors, suppliers, contractors or parties to subcontracts while conducting procurement activity as representatives of DCHA. This policy is anticipated to take effect in quarters 3 or 4 of 2024.
4. OAS is in the process of developing and implementing competency training for internal and external stakeholders including, but not limited to, staff, board members, contractors, or agents to conduct themselves with the highest degree of ethical standards at all times while working on the contract award or execution. The training will be in phases with an anticipated implementation date between quarter 2 - quarter 4 of 2025.

Finding #3: Unfair Competitive Advantage

DCHA awarded a sole-source contract[5] to Consys despite the fact that the contract did not fall under the sole-source category. According to 2 CFR 200.319 (b):

> In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements.

Also, 2 CFR 200.112 prohibits any officer, employee, contractor, or agent of DCHA, or its subsidiaries, from engaging in private financial transactions using inside information not available to the public generally, or allowing the improper use of such information to further any private interest or personal gain.

Recommendation:

1. Ensure that no potential contractor has unequal access to information that may provide that contractor with an unfair competitive advantage. This can be achieved by

[5] According to the U. S. Small Business Administration, sole-source contracts are a kind of contract that can be issued without a competitive bidding process. This usually happens in situations where only a single business can fulfill the requirements of a contract.

disqualifying offerors with potential links to unfair competitive advantage, and by disciplining staff based on affirmative counts of unfair competitive advantage.

2. Exclude contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals from competing for the related procurements. (2 CFR § 200.319(b).
3. Enforce a Whistleblower policy and an Anti-Fraud Policy to encourage employees to speak up if they have knowledge of improprieties, criminal activity or wrongdoing of any kind within the agency. The D.C. Whistleblower Protection Act (WPA) forbids a supervisor from retaliating or threatening to retaliate against an employee of the D.C. government or an employee of a D.C. government contractor because of the employee's protected disclosure or refusal to comply with an illegal order.

Management Response:

1. Under new leadership OAS is enforcing all applicable policies to ensure internal stakeholders, especially OAS staff, do not provide potential bidders/respondents with information that may give them an advantage in the bidding process. The department is developing and implementing training for such processes.
2. Exclude contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals from competing for the related procurements. In accordance with 2 CFR 200, OAS does not intend to engage contractors when developing the scope of work. In addition, we are centralizing certain procurement activities relating to this process and implementing a checklist to assist internal stakeholders with the completion of the scope of work relating to procurement activity.
3. OAS will ensure we have a current Whistleblower policy and an Anti-Fraud Policy of which all staff will be required to acknowledge and follow with regards to procurement activity within the department and agency as a whole.
4. OAS in the process of reviewing any and all sole source contracts. If any existing contracts are awarded on the basis of a sole/single source procurement OAS will ensure the contracts are compliant with DCHA policy; procured and governed by 2 CFR 200 and adhere to all applicable federal, state, and local regulations.

Finding #4: Non-Compliance with Contract Terms

The Contracting Officer Technical Representatives ("COTRs") approved the final payments to contractors before the completion of the work, depleting the annual funds and awarded new task orders. According to the DCHA procurement manual[6]:

> Facilities or Development and Modernization Administration ("DMA") shall ascertain that an adequate and notarized certificate and release is received from each construction contractor assuring that the work was in full compliance with the construction contract documentation, and that all significant supply, equipment, and labor related expenses have been paid in full by the contractor… Upon receipt of the approved certificate of completion from the appropriate HUD Field Office, personnel and notification from the HUD Labor Relations staff that there are no known labor problems, the agency is authorized to make payment to the contractor.

Not following the established policies and procedures may result in DCHA not getting the best value for the money being spent.

Recommendations:

1. Before depleting the contract funds, the COTRs should determine whether the task order was completed.
2. Ensure that the provisions in the procurement manual are adhered to by each staff involved in the procurement process including the execution and payment on contracts.
3. The OAC shall conduct a probe within 90 days of the publishing date of this report. The goal is to observe any improvement in the payment process for the contracts.

Management Response:

1. OAS will work with all COTRs to develop and implement new processes to ensure we are involved in the final review/approval of all final payments to close out projects. This will take place in quarter 4 of 2024 through quarter 1 of 2025.
2. OAS is developing a new policy and training staff to implement the actions identified in Finding 2, Response 4 and Finding 3, Response 1.
3. OAS anticipates the changes in the process as early as August 2024 and continues to make improvements to the policy and procedure over the course of our Recovery Plan for 2024-2026. We welcome quarterly reviews and any subsequent audits performed by OAC.

Finding #5: Missing Documents in the files for Active Contracts

The auditor was unable to find all key contract documents in the contract files including the contract award documents. The auditor requested the contract award documents for the original/first contracts for three contractors (Consys, Gordian, and Merton). However, OAS officials could not provide these documents and explained that those documents were more than

[6] *District of Columbia Housing Authority Policy and Procedures Manual*, Volume 2, Section 1070-9.

20 years old. They cited their policy of a retention period of 6 years and 3 months after the date of closure or final payment for JOC contracts. However, the retention policy only pertained to closed and or inactive contracts, not contracts that are still active.

Recommendation:

The OAS and COTRs must ensure that all active contract documents are maintained and auditable. These files should be periodically quality monitored to ensure that all contract award documents are kept on file for the duration of the contract period.

Management Response:

OAS is in the process of implementing software to assist with (1) contract administration and increasing visibility to user departments, and Finance; (2) monitoring user department oversight and conducting quarterly reviews of all open contracts. Both projects are anticipated to begin in quarter 2 of 2025 and end quarter 1 of 2026

District of Columbia Housing Authority
300 7th Street, SW, 10th Floor, Washington, DC 20024
202-535-1000

Keith Pettigrew, Executive Director

Memorandum

To: Khaliah Payne, Quality Assurance Manager, Housing Choice Voucher Program (HCVP), Wayne Waller, Ombudsman, Office of Customer Engagement (OCE)
From: The Office of Audit and Compliance (OAC)
CC: Amy Glassman, Sr. Vice President & General Counsel
Date: June 4, 2024

Re: Investigation I-24-056, Forged/Counterfeit Documents

Allegation and Background

On May 3, 2024, the OAC received a complaint from Khaliah Payne, Quality Assurance Manager, who stated that [redacted], a non-program participant, attempted to present an apparent HCVP voucher to [redacted], a real estate agent, to obtain an apartment fraudulently.

On the same day, May 3, 2024, Khaliah Payne provided the OAC investigator with supplementary documents from the original complaint. These documents [redacted]as the alleged HCVP participant, [redacted]as Ms. [redacted]'s realtor, and "[redacted]" as an alleged District of Columbia Housing Authority (DCHA) HCVP, Housing Program Specialist II. These individuals were named in the initial complaint. **See Attachment #1 (Complaint Documents).**

The investigator queried the DCHA Yardi database to ascertain whether any of the names listed in the documents were associated with DCHA's HCVP. The database revealed that [redacted]was not a program participant, and that "[redacted]" was not a DCHA employee in any capacity. This was also evident because the email used by "[redacted]" was not an official DCHA address[1]. **See Exhibit A.**

Investigation

On May 6, 2024, the investigator contacted [redacted], the initial complainant, via telephone. Ms. [redacted]explained that she is also the homeowner's representative at [redacted]Place N.E, she stated that [redacted]contacted her on behalf of her client (Ms. [redacted]) who was interested in the rental property. Then, Ms. [redacted]received email communication from someone alleging to be a DCHA employee, "[redacted]", who supposedly assisted with the transaction. In an email, "Ms. [redacted]" indicated that DCHA no longer use electronic financial transactions to deposit rent subsidies directly into the landlord's account. Among

[1] Jtate@dc-housing.org

other things, Ms. [redacted]stated that she found this to be an unusual process for DCHA; therefore, she contacted DCHA to verify the authenticity of the transaction and the documents that were said to have originated from DCHA.

On May 8, 2024, the investigator contacted [redacted]. Ms. [redacted]stated that Ms. [redacted] contacted her for assistance in finding a rental property. She explained that they had visited several homes before being given what she thought was an official DCHA voucher and other DCHA documents. Ms. [redacted]further explained that she and Ms. [redacted]completed what appeared to be a DCHA lease-up package; however, Ms. [redacted]informed Ms. [redacted]that she did not want to proceed with the lease signing.

Conclusion

DCHA has no evidence that [redacted]and [redacted]were a DCHA program participant and a DCHA employee; therefore, the investigator generated a forgery offense report under the MPD Mark 43 police database and forwarded it to the MPD Financial Crimes Unit. **See Attachment #2 (MPD Forgery Report).**

Recommendation

This matter was referred to the MPD Financial Crimes Unit for further action.

EXHIBIT A

Exhibit A "[redacted]" email

Reginal Strather

From: [redacted]
Sent: Wednesday, May 8, 2024 4:56 PM
To: Reginal Strather
Subject: Fwd: Confirmation of 100% Housing Voucher Coverage for Ms. [redacted]

This email originated from outside of DCHA. Do not click on any links or open attachments unless you recognize the sender and know the content is safe. If you're unsure, forward this email as an attachment ONLY to suspmail@dchousing.org

[redacted]

---------- Forwarded message ---------
From: [redacted]
Date: Thu, Mar 7, 2024 at 4:56 PM
Subject: Confirmation of 100% Housing Voucher Coverage for [redacted]
To: [redacted]

Good afternoon [redacted]

I am emailing you on behalf of the District of Columbia Housing Authority to address and clarify the current housing voucher status for Ms. [redacted]. We have conducted a thorough review of Ms. [redacted]'s application and financial status, taking into account her declaration of having no income. As per our assessment I am pleased to inform you that Ms. [redacted] has been approved for a 100% housing voucher. This comprehensive coverage includes a utility allowance, ensuring that Ms. [redacted] is not responsible for any portion of her rent or utility expenses. We have taken all necessary steps to ensure her housing and utility costs are fully covered, eliminating the standard requirement for beneficiaries to contribute 30% of their income toward rent and utilities.

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District of Columbia Housing Authority

Office of Audit and Compliance

FY 2024 Fleet Management Program Probe

Report Number: R-24-003 August 20, 2024

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Executive Summary

Background

The Office of Audit and Compliance ("OAC") conducts independent fiscal and management audits of the District of Columbia Housing Authority's ("DCHA") operations. Further, the OAC conducts other special audits, reviews, examinations, or other assignments and civil and criminal investigations pursuant to DC Law §6-207. This entails working with Management, Board Members, and Stakeholders to improve and add value to the governance, risk management, and control procedures. The OAC provides assurance, compliance, and consulting services and is charged with detecting inefficiencies and irregularities to include fraud, waste, and abuse.

The auditors' evaluation is based on the knowledge of relevant conditions and events that exist at or have occurred prior to the date of the auditor's report. Information about such conditions or events is obtained from the application of auditing procedures planned and performed to achieve audit objectives that are related to management's assertions embodied in the financial and other documents that were audited.

The OAC conducted this compliance probe as a follow-up to the FY 2022 Fleet Management Program Review to examine and test the Fleet Management Program, to determine if recommendations were implemented, and check the status of the Corrective Action Plans (CAPs). Table 1 below shows the findings and recommendations from the 2022 review[1].

Table 1: Findings, Recommendations, and Management Response from the 2022 Review

Finding	Recommendation
Observation #1: No formal standard operating procedures for the Fleet Management Program.	Review the *DCHA Policy and Procedures Manual (PPM) Volume IV: Fleet Management Policy & Procedures Manual* to develop a comprehensive draft SOP 30 days from the final issuance of this report for review..
Observation #2: Deviation from the DCHA Policy and Procedures Manual not memorialized in writing by proper authority.	Review the *DCHA Policy and Procedures Manual (PPM) Volume IV: Fleet Management Policy & Procedures Manual* to ensure that any deviations are approved by the proper authority and captured in writing.
Observation #3: Best practices for documentation reconciliation and recordkeeping processes not developed.	Review the *DCHA Policy and Procedures Manual (PPM) Volume IV: Fleet Management Policy & Procedures* to develop adequate internal controls.

The main purpose of this compliance probe was to conduct an assessment of the agency's internal controls ensuring adherence to federal and local laws, policies and procedures, and

[1] The full report is attached for reference

Standard Operating Procedures (SOPs) where applicable. Compliance probes are a form of monitoring designed to provide the agency with an objective analysis, findings, and conclusions to assist management and those charged with governance and oversight in improving program performance and operations, reducing costs, and facilitating decision-making by parties responsible for overseeing or initiating corrective action plans.

Objectives

The review objectives were as follows:

1. Follow up with the corrective actions from the prior review to determine whether they were properly implemented;
2. Assess whether internal controls for the fleet management process were adequate; and
3. Determine whether the fleet management process complied with DCHA policies and procedures.

Scope

This probe is a follow-up to an earlier review to determine whether the agency's Fleet Management Program is administered in compliance with the policy outlined in the agency's PPM. The purpose of the original review was to determine whether the agency had effective controls over the management of the following key processes in the overall fleet program. These processes include:

1. Authorization Process
2. Management and Use of Vehicles, and
3. Management of Gasoline credit cards (fuel cards)

The auditor evaluated whether corrective actions in response to recommendations from the prior review were implemented, there were adequate controls in place, compliance with the controls, and whether management properly monitored the controls and if any subsequent action was taken to mitigate issues/deficiencies observed.

Methodology

We conducted this audit in accordance with the United States Government Accountability Office ("GAO") generally accepted government auditing standards ("GAGAS") and pursuant to District Law §6-207. These standards require that DCHA plans and performs independent internal audits reviews and investigations to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings, conclusions and recommendations based on established objectives. These are the methods used:

1. Requested the *Fleet Management* program's policies and procedures and/or Standard Operating Procedures (SOPs) established pursuant to the recommendations from the OAC's compliance review of FY 2022.

2. Interviewed Fleet Management personnel regarding the status of the recommendations from the FY 2022 compliance review.

Conclusion

Overall, there was no improvement in DCHA's Fleet Management Program operation since the last review of 2022. The standard operating procedure for administering the Fleet Management Program, one of the recommendations from the last review more than two years ago, has not been finalized. No actions were taken to ensure that any deviations from the Fleet Management policies and procedures were approved by the proper authority and captured in writing

Probe Results

Findings, Recommendations, and Management Responses

Finding #1: No comprehensive Standard Operating Procedure (SOP) for the Fleet Management Program

There is no evidence that PMO complied with the recommendation to formalize its Fleet Management SOP. According to Fleet Management personnel, a draft of the SOP was sent to DCHA's Office of General Counsel ("OGC") for review over two years ago, however, the SOP was never returned by the OGC.

Without a Fleet Management policy with internal controls, there is an increased risk of error and process failures. The SOPs developed according to program requirements ensure congruence and alignment with the strategic initiatives of the agency.

Recommendation #1:

1. PMO must implement the FY 2022 audit recommendations to ensure better control over the functional areas with internal control deficiencies; and
2. In the future, PMO shall implement audit recommendations in a timely manner to reap the tangible benefits of those recommendations.
3. PMO must follow up with the OGC to verify the status of the Fleet Management SOP draft sent to them over two years ago.

Management Response:
PMO agrees they will review audit recommendations and determine the feasibility of recommendations; if not implemented PMO will provide an explanation on why and provide an alternate option to address the deficiency. The Department will meet with OGC to update the policy and submit for approval to the Office of Executive Director and Board of Commissioners.

Finding #2: Non-compliance with Documentation Requirements for Policy Deviation

There was no supporting documentation for the reassignment of the Fleet Management Program from the Office of Administrative Services to PMO. According to *DCHA Policy and Procedures Manual (PPM) Volume IV, Administrative & General Guidelines*:

> 2.1.1 Scope. Unless otherwise specified, a change in policy or procedures shall be made only by amendment pages to this directive. No deviations from these policies and procedures shall be made unless expressly authorized by the Executive Director/Receiver.
>
> 2.1.2 Administration. The overall responsibility for the operation of the vehicle fleet, its maintenance, procurement, and disposal rests within the Office of Administrative Services.

According to Fleet Management personnel, the reassignment was verbally announced by an Executive Director at a staff meeting. A similar change for another department was announced at the same meeting without any written memorandum. No subsequent changes were introduced for Fleet Management after the 2022 audit.

Recommendation #2:

The OAC recommends that the responsible party complies with the DCHA PPM Policy and Volume IV- Fleet Management Policy & Procedures Manual, to ensure that deviations are approved by the property authority and documented in writing.

Management Response:
PMO agrees that moving forward any changes or deviations from the current or future policies will be documented with explanation and approval.

District of Columbia Housing Authority
300 7th Street, SW, 10th Floor, Washington, DC 20024
202-535-1000

Keith Pettigrew, Executive Director

Introduction

The Office of Audit and Compliance ("OAC") conducted a financial review of the James Apartments Resident Council ("JARC") for the quarter ending March 31, 2024. The objective of this review was to ensure transparency and adherence to established policies and determine whether the funds disbursed to the JARC were used for allowable expenses and were properly supported in accordance with the Department of Housing and Urban Development's ("HUD") regulations on Resident Council Expenditures, 24 CFR 964 and the District of Columbia Housing Authority ("DCHA") Internal Policies and Procedures for Tenant Participation Funds ("IPP").

A financial review of the JARC was conducted by performing the following procedures:

The OAC reviewed the JARC submission of the monthly banking statements for the period January 1, 2024 through March 31, 2024, including supporting documentation on deposits and withdrawals. The JARC has one bank account at JP Morgan Chase Bank N.A. banking institution for Resident Participation and Vending funds, ending in 5755.

Conclusion

The JARC donated cash to a DCHA Property Manager whose sister passed away. This action violates HUD regulations on Resident Council Expenditures (24 CFR 964), the DCHA IPP, which specifies that donations and contributions are unallowable, the DCHA Standards of Ethical Conduct, and the Code of the DC Conflict of Interest regulations § 1–1162.23.

Findings

1. On or about January 2, 2024, the JARC withdrew $300 in cash for stipend payments and a cash donation to a DCHA employee. This cash withdrawal is unallowable according to DCHA IPP.[1]

2. The JARC donated cash gifts totaling $83.44 to a DCHA Property Manager ("PM") whose sister died (see Table 1 – Unallowable Donation). This gift is unallowable according to 24 CFR 964.150(c)(3)[2], DCHA IPP[3], DC Code § 1–1162.23, DCHA Standards of Ethical Conduct.[4]

[1] Internal Policies and Procedures for Tenant Participation Funds, Unallowable Expenses *Cash/checks, distribution RCs may not distribute cash or checks to individual households or household members merely for residing in public housing properties, pg. 4*
[2]According to 24 CFR 964.150(c)(3), donations and contributions, including cash, property, or services, are unallowable expenses.
[3] Internal Policies and Procedures for Tenant Participation Funds, Unallowable Expenses *Donations and contributions, including cash, property, or services, are unallowable*, pg. 4.
[4] DCHA Standards of Ethical Conduct, Section A.4 Principles, *An employee shall not solicit or accept any gift of more than nominal value from any person or entity seeking official action from, doing business with, or conducting activities regulated by the Authority that would give the appearance of, or actually influence or otherwise show, favoritism* pg. 2.

Table 1 – Unallowable Donation.

Purchase Date	Amount	Merchant	Written Explanation
1/2/2024	$83.44	Safeway	"The Board purchased two sympathy cards for the PM. The cards totaled $83.44. The Board then donated $75.00 to the PM.

3. On December 30, 2023, the JARC president informed the OAC auditor that they did not retain a receipt for an Amazon purchase for two printer ink cartridges totalling $72.04. This is noncompliant with both 24 CFR 964 and the IPP which stipulates that, "*Receipts for authorized purchases must be retained*[5].

4. The JARC did not submit adequate bank statements to confirm all transactions for the period of December 30, 2023 through January 31, 2024. This is noncompliant with both 24 CFR 964 and the IPP which stipulates that, "*All bank statements must be maintained and reconciled monthly*"[6]. (See Table 2 – Missing Details from Bank Statements for Expenses).

Table 2 – Missing Details from Bank Statements for Expenses.

Missing Detail	Month
$300.00	December 30, 2023 – January 31, 2024
$119.49	December 30, 2023 – January 31, 2024

5. Stipends were paid in cash for the quarter under review, which is noncompliant with the IPP.[7]

Recommendations

1. DCHA shall assume fiscal agency for JARC Participations Funds.
2. The JARC shall comply with both 24 CFR 964.150(c)(3) and the IPP pertaining to unallowable expenses, including donations and contributions.
3. The JARC shall comply with 24 CFR 964 and the IPP and implement a system to ensure that all receipts for authorized purchases are retained and submitted in accordance with both. This system should include a process for electronic documentation (such as

[5] Internal Policies and Procedures for Tenant Participation Funds, Financial Management, Receipts for authorized purchases must be maintained. pg 5.

[6] Internal Policies and Procedures for Tenant Participation Funds, Financial Management, "*All bank statements must be maintained and reconciled accordingly*…" pg 5.

[7] Internal Policies and Procedures for Tenant Participation Funds, Stipends, Stipends should never be paid in cash, for the amounts need to be easily tracked, pg 4.

scanning or photographing receipts). The OAC shall support the implementation of this recommendation.

4. The JARC shall comply with 24 CFR 964 and the IPP and implement a system to ensure that complete bank statements are retained and submitted in accordance with both. The OAC shall review the system post implementation.
5. The OAC shall conduct training on the IPP for the JARC within 30 days of receiving the summary report.
6. The OAC shall conduct Conflict of Interest training for PMO property managers within 60 days.

The OAC will follow up with recommendations within 60 days.

District of Columbia Housing Authority

Office of Audit and Compliance

Inventory Management Just-in-Time Process (Probe Audit)

Report Number: A-24-04 July 29, 2024

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Observation: Missing Details in the New Policy (post-JIT) **5**

Executive Summary

Objective

The objective of this probe audit is to evaluate current procurement practices with the contractor HD Supply, ensuring alignment between work orders and purchase orders. Following the discontinuation of the Just-In-Time ("JIT") process, this audit aims to validate the effectiveness of recommendations implemented post-JIT, assess the efficiency of procurement processes, and ensure adherence to policies, procedures, and controls.

Background

In May 2018, the District of Columbia Housing Authority ("DCHA") entered into an independent agreement with HD Supply for material procurement. The goal of this agreement was to optimize the acquisition of maintenance supplies, by expediting supplies needed for work orders, primarily for Property Management Operations ("PMO"). However, an internal audit, conducted on July 26, 2021, highlighted concerns regarding internal controls and compliance with policies and procedures within the JIT inventory management process.

With the JIT process ending, the Office of Audit and Compliance ("OAC") conducted this probe audit to assess the effectiveness of corrective measures implemented by DCHA management in response to prior review findings associated with the JIT process.

On April 4, 2024, PMO complied with the auditor's document request which highlighted five categories of items that needed approval from an Area Manager or a PMO Superintendent before purchase (see Table 1).

Table 1: Categories Requiring Approval for Purchase.

Item	Approval Required from
Power tools	Area Manager or Superintendent
Office Microwaves	Area Manager or Superintendent
Lawn Equipment	Area Manager or Superintendent
Air conditioners	Area Manager or Superintendent
Appliances	Area Manager or Superintendent

The auditor examined: (1) whether PMO management had implemented an effective policy to oversee the inventory ordering process post-JIT cessation (2) whether purchases made between October 1, 2023 and March 31, 2024, were in compliance with the Material Purchasing Policy and aligned with corresponding work orders. PMO furnished a new Material Purchasing Policy [1] and records of items procured during the review period.

Scope

This probe covers PMO's post-JIT inventory management process with a focus on PMO's purchase orders ("POs") and inventory transactions from October 1, 2023, to March 31, 2024. This included assessing the efficacy of the implemented corrective actions taken in response to previous audit findings and verifying compliance with established policies, procedures, and internal controls. The auditors examined HD Supply's weekly sales reports, selected and tested a random sample of ten purchase orders, and reviewed the Material Purchasing Policy to determine its

[1] Material Purchasing Policy

effectiveness in guiding the post-JIT inventory process. The goal was to ensure that all items procured were necessary, allowable and properly documented with corresponding work orders in the Yardi system.

Methodology

The methodology is as follows:

1. Obtained HD Supply Weekly Sales Reports for the relevant period to identify items ordered.
2. Randomly selected 10 POs from the period between October 1, 2023, and March 31, 2024, and matched the PO numbers from the HD Supply Weekly Sales Reports with corresponding work orders retrieved from Yardi.
3. A review of Yardi to ensure that approvals from PMO, Office of Administrative Services ("OAS") and Office of Financial Management ("OFM") were present for the selected items.
4. Examined the Material Purchasing Policy to assess its effectiveness and efficiency in managing the post-JIT ordering process.

This audit was conducted in accordance with generally accepted government auditing standards. These standards necessitate planning and performing the audit to gather sufficient, appropriate evidence to establish a reasonable basis for our findings and conclusions based on our objectives.

We believe that the evidence collected provides a reasonable foundation for our observations and conclusions regarding our audit objectives.

Conclusion

The probe audit of the JIT inventory management process found that all purchase orders appropriately matched the work orders, with no discrepancies detected. Recommendations have been provided to further strengthen the process, including the creation of a more effective Standard Operating Procedure, training programs for staff, and enhanced verification procedures. These measures aim to ensure continued accuracy and efficiency in the procurement practices post-JIT process cessation.

Test Results

Results for Transactions Tested during the period of October 1, 2023, through March 31, 2024

The OAC selected 10 work orders associated with PO# 6123 to test and determine whether the items purchased through HD Supply were confirmed in Yardi, allowable and corresponded with the materials needed for the work orders. Further, the approval for these items in Yardi was also tested to ensure compliance with internal controls and procurement procedures.

All 10 transactions selected for testing had matching details between the work orders recorded in Yardi and the items purchased as noted in HD Supply supporting documents. See Table 2: Test Results for Selected Transactions.

Table 2: Test Results for Selected Transactions.

Item Description	Purchase Date	Purchase / Work Order	Purchase Cost	Allowable?	Approved?	Compliance Status
Paint, Drywall, Trash Bags, Towels	11/1/2023	6123 / 209787	668.82	Yes	Yes	Compliant
Disposable Gloves, Tissue, Stainless Steel Cleaner	12/28/2023	6123 / 217412	114,36	Yes	Yes	Compliant
Office Renovation	9/12/2023	6123 / 124332	12,175,82	Yes	Yes	Compliant
Floor Tiles (excludes cottage tile)	3/8/2024	6123 / 148974	142.86	Yes	Yes	Compliant
Bathroom Items	1/10/2024	6123/ 218952	1706.41	Yes	Yes	Compliant
Quikrete (cement)	2/14/2024	6123/ 223843	146.34	Yes	Yes	Compliant
Door Closer	2/7/2024	6123 /220423	74.89	Yes	Yes	Compliant
Water Heater Elements	2/6/2024	6123/212483	156.43	Yes	Yes	Compliant
Vinyl Mini-blinds	2/5/2024	6123/202651	143.20	Yes	Yes	Compliant
Hand Rail Bracket	1/11/2024	6123/217215	83.04	Yes	Yes	Compliant

Observations, Recommendations and Management Responses

Observation: Missing Details in the New Policy (post-JIT)

1. The new Policy does not clearly state its effective date to ensure consistency and accountability;
2. The new Policy lacks detailed procedures for documenting material requests and work orders to ensure completeness and accuracy;
3. Roles and responsibilities are not clearly defined to maintain proper segregation of duties.

Recommendations

a. Revise the new Policy for the material ordering process by incorporating an effective date for tracking implementation and compliance;
b. Periodically review and update the new Policy to reflect changes in agency processes or external regulations, ensuring its relevance and effectiveness over time. This should apply when and if the material ordering process is transferred to OAS as recommended in the initial audit.

Management's Response to Recommendations

The PMO concurs with the finding regarding the need for improvements in the new Material Purchasing Policy. Specifically, the policy should include essential implementation details, structured training plans, and clearly defined roles and responsibilities to ensure more effective and efficient procurement practices.

OAC Action Plan for Management's Response

OAC acknowledges the receipt of the management response and will follow up on the implementation of the recommendation by October 1, 2024.

District of Columbia Housing Authority
300 7th Street, SW, 9th Floor, Washington, DC 20024
202-535-1000

Keith Pettigrew, Executive Director

Memorandum

To: Keith Pettigrew, Executive Directive
From: Office of Audit and Compliance ("OAC")
CC: Nicole Wickliffe, Deputy Executive Director, Nona Eath, Sr. Vice President, Property Management Operations ("PMO"), Jon McKinney, VP, PMO
Date: July 11, 2024

Re: Report #I-24-071: Federal Bureau of Investigations (FBI) Arrest of PH Resident- [redacted]

Background

The Coronavirus Aid, Relief, and Economic Security ("CARES") Act is a federal law enacted on or around March 2020 and was designed to provide emergency financial assistance to the millions of Americans who were suffering the economic effects caused by the COVID-19 pandemic. One source of relief provided by CARES is the Paycheck Protection Program ("PPP") which authorized over 700 billion dollars in forgivable loans to small businesses to help keep their workforce employed during the pandemic. The fully guaranteed Small Business Administration ("SBA") loans of up to 10 million dollars were available to most small businesses, individuals and non-profit organizations with fewer than 500 employees.

An Economic Injury Disaster Loan ("EIDL") is an SBA administered loan designed to assist small businesses that suffered substantial economic injury as a result of a declared disaster. An EIDL helped businesses meet necessary financial obligations that could have been met had the disaster not occurred. It provided relief from economic injury that the disaster caused and permitted businesses to maintain a reasonable working capital position during the period that the disaster affected.

Allegation

On December 5, 2023, [redacted], a low-income public housing resident, moved in to [redacted], Washington DC. The approved family composition consists of 7 dependents.[1] On July 3, 2024, an FBI agent notified the OAC that Ms. [redacted] was arrested on [redacted], 2024, on an indictment which charges six counts of wire fraud. Ms. [redacted] charges include defrauding the U.S. Government of nearly $150,000 in EIDL funds, which were meant to provide relief to

[1] See Exhibits A and B for lease agreement and list of dependents.

businesses suffering economic hardship as a result of the COVID-19 pandemic.

Ms. [redacted] allegedly submitted an EIDL application to the SBA in which she claimed to own 100% of an "agriculture" business that was based out of her unit on [redacted] in Washington DC. Ms. [redacted] claimed to employ 10 people and to have generated $7.5 million in gross revenues in 2019. The FBI found no such business.

On July 8, 2020, the SBA deposited $149,900 in Ms. [redacted]'s bank account. Ms. [redacted] allegedly used the money to pay off her debts, auto repairs, restaurant tabs, shopping purchases and trips to Atlantic City and Las Vegas. By December 31, 2020, Ms. [redacted]'s account balance was down to $829.

On June 17, 2024, US Attorney Matthew M. Graves along with several other Washington FBI agents and special agents from the SBA's Office of the Inspector General publicly announced the indictment. However, there was no specific reference that Ms. [redacted] was a DCHA public housing resident.

The OAC did not conduct an investigation. The investigation was conducted by the FBI Washington DC Field Office. However, the FBI Special Agent informed the OAC that Ms. [redacted] is no longer in custody and was released the same day she was arrested on [redacted], 2024, after her initial court appearance. Prior to her initial appearance, Ms. [redacted] was in the custody of the US Marshals at the US District Court in Washington DC. A trial date has not been set, but the OAC was informed that we would be notified of a trial date, but that Ms. [redacted] may agree to a plea bargain.

The case is being prosecuted by Assistant US Attorney Christine Macey.

OAC Recommendation

1. If a sentence of incarceration is imposed, then DCHA shall enforce the terms of its lease agreement with the resident and refer to Article XVIII, in §18.4.1 and §20.3 for guidance on the actions to be taken against her.
2. The OAC shall follow up on the final disposition of this matter after Ms. [redacted]'s sentence is imposed.

[exhibits

Exhibit A: [Redacted] Lease Agreement

[Exhibit Redacted]

Exhibit B: List of Dependents

[Redacted]

District of Columbia Housing Authority

Office of Audit and Compliance

Resident Discrimination Complaint

Report Number: I-24-51 May 15, 2024

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Executive Summary

Introduction

The Office of Audit and Compliance ("OAC") conducts independent fiscal and management audits of the District of Columbia Housing Authority's ("DCHA") operations. Further, the OAC conducts other special audits, reviews, examinations or other assignments and civil and criminal investigations pursuant to DC Law §6-207[1] . This entails working with management, Board members, and stakeholders to improve and add value to the governance, risk management and control procedures. The OAC provides assurance, compliance and consulting services and is charged with detecting inefficiencies and irregularities to include fraud, waste and abuse.

This investigation involved a staff member in the Housing Choice Voucher Program ("HCVP"). The HCVP provides rental assistance to eligible families or individuals who find their own housing (single-family homes, townhouses, and apartments) if it meets the requirements of the program.

Scope

The scope of this investigation entails the allegation of "discrimination by Islamophobia" brought forth by two DCHA residents, [Redacted] and her daughter, [Redacted] during a visit to an HCVP Customer Service Center ("CSC").

Methodology

The investigation was completed by conducting interviews with relevant staff and reviewing hard-copy documents and sign-in sheets from the HCVP CSC for the day of the residents' complaint on March 1, 2024. All interviewed unionized employees were afforded the opportunity to have a union representative present during the interviews in accordance with their Weingarten Rights.[2] DCHA unionized employees are represented by the American Federation of Government Employees ("AFGE") union.

Conclusion

According to the written complaints filed by Ms. [Redacted] and Ms. [Redacted], the allegations were that DCHA HCVP employee, [Redacted], made "*rude, inappropriate and unprofessional*" statements on March 1, 2024, at the DCHA satellite center at 625 D Street, SW. The

[1]The Authority shall establish an Office of Audit and Compliance. The Office of Audit and Compliance shall conduct independent fiscal and management audits of the Authority's operations; other special audits, examinations, or other assignments; and civil and criminal investigations. The Office of Audit and Compliance shall comply with all federal requirements with respect to audits and investigations of federal programs and shall be the Authority's liaison for the General Accounting Office and the Office of the Inspector General of HUD.

[2] The rights of unionized employees to have present a union representative during investigatory interviews were announced by the U.S. Supreme Court in a 1975 case (NLRB vs. Weingarten, Inc., 420 U.S. 251.88 LRRM 2689). These rights have become known as the Weingarten rights.

complainants reported that Ms. [Redacted] made remarks implying that the resident may potentially be violent, and allegedly implied that the residents may make a bomb threat. The residents believed that the comments were directed at Ms. [Redacted], who was wearing a hijab head covering in accordance with her Muslim faith. Based on the information provided by the DCHA HCVP staff interviewed in reference to the complaint, the investigators were unable to substantiate whether Ms. [Redacted] made the aforementioned statements; however, the investigators did offer recommendations to address general customer service, employee conduct and further recommended consideration for Diversity, Equity and Inclusion awareness for DCHA's internal and external stakeholders to engender a culture of acceptance and respect among those that are served by the Authority.

In furtherance, DCHA complies with the District of Columbia Code, Subchapter II, Prohibited Acts of Discrimination. Part A, General-§ 2–1402.0:

"Every individual shall have an equal opportunity to participate fully in the economic, cultural and intellectual life of the district and to have an equal opportunity to participate in all aspects of life, including, but not limited to, in employment, in places of public accommodation, resort or amusement, in educational institutions, in public service, and in housing and commercial space accommodations."

Investigation

On March 25, 2024, the investigators met and interviewed [Redacted] at the DCHA Headquarters at 300 7th Street, SW. Ms. [Redacted] reiterated the statements made in her written complaint[3], and emotionally expressed that an encounter with DCHA staff member [Redacted], left Ms. [Redacted] feeling humiliated, disrespected and embarrassed.

According to Ms. [Redacted], on February 29, 2024, she spoke with [Redacted] by telephone, a day before her March 1, 2024, appointment. Ms. [Redacted] stated that during their telephone conversation, she asked with whom she was speaking and the employee responded, "[Redacted]." Ms. [Redacted] then asked [Redacted] for her last name, and [Redacted] replied, "*Due to people often mispronouncing my name, I prefer not to give my last name*." Ms. [Redacted] asked [Redacted] if she could copy Ms. [Redacted] on outgoing emails pertaining to Ms. [Redacted]'s RFTA package.[4] Ms. [Redacted] explained that this is how she learned the full name of Ms. [Redacted]. Ms. [Redacted] further went on to describe Ms. [Redacted]'s physical appearance as a [Redacted].

On April 4, 2024, the investigator reached out to DCHA's Information Technology ("IT") Department to request video footage of the front desk at the HCVP CSC. An IT staff indicated that DCHA had a 30-day surveillance video retention policy; therefore, it would not be possible to retrieve this footage.

[3] See Exhibit A - Sharletha [Redacted]'s complaint.
[4] Request for Tenancy Approval.

On April 9, 2024, the investigator requested the video footage from Wanda Robinson, a Digital Video Evidence Manager at the Metro Transit Police Department, regarding the complaint lodged by Ms. [Redacted]. On April 10, 2024, Ms. Robinson responded via email, that no video footage could be recovered for that specific area.

On April 9, 2024, the investigators met and interviewed DCHA HCVP staff [Redacted] who attended the meeting with her union representative, [Redacted], at 300 7th Street, SW. During the interview, she was informed of the nature of the investigation and its purpose. Ms. [Redacted] denied the allegation that she said to Ms. [Redacted] and her daughter, Ms. [Redacted] on March 1, 2024, that, "*…I was not trying to get beat up, and I damn sure don't want no bomb threat*." Ms. [Redacted] responded that she worked with multiple customers every day and did not recall speaking or having an encounter with either Ms. [Redacted] or her daughter Ms. [Redacted]. The investigator obtained a copy of the CSC sign-in sheet for March 1, 2024 and observed Ms. [Redacted]'s name along with two other employees interviewed during this investigation[5], [Redacted] and [Redacted].

On April 29, 2024, the OAC interviewed Ms. [Redacted], [Redacted], via Microsoft Teams. During the interview, Ms. [Redacted] confirmed that she worked on March 1, 2024. However, she was unaware of any incidents that occurred on March 1, 2024. Ms. [Redacted] also reported that she did not recall interacting with either Ms. [Redacted] or her daughter, Ms. [Redacted] on March 1, 2024. Ms. [Redacted] informed the OAC staff that she received a telephone call from Ms. [Redacted] and an unknown male asking if Ms. [Redacted] had spoken with the OAC. Ms. [Redacted] stated that she did not recall the date she received the initial telephone call.

On April 29, 2024, the OAC staff interviewed [Redacted], [Redacted], via Microsoft Teams. Ms. [Redacted] was informed of the nature of the investigation and its purpose. Ms. [Redacted] stated that she worked the evening shift on March 1, 2024, from 12 pm to 4 pm, and [Redacted] worked the day shift from 8 am to 12 pm. Ms. [Redacted] stated that employees worked two shifts in the CSC, and since she worked the evening shift, after the alleged incident, she had no relevant information pertaining to Ms. [Redacted]'s complaint. However, Ms. [Redacted] stated that she heard a conversation between [Redacted] and another employee at the new HCVP office space at 702 H Street NW, discussing Ms. [Redacted]'s complaint against Ms. [Redacted]. The investigator asked if Ms. [Redacted] recalled the identity of the staff with whom Ms. [Redacted] discussed Ms. [Redacted]'s complaint and Ms. [Redacted] responded, "No."

On April 30, 2024, the OAC investigators met and interviewed Ms. [Redacted]'s daughter, Ms. [Redacted], at DCHA Headquarters at 300 7th Street SW. During the interview, Ms. [Redacted] reiterated the statements that she made in her original written complaint[6] and identified Ms. [Redacted] as the person who made the alleged comments via a DCHA staff Outlook photograph. Ms. [Redacted] explained that the staff member wore [Redacted]. When the investigators interviewed Ms. [Redacted] on April 9, 2024, the investigators observed [Redacted]. Ms. [Redacted] further expressed wanting to resolve this issue as quickly as possible

[5] See Exhibit C – CSC sign-in Sheet from 3/1/24.
[6] See Exhibit B – Ronnea Tolson's complaint.

so that she and her mother, Ms. [Redacted], may, "*heal from the events that occurred on March 1, 2024*".

Observations, Recommendations, and Management Responses

Observation #1:

DCHA HCVP staff, [Redacted], and Union Representative [Redacted] discussed the nature of an ongoing investigation among other DCHA staff members after being advised not to discuss the investigation outside the OAC office.

Recommendation for Observation #1

DCHA union representatives must be trained on the proper protocol for participating in official investigations involving DCHA staff.

Management Response to #1:

Management agrees with this recommendation and shall engage DCHA's Human Resources Department ("HR") to share these concerns with the principals at the union. This action will be completed by 6/30/24.

Observation #2

On April 9, 2024, the investigator requested a copy of the CSC sign-in sheet from March 1, 2024. On the same date, April 9, 2024, the investigator observed [Redacted] and [Redacted] at the CSC also in possession of the CSC sign-in sheet.

Recommendation for Observation #2

DCHA union representatives must be trained on the proper protocol for participating in official investigations involving DCHA staff.

Management Response to #2:

Management agrees with this recommendation and shall engage DCHA's HR to share these concerns with the principals at the union. This action will be completed by 6/30/24.

Observation # 3

During this investigation, the OAC was informed that [Redacted] and her union representative, [Redacted], discussed the ongoing investigation with other DCHA staff members despite being advised not to discuss it outside the OAC office.

Recommendation for Observation # 3

The OAC will include a non-disclosure provision in the Internal Audit and Investigation Policies to help maintain confidentiality and integrity during investigations.

Management Response to #3:

Management agrees with this recommendation and shall update the policy to include this provision. **This action will be completed by 7/31/24.**

Observation #4

Although not the main subject of this investigation, Ms. [Redacted] and Ms. [Redacted] documented several additional events and experiences, that they noted as "*offensive, unprofessional and lacked compassion*". Ms. [Redacted] believed that these additional events resulted in the complaints that were lodged during her and her daughter's visit to the CSC on March 1, 2024.[7]

Recommendation for Observation #4

The OAC will partner with the Office of Customer Engagement ("OCE") and the Human Resources Department to develop a series of Customer Service training modules. At the end of the training, staff will know how to effectively communicate with our residents and other stakeholders to efficiently manage escalating problems and successfully resolve them with DCHA's stakeholders.

Management Response to #4:

HCVP management agrees with this recommendation. This action will be completed by 9/30/24.

Additional Recommendations:

5. DCHA shall implement an Anti-Discrimination policy, with training, that follows DC and federal regulations. This training shall be conducted annually with knowledge checks and attestations which will be subject to periodic quality control monitoring by the OAC. **HCVP management agrees with this recommendation.**
6. Consider revising the current 30-day surveillance video retention policy to accommodate internal investigations that request video surveillance. In certain instances where video surveillance is lacking, investigations may result in conflicting narratives. **HCVP management agrees with this recommendation.**
7. Ensure that all DCHA satellite locations have timesheets for visitors. **HCVP management will create sign in sheets for all visitors. HCVP will work with IT to develop an electronic sign in form that will be used to document all external visitors to each location.**
8. Implement and or revise a formal complaint process to include a complaint form that captures and addresses complaints within 30 days to minimize delays in resolving

[7] See Exhibits A and B for the written complaints.

customer complaints. **HCVP management will work with Human Resources, OCE, and the OAC to begin all investigations within 48 hours of allegation receipt. HCVP will work to have a designated staff who will log, review, and notify management of all complaints.**

9. Consider offering periodic Diversity, Equity and Inclusion training in pursuit of an Authority that reflects and celebrates human diversity, internally with our colleagues and with our external stakeholders. **HCVP will consider, along with DCHA upper management, the potential opportunities for implementing an annual diversity training for HCVP staff. This training could be conducted by either an outside vendor or a certified DEI staff member within DCHA.**

Management Response to the Additional Recommendations:

HCVP management agrees with this recommendation. These actions will be completed by 9/30/24.

Exhibit A, B, C Resident Complaints and Sign-in Sheet

[Exhibits Redacted]

District of Columbia Housing Authority
300 7th Street, SW, 10th Floor, Washington, DC 20024
202-535-1000

Keith Pettigrew, Executive Director

Memorandum

To: U. S. Department of Housing and Urban Development ("HUD"), Office of the Inspector General ("OIG")
From: The Office of Audit and Compliance ("OAC")
CC: Keith Pettigrew, Executive Director
Nicole Wickliffe, Deputy Executive Director
Date: December 4, 2024

Re: Allegations of Fraudulent Housing Choice Voucher Program ("HCVP") Vouchers.

Synopsis

On October 2, 2024, the HCVP Quality Assurance Manager, Khaliah Payne informed the OAC about incidences of potential fraudsters posing as DCHA voucher holders and approaching some current DCHA landlords in an attempt to become voucher residents. It was observed that some potential fraudsters used email addresses similar to the DCHA's which triggered the landlords to contact DCHA to verify the authenticity of the vouchers. This is when the potential fraud was discovered.

DCHA Voucher program provided some documents related to these incidents, including copies of the fraudulent vouchers and the email communications between the involved parties. The OAC conducted a cursory review of the documents to determine if: a) any of the potential fraudulent tenants were DCHA voucher holders or voucher applicants b) the potential fraudulent tenants were on DCHA's waiting list at any time; and c) the landlords who were approached by the potential fraudsters were DCHA voucher landlords; The outcomes of the cursory review are shown in the "Summary Discussion" section below.

Summary Discussion

The following is a summary of our observation on the attempted voucher fraud:

1. [Redacted] attempted to present fraudulent voucher code [Redacted] to [Redacted], a real estate agent, to obtain an apartment. An inquiry with the Yardi system revealed that [Redacted] was neither an applicant nor on the DCHA customer waiting list.
2. [Redacted] attempted to present fraudulent voucher code [Redacted] to landlord [Redacted]. The landlord was not a DCHA customer at the time. An inquiry into the Yardi system revealed that [Redacted] was neither a DCHA voucher applicant nor on the DCHA customer waiting list.

3. [Redacted] attempted to present fraudulent voucher code [Redacted] to [Redacted], a current DCHA voucher landlord, to obtain an apartment home. An inquiry into the Yardi system revealed that [Redacted] was neither a DCHA voucher applicant nor on the DCHA customer waiting list.
4. [Redacted] attempted to present fraudulent voucher code [Redacted] to [Redacted], a current DCHA voucher landlord, to obtain an apartment home. An inquiry into the Yardi system revealed that [Redacted] was neither a DCHA voucher applicant nor on the DCHA customer waiting list.

Since these potential fraudsters are not DCHA voucher holders, the OAC is forwarding this matter to HUD OIG for further action.

Work Order Analytics - Open Work Order

Category : Extermination/Pest Control

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
Property : Benning Terrace-AMP 2220(022)															
280660	Benning Terrace-AMP 2220	Routine	Scheduled	Extermination/Pest Control	2/10/2025	2/10/2025 3:32:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint / As per tenant, there
Open Work Orders (Benning Terrace-AMP 2220(022)) - 1															
Property : CAPPER SENIOR II-AMP 5250(166)															
276313	CAPPER SENIOR II-AMP 5250	Routine	Call	Extermination/Pest Control	1/8/2025	1/8/2025 12:05:46 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ remove rat
Open Work Orders (CAPPER SENIOR II-AMP 5250(166)) - 1															
Property : Carroll Apartments-AMP 3363(36c)															
275431	Carroll Apartments-AMP 3363	Routine	In Progress	Extermination/Pest Control	12/30/2024	12/30/2024 1:42:39 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Pest control for bed bu
277563	Carroll Apartments-AMP 3363	Routine	In Progress	Extermination/Pest Control	1/17/2025	1/17/2025 8:22:01 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ pest control bedbugs
280264	Carroll Apartments-AMP 3363	Routine	Scheduled	Extermination/Pest Control	2/6/2025	2/6/2025 1:21:40 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Pest control for roaches
280953	Carroll Apartments-AMP 3363	Routine	Call	Extermination/Pest Control	2/13/2025	2/13/2025 11:15:28 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ pest control bedbugs
Open Work Orders (Carroll Apartments-AMP 3363(36c)) - 4															
Property : Claridge Towers-AMP 1600(060)															
276902	Claridge Towers-AMP 1600	Routine	Call	Extermination/Pest Control	1/13/2025	1/13/2025 1:12:41 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/Pest control for mice. C
277469	Claridge Towers-AMP 1600	Routine	Call	Extermination/Pest Control	1/16/2025	1/16/2025 11:39:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Pest Control
279687	Claridge Towers-AMP 1600	Routine	Call	Extermination/Pest Control	2/3/2025	2/3/2025 10:33:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ pest control for mice
279753	Claridge Towers-AMP 1600	Routine	Call	Extermination/Pest Control	2/3/2025	2/3/2025 12:34:45 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Pest control
Open Work Orders (Claridge Towers-AMP 1600(060)) - 4															
Property : Fort Dupont Addition-AMP 2230(057)															
277400	Fort Dupont Addition-AMP 2230	Routine	Call	Extermination/Pest Control	1/16/2025	1/16/2025 10:05:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Pest control mice
280902	Fort Dupont Addition-AMP 2230	Routine	Call	Extermination/Pest Control	2/13/2025	2/13/2025 10:12:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Pest Control for rodent
Open Work Orders (Fort Dupont Addition-AMP 2230(057)) - 2															
Property : Fort Dupont Dwellings-AMP 2230(001)															
280293	Fort Dupont Dwellings-AMP 2230	Routine	Call	Extermination/Pest Control	2/6/2025	2/6/2025 3:28:34 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Exterminations/ Pest Control
Open Work Orders (Fort Dupont Dwellings-AMP 2230(001)) - 1															
Property : Fort Lincoln-AMP 1640(064)															
280745	Fort Lincoln-AMP 1640	Routine	Call	Extermination/Pest Control	2/11/2025	2/11/2025 1:15:53 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Roaches
280747	Fort Lincoln-AMP 1640	Routine	Call	Extermination/Pest Control	2/11/2025	2/11/2025 1:18:46 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mice
Open Work Orders (Fort Lincoln-AMP 1640(064)) - 2															
Property : Garfield Terrace-AMP 1370(037)															
280638	Garfield Terrace-AMP 1370	Routine	Call	Extermination/Pest Control	2/10/2025	2/10/2025 2:30:09 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Pest Control for roache
Open Work Orders (Garfield Terrace-AMP 1370(037)) - 1															
Property : Greenleaf Gardens-AMP 4210(021)															
277815	Greenleaf Gardens-AMP 4210		Web	Extermination/Pest Control	1/20/2025	1/20/2025 7:57:51 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	My House Is Infested With Mice and
278737	Greenleaf Gardens-AMP 4210	Routine	Call	Extermination/Pest Control	1/27/2025	1/27/2025 9:42:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Pest control
Open Work Orders (Greenleaf Gardens-AMP 4210(021)) - 2															
Property : Harvard Towers-AMP 1680(068)															
280096	Harvard Towers-AMP 1680	Routine	Scheduled	Extermination/Pest Control	2/5/2025	2/5/2025 1:55:00 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-Pest control f
280325	Harvard Towers-AMP 1680	Routine	Call	Extermination/Pest Control	2/7/2025	2/7/2025 9:10:08 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Pest control for bed bu
Open Work Orders (Harvard Towers-AMP 1680(068)) - 2															
Property : Highland Dwellings-AMP 5460(460)															
272455	Highland Dwellings-AMP 5460	Routine	Scheduled	Extermination/Pest Control	12/6/2024	12/6/2024 9:36:24 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property main/ pest control
272719	Highland Dwellings-AMP 5460	Routine	Scheduled	Extermination/Pest Control	12/9/2024	12/9/2024 11:16:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. pest
272742	Highland Dwellings-AMP 5460	Routine	Scheduled	Extermination/Pest Control	12/9/2024	12/9/2024 12:53:01 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / Fumigate for mice
277313	Highland Dwellings-AMP 5460	Routine	Call	Extermination/Pest Control	1/15/2025	1/15/2025 3:58:53 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-Pest control f
280706	Highland Dwellings-AMP 5460		Web	Extermination/Pest Control	2/11/2025	2/11/2025 10:04:19 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Nices are running crazy in my unit
280717	Highland Dwellings-AMP 5460	Routine	Call	Extermination/Pest Control	2/11/2025	2/11/2025 10:56:29 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Pest control for M
280731	Highland Dwellings-AMP 5460	Routine	Call	Extermination/Pest Control	2/11/2025	2/11/2025 12:25:20 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Pest control for rats/m
Open Work Orders (Highland Dwellings-AMP 5460(460)) - 7															
Property : Hopkins Apartments-AMP 3300(030)															
278246	Hopkins Apartments-AMP 3300	Routine	Call	Extermination/Pest Control	1/23/2025	1/23/2025 8:59:31 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Pest control
Open Work Orders (Hopkins Apartments-AMP 3300(030)) - 1															
Property : Horizon House-AMP 1620(062)															
274953	Horizon House-AMP 1620	Routine	Call	Extermination/Pest Control	12/26/2024	12/26/2024 10:19:36 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Pest Control
277471	Horizon House-AMP 1620	Routine	Call	Extermination/Pest Control	1/16/2025	1/16/2025 12:02:49 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint / pest control - mice.
277488	Horizon House-AMP 1620	Routine	Call	Extermination/Pest Control	1/16/2025	1/16/2025 1:50:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint / roaches.
278329	Horizon House-AMP 1620	Routine	Call	Extermination/Pest Control	1/23/2025	1/23/2025 11:36:00 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ pest control
278534	Horizon House-AMP 1620	Routine	Call	Extermination/Pest Control	1/24/2025	1/24/2025 1:20:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Pest control for mice
Open Work Orders (Horizon House-AMP 1620(062)) - 5															
Property : James Creek-AMP 1030(003)															
270590	James Creek-AMP 1030 (003)-003-0052	Routine	In Progress	Extermination/Pest Control	11/21/2024	11/21/2024 11:37:34 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mice in unit
272828	James Creek-AMP 1030 (003)-003-0108	Routine	Scheduled	Extermination/Pest Control	12/10/2024	12/10/2024 8:50:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Roaches
278421	James Creek-AMP 1030 (003)-003-0135	Routine	Call	Extermination/Pest Control	1/23/2025	1/23/2025 5:48:36 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mice in food pantry
278492	James Creek-AMP 1030 (003)-003-0082	Routine	Call	Extermination/Pest Control	1/24/2025	1/24/2025 10:41:56 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bed bug
278599	James Creek-AMP 1030 (003)-003-0133	Routine	Call	Extermination/Pest Control	1/25/2025	1/25/2025 6:58:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	I have observed an unusual increase
Open Work Orders (James Creek-AMP 1030(003)) - 5															
Property : Judiciary House-AMP 1650(065)															
276809	Judiciary House-AMP 1650 (065)-065-0093	Routine	Scheduled	Extermination/Pest Control	1/13/2025	1/13/2025 9:06:40 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mouse in unit

Work Order Analytics - Open Work Order

Category : Extermination/Pest Control

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
278173	Judiciary House-AMP 1650 (065)-065-0262	Routine	Scheduled	Extermination/Pest Control	1/22/2025	1/22/2025 1:01:51 PM	1/28/2025	1/28/2025 10:00:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 propt. maint/ mice smell
278525	Judiciary House-AMP 1650 (065)-065-0107	Routine	Scheduled	Extermination/Pest Control	1/24/2025	1/24/2025 12:39:46 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop. Maintenance/Pest control
280724	Judiciary House-AMP 1650 (065)-065-0039	Routine	Scheduled	Extermination/Pest Control	2/11/2025	2/11/2025 11:42:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop Maint./Pest control for mice a
Open Work Orders (Judiciary House-AMP 1650(065)) - 4															
Property : Kelly Miller Dwellings-AMP 1080(008)															
279928	Kelly Miller Dwellings-AMP 1080 (008)-008-0008	Routine	Scheduled	Extermination/Pest Control	2/4/2025	2/4/2025 12:53:46 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop. Maintenance/Pest control
280635	Kelly Miller Dwellings-AMP 1080 (008)-008-0007	Routine	Scheduled	Extermination/Pest Control	2/10/2025	2/10/2025 2:18:15 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop Maint./Pest Control for mice a
Open Work Orders (Kelly Miller Dwellings-AMP 1080(008)) - 2															
Property : Kenilworth Courts-AMP 5190(019)															
276387	Kenilworth Courts-AMP 5190	Routine	In Progress	Extermination/Pest Control	1/8/2025	1/8/2025 3:56:40 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Property Maintenance-Pest control f
277509	Kenilworth Courts-AMP 5190	Routine	Scheduled	Extermination/Pest Control	1/16/2025	1/16/2025 2:51:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Rotary service PEST TREATMENT
277903	Kenilworth Courts-AMP 5190	Routine	Scheduled	Extermination/Pest Control	1/21/2025	1/21/2025 10:21:04 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 PEST CONTROL MICE
280831	Kenilworth Courts-AMP 5190	Routine	Call	Extermination/Pest Control	2/12/2025	2/12/2025 2:44:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Pest Control MICE/ROACHES
281013	Kenilworth Courts-AMP 5190	Routine	Call	Extermination/Pest Control	2/13/2025	2/13/2025 2:22:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop. Maintenance/Pest control
281025	Kenilworth Courts-AMP 5190	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:10:41 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Rotary service PEST TREATMENT
281029	Kenilworth Courts-AMP 5190	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:27:29 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Rotary service PEST TREATMENT
281031	Kenilworth Courts-AMP 5190	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:31:10 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Rotary service PEST TREATMENT
281032	Kenilworth Courts-AMP 5190	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:32:05 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Rotary service PEST TREATMENT
281034	Kenilworth Courts-AMP 5190	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:36:13 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Rotary service PEST TREATMENT
281035	Kenilworth Courts-AMP 5190	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:37:49 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Rotary service PEST TREATMENT
281037	Kenilworth Courts-AMP 5190	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:39:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Rotary service PEST TREATMENT
281039	Kenilworth Courts-AMP 5190	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:41:49 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Rotary service PEST TREATMENT
281040	Kenilworth Courts-AMP 5190	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:42:41 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Rotary service PEST TREATMENT
281041	Kenilworth Courts-AMP 5190	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:44:01 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Rotary service PEST TREATMENT
281044	Kenilworth Courts-AMP 5190 (	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:45:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Rotary service PEST TREATMENT
281045	Kenilworth Courts-AMP 5190	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:47:01 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Rotary service PEST TREATMENT
281047	Kenilworth Courts-AMP 5190	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:48:28 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Rotary service PEST TREATMENT
281048	Kenilworth Courts-AMP 5190	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:49:28 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 preventative pest maintenance.
281049	Kenilworth Courts-AMP 5190	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:50:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Rotary service PEST TREATMENT
281050	Kenilworth Courts-AMP 5190	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:51:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Rotary service PEST TREATMENT
281051	Kenilworth Courts-AMP 5190	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:57:20 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Rotary service PEST TREATMENT
281052	Kenilworth Courts-AMP 5190	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 4:22:43 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Rotary service PEST TREATMENT
281053	Kenilworth Courts-AMP 5190	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 4:24:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Rotary service PEST TREATMENT
281054	Kenilworth Courts-AMP 5190	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 4:31:03 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Rotary service PEST TREATMENT
281055	Kenilworth Courts-AMP 5190	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 4:32:28 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Rotary service PEST TREATMENT
Open Work Orders (Kenilworth Courts-AMP 5190(019)) - 26															
Property : Langston Terrace-AMP 2250(025)															
268882	Langston Terrace-AMP 2250	Routine	On Hold	Extermination/Pest Control	11/8/2024	11/8/2024 9:34:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Bed Bugs
268883	Langston Terrace-AMP 2250	Routine	On Hold	Extermination/Pest Control	11/8/2024	11/8/2024 9:35:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop Main/Treatment needed ants, ro
268884	Langston Terrace-AMP 2250 (	Routine	On Hold	Extermination/Pest Control	11/8/2024	11/8/2024 9:38:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 bed bugs
268886	Langston Terrace-AMP 2250	Routine	On Hold	Extermination/Pest Control	11/8/2024	11/8/2024 9:40:58 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 bed bugs
268887	Langston Terrace-AMP 2250	Routine	On Hold	Extermination/Pest Control	11/8/2024	11/8/2024 9:42:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 bed bugs
268888	Langston Terrace-AMP 2250	Routine	On Hold	Extermination/Pest Control	11/8/2024	11/8/2024 9:44:56 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 bed bugs
276843	Langston Terrace-AMP 2250	Routine	Scheduled	Extermination/Pest Control	1/13/2025	1/13/2025 10:39:06 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 proerty main/ pest control.
278039	Langston Terrace-AMP 2250	Routine	Call	Extermination/Pest Control	1/21/2025	1/21/2025 3:00:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Property maint/ Pest control for ro
279548	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Extermination/Pest Control	1/31/2025	1/31/2025 2:12:43 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 complaint of mice/roaches
279835	Langston Terrace-AMP 2250		Web	Extermination/Pest Control	2/3/2025	2/3/2025 8:01:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Mice ,and roach.
280034	Langston Terrace-AMP 2250	Routine	Call	Extermination/Pest Control	2/5/2025	2/5/2025 9:57:34 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop. Maint. / Pest control
280648	Langston Terrace-AMP 2250	Routine	Call	Extermination/Pest Control	2/10/2025	2/10/2025 2:48:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop. Maint./Pest control for bed b
Open Work Orders (Langston Terrace-AMP 2250(025)) - 12															
Property : Lincoln Heights-AMP 2130(013)															
275689	Lincoln Heights-AMP 2130	Routine	Scheduled	Extermination/Pest Control	1/2/2025	1/2/2025 9:56:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop Maint./Pest control for mice a
275751	Lincoln Heights-AMP 2130	Routine	On Hold	Extermination/Pest Control	1/2/2025	1/2/2025 1:09:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop. Maintenance/Pest control
276945	Lincoln Heights-AMP 2130	Routine	Call	Extermination/Pest Control	1/13/2025	1/13/2025 3:22:16 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Property maint/ Pest control for bu
277297	Lincoln Heights-AMP 2130	Routine	Call	Extermination/Pest Control	1/15/2025	1/15/2025 2:33:12 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop Main/Pest Control for rats.No
279169	Lincoln Heights-AMP 2130	Routine	Call	Extermination/Pest Control	1/29/2025	1/29/2025 10:58:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop.Maintenance/Pest control for m
279843	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Extermination/Pest Control	2/4/2025	2/4/2025 8:21:00 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop.Maintenance/Mice and Roaches e
279986	Lincoln Heights-AMP 2130	Routine	Call	Extermination/Pest Control	2/4/2025	2/4/2025 3:58:06 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop maint / pest control.
280389	Lincoln Heights-AMP 2130	Routine	Call	Extermination/Pest Control	2/7/2025	2/7/2025 1:17:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop maint / mice pest control.
Open Work Orders (Lincoln Heights-AMP 2130(013)) - 8															
Property : Potomac Gardens-AMP 4430(043)															

Work Order Analytics - Open Work Order

Category : Extermination/Pest Control

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
272141	Potomac Gardens-AMP 4430	Routine	Scheduled	Extermination/Pest Control	12/4/2024	12/4/2024 2:09:59 PM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Pest control
276245	Potomac Gardens-AMP 4430		Web	Extermination/Pest Control	1/7/2025	1/7/2025 10:54:32 PM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Baby mice enter around the radiator
277576	Potomac Gardens-AMP 4430 (	Routine	Call	Extermination/Pest Control	1/17/2025	1/17/2025 8:58:21 AM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / Pest control requested
280571	Potomac Gardens-AMP 4430	Routine	Call	Extermination/Pest Control	2/10/2025	2/10/2025 11:01:14 AM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Fruit Flies
280707	Potomac Gardens-AMP 4430	Routine	Call	Extermination/Pest Control	2/11/2025	2/11/2025 10:06:05 AM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Pest control
Open Work Orders (Potomac Gardens-AMP 4430(043)) - 5														
Property : Regency House-AMP 1690(069)														
272264	Regency House-AMP 1690	Routine	In Progress	Extermination/Pest Control	12/5/2024	12/5/2024 10:56:24 AM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Tenant have bed bugs
275407	Regency House-AMP 1690	Routine	In Progress	Extermination/Pest Control	12/30/2024	12/30/2024 1:10:23 PM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Pest control for bed bu
279016	Regency House-AMP 1690	Routine	Call	Extermination/Pest Control	1/28/2025	1/28/2025 1:30:52 PM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bed bug Inspection
279017	Regency House-AMP 1690	Routine	Call	Extermination/Pest Control	1/28/2025	1/28/2025 1:31:54 PM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bed bug Inspection
279018	Regency House-AMP 1690	Routine	Call	Extermination/Pest Control	1/28/2025	1/28/2025 1:32:44 PM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bed bug Inspection
279021	Regency House-AMP 1690	Routine	Call	Extermination/Pest Control	1/28/2025	1/28/2025 1:33:37 PM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bed bug Inspection
Open Work Orders (Regency House-AMP 1690(069)) - 6														
Property : Richardson Dwellings-AMP 2130(017)														
280806	Richardson Dwellings-AMP 2130	Routine	Scheduled	Extermination/Pest Control	2/12/2025	2/12/2025 11:29:16 AM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Treat for spiders & roaches
280984	Richardson Dwellings-AMP 2130	Routine	Call	Extermination/Pest Control	2/13/2025	2/13/2025 11:47:17 AM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Pest control for mice.
Open Work Orders (Richardson Dwellings-AMP 2130(017)) - 2														
Property : Sibley Plaza Senior-AMP 1291(029)														
279479	Sibley Plaza Senior-AMP 1291	Routine	Call	Extermination/Pest Control	1/31/2025	1/31/2025 9:24:15 AM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ pest control
279794	Sibley Plaza Senior-AMP 1291	Routine	Call	Extermination/Pest Control	2/3/2025	2/3/2025 2:58:52 PM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Infestation
279796	Sibley Plaza Senior-AMP 1291	Routine	Call	Extermination/Pest Control	2/3/2025	2/3/2025 3:06:53 PM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Infeastion
279802	Sibley Plaza Senior-AMP 1291	Routine	Call	Extermination/Pest Control	2/3/2025	2/3/2025 3:17:53 PM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Infestation
279806	Sibley Plaza Senior-AMP 1291	Routine	Call	Extermination/Pest Control	2/3/2025	2/3/2025 3:37:54 PM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Infestation
Open Work Orders (Sibley Plaza Senior-AMP 1291(029)) - 5														
Property : Stoddert Terrace-AMP 2230(023)														
280630	Stoddert Terrace-AMP 2230	Routine	Scheduled	Extermination/Pest Control	2/10/2025	2/10/2025 2:10:13 PM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Pest control for mice.
280644	Stoddert Terrace-AMP 2230	Routine	Scheduled	Extermination/Pest Control	2/10/2025	2/10/2025 2:40:57 PM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mice
Open Work Orders (Stoddert Terrace-AMP 2230(023)) - 2														
Property : Syphax Gardens-AMP 4240(024)														
276341	Syphax Gardens-AMP 4240 (	Routine	Scheduled	Extermination/Pest Control	1/8/2025	1/8/2025 1:17:39 PM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mice and Roaches
280008	Syphax Gardens-AMP 4240	Routine	Call	Extermination/Pest Control	2/5/2025	2/5/2025 8:41:47 AM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ pest control
280269	Syphax Gardens-AMP 4240	Routine	Call	Extermination/Pest Control	2/6/2025	2/6/2025 1:28:18 PM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Pest control / for mice and roaches
Open Work Orders (Syphax Gardens-AMP 4240(024)) - 3														
Property : Woodland Terrace-AMP 3361(36a)														
276270	Woodland Terrace-AMP 3361 (36a)-	Routine	Call	Extermination/Pest Control	1/8/2025	1/8/2025 9:43:20 AM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PestMasters Weekly Service
277015	Woodland Terrace-AMP 3361	Routine	Call	Extermination/Pest Control	1/14/2025	1/14/2025 9:58:46 AM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Pest Control
277156	Woodland Terrace-AMP 3361	Routine	Call	Extermination/Pest Control	1/15/2025	1/15/2025 9:12:31 AM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Pest control for mice R
277920	Woodland Terrace-AMP 3361	Routine	Call	Extermination/Pest Control	1/21/2025	1/21/2025 10:45:00 AM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Pest control for mice
278351	Woodland Terrace-AMP 3361	Routine	Call	Extermination/Pest Control	1/23/2025	1/23/2025 1:00:21 PM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Pest control roaches
278526	Woodland Terrace-AMP 3361	Routine	Call	Extermination/Pest Control	1/24/2025	1/24/2025 12:52:27 PM		1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Pest control
Open Work Orders (Woodland Terrace-AMP 3361(36a)) - 6														
Total Open Work Orders - 119														

Work Order Completed Activity

Property : All Public Housing Properties (.allph)

Completed Date From: 10/01/2023

Completed Date To: 09/30/2024

Period Date From: 01/01/2019

Period Date To: 02/13/2025

Property	Total Count	Minimum Days	Maximum Days	Average Days	%
Benning Terrace-AMP 2220(022)	1,225	0	1,063	68	2
CAPPER SENIOR II-AMP 5250(166)	1	293	293	293	0
Carroll Apartments-AMP 3363(36c)	774	0	673	65	1
Claridge Towers-AMP 1600(060)	2,496	0	1,075	117	4
Elvans Road-AMP 3850(085)	511	0	1,351	122	1
Fort Dupont Addition-AMP 2230(057)	96	0	1,662	323	0
Fort Dupont Dwellings-AMP 2230(001)	1,293	0	1,711	153	2
Fort Lincoln-AMP 1640(064)	1,483	0	1,643	134	2
Garfield Terrace-AMP 1370(037)	1,814	0	766	70	3
Greenleaf Addition-AMP 3363(035)	115	0	1,087	186	0
Greenleaf Extension-AMP 3363(39b)	32	0	291	27	0
Greenleaf Gardens-AMP 4210(021)	2,574	0	1,113	84	4
Greenleaf Senior-AMP 4210(21a)	1,095	0	490	68	2
Harvard Towers-AMP 1680(068)	1,502	0	526	29	2
Highland Additions-AMP 3530(016)	1,247	0	873	102	2
Highland Dwellings-AMP 5460(460)	2,244	0	1,703	530	4
Hopkins Apartments-AMP 3300(030)	2,221	0	1,367	234	4
Horizon House-AMP 1620(062)	1,345	0	1,524	154	2
James Apartments-AMP 1700(070)	1,088	0	1,165	71	2
James Creek-AMP 1030(003)	3,236	0	1,503	111	5
Judiciary House-AMP 1650(065)	1,940	0	1,570	78	3
Kelly Miller Dwellings-AMP 1080(008)	2,399	0	1,720	127	4
Kenilworth Courts-AMP 5190(019)	3,313	0	1,737	174	5
Kentucky Courts-AMP 4361(36b)	1,541	0	1,092	67	2
Knox Hill-AMP 3361(061)	1,418	0	1,240	61	2
Langston Addition-AMP 2400(040)	384	0	1,680	118	1
Langston Terrace-AMP 2250(025)	2,482	0	1,680	55	4
Ledroit Apartments-AMP 1391(39a)	715	0	1,021	76	1
Lincoln Heights-AMP 2130(013)	3,086	0	1,703	226	5
Lincoln Road-AMP 1290(098)	281	0	533	43	0
Marley Ridge-AMP 2220(22a)	44	0	782	61	0
Metrotowns-AMP 5420(420)	1,005	0	1,645	162	2
Montana Terrace-AMP 1440(044)	867	0	1,744	121	1
Ontario Road-AMP 1290(98a)	155	0	343	25	0
Park Morton-AMP 1340(034)	206	0	309	10	0
Phyllis Wheatley-AMP 5470(187)	2	407	407	407	0

Work Order Completed Activity

Property : All Public Housing Properties (.allph)

Completed Date From: 10/01/2023

Completed Date To: 09/30/2024

Period Date From: 01/01/2019

Period Date To: 02/13/2025

Property	Total Count	Minimum Days	Maximum Days	Average Days	%
Potomac Gardens-AMP 4430(043)	3,581	0	1,343	182	6
Regency House-AMP 1690(069)	1,266	0	779	53	2
Richardson Dwellings-AMP 2130(017)	2,426	0	805	13	4
Sibley Plaza Senior-AMP 1291(029)	1,500	0	1,744	54	2
Stoddert Terrace-AMP 2230(023)	2,090	0	1,686	187	3
Sursum Corda-AMP 1290(050)	1	1	1	1	0
Syphax Gardens-AMP 4240(024)	2,207	0	1,708	181	4
The Villager-AMP 3361(091)	303	0	1,520	70	0
Woodland Terrace-AMP 3361(36a)	2,794	0	1,617	40	4
Total	**62,398**				

Work Order Completed Activity

Property : All Public Housing Properties (.allph)

Completed Date From: 10/01/2024

Completed Date To: 09/30/2025

Period Date From: 01/01/2019

Period Date To: 02/13/2025

Property	Total Count	Minimum Days	Maximum Days	Average Days	%
Benning Terrace-AMP 2220(022)	795	0	899	39	3
CAPPER SENIOR II-AMP 5250(166)	2	395	396	395	0
Carroll Apartments-AMP 3363(36c)	333	0	546	40	1
Claridge Towers-AMP 1600(060)	2,384	0	664	149	9
Elvans Road-AMP 3850(085)	243	0	245	95	1
Fort Dupont Addition-AMP 2230(057)	14	0	29	4	0
Fort Dupont Dwellings-AMP 2230(001)	364	0	262	37	1
Fort Lincoln-AMP 1640(064)	285	0	330	24	1
Garfield Terrace-AMP 1370(037)	728	0	634	150	3
Greenleaf Addition-AMP 3363(035)	38	0	412	86	0
Greenleaf Extension-AMP 3363(39b)	7	0	106	64	0
Greenleaf Gardens-AMP 4210(021)	1,000	0	894	132	4
Greenleaf Senior-AMP 4210(21a)	365	0	721	59	1
Harvard Towers-AMP 1680(068)	755	0	231	79	3
Highland Additions-AMP 3530(016)	456	0	890	140	2
Highland Dwellings-AMP 5460(460)	1,208	0	1,085	325	5
Hopkins Apartments-AMP 3300(030)	727	0	799	114	3
Horizon House-AMP 1620(062)	827	0	1,003	290	3
James Apartments-AMP 1700(070)	400	0	631	140	2
James Creek-AMP 1030(003)	834	0	309	17	3
Judiciary House-AMP 1650(065)	650	0	163	24	2
Kelly Miller Dwellings-AMP 1080(008)	619	0	330	24	2
Kenilworth Courts-AMP 5190(019)	1,437	0	636	45	5
Kentucky Courts-AMP 4361(36b)	453	0	268	16	2
Knox Hill-AMP 3361(061)	490	0	412	46	2
Langston Addition-AMP 2400(040)	120	0	564	140	0
Langston Terrace-AMP 2250(025)	1,178	0	658	64	4
Ledroit Apartments-AMP 1391(39a)	225	0	217	5	1
Lincoln Heights-AMP 2130(013)	638	0	590	62	2
Lincoln Road-AMP 1290(098)	174	0	526	121	1
Marley Ridge-AMP 2220(22a)	42	0	1,003	102	0
Metrotowns-AMP 5420(420)	334	0	326	26	1
Montana Terrace-AMP 1440(044)	371	0	378	56	1
Ontario Road-AMP 1290(98a)	50	0	475	93	0
Park Morton-AMP 1340(034)	97	0	338	10	0
Potomac Gardens-AMP 4430(043)	2,001	0	942	158	8
Regency House-AMP 1690(069)	587	0	688	52	2
Richardson Dwellings-AMP 2130(017)	979	-1	447	20	4
Sibley Plaza Senior-AMP 1291(029)	993	0	665	135	4

Work Order Completed Activity

Property : All Public Housing Properties (.allph)

Completed Date From: 10/01/2024

Completed Date To: 09/30/2025

Period Date From: 01/01/2019

Period Date To: 02/13/2025

Property	Total Count	Minimum Days	Maximum Days	Average Days	%
Stoddert Terrace-AMP 2230(023)	708	0	328	30	3
Syphax Gardens-AMP 4240(024)	1,508	0	575	107	6
The Villager-AMP 3361(091)	76	0	589	216	0
Woodland Terrace-AMP 3361(36a)	831	0	578	15	3
Total	**26,326**				

Demographics

	Sex			Ethnicity		Disability (Y/N)		Race						
Property / Project number (Head of Household Only)	F	M	Grand Total	Hispanic	Non-Hispanic	N	Y	White	Black/African American	American Indian/ Alaska Native	Asian	Native Hawaiian / Other Pacific Islander	Age - Adult	Age - Senior
James Creek	176	13	189	4	185	135	54	3	184	2	-	-	123	66
Kelly Miller	94	27	121	4	117	97	24	2	118	-	1	-	93	28
LincolnRoad and Ontario	14	4	18	1	17	13	5	-	17	1	-	-	9	9
Sibley Apartments	90	44	134	4	130	62	72	1	131	1	-	2	69	65
Park Morton	11	3	14	1	13	5	9	-	14	-	-	-	9	5
Garfield Family	4	1	5		5	3	2	-	5	-	-	-	3	2
Garfield Senior	80	75	155	8	147	63	92	6	148	-	1	-	53	102
LeDroit Apartments	57	49	106	6	100	63	43	4	101	1	-	-	43	63
Montana Terrace	47		47	4	43	33	14	2	45	-	-	-	28	19
Edgewood Terrace Seniors	37	40	77	3	74	58	19	-	76	-	-	1		77
Claridge Towers	100	137	237	9	228	134	103	3	233	-	-	-	98	139
Horizon House	43	54	97	3	94	45	52	1	96	-	-	-	44	53
Horizon House UFAS	11	6	17		17	5	12	-	17	-	-	-	9	8
Fort Lincoln	41	66	107		107	42	65	2	106	-	-	1	48	59
Judiciary House	71	76	147	4	143	49	98	4	141	1	1	-	51	96
Harvard Towers	24	81	105	5	100	33	72	2	100	2	1	-	27	78
Regency House	58	59	117	9	108	70	47	10	107	-	-	-	27	90
James Apartments	51	52	103	7	96	39	64	5	99	-	-	-	44	59
Lincoln Heights and Richardson Dwellings	246	33	279	5	274	212	67	1	277	-	-	-	223	56
Benning Terrace and Marley Ridge	124	11	135	2	133	111	24	1	134	-	-	-	117	18
Ft Dupont Additions/Dwelling/Stoddert/Tria	205	60	265	5	260	174	91	1	260	3	-	1	137	117
Langston Terrace	116	68	184	3	181	110	74	3	180	-	-	1	112	72
Langston Additions	18	1	19	1	18	16	3	-	19	-	-	-	14	5
Wheeler Creek Senior	54	45	99		99	72	27	1	96	1	1	-	1	67
Wheeler Creek Family	37	7	44		44	32	12	-	44	-	-	-	22	10
Hopkins Apartments	67	10	77	1	76	59	18	-	76	-	-	-	57	20
Woodland Terrace/Knox Hill/The Villager	189	76	265	1	264	178	87	1	260	1	2	1	129	136
Carroll Apartments/Greenleaf Additions/Ext	41	23	64	1	63	37	27	1	63	-	-	-	29	35
Highland Additions	78	5	83	2	81	65	18	1	81	1	-	-	69	14
Elvans Road	7	1	8		8	6	2	1	8	-	-	-	7	1
Greenleaf Gardens/Senior	208	54	262	11	250	147	115	6	255	-	1	-	149	113
Syphax Gardens	91	10	101	2	99	74	27	1	100	-	-	-	84	17
Kentucky Courts	74	30	104	1	103	72	32	-	103	-	-	-	59	45
Potomac Gardens	147	59	206	5	201	135	71	4	200	-	1	-	122	84
Kenilworth	118	12	130	4	126	102	28	2	129	-	-	-	89	41
Kentucky Courts Condo	11	1	12		12	10	2	-	12	-	-	-	7	5
Capital Gateway	49	9	58		58	35	23	-	58	-	-	-	20	15
Oxford Manor	5	1	6		6	6		-	6	-	-	-	4	2
St Martin	31	12	43	1	42	38	5	-	43	-	-	-	18	25
400 M	63	66	129	4	125	120	9	6	123	-	-	-	99	30
Capital Quarters	65	9	74		74	66	8	-	74	-	-	-	62	12
Glenncrest	52	4	56	3	53	46	10	1	54	-	-	1	31	10
Sheridan Station Phase I	12	9	21		21	12	9	-	21	-	-	-	10	11
Gibson Plaza	27	22	49	4	45	48	1	4	16	-	28	2	27	22
The Avenue	15	9	24		24	9	15	-	24	-	-	-	15	9
Victory Square	23	10	33		33	29	4	3	31	1	1	1		33
Metro Towns	38	3	41		41	31	10	-	41	-	-	-	25	16
Nannie Helen Burroughs	16	3	19	1	18	18	1	-	17	-	1	1	15	4
Sheridan Station Phase II	15	2	17		17	17		-	17	-	-	-	17	
Highland Dwellings	129	16	145		145	93	52	-	144	1	-	-	99	46
Phyllis Wheatley	48		48	3	45	6	42	10	39	1	-	2	23	25
The Bixby	27	7	34		34	21	13	-	34	-	-	-	21	13
Residence at Hayes	45	4	49		49	40	9	-	49	-	-	-	41	8
City View	24	5	29		29	18	11	-	29	-	-	-	20	9

Demographics - Hou

Count of HoH Code	Sex		Ethnicity		Disability		Race						
DCHA Owned and Managed	Female	Male	Hispanic	NonHispanic	Disabled	NonDisabled	American Indian or Alaska Native Only	Any Other Combination	Asian Only	Black/African American Only	Native Hawaiian/ Other Pacific Islander Only	White Only	White, Black/African American
Fort Dupont Addition	112	59	1	170	33	138				155			
James Creek	290	119	9	400	81	328	2			390		7	
Kelly Miller	179	93	14	258	36	236			1	260	1	5	
Richardson Dwellings	266	178	7	437	70	374				415			
Highland Additions	153	95	3	245	34	214	3	1		238		1	
Lincoln Heights	156	86	8	234	34	208				228		3	1
Kenilworth	210	114	5	319	51	273	1			311		2	1
Greenleaf Gardens	267	162	8	421	76	353	3		3	403		10	
Benning Terrace	291	200	7	484	51	440				470		2	
Stoddert Terrace	194	129	16	307	49	274	1			288	1	11	
Syphax Gardens	156	73	6	223	38	191	1			222		1	
Langston Terrace	159	109	7	261	89	179				260	1	3	
Sibley	113	65	6	172	76	102	1	1		169	1	2	
Hopkins Apartments	128	67	3	192	29	166				177			
Park Morton	20	6	1	25	9	17				25			
Greenleaf Additions	6	7		13	3	10				13			
Garfield	96	85	8	173	98	83			1	170	1	6	
Langston Additions	40	28	1	67	6	62				65			
Potomac Gardens	283	190	12	461	104	369		1	1	434		8	
Montana Terrace	79	42	11	110	22	99				110		4	
Fort Dupont Dwellings	1	1		2		2				2			
Claridge Towers	108	143	7	244	108	143				243		3	
Knox Hill	60	55	1	114	54	61	1		2	110	2		
Horizon House	57	64	3	118	67	54				118		1	
Fort Lincoln	40	66		106	63	43		1		103		1	1
Judiciary House	72	77	4	145	97	52	1		1	144		3	
Harvard Towers	25	80	4	101	73	32	2		1	100		2	
Regency House	63	58	11	110	49	72				110		11	
James Apartments	55	54	8	101	70	39				104		4	1
Elvans Road	19	14		33	4	29				32			1
The Villager	16	11	1	26	6	21				24		3	
Lincoln Road	17	6		23	4	19	1			20			
Greenleaf Senior	109	64	8	165	91	82				164		5	
Marley Ridge	9	2		11	4	7				11			
Woodland Terrace	246	129	1	374	54	321	1			366		1	
Kentucky Courts	80	34	1	113	36	78				113			
Carroll Apartments	33	22	1	54	24	31				54		1	

Count of HoH Code	Sex		Ethnicity		Disability		Race						
DCHA Owned and Managed	Female	Male	Hispanic	NonHispanic	Disabled	NonDisabled	American Indian or Alaska Native Only	Any Other Combination	Asian Only	Black/African American Only	Native Hawaiian/ Other Pacific Islander Only	White Only	White, Black/African American
LeDroit Apartments	82	68	8	142	47	103	1			141	2	4	
Greenleaf Extensions	4	1		5	2	3				5			
Metro Towns	57	27		84	16	68				83			
Ontario	10	4	1	13	2	12				14			

Move-outs and End of Participation Demographics

	FY2024	FY2025
Race		
White	1%	1%
Black/African American	98%	98%
American Indian/Alaska Native	0%	0%
Asian	1%	1%
Native Hawaiian/Other Pacific Islander	0%	1%
Sex		
Female	62%	69%
Male	38%	31%
Ethnicity		
Hispanic	3%	3%
Non-Hispanic	97%	97%
Disabled		
No	55%	81%
Yes	45%	19%
Age		
Adult	44%	30%
Senior	56%	70%
Data is for Head of Household Only		

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
Property : Benning Terrace-AMP 2220(022)															
274942	Benning Terrace-AMP 2220 (022)-	Emergency	In Progress	CCTV	12/26/2024	12/26/2024 9:34:37 AM	1/9/2025	1/9/2025 2:49:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Multiple cameras down
277614	Benning Terrace-AMP 2220 (022)-	Preventative Maint.	Call	Plumbing	1/17/2025	1/17/2025 10:33:26 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Supplies for heat tracing project
278683	Benning Terrace-AMP 2220 (022)-	Routine	Scheduled	Maintenance	1/27/2025	1/27/2025 5:29:43 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Remove materials and clean areas
279185	Benning Terrace-AMP 2220 (022)-	Routine	Scheduled	Plumbing	1/29/2025	1/29/2025 11:23:02 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop. Maint. / Tub glazing-caulking
279211	Benning Terrace-AMP 2220 (022)-	Routine	Scheduled	Carpentry	1/29/2025	1/29/2025 12:29:44 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Stairs from 1st to 2nd floor loose
279232	Benning Terrace-AMP 2220 (022)-	Preventative Maint.	Call	Maintenance	1/29/2025	1/29/2025 1:28:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Bathroom faucet, outlet cover etc
279418	Benning Terrace-AMP 2220 (022)-	Routine	Call	Floors, Wall and Ceilings	1/30/2025	1/30/2025 1:53:40 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop. Maint. / Unit numbers paint
279988	Benning Terrace-AMP 2220 (022)-	Make Ready	Call	Appliances	2/4/2025	2/4/2025 4:16:27 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Refrigerator
280203	Benning Terrace-AMP 2220 (022)-	Routine	Scheduled	Doors, Windows and Railings	2/6/2025	2/6/2025 10:50:04 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop Maintenance | Door
280441	Benning Terrace-AMP 2220 (022)-	Make Ready	Call	Floors, Wall and Ceilings	2/7/2025	2/7/2025 4:00:00 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Maintenance surface improvements
280595	Benning Terrace-AMP 2220 (022)-	Routine	Call	Heating and Cooling	2/10/2025	2/10/2025 12:15:32 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Special Ops/ Replace furnace
280597	Benning Terrace-AMP 2220 (022)-	Make Ready	Call	Snow Removal	2/10/2025	2/10/2025 12:23:50 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Snow Plan Preparation
280616	Benning Terrace-AMP 2220 (022)-	Routine	Scheduled	Electrical	2/10/2025	2/10/2025 1:35:33 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop Maint./Light bulb replace by t
280618	Benning Terrace-AMP 2220 (022)-	Routine	Scheduled	Doors, Windows and Railings	2/10/2025	2/10/2025 1:36:39 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop Maint./Window blinds replace i
280660	Benning Terrace-AMP 2220 (022)-	Routine	Scheduled	Extermination/Pest Control	2/10/2025	2/10/2025 3:32:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop. Maint / As per tenant, there
280674	Benning Terrace-AMP 2220 (022)-	Routine	Call	Maintenance	2/10/2025	2/10/2025 4:41:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Routine supplies and materials
280715	Benning Terrace-AMP 2220 (022)-	Routine	Scheduled	Plumbing	2/11/2025	2/11/2025 10:55:28 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Repair leaky gate valve
280935	Benning Terrace-AMP 2220 (022)-	Emergency	In Progress	Plumbing	2/13/2025	2/13/2025 10:51:37 AM	2/13/2025	2/13/2025 11:43:54 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 No hot water
280980	Benning Terrace-AMP 2220 (022)-	Routine	Scheduled	Electrical	2/13/2025	2/13/2025 11:44:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 porch light is out
280986	Benning Terrace-AMP 2220 (022)-	Routine	Scheduled	Plumbing	2/13/2025	2/13/2025 11:49:30 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 propt. maint/ toilet caulking
280988	Benning Terrace-AMP 2220 (022)-	Routine	Scheduled	Floors, Wall and Ceilings	2/13/2025	2/13/2025 11:53:44 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 propt. maint/ holes repair
280990	Benning Terrace-AMP 2220 (022)-	Routine	Scheduled	Electrical	2/13/2025	2/13/2025 11:57:01 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 propt. maint/ light bulb replace
280993	Benning Terrace-AMP 2220 (022)-	Routine	Scheduled	Doors, Windows and Railings	2/13/2025	2/13/2025 11:59:54 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 propt. maint/ door weatherstripping
280994	Benning Terrace-AMP 2220 (022)-	Routine	Scheduled	Floors, Wall and Ceilings	2/13/2025	2/13/2025 12:01:08 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 propt. maint/ corners sealing
280997	Benning Terrace-AMP 2220 (022)-	Routine	Scheduled	Doors, Windows and Railings	2/13/2025	2/13/2025 12:06:06 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 propt. maint. / screen door
281001	Benning Terrace-AMP 2220 (022)-	Routine	Scheduled	Doors, Windows and Railings	2/13/2025	2/13/2025 12:33:56 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 propt. maint/ closet door
Open Work Orders (Benning Terrace-AMP 2220(022)) - 26															
Property : Carroll Apartments-AMP 3363(36c)															
262687	Carroll Apartments-AMP 3363 (36c)-	Routine	Scheduled	Floors, Wall and Ceilings	10/1/2024	10/1/2024 8:14:29 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 R/R Carpet
267505	Carroll Apartments-AMP 3363 (36c)-	Routine	Scheduled	Doors, Windows and Railings	10/29/2024	10/29/2024 9:51:45 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 property Maint/ door
271327	Carroll Apartments-AMP 3363 (36c)-	Routine	Scheduled	Electrical	11/27/2024	11/27/2024 9:30:41 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Replace Lights And Ceiling Tiles
272367	Carroll Apartments-AMP 3363 (36c)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/5/2024	12/5/2024 3:11:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 On call work order
275431	Carroll Apartments-AMP 3363 (36c)-	Routine	In Progress	Extermination/Pest Control	12/30/2024	12/30/2024 1:42:39 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop Maint./Pest control for bed bu
276192	Carroll Apartments-AMP 3363 (36c)-	Routine	In Progress	Floors, Wall and Ceilings	1/7/2025	1/7/2025 11:22:53 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Requesting a mold testing near bath
277563	Carroll Apartments-AMP 3363 (36c)-	Routine	In Progress	Extermination/Pest Control	1/17/2025	1/17/2025 8:22:01 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 prop main/ pest control bedbugs
278261	Carroll Apartments-AMP 3363 (36c)-	Routine	Parts Pending	Painting	1/23/2025	1/23/2025 9:22:59 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Paint for door's trim
280264	Carroll Apartments-AMP 3363 (36c)-	Routine	Scheduled	Extermination/Pest Control	2/6/2025	2/6/2025 1:21:40 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop.Maint/Pest control for roaches
280744	Carroll Apartments-AMP 3363 (36c)-	Routine	Scheduled	Carpentry	2/11/2025	2/11/2025 1:04:41 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop Maint./Bathtub, kitchen sink a
280812	Carroll Apartments-AMP 3363 (36c)-	Routine	Scheduled	Doors, Windows and Railings	2/12/2025	2/12/2025 12:08:52 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop. Maint./Hallway Closet door
280841	Carroll Apartments-AMP 3363 (36c)-	Routine	Scheduled	Carpentry	2/12/2025	2/12/2025 4:30:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 The kitchen sink needs to be caulke
280852	Carroll Apartments-AMP 3363 (36c)-	Court Case	Call	Plumbing	2/13/2025	2/13/2025 8:17:58 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Tub Stopper
280853	Carroll Apartments-AMP 3363 (36c)-	Court Case	Call	Doors, Windows and Railings	2/13/2025	2/13/2025 8:21:09 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Door Sweep
280854	Carroll Apartments-AMP 3363 (36c)-	Court Case	Call	Floors, Wall and Ceilings	2/13/2025	2/13/2025 8:24:02 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Baseboard
280855	Carroll Apartments-AMP 3363 (36c)-	Court Case	Call	Carpentry	2/13/2025	2/13/2025 8:26:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Countertop
280861	Carroll Apartments-AMP 3363 (36c)-	Court Case	Call	Floors, Wall and Ceilings	2/13/2025	2/13/2025 8:30:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Wall Damaged
280953	Carroll Apartments-AMP 3363 (36c)-	Routine	Call	Extermination/Pest Control	2/13/2025	2/13/2025 11:15:28 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 propt. maint/ pest control bedbugs
Open Work Orders (Carroll Apartments-AMP 3363(36c)) - 18															
Property : Claridge Towers-AMP 1600(060)															
245180	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Floors, Wall and Ceilings	6/21/2024	6/21/2024 10:30:07 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop Maint./Bathroom ceiling has wa
249687	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Doors, Windows and Railings	7/18/2024	7/18/2024 12:35:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop.Maintenance/Window screens for
249912	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Plumbing	7/19/2024	7/19/2024 2:45:05 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop maint./Bathroom shower/tub gra
250649	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	7/24/2024	7/24/2024 1:27:50 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop. Maint./Windows
252886	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Doors, Windows and Railings	8/8/2024	8/8/2024 3:55:46 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop.Maint/Closet door in the livin
252889	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Plumbing	8/8/2024	8/8/2024 3:57:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop.Maint/Toilet pipe is missing a
253046	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Doors, Windows and Railings	8/9/2024	8/9/2024 11:08:06 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 property maintenance/Screens reques
253612	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Doors, Windows and Railings	8/12/2024	8/12/2024 2:51:45 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Property maintenance/Water leak win
256776	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Doors, Windows and Railings	8/28/2024	8/28/2024 1:11:57 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop.Maint/Screens requested for th
257744	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Plumbing	9/4/2024	9/4/2024 8:09:30 AM	2/4/2025	2/4/2025 4:03:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 prop main. toilet
258854	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Plumbing	9/10/2024	9/10/2024 9:55:48 AM	1/29/2025	1/29/2025 3:47:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop Maint./Shower head keeps dripp
260269	Claridge Towers-AMP 1600 (060)-	Routine	Parts Pending	Doors, Windows and Railings	9/16/2024	9/16/2024 12:20:04 PM	1/29/2025	1/29/2025 3:46:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop. Maint./Closet Door
260675	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Floors, Wall and Ceilings	9/19/2024	9/19/2024 9:47:07 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop Maint./Missing screens in all
260679	Claridge Towers-AMP 1600 (060)-	Routine	Call	Carpentry	9/19/2024	9/19/2024 9:49:35 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop Maint./Bathroom cabinet door n
260681	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	9/19/2024	9/19/2024 9:51:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop Maint./Hallway closet sliding
261420	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Electrical	9/23/2024	9/23/2024 3:36:37 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Property Main/closet door off
261484	Claridge Towers-AMP 1600 (060)-	Routine	Call	Accessories	9/24/2024	9/24/2024 11:00:40 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop Maintenance | Bathroom
261587	Claridge Towers-AMP 1600 (060)-	Routine	Call	Floors, Wall and Ceilings	9/24/2024	9/24/2024 3:39:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Property maint/ There is a hole und
261942	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	9/26/2024	9/26/2024 10:48:03 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 propt. maint/ door number
261980	Claridge Towers-AMP 1600 (060)-	Routine	Call	Plumbing	9/26/2024	9/26/2024 2:07:02 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop.Maint/Shower rod needs to be i
262095	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	9/27/2024	9/27/2024 11:03:13 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 prop main/ window screen requested
262096	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	9/27/2024	9/27/2024 11:04:35 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 prop main/ closet door
262097	Claridge Towers-AMP 1600 (060)-	Routine	Call	Electrical	9/27/2024	9/27/2024 11:05:49 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 prop main/ light cover
262099	Claridge Towers-AMP 1600 (060)-	Routine	Call	Electrical	9/27/2024	9/27/2024 11:07:31 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 prop main/ smoke detector replace
262181	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	9/27/2024	9/27/2024 1:19:36 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 PrMa/ windowsill is leaking water.
264710	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Doors, Windows and Railings	10/10/2024	10/10/2024 3:59:48 PM	1/8/2025	1/8/2025 2:50:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop maintenance /Closet door repai
266969	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Doors, Windows and Railings	10/24/2024	10/24/2024 2:11:06 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 property main/Bathroom door repr
266972	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Doors, Windows and Railings	10/24/2024	10/24/2024 2:13:16 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 property main/window screen
267315	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	10/28/2024	10/28/2024 10:24:33 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop maint./Whenever it rains, wate
267978	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Doors, Windows and Railings	10/31/2024	10/31/2024 3:00:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop Main Bathroom door came off.
269585	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Doors, Windows and Railings	11/14/2024	11/14/2024 12:14:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop.Maintenance/Window screens req
269886	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Doors, Windows and Railings	11/15/2024	11/15/2024 3:34:29 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Blinds off Track
270144	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Plumbing	11/18/2024	11/18/2024 2:27:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Tub and Shower Head
270157	Claridge Towers-AMP 1600 (060)-	Routine	Call	Floors, Wall and Ceilings	11/18/2024	11/18/2024 3:07:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 PropMain/Floors need to be stripped
270734	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Plumbing	11/22/2024	11/22/2024 8:49:52 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 propt. maint/ kitchen faucet

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
271104	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Painting	11/25/2024	11/25/2024 11:31:30 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Bedroom wall paint is pe
271582	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Plumbing	12/2/2024	12/2/2024 9:17:58 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Toilet seat needs
271953	Claridge Towers-AMP 1600 (060)-	Routine	Call	Carpentry	12/3/2024	12/3/2024 3:30:44 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Hallway closet door is c
271955	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Carpentry	12/3/2024	12/3/2024 3:32:01 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Curtain rod needed in th
271980	Claridge Towers-AMP 1600 (060)-	Preventative Maint.	Scheduled	Floors, Wall and Ceilings	12/3/2024	12/3/2024 5:32:17 PM	12/3/2024	12/3/2024 12:00:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold Remediation
272287	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Plumbing	12/5/2024	12/5/2024 11:50:37 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. Shower
272666	Claridge Towers-AMP 1600 (060)-	Preventative Maint.	Scheduled	Safety, Security, Bldg Maint	12/9/2024	12/9/2024 9:18:06 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	remediation mold
272671	Claridge Towers-AMP 1600 (060)-	Preventative Maint.	Scheduled	Safety, Security, Bldg Maint	12/9/2024	12/9/2024 9:23:07 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold remediation
272674	Claridge Towers-AMP 1600 (060)-	Preventative Maint.	Scheduled	Safety, Security, Bldg Maint	12/9/2024	12/9/2024 9:25:54 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	mold remediation
272904	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	12/10/2024	12/10/2024 11:08:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT/ 2 closet doors need to
272924	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Doors, Windows and Railings	12/10/2024	12/10/2024 11:29:28 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Closet Door
273302	Claridge Towers-AMP 1600 (060)-	Routine	Call	Floors, Wall and Ceilings	12/12/2024	12/12/2024 11:32:23 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / Hole in the wall
273545	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Plumbing	12/13/2024	12/13/2024 12:44:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Kitchen sink drips when
274065	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Plumbing	12/18/2024	12/18/2024 2:16:32 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Tub wayer run when taking shower
274176	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	12/19/2024	12/19/2024 10:19:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property main/ Blinds rep.
274601	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	12/23/2024	12/23/2024 9:15:06 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Hallway closet doors ar
275038	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Floors, Wall and Ceilings	12/26/2024	12/26/2024 3:52:08 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maintenance / Black mould in t
275493	Claridge Towers-AMP 1600 (060)-	Emergency	Parts Pending	Plumbing	12/30/2024	12/30/2024 4:12:14 PM	1/7/2025	1/7/2025 4:29:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	No hot water
275711	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	1/2/2025	1/2/2025 11:37:28 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Blinds
276062	Claridge Towers-AMP 1600 (060)-	Routine	Call	Plumbing	1/6/2025	1/6/2025 9:01:06 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ toilet seat replace
276063	Claridge Towers-AMP 1600 (060)-	Routine	Call	Heating and Cooling	1/6/2025	1/6/2025 9:01:52 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ filter requested
276180	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	1/7/2025	1/7/2025 9:38:40 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Screen Door
276210	Claridge Towers-AMP 1600 (060)-	Routine	Call	Plumbing	1/7/2025	1/7/2025 1:47:10 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/Shower doesn't get hot. A
276221	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	1/7/2025	1/7/2025 2:34:50 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Front door knob came of
276328	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	1/8/2025	1/8/2025 12:23:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	balcony door will not lock
276370	Claridge Towers-AMP 1600 (060)-	Routine	Call	Maintenance	1/8/2025	1/8/2025 2:43:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maint/ Something was spill
276373	Claridge Towers-AMP 1600 (060)-	Urgent	Call	Doors, Windows and Railings	1/8/2025	1/8/2025 2:59:14 PM	1/1/1899 3:00:00 PM	1/1/1899 3:00:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace Broken Window
276374	Claridge Towers-AMP 1600 (060)-	Routine	Call	Heating and Cooling	1/8/2025	1/8/2025 3:01:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-The heat is ma
276377	Claridge Towers-AMP 1600 (060)-	Urgent	Call	Doors, Windows and Railings	1/8/2025	1/8/2025 3:03:39 PM	1/1/1899 3:15:00 PM	1/1/1899 3:15:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace broke windows
276379	Claridge Towers-AMP 1600 (060)-	Routine	Call	Plumbing	1/8/2025	1/8/2025 3:10:13 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/Bathroom sink needs a fil
276474	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	1/10/2025	1/10/2025 8:48:40 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ closet
276552	Claridge Towers-AMP 1600 (060)-	Routine	Call	Floors, Wall and Ceilings	1/10/2025	1/10/2025 11:53:30 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	dry wall in coming down
276861	Claridge Towers-AMP 1600 (060)-	Routine	Call	Carpentry	1/13/2025	1/13/2025 11:22:48 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint / counter tops need caul
276864	Claridge Towers-AMP 1600 (060)-	Routine	Call	Carpentry	1/13/2025	1/13/2025 11:24:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint / cabinets need caulk
276901	Claridge Towers-AMP 1600 (060)-	Routine	Call	Plumbing	1/13/2025	1/13/2025 1:10:52 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/Water won't get hot in th
276902	Claridge Towers-AMP 1600 (060)-	Routine	Call	Extermination/Pest Control	1/13/2025	1/13/2025 1:12:41 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/Pest control for mice. C
277058	Claridge Towers-AMP 1600 (060)-	Make Ready	Call	Appliances	1/14/2025	1/14/2025 11:58:48 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Make ready
277060	Claridge Towers-AMP 1600 (060)-	Routine	Call	Appliances	1/14/2025	1/14/2025 12:05:57 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. stove
277116	Claridge Towers-AMP 1600 (060)-	Routine	Call	Safety, Security, Bldg Maint	1/14/2025	1/14/2025 4:57:32 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold
277182	Claridge Towers-AMP 1600 (060)-	Routine	Call	Locks/Keys	1/15/2025	1/15/2025 9:49:38 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Front door lock screws
277189	Claridge Towers-AMP 1600 (060)-	Routine	Call	Plumbing	1/15/2025	1/15/2025 9:58:00 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Low Water pressure
277243	Claridge Towers-AMP 1600 (060)-	Routine	Call	Appliances	1/15/2025	1/15/2025 12:27:57 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maintenance /Resident needs a
277305	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	1/15/2025	1/15/2025 3:33:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PropMain/Front door bottom lock is
277315	Claridge Towers-AMP 1600 (060)-	Routine	Call	Plumbing	1/15/2025	1/15/2025 3:59:57 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	stopper is clogged
277381	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	1/16/2025	1/16/2025 9:30:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Front door bottom lock i
277434	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	1/16/2025	1/16/2025 10:45:45 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Bedroom blinds req
277435	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	1/16/2025	1/16/2025 10:47:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Kitchen cabinets n
277437	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	1/16/2025	1/16/2025 10:48:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Closet door off th
277469	Claridge Towers-AMP 1600 (060)-	Routine	Call	Extermination/Pest Control	1/16/2025	1/16/2025 11:39:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Pest Control
277493	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	1/16/2025	1/16/2025 2:03:40 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Window screens and blin
277541	Claridge Towers-AMP 1600 (060)-	Routine	Call	Heating and Cooling	1/16/2025	1/16/2025 4:46:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops/ Leak in Garage
277639	Claridge Towers-AMP 1600 (060)-	Routine	Call	Plumbing	1/17/2025	1/17/2025 11:50:08 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/No water coming out in th
277664	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	1/17/2025	1/17/2025 1:49:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / Screen windows request
277665	Claridge Towers-AMP 1600 (060)-	Routine	Call	Electrical	1/17/2025	1/17/2025 1:51:46 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / Light bulb replace
277754	Claridge Towers-AMP 1600 (060)-	Routine	Scheduled	Doors, Windows and Railings	1/19/2025	1/19/2025 6:21:33 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Closet door completely off track
278044	Claridge Towers-AMP 1600 (060)-	Routine	Call	Floors, Wall and Ceilings	1/21/2025	1/21/2025 3:38:27 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance / Black mold
278237	Claridge Towers-AMP 1600 (060)-	Routine	Call	Locks/Keys	1/23/2025	1/23/2025 8:40:31 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT/Mailbox lock not working
278240	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	1/23/2025	1/23/2025 8:45:52 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT/Apt number tag requested
278241	Claridge Towers-AMP 1600 (060)-	Routine	Call	Accessories	1/23/2025	1/23/2025 8:48:40 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / Towel rack broken
278347	Claridge Towers-AMP 1600 (060)-	Routine	Call	Plumbing	1/23/2025	1/23/2025 12:53:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Low water pres
278373	Claridge Towers-AMP 1600 (060)-	Routine	Call	Electrical	1/23/2025	1/23/2025 2:20:28 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Caller has an issue with
278375	Claridge Towers-AMP 1600 (060)-	Routine	Call	Heating and Cooling	1/23/2025	1/23/2025 2:40:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	special ops/A/C Not Working
278388	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	1/23/2025	1/23/2025 3:14:33 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Closet door, kitchen cab
278394	Claridge Towers-AMP 1600 (060)-	Routine	Call	Electrical	1/23/2025	1/23/2025 3:24:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Outlet in the kitchen is
278473	Claridge Towers-AMP 1600 (060)-	Routine	Call	Locks/Keys	1/24/2025	1/24/2025 9:31:08 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Front lock repair
278691	Claridge Towers-AMP 1600 (060)-	Routine	Call	Heating and Cooling	1/27/2025	1/27/2025 7:55:52 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ thermotat not working
278913	Claridge Towers-AMP 1600 (060)-	Emergency	Parts Pending	Appliances	1/27/2025	1/27/2025 5:19:23 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint /
278965	Claridge Towers-AMP 1600 (060)-	Routine	Call	Plumbing	1/28/2025	1/28/2025 10:05:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/Faucet came off.
279007	Claridge Towers-AMP 1600 (060)-	Routine	Call	Heating and Cooling	1/28/2025	1/28/2025 12:47:30 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Noisy/Vibrating/Le
279139	Claridge Towers-AMP 1600 (060)-	Preventative Maint.	Scheduled	Doors, Windows and Railings	1/29/2025	1/29/2025 10:21:41 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Blinds
279140	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	1/29/2025	1/29/2025 10:22:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Window Seal
279141	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	1/29/2025	1/29/2025 10:23:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Closet door is bro
279142	Claridge Towers-AMP 1600 (060)-	Routine	Call	Plumbing	1/29/2025	1/29/2025 10:23:59 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Water Leak
279143	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	1/29/2025	1/29/2025 10:24:53 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Front Door
279209	Claridge Towers-AMP 1600 (060)-	Routine	Call	Plumbing	1/29/2025	1/29/2025 12:26:38 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./No hot water only on th
279276	Claridge Towers-AMP 1600 (060)-	Routine	Call	Plumbing	1/29/2025	1/29/2025 3:53:47 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / No hot water in shower
279306	Claridge Towers-AMP 1600 (060)-	Routine	Call	Plumbing	1/30/2025	1/30/2025 8:38:33 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT/No hot water in bathroom
279441	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	1/30/2025	1/30/2025 3:38:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Front door knob is loose
279687	Claridge Towers-AMP 1600 (060)-	Routine	Call	Extermination/Pest Control	2/3/2025	2/3/2025 10:33:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ pest control for mice
279713	Claridge Towers-AMP 1600 (060)-	Preventative Maint.	Scheduled	Floors, Wall and Ceilings	2/3/2025	2/3/2025 11:12:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	installing floors
279723	Claridge Towers-AMP 1600 (060)-	Routine	Call	Floors, Wall and Ceilings	2/3/2025	2/3/2025 11:31:33 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Jole in walls
279725	Claridge Towers-AMP 1600 (060)-	Routine	In Progress	Floors, Wall and Ceilings	2/3/2025	2/3/2025 11:32:44 AM	2/12/2025	2/12/2025 3:48:03 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair damage area
279749	Claridge Towers-AMP 1600 (060)-	Routine	Call	Locks/Keys	2/3/2025	2/3/2025 12:28:53 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Top lock is loose.

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
279753	Claridge Towers-AMP 1600 (060)-	Routine	Call	Extermination/Pest Control	2/3/2025	2/3/2025 12:34:45 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Pest control
279861	Claridge Towers-AMP 1600 (060)-	Emergency	Scheduled	Floors, Wall and Ceilings	2/4/2025	2/4/2025 9:15:38 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Ceiling leaking
279891	Claridge Towers-AMP 1600 (060)-	Routine	Call	Plumbing	2/4/2025	2/4/2025 10:20:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Toilet Leak
279979	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	2/4/2025	2/4/2025 3:36:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Mold observed around th
280058	Claridge Towers-AMP 1600 (060)-	Emergency	Scheduled	Plumbing	2/5/2025	2/5/2025 11:08:22 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Water Leaking in Bathroom ceiling
280060	Claridge Towers-AMP 1600 (060)-	Emergency	Scheduled	Plumbing	2/5/2025	2/5/2025 11:12:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	toilet has a leak
280064	Claridge Towers-AMP 1600 (060)-	Court Case	Call	Floors, Wall and Ceilings	2/5/2025	2/5/2025 11:19:47 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Baseboard peeling
280072	Claridge Towers-AMP 1600 (060)-	Preventative Maint.	Scheduled	Maintenance	2/5/2025	2/5/2025 12:07:50 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Health & Safety
280156	Claridge Towers-AMP 1600 (060)-	Routine	Call	Heating and Cooling	2/6/2025	2/6/2025 9:06:01 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Heater filters need to b
280332	Claridge Towers-AMP 1600 (060)-	Routine	Call	Heating and Cooling	2/7/2025	2/7/2025 9:51:29 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Porp Main/Heat would only come out
280334	Claridge Towers-AMP 1600 (060)-	Routine	Call	Appliances	2/7/2025	2/7/2025 9:54:45 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Oven light is out. NO s
280347	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	2/7/2025	2/7/2025 10:42:37 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Laundry room keycard requested.
280399	Claridge Towers-AMP 1600 (060)-	Routine	Call	Heating and Cooling	2/7/2025	2/7/2025 1:42:28 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./aiOr Filter Replaced
280402	Claridge Towers-AMP 1600 (060)-	Routine	Call	Plumbing	2/7/2025	2/7/2025 1:43:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Bathroom Tub
280404	Claridge Towers-AMP 1600 (060)-	Routine	Call	Plumbing	2/7/2025	2/7/2025 1:44:33 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Kitchen Sink
280516	Claridge Towers-AMP 1600 (060)-	Routine	Call	Heating and Cooling	2/10/2025	2/10/2025 8:16:06 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Mold detected
280928	Claridge Towers-AMP 1600 (060)-	Routine	Call	Doors, Windows and Railings	2/13/2025	2/13/2025 10:45:55 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Front door top loc
280931	Claridge Towers-AMP 1600 (060)-	Routine	Call	Plumbing	2/13/2025	2/13/2025 10:47:19 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Shower leaks when
Open Work Orders (Claridge Towers-AMP 1600(060)) - 140															
Property : Elvans Road-AMP 3850(085)															
266044	Elvans Road-AMP 3850 (085)-	Emergency	Scheduled	Safety, Security, Bldg Maint	10/18/2024	10/18/2024 3:08:39 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	POSSIBLE MOLD IN BATHROOM
276968	Elvans Road-AMP 3850 (085)-	Routine	Scheduled	Floors, Wall and Ceilings	1/14/2025	1/14/2025 7:23:58 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	floor work
276970	Elvans Road-AMP 3850 (085)-	Routine	Parts Pending	Carpentry	1/14/2025	1/14/2025 7:32:58 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Carpentry
279509	Elvans Road-AMP 3850 (085)-	Routine	Parts Pending	Appliances	1/31/2025	1/31/2025 11:27:03 AM	2/3/2025	2/3/2025 2:30:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT/Oven & stove not working
280776	Elvans Road-AMP 3850 (085)-	Routine	Call	Doors, Windows and Railings	2/11/2025	2/11/2025 5:33:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	peep hole missing
Open Work Orders (Elvans Road-AMP 3850(085)) - 5															
Property : Fort Dupont Addition-AMP 2230(057)															
277400	Fort Dupont Addition-AMP 2230 (057)-	Routine	Call	Extermination/Pest Control	1/16/2025	1/16/2025 10:05:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Pest control mice
280898	Fort Dupont Addition-AMP 2230 (057)-	Emergency	Call	Appliances	2/13/2025	2/13/2025 10:09:24 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Stove needs to be repla
280902	Fort Dupont Addition-AMP 2230 (057)-	Routine	Call	Extermination/Pest Control	2/13/2025	2/13/2025 10:12:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Pest Control for rodent
Open Work Orders (Fort Dupont Addition-AMP 2230(057)) - 3															
Property : Fort Dupont Dwellings-AMP 2230(001)															
262750	Fort Dupont Dwellings-AMP 2230 (001)-	Court Case	Scheduled	Carpentry	10/1/2024	10/1/2024 10:02:22 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair cabinets
263647	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Parts Pending	Maintenance	10/4/2024	10/4/2024 12:31:47 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
263651	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	In Progress	Maintenance	10/4/2024	10/4/2024 12:37:02 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
263670	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	In Progress	Maintenance	10/4/2024	10/4/2024 1:24:43 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
263683	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	In Progress	Maintenance	10/4/2024	10/4/2024 1:38:02 PM	1/15/2025	1/15/2025 11:07:37 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
263685	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	In Progress	Maintenance	10/4/2024	10/4/2024 1:40:51 PM	1/15/2025	1/15/2025 11:08:25 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
263694	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	In Progress	Maintenance	10/4/2024	10/4/2024 1:50:48 PM	1/15/2025	1/15/2025 11:09:07 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
263697	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Parts Pending	Maintenance	10/4/2024	10/4/2024 1:54:05 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
263712	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Scheduled	Maintenance	10/4/2024	10/4/2024 2:10:40 PM	1/22/2025	1/22/2025 2:23:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
266499	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Parts Pending	Doors, Windows and Railings	10/22/2024	10/22/2024 11:03:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Kitchen window is not s
266763	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Scheduled	Maintenance	10/23/2024	10/23/2024 2:24:20 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
266765	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Scheduled	Maintenance	10/23/2024	10/23/2024 2:26:21 PM	10/23/2024	10/23/2024 3:07:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
267056	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Scheduled	Safety, Security, Bldg Maint	10/25/2024	10/25/2024 10:59:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	paint repairs
267061	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Parts Pending	Safety, Security, Bldg Maint	10/25/2024	10/25/2024 11:09:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	floors
267100	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Scheduled	Doors, Windows and Railings	10/25/2024	10/25/2024 1:52:03 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
267101	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Scheduled	Floors, Wall and Ceilings	10/25/2024	10/25/2024 1:55:15 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
267105	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Scheduled	Floors, Wall and Ceilings	10/25/2024	10/25/2024 1:59:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
267267	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Parts Pending	Plumbing	10/28/2024	10/28/2024 9:21:59 AM	10/28/2024	10/28/2024 1:27:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Routine WOs unit inspection
269104	Fort Dupont Dwellings-AMP 2230 (001)-	Preventative Maint.	Scheduled	Doors, Windows and Railings	11/12/2024	11/12/2024 10:42:46 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	broken window
269451	Fort Dupont Dwellings-AMP 2230 (001)-	Preventative Maint.	Scheduled	Doors, Windows and Railings	11/13/2024	11/13/2024 3:45:00 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	cracked window
271211	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Parts Pending	Doors, Windows and Railings	11/26/2024	11/26/2024 9:45:22 AM	11/26/2024	11/26/2024 3:24:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Weatherstrippi
271938	Fort Dupont Dwellings-AMP 2230 (001)-	Emergency	Parts Pending	Plumbing	12/3/2024	12/3/2024 2:43:23 PM	12/3/2024	12/3/2024 4:05:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	inoperable toilet
272309	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Parts Pending	Doors, Windows and Railings	12/5/2024	12/5/2024 12:51:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	damaged doors
272441	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Parts Pending	Floors, Wall and Ceilings	12/6/2024	12/6/2024 9:14:17 AM	12/9/2024	12/9/2024 1:49:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Floor nails are co
273074	Fort Dupont Dwellings-AMP 2230 (001)-	Preventative Maint.	In Progress	Doors, Windows and Railings	12/11/2024	12/11/2024 9:58:54 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	unsecurd windows
273079	Fort Dupont Dwellings-AMP 2230 (001)-	Urgent	Parts Pending	Plumbing	12/11/2024	12/11/2024 10:09:54 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	faucet leaking
273081	Fort Dupont Dwellings-AMP 2230 (001)-	Urgent	Parts Pending	Plumbing	12/11/2024	12/11/2024 10:11:28 AM	12/11/2024	12/11/2024 2:20:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	leaking faucet
273754	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Parts Pending	Doors, Windows and Railings	12/16/2024	12/16/2024 12:44:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Bedroom door repl
273989	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/18/2024	12/18/2024 10:05:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	routine wo's from unit inspection
274002	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/18/2024	12/18/2024 10:20:22 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	routine wo's from unit unspection
274007	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	In Progress	Safety, Security, Bldg Maint	12/18/2024	12/18/2024 10:30:44 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	routine wo's from unit inspection
274012	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/18/2024	12/18/2024 10:54:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	routine wo's from unit inspection
274013	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/18/2024	12/18/2024 11:00:56 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	routine wo's from unit inspection
274018	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/18/2024	12/18/2024 11:17:23 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	routine wo's from unit inspection
274033	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Call	Safety, Security, Bldg Maint	12/18/2024	12/18/2024 11:58:22 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	routine wo's from unit inspection
274041	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Call	Safety, Security, Bldg Maint	12/18/2024	12/18/2024 12:47:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	routine wo's from unit inspection
274053	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/18/2024	12/18/2024 1:20:05 PM	1/21/2025	1/21/2025 10:07:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	rountine wo's from unit inspection
274064	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/18/2024	12/18/2024 2:15:30 PM	1/23/2025	1/23/2025 9:27:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	routine wo's from unit inspection
275364	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Parts Pending	Painting	12/30/2024	12/30/2024 11:58:22 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Paint
276324	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Parts Pending	Floors, Wall and Ceilings	1/8/2025	1/8/2025 12:21:06 PM	1/10/2025	1/10/2025 11:01:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/Bathroom floor tiles are
276588	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Scheduled	Floors, Wall and Ceilings	1/10/2025	1/10/2025 2:03:29 PM	1/16/2025	1/16/2025 1:59:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Staircase 5th step is b
276589	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Scheduled	Doors, Windows and Railings	1/10/2025	1/10/2025 2:04:18 PM	1/16/2025	1/16/2025 2:02:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Basement door is coming
279114	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Call	Floors, Wall and Ceilings	1/29/2025	1/29/2025 9:39:41 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	walls cracking
279115	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Scheduled	Plumbing	1/29/2025	1/29/2025 9:40:54 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	bathroom sink need caulking
279117	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Scheduled	Doors, Windows and Railings	1/29/2025	1/29/2025 9:42:52 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	damaged door
279255	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Scheduled	Floors, Wall and Ceilings	1/29/2025	1/29/2025 2:47:12 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Hole in the shower wall
279280	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Scheduled	Electrical	1/29/2025	1/29/2025 4:30:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Partial Electric
279955	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	In Progress	Painting	2/4/2025	2/4/2025 2:27:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Tub
280160	Fort Dupont Dwellings-AMP 2230 (001)-	Emergency	In Progress	Appliances	2/6/2025	2/6/2025 9:23:42 AM	2/6/2025	2/6/2025 2:26:26 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Refrigerator NOT Worki
280225	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Call	Floors, Wall and Ceilings	2/6/2025	2/6/2025 11:50:48 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Main/Basement floor paint
280227	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Call	Doors, Windows and Railings	2/6/2025	2/6/2025 11:52:18 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Main/Screen requested
280292	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Call	Safety, Security, Bldg Maint	2/6/2025	2/6/2025 3:26:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	black substance

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
280293	Fort Dupont Dwellings-AMP 2230 (001)-	Routine	Call	Extermination/Pest Control	2/6/2025	2/6/2025 3:28:34 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Exterminations/ Pest Control
Open Work Orders (Fort Dupont Dwellings-AMP 2230(001)) - 53															
Property : Fort Lincoln-AMP 1640(064)															
251532	Fort Lincoln-AMP 1640 (064)-	Routine	Scheduled	Doors, Windows and Railings	7/31/2024	7/31/2024 9:14:54 AM	1/30/2025	1/30/2025 3:53:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Gap inthe window in the stairwell
266477	Fort Lincoln-AMP 1640 (064)-	Routine	Scheduled	Electrical	10/22/2024	10/22/2024 10:14:06 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / New outlet in bathroom
269393	Fort Lincoln-AMP 1640 (064)-	Routine	Scheduled	Maintenance	11/13/2024	11/13/2024 1:40:39 PM	11/18/2024	11/18/2024 11:36:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
269593	Fort Lincoln-AMP 1640 (064)-	Routine	Scheduled	Maintenance	11/14/2024	11/14/2024 12:49:04 PM	11/19/2024	11/19/2024 10:42:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
269613	Fort Lincoln-AMP 1640 (064)-	Routine	Scheduled	Maintenance	11/14/2024	11/14/2024 1:48:53 PM	11/21/2024	11/21/2024 9:46:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
270491	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	11/20/2024	11/20/2024 4:43:37 PM	11/21/2024	11/21/2024 1:46:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
270557	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	11/21/2024	11/21/2024 10:14:11 AM	11/25/2024	11/25/2024 4:03:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
270559	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	11/21/2024	11/21/2024 10:16:17 AM	11/26/2024	11/26/2024 9:40:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
270563	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	11/21/2024	11/21/2024 10:22:29 AM	11/27/2024	11/27/2024 11:17:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
270569	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	11/21/2024	11/21/2024 10:30:25 AM	12/16/2024	12/16/2024 9:34:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
270622	Fort Lincoln-AMP 1640 (064)-	Routine	Scheduled	Floors, Wall and Ceilings	11/21/2024	11/21/2024 1:10:10 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace mailbox
270635	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	11/21/2024	11/21/2024 1:35:26 PM	12/17/2024	12/17/2024 10:49:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
270638	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	11/21/2024	11/21/2024 1:41:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
271862	Fort Lincoln-AMP 1640 (064)-	Routine	Scheduled	Plumbing	12/3/2024	12/3/2024 11:13:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Kitchen sink fauce
272176	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Lighting and Ceiling Fans	12/4/2024	12/4/2024 4:36:09 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replaced light fixture
272178	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Electrical	12/4/2024	12/4/2024 4:39:23 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace light fixture
273332	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/12/2024	12/12/2024 1:05:52 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273335	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/12/2024	12/12/2024 1:08:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273337	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/12/2024	12/12/2024 1:12:56 PM	12/12/2024	12/12/2024 2:33:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273340	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/12/2024	12/12/2024 1:26:02 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273341	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/12/2024	12/12/2024 1:27:47 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273343	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/12/2024	12/12/2024 1:34:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273348	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/12/2024	12/12/2024 1:38:45 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273367	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/12/2024	12/12/2024 2:39:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273375	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/12/2024	12/12/2024 2:48:50 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273379	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/12/2024	12/12/2024 2:51:02 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273382	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/12/2024	12/12/2024 2:55:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273385	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/12/2024	12/12/2024 2:59:00 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273391	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/12/2024	12/12/2024 3:02:38 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273421	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/12/2024	12/12/2024 4:16:00 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273423	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/12/2024	12/12/2024 4:17:43 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273444	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/13/2024	12/13/2024 8:56:34 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273451	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/13/2024	12/13/2024 9:08:35 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS inspection
273453	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/13/2024	12/13/2024 9:11:30 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273457	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/13/2024	12/13/2024 9:15:25 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273458	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/13/2024	12/13/2024 9:17:43 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273459	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/13/2024	12/13/2024 9:20:02 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273460	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/13/2024	12/13/2024 9:22:18 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS inspection
273461	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/13/2024	12/13/2024 9:26:19 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS inspection
273462	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/13/2024	12/13/2024 9:28:30 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273463	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/13/2024	12/13/2024 9:31:02 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273465	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/13/2024	12/13/2024 9:35:10 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273468	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/13/2024	12/13/2024 9:37:23 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273469	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/13/2024	12/13/2024 9:39:13 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS inspection
273482	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/13/2024	12/13/2024 10:01:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection Apt 503
273719	Fort Lincoln-AMP 1640 (064)-	Routine	Scheduled	Electrical	12/16/2024	12/16/2024 11:44:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Repair/replace kitchen outlet
273736	Fort Lincoln-AMP 1640 (064)-	Routine	Scheduled	Plumbing	12/16/2024	12/16/2024 12:10:06 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Reglaze bathtub
274072	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/18/2024	12/18/2024 2:34:15 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
274076	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/18/2024	12/18/2024 2:39:43 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS inspection
274083	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/18/2024	12/18/2024 3:00:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
274084	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/18/2024	12/18/2024 3:03:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
274100	Fort Lincoln-AMP 1640 (064)-	Make Ready	Scheduled	Maintenance	12/18/2024	12/18/2024 3:53:12 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
274107	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/18/2024	12/18/2024 4:05:13 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
274111	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/18/2024	12/18/2024 4:09:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
274228	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/19/2024	12/19/2024 1:36:16 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
274232	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/19/2024	12/19/2024 1:55:45 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
274235	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/19/2024	12/19/2024 2:02:44 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
274238	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/19/2024	12/19/2024 2:12:49 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
274239	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/19/2024	12/19/2024 2:14:57 PM	12/26/2024	12/26/2024 2:17:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
274250	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/19/2024	12/19/2024 2:36:43 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
274251	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/19/2024	12/19/2024 2:40:45 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
274255	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/19/2024	12/19/2024 2:51:34 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
274257	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/19/2024	12/19/2024 2:56:49 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
274261	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/19/2024	12/19/2024 3:07:32 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
274264	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/19/2024	12/19/2024 3:16:00 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
274268	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/19/2024	12/19/2024 3:26:58 PM	1/16/2025	1/16/2025 10:46:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
274270	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/19/2024	12/19/2024 3:29:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
274271	Fort Lincoln-AMP 1640 (064)-	Preventative Maint.	Scheduled	Maintenance	12/19/2024	12/19/2024 3:34:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
275170	Fort Lincoln-AMP 1640 (064)-	Routine	Scheduled	Doors, Windows and Railings	12/27/2024	12/27/2024 3:52:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-The closet doo
278697	Fort Lincoln-AMP 1640 (064)-	Routine	Scheduled	Electrical	1/27/2025	1/27/2025 8:40:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Lightbulb in the buildi
279732	Fort Lincoln-AMP 1640 (064)-	Routine	Scheduled	Plumbing	2/3/2025	2/3/2025 12:01:46 PM	2/4/2025	2/4/2025 3:43:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Kitchen sink
280740	Fort Lincoln-AMP 1640 (064)-	Routine	Scheduled	Floors, Wall and Ceilings	2/11/2025	2/11/2025 12:54:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Bathroom floor is
280745	Fort Lincoln-AMP 1640 (064)-	Routine	Call	Extermination/Pest Control	2/11/2025	2/11/2025 1:15:53 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Roaches
280747	Fort Lincoln-AMP 1640 (064)-	Routine	Call	Extermination/Pest Control	2/11/2025	2/11/2025 1:18:46 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mice
280915	Fort Lincoln-AMP 1640 (064)-	Routine	Scheduled	Plumbing	2/13/2025	2/13/2025 10:25:46 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Water Pressure low in b
280917	Fort Lincoln-AMP 1640 (064)-	Routine	Scheduled	Doors, Windows and Railings	2/13/2025	2/13/2025 10:27:51 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Replace closet racks. P
280920	Fort Lincoln-AMP 1640 (064)-	Emergency	Scheduled	Plumbing	2/13/2025	2/13/2025 10:31:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Kitchen sink hot w
280921	Fort Lincoln-AMP 1640 (064)-	Routine	Scheduled	Plumbing	2/13/2025	2/13/2025 10:34:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Bathroom sink hang

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
281018	Fort Lincoln-AMP 1640 (064)-	Emergency	Scheduled	Appliances	2/13/2025	2/13/2025 2:32:10 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint/disposal
Open Work Orders (Fort Lincoln-AMP 1640(064)) - 83															
Property : Garfield Terrace-AMP 1370(037)															
204193	Garfield Terrace-AMP 1370 (037)-	Routine	In Progress	Safety, Security, Bldg Maint	9/27/2023	9/27/2023 9:59:13 AM	12/29/2023	12/29/2023 9:45:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Routine WO's From Unit Inspection
204374	Garfield Terrace-AMP 1370 (037)-	Routine	In Progress	Safety, Security, Bldg Maint	9/27/2023	9/27/2023 2:09:29 PM	1/7/2025	1/7/2025 12:00:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Routine WO's From Unit Inspection
204433	Garfield Terrace-AMP 1370 (037)-	Routine	In Progress	Safety, Security, Bldg Maint	9/27/2023	9/27/2023 3:47:47 PM	1/7/2025	1/7/2025 12:15:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Routine WO's From Unit Inspection
215045	Garfield Terrace-AMP 1370 (037)-	Routine	In Progress	Safety, Security, Bldg Maint	12/11/2023	12/11/2023 8:35:46 PM	1/7/2025	1/7/2025 12:15:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Routine WOs from Unit Inspection
215153	Garfield Terrace-AMP 1370 (037)-	Routine	In Progress	Safety, Security, Bldg Maint	12/12/2023	12/12/2023 10:47:23 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Routine WOs from Unit Inspection
246841	Garfield Terrace-AMP 1370 (037)-	Routine	Scheduled	Plumbing	7/1/2024	7/1/2024 12:25:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Tub repair
247881	Garfield Terrace-AMP 1370 (037)-	Routine	Scheduled	Painting	7/9/2024	7/9/2024 10:17:53 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Bathtub is pee
252028	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Doors, Windows and Railings	8/2/2024	8/2/2024 3:55:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PrMa-Screen for the bedroom window
252528	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Plumbing	8/7/2024	8/7/2024 9:19:41 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. tub
252824	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Floors, Wall and Ceilings	8/8/2024	8/8/2024 12:47:27 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property main/wall
253474	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Plumbing	8/12/2024	8/12/2024 10:59:38 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Bathtub replace.
253476	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Floors, Wall and Ceilings	8/12/2024	8/12/2024 11:00:47 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Bathroom ceiling i
254191	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Doors, Windows and Railings	8/14/2024	8/14/2024 12:32:19 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT/window screen requested
254194	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Floors, Wall and Ceilings	8/14/2024	8/14/2024 12:36:38 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/ Kitchen wall has a hole
254673	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Painting	8/15/2024	8/15/2024 2:11:27 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	hallways
255525	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Floors, Wall and Ceilings	8/21/2024	8/21/2024 9:36:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. floor
255575	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Floors, Wall and Ceilings	8/21/2024	8/21/2024 11:10:58 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Entire unit needs to be
256767	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Doors, Windows and Railings	8/28/2024	8/28/2024 12:00:44 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. door
258818	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Safety, Security, Bldg Maint	9/10/2024	9/10/2024 9:01:43 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/smoke detector missing f
258895	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Doors, Windows and Railings	9/10/2024	9/10/2024 11:13:48 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Bedroom door not closin
259882	Garfield Terrace-AMP 1370 (037)-	NSPIRE Severe	Call	Doors, Windows and Railings	9/13/2024	9/13/2024 5:15:08 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Fire Door
259884	Garfield Terrace-AMP 1370 (037)-	NSPIRE Severe	Call	Doors, Windows and Railings	9/13/2024	9/13/2024 5:22:30 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Fire Labeled Door
259885	Garfield Terrace-AMP 1370 (037)-	NSPIRE Severe	Call	Doors, Windows and Railings	9/13/2024	9/13/2024 5:30:38 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Fire labeled door
259888	Garfield Terrace-AMP 1370 (037)-	NSPIRE Severe	Call	Floors, Wall and Ceilings	9/13/2024	9/13/2024 5:37:13 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Peeling Paint
259889	Garfield Terrace-AMP 1370 (037)-	NSPIRE Severe	Call	Doors, Windows and Railings	9/13/2024	9/13/2024 5:42:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Fire labeled door
259890	Garfield Terrace-AMP 1370 (037)-	NSPIRE Severe	Call	Floors, Wall and Ceilings	9/13/2024	9/13/2024 5:48:00 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Peeling Paint
259891	Garfield Terrace-AMP 1370 (037)-	NSPIRE Severe	Call	Doors, Windows and Railings	9/13/2024	9/13/2024 5:55:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Fire Labeled Door
259892	Garfield Terrace-AMP 1370 (037)-	NSPIRE Severe	Call	Doors, Windows and Railings	9/13/2024	9/13/2024 5:59:19 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Fire Labeled Door
259894	Garfield Terrace-AMP 1370 (037)-	NSPIRE Severe	Call	Doors, Windows and Railings	9/13/2024	9/13/2024 6:03:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Fire Labeled door
259895	Garfield Terrace-AMP 1370 (037)-	NSPIRE Severe	Call	Doors, Windows and Railings	9/13/2024	9/13/2024 6:09:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Fire Labeled door
259896	Garfield Terrace-AMP 1370 (037)-	NSPIRE Severe	Call	Doors, Windows and Railings	9/13/2024	9/13/2024 6:14:09 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Fire Labeled door
259902	Garfield Terrace-AMP 1370 (037)-	NSPIRE Severe	Call	Floors, Wall and Ceilings	9/13/2024	9/13/2024 6:20:01 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Peeling Paint
259903	Garfield Terrace-AMP 1370 (037)-	NSPIRE Severe	Call	Doors, Windows and Railings	9/13/2024	9/13/2024 6:26:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Fire Label Door
259904	Garfield Terrace-AMP 1370 (037)-	NSPIRE Severe	Call	Doors, Windows and Railings	9/13/2024	9/13/2024 6:31:16 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Fire Label Door
259905	Garfield Terrace-AMP 1370 (037)-	NSPIRE Severe	Call	Doors, Windows and Railings	9/13/2024	9/13/2024 6:38:44 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Fire Labeled Door
259913	Garfield Terrace-AMP 1370 (037)-	NSPIRE Severe	Call	Floors, Wall and Ceilings	9/13/2024	9/13/2024 6:45:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Peeling Paint
259914	Garfield Terrace-AMP 1370 (037)-	NSPIRE Severe	Call	Doors, Windows and Railings	9/13/2024	9/13/2024 6:51:02 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Fire Labeled Door
259916	Garfield Terrace-AMP 1370 (037)-	NSPIRE Severe	Scheduled	Doors, Windows and Railings	9/13/2024	9/13/2024 7:20:36 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Fire Labeled Door
259919	Garfield Terrace-AMP 1370 (037)-	NSPIRE Severe	Scheduled	Electrical	9/13/2024	9/13/2024 7:48:08 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical
259921	Garfield Terrace-AMP 1370 (037)-	NSPIRE Severe	Call	Safety, Security, Bldg Maint	9/13/2024	9/13/2024 8:07:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical
260719	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Doors, Windows and Railings	9/19/2024	9/19/2024 11:21:00 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Living room and bedroom
260720	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Painting	9/19/2024	9/19/2024 11:21:37 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Entire unit repainting
261893	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Roofing	9/26/2024	9/26/2024 8:56:23 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	couch gets wet when it rains
262636	Garfield Terrace-AMP 1370 (037)-	Routine	Scheduled	Floors, Wall and Ceilings	9/30/2024	9/30/2024 4:22:20 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling cracked
264619	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Doors, Windows and Railings	10/10/2024	10/10/2024 1:31:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property main/Balcony screen reques
264620	Garfield Terrace-AMP 1370 (037)-	Routine	Scheduled	Floors, Wall and Ceilings	10/10/2024	10/10/2024 1:32:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property main/Living room ceiling
264623	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Doors, Windows and Railings	10/10/2024	10/10/2024 1:55:51 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. door
264773	Garfield Terrace-AMP 1370 (037)-	Routine	Scheduled	Doors, Windows and Railings	10/11/2024	10/11/2024 9:56:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Bedroom Door is crack
265281	Garfield Terrace-AMP 1370 (037)-	Routine	Scheduled	Heating and Cooling	10/15/2024	10/15/2024 3:54:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special ops-The heat is not working
265529	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Floors, Wall and Ceilings	10/16/2024	10/16/2024 3:59:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/ Security Bar needs to be
268626	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Doors, Windows and Railings	11/6/2024	11/6/2024 1:37:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Security Booth door is
268918	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Doors, Windows and Railings	11/8/2024	11/8/2024 12:40:10 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Door sweep request
270889	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Plumbing	11/22/2024	11/22/2024 2:04:36 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Tub is peeling off, nee
272021	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Doors, Windows and Railings	12/4/2024	12/4/2024 8:54:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ window covers
272166	Garfield Terrace-AMP 1370 (037)-	Routine	Scheduled	Lighting and Ceiling Fans	12/4/2024	12/4/2024 3:45:57 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Floor number 5, 2 hallway ceiling l
272222	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Doors, Windows and Railings	12/5/2024	12/5/2024 9:38:40 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Blinds requested
272696	Garfield Terrace-AMP 1370 (037)-	Routine	Scheduled	Carpentry	12/9/2024	12/9/2024 10:22:22 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Man/Kitchen cabinet repair.
272698	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Doors, Windows and Railings	12/9/2024	12/9/2024 10:24:26 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Man/Balcony storm door repair.
272979	Garfield Terrace-AMP 1370 (037)-	Emergency	Scheduled	Plumbing	12/10/2024	12/10/2024 12:57:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main/ pipe leaking
273416	Garfield Terrace-AMP 1370 (037)-	Routine	On Hold	CCTV	12/12/2024	12/12/2024 3:40:32 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops/Security Cameras down
273735	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Painting	12/16/2024	12/16/2024 12:08:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Paint is peeling off th
273737	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Floors, Wall and Ceilings	12/16/2024	12/16/2024 12:10:32 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./ Walls in the bedroom h
273742	Garfield Terrace-AMP 1370 (037)-	Routine	Scheduled	Doors, Windows and Railings	12/16/2024	12/16/2024 12:13:34 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Back screen door came o
274221	Garfield Terrace-AMP 1370 (037)-	Routine	Scheduled	Floors, Wall and Ceilings	12/19/2024	12/19/2024 12:49:40 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Tiles
275609	Garfield Terrace-AMP 1370 (037)-	Emergency	Scheduled	Heating and Cooling	1/1/2025	1/1/2025 3:24:15 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops/No heat in unit
276125	Garfield Terrace-AMP 1370 (037)-	Emergency	Scheduled	Heating and Cooling	1/6/2025	1/6/2025 1:38:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	special operstion / no heat.
276356	Garfield Terrace-AMP 1370 (037)-	Routine	Scheduled	Plumbing	1/8/2025	1/8/2025 1:52:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / Bathtub is peeling off
276956	Garfield Terrace-AMP 1370 (037)-	Emergency	Scheduled	Heating and Cooling	1/13/2025	1/13/2025 5:03:43 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops-No heat
277073	Garfield Terrace-AMP 1370 (037)-	Routine	In Progress	Maintenance	1/14/2025	1/14/2025 12:58:20 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Work Order for supplies
277820	Garfield Terrace-AMP 1370 (037)-	Emergency	Scheduled	Plumbing	1/21/2025	1/21/2025 7:07:21 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special OPs/NO HOT WATER SENIOR BUI
277871	Garfield Terrace-AMP 1370 (037)-	Emergency	Scheduled	Heating and Cooling	1/21/2025	1/21/2025 9:32:55 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special ops/ fast leak.
278216	Garfield Terrace-AMP 1370 (037)-	Emergency	Scheduled	Safety, Security, Bldg Maint	1/22/2025	1/22/2025 6:57:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec. Ops./Fire alarm
278467	Garfield Terrace-AMP 1370 (037)-	Emergency	Scheduled	Plumbing	1/24/2025	1/24/2025 9:15:59 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec. Ops./No hot Water
278483	Garfield Terrace-AMP 1370 (037)-	Routine	Scheduled	Floors, Wall and Ceilings	1/24/2025	1/24/2025 10:08:59 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	kitchen ceillling
278528	Garfield Terrace-AMP 1370 (037)-	Routine	Scheduled	Plumbing	1/24/2025	1/24/2025 1:04:05 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint / peeling tub.
279341	Garfield Terrace-AMP 1370 (037)-	Emergency	Call	Plumbing	1/30/2025	1/30/2025 9:18:55 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec. Ops./No hot Water
279386	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Electrical	1/30/2025	1/30/2025 11:54:48 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Kitchen light rep
279402	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Electrical	1/30/2025	1/30/2025 12:36:39 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Kitchen outlets
279415	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Doors, Windows and Railings	1/30/2025	1/30/2025 1:44:44 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Main/Knob repair
279416	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Plumbing	1/30/2025	1/30/2025 1:45:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Main/Bathub recaulking knob re
279417	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Floors, Wall and Ceilings	1/30/2025	1/30/2025 1:47:20 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Main/Celling paint falling
279510	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Electrical	1/31/2025	1/31/2025 11:29:38 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Breaker box needs to be replaced

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
279634	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Carpentry	2/3/2025	2/3/2025 8:36:33 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main/ bathroom knob came off
279673	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Maintenance	2/3/2025	2/3/2025 9:52:37 AM	2/1/2025	2/1/2025 7:30:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Weekend trash detail
279674	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Maintenance	2/3/2025	2/3/2025 9:56:11 AM	2/2/2025	2/2/2025 7:30:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Weekend trash detail
279675	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Maintenance	2/3/2025	2/3/2025 9:59:37 AM	2/1/2025	2/1/2025 4:30:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Weekend trash detail
279676	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Maintenance	2/3/2025	2/3/2025 10:02:37 AM	2/2/2025	2/2/2025 4:30:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Weekend trash detail
279857	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Floors, Wall and Ceilings	2/4/2025	2/4/2025 9:07:23 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Ceiling in the living
279900	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Plumbing	2/4/2025	2/4/2025 11:00:59 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Bathtub
280042	Garfield Terrace-AMP 1370 (037)-	Routine	Scheduled	Appliances	2/5/2025	2/5/2025 10:13:01 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ oven door
280044	Garfield Terrace-AMP 1370 (037)-	Routine	Scheduled	Appliances	2/5/2025	2/5/2025 10:15:55 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Main/Handle on stove broken
280046	Garfield Terrace-AMP 1370 (037)-	Routine	Scheduled	Plumbing	2/5/2025	2/5/2025 10:17:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Main/Bathroom sink slow drain
280070	Garfield Terrace-AMP 1370 (037)-	Routine	Scheduled	Electrical	2/5/2025	2/5/2025 11:59:44 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Breaker Box needs to be replaced
280513	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Floors, Wall and Ceilings	2/10/2025	2/10/2025 8:02:31 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	REGIONAL MAINTENANCE
280539	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Doors, Windows and Railings	2/10/2025	2/10/2025 9:41:01 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Entrance door clos
280542	Garfield Terrace-AMP 1370 (037)-	Routine	Scheduled	Floors, Wall and Ceilings	2/10/2025	2/10/2025 9:42:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Living room floor
280637	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Floors, Wall and Ceilings	2/10/2025	2/10/2025 2:29:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./There is a hole in the
280638	Garfield Terrace-AMP 1370 (037)-	Routine	Call	Extermination/Pest Control	2/10/2025	2/10/2025 2:30:09 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Pest Control for roache
280714	Garfield Terrace-AMP 1370 (037)-	Emergency	Call	Floors, Wall and Ceilings	2/11/2025	2/11/2025 10:38:05 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Kitchen ceiling leaking
280726	Garfield Terrace-AMP 1370 (037)-	Emergency	Scheduled	Appliances	2/11/2025	2/11/2025 11:57:35 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT/Stove not working
280789	Garfield Terrace-AMP 1370 (037)-	Emergency	Call	Heating and Cooling	2/12/2025	2/12/2025 10:12:34 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	spec. ops/ no heat
280834	Garfield Terrace-AMP 1370 (037)-	Routine	Call	CCTV	2/12/2025	2/12/2025 3:02:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops/ Security Cameras - CCT
280958	Garfield Terrace-AMP 1370 (037)-	Emergency	Call	Floors, Wall and Ceilings	2/13/2025	2/13/2025 11:21:10 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Living room ceiling lea
Open Work Orders (Garfield Terrace-AMP 1370(037)) - 103															
Property : Greenleaf Addition-AMP 3363(035)															
278815	Greenleaf Addition-AMP 3363 (035)-	Urgent	Call	Plumbing	1/27/2025	1/27/2025 11:41:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Water coming into ATP Mgt's office
279480	Greenleaf Addition-AMP 3363 (035)-	Routine	Parts Pending	Plumbing	1/31/2025	1/31/2025 9:27:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace hot water tank
Open Work Orders (Greenleaf Addition-AMP 3363(035)) - 2															
Property : Greenleaf Extension-AMP 3363(39b)															
280410	Greenleaf Extension-AMP 3363 (39b)-39B-one	Emergency	Scheduled	Plumbing	2/7/2025	2/7/2025 2:06:03 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-The bathroom s
280412	Greenleaf Extension-AMP 3363 (39b)-39B-one	Routine	Scheduled	Plumbing	2/7/2025	2/7/2025 2:06:52 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-The kitchen si
Open Work Orders (Greenleaf Extension-AMP 3363(39b)) - 2															
Property : Greenleaf Gardens-AMP 4210(021)															
204066	Greenleaf Gardens-AMP 4210 (021)-	Routine	In Progress	Safety, Security, Bldg Maint	9/26/2023	9/26/2023 5:13:27 PM	12/27/2024	12/27/2024 9:45:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Routine WOs from Unit Inspection
258074	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Painting	9/6/2024	9/6/2024 12:55:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Repair and Paint
258966	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Plumbing	9/10/2024	9/10/2024 2:21:33 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace toilet
258975	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Electrical	9/10/2024	9/10/2024 2:34:05 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Lights Replacement
258979	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Doors, Windows and Railings	9/10/2024	9/10/2024 2:39:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace 1 doorknob
258980	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Doors, Windows and Railings	9/10/2024	9/10/2024 2:41:30 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace 11 window blinds
260315	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Plumbing	9/16/2024	9/16/2024 2:53:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Tub is peeling off
260635	Greenleaf Gardens-AMP 4210 (021)-	Routine	Parts Pending	Doors, Windows and Railings	9/18/2024	9/18/2024 3:45:32 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PropMain/Front screen door needs to
261002	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Doors, Windows and Railings	9/20/2024	9/20/2024 12:07:52 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Missing blinds in unit,
262143	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Floors, Wall and Ceilings	9/27/2024	9/27/2024 12:16:53 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / Baseboards in bathroom
262148	Greenleaf Gardens-AMP 4210 (021)-	Routine	Parts Pending	Floors, Wall and Ceilings	9/27/2024	9/27/2024 12:18:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT/Shower wall coming apart
265494	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Floors, Wall and Ceilings	10/16/2024	10/16/2024 2:47:01 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Kitchen floor tiles are
266944	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Plumbing	10/24/2024	10/24/2024 12:13:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. bathtub
270358	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Safety, Security, Bldg Maint	11/20/2024	11/20/2024 9:04:38 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Mold observed in one of
271172	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Plumbing	11/25/2024	11/25/2024 3:56:56 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT/garbage disposal isn't w
272548	Greenleaf Gardens-AMP 4210 (021)-	Routine	In Progress	Heating and Cooling	12/6/2024	12/6/2024 2:37:36 PM	12/6/2024	12/6/2024 2:00:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Boiler ops/ Heat Not Working FAMILY
273909	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Floors, Wall and Ceilings	12/17/2024	12/17/2024 3:02:34 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / Wall has a hole
274048	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Plumbing	12/18/2024	12/18/2024 1:10:23 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/ Everytime resident uses
274403	Greenleaf Gardens-AMP 4210 (021)-	Routine	Parts Pending	Plumbing	12/20/2024	12/20/2024 1:44:39 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	My bathroom upstairs faucet comes o
274558	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Doors, Windows and Railings	12/23/2024	12/23/2024 8:12:03 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Window gap
274926	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Plumbing	12/26/2024	12/26/2024 8:40:21 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	proeprty main/ bathtub reglz.
275097	Greenleaf Gardens-AMP 4210 (021)-	Emergency	In Progress	Safety, Security, Bldg Maint	12/27/2024	12/27/2024 10:41:05 AM	2/3/2025	2/3/2025 2:05:02 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	organic growth
275209	Greenleaf Gardens-AMP 4210 (021)-		Web	Appliances	12/28/2024	12/28/2024 7:24:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	oven power outage,oven haven't work
275482	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Floors, Wall and Ceilings	12/30/2024	12/30/2024 3:05:46 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PropMain/Resident complain that mai
275870	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Scheduled	Plumbing	1/3/2025	1/3/2025 10:55:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Toilet tank rep
276006	Greenleaf Gardens-AMP 4210 (021)-		Web	Boiler Room	1/4/2025	1/4/2025 11:42:04 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	MY HOUSE IS FREEZING!! SOMETHING IS
276302	Greenleaf Gardens-AMP 4210 (021)-	Routine	In Progress	Safety, Security, Bldg Maint	1/8/2025	1/8/2025 11:29:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Mold observed on grands
276303	Greenleaf Gardens-AMP 4210 (021)-	Routine	Call	Doors, Windows and Railings	1/8/2025	1/8/2025 11:31:08 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Shades are broken, New
276802	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Appliances	1/13/2025	1/13/2025 8:57:24 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	proeprty main/ freezer door.
277000	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Floors, Wall and Ceilings	1/14/2025	1/14/2025 9:17:58 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property main/ wall repir.
277811	Greenleaf Gardens-AMP 4210 (021)-		Web	Heating and Cooling	1/20/2025	1/20/2025 7:44:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	My Radiators In My House Are Not Le
277812	Greenleaf Gardens-AMP 4210 (021)-		Web	Doors, Windows and Railings	1/20/2025	1/20/2025 7:47:29 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bedroom Door In My Son Room
277813	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Maintenance	1/20/2025	1/20/2025 7:53:01 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	My Bathroom Tile Needs To Be Repair
277814	Greenleaf Gardens-AMP 4210 (021)-		Web	Maintenance	1/20/2025	1/20/2025 7:55:57 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	My Closet Downstairs Wall Need To B
277815	Greenleaf Gardens-AMP 4210 (021)-		Web	Extermination/Pest Control	1/20/2025	1/20/2025 7:57:51 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	My House Is Infested With Mice and
277890	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Scheduled	Plumbing	1/21/2025	1/21/2025 9:59:00 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Pipes frozen
278080	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Scheduled	Appliances	1/22/2025	1/22/2025 8:57:36 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Garbage Disposal
278127	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Scheduled	Floors, Wall and Ceilings	1/22/2025	1/22/2025 11:03:31 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Ceiling leaking
278146	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Plumbing	1/22/2025	1/22/2025 11:35:26 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Bathroom Shower
278650	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Call	Electrical	1/26/2025	1/26/2025 7:14:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ power outage
278720	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Call	Plumbing	1/27/2025	1/27/2025 9:23:24 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/NO HOT WATER-
278726	Greenleaf Gardens-AMP 4210 (021)-	Routine	Call	Doors, Windows and Railings	1/27/2025	1/27/2025 9:28:21 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Bathroom windo
278734	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Call	Appliances	1/27/2025	1/27/2025 9:38:38 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Oven not working
278735	Greenleaf Gardens-AMP 4210 (021)-	Routine	Parts Pending	Doors, Windows and Railings	1/27/2025	1/27/2025 9:40:07 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Window Weatherstrip
278737	Greenleaf Gardens-AMP 4210 (021)-	Routine	Call	Extermination/Pest Control	1/27/2025	1/27/2025 9:42:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Pest control
278791	Greenleaf Gardens-AMP 4210 (021)-	Routine	Call	Electrical	1/27/2025	1/27/2025 10:53:36 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	No power in part of unit.
278880	Greenleaf Gardens-AMP 4210 (021)-	Routine	Parts Pending	Maintenance	1/27/2025	1/27/2025 2:43:20 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Supply order
278959	Greenleaf Gardens-AMP 4210 (021)-	Routine	Parts Pending	Doors, Windows and Railings	1/28/2025	1/28/2025 9:58:46 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Need bifold kit
278963	Greenleaf Gardens-AMP 4210 (021)-	Routine	Parts Pending	Electrical	1/28/2025	1/28/2025 10:04:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Exhaust fan burnt out
279042	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Call	Plumbing	1/28/2025	1/28/2025 3:07:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Bathtub is clogged
279132	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Call	Electrical	1/29/2025	1/29/2025 10:09:07 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Partial outage affecting
279202	Greenleaf Gardens-AMP 4210 (021)-	Routine	Call	Plumbing	1/29/2025	1/29/2025 11:55:08 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Garbage disposal not working
279406	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Scheduled	Plumbing	1/30/2025	1/30/2025 12:44:41 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Garbage disposal is not
279482	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Call	Heating and Cooling	1/31/2025	1/31/2025 9:44:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Unit needs a hot water tank

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
279547	Greenleaf Gardens-AMP 4210 (021)-	Routine	Call	Accessories	1/31/2025	1/31/2025 2:01:23 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / Towel rack fell off
279613	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Call	Electrical	2/2/2025	2/2/2025 11:20:59 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/No Power in Unit.
279677	Greenleaf Gardens-AMP 4210 (021)-	Routine	In Progress	Locks/Keys	2/3/2025	2/3/2025 10:07:21 AM	2/3/2025	2/3/2025 2:19:42 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Main/Front door lock repair.
279765	Greenleaf Gardens-AMP 4210 (021)-	Routine	Call	Floors, Wall and Ceilings	2/3/2025	2/3/2025 12:59:34 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Bedroom walls and
279767	Greenleaf Gardens-AMP 4210 (021)-	Routine	Call	Doors, Windows and Railings	2/3/2025	2/3/2025 1:00:16 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Closet doors came
279768	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Floors, Wall and Ceilings	2/3/2025	2/3/2025 1:01:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Walls water damage
279795	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Call	Plumbing	2/3/2025	2/3/2025 3:00:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint / No hot water
279989	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Call	Plumbing	2/4/2025	2/4/2025 4:18:40 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Toilet leaking into unit below
280132	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Electrical	2/6/2025	2/6/2025 8:29:00 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/ Partial Outage
280185	Greenleaf Gardens-AMP 4210 (021)-	Routine	Call	Heating and Cooling	2/6/2025	2/6/2025 10:10:58 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./There isa hole in the b
280218	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Scheduled	Plumbing	2/6/2025	2/6/2025 11:34:53 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Tub is clogged again. T
280254	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Call	Safety, Security, Bldg Maint	2/6/2025	2/6/2025 12:50:57 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold Mildew located in bathroom
280278	Greenleaf Gardens-AMP 4210 (021)-	Routine	Call	Appliances	2/6/2025	2/6/2025 2:14:39 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maint/ Refrigerator not wo
280284	Greenleaf Gardens-AMP 4210 (021)-	Routine	Call	Electrical	2/6/2025	2/6/2025 2:35:20 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint / Burnt Breakers
280302	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Call	Appliances	2/6/2025	2/6/2025 4:19:38 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maint/ Stove not working.
280303	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Call	Heating and Cooling	2/6/2025	2/6/2025 4:21:39 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maint/ No heat
280309	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Call	Electrical	2/6/2025	2/6/2025 4:48:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint / power outage.
280311	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Call	Electrical	2/6/2025	2/6/2025 7:51:00 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint Partial outage affecting
280340	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Call	Plumbing	2/7/2025	2/7/2025 10:22:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Tub is clogged
280391	Greenleaf Gardens-AMP 4210 (021)-	Routine	Call	ADA	2/7/2025	2/7/2025 1:27:05 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Raised toilet seat
280392	Greenleaf Gardens-AMP 4210 (021)-	Routine	Call	ADA	2/7/2025	2/7/2025 1:31:53 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Grab bars in toilet/tub
280421	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Heating and Cooling	2/7/2025	2/7/2025 2:46:47 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Boiler Ops/Materials needed
280522	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Heating and Cooling	2/10/2025	2/10/2025 8:50:35 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops/ No heat
280760	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Scheduled	Appliances	2/11/2025	2/11/2025 2:40:41 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Stove and Oven
280763	Greenleaf Gardens-AMP 4210 (021)-	Routine	Scheduled	Locks/Keys	2/11/2025	2/11/2025 2:46:39 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Back door bott
280796	Greenleaf Gardens-AMP 4210 (021)-	Routine	Call	Floors, Wall and Ceilings	2/12/2025	2/12/2025 10:55:58 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Main/Hole in the ceiling
280912	Greenleaf Gardens-AMP 4210 (021)-	Court Case	Call	Floors, Wall and Ceilings	2/13/2025	2/13/2025 10:20:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair or replace defective toilet
280937	Greenleaf Gardens-AMP 4210 (021)-	Court Case	Call	Floors, Wall and Ceilings	2/13/2025	2/13/2025 10:52:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Water damage to floor. floor repair
280968	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Scheduled	Plumbing	2/13/2025	2/13/2025 11:28:30 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	bathroom tub and sink clogged
280987	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Call	Safety, Security, Bldg Maint	2/13/2025	2/13/2025 11:50:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Unit needs a fire extinguisher
280991	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Call	Safety, Security, Bldg Maint	2/13/2025	2/13/2025 11:57:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Unit needs 2 fire extinguishers
281022	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Call	Safety, Security, Bldg Maint	2/13/2025	2/13/2025 2:44:53 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Unit needs 2 fire extinguosher
281046	Greenleaf Gardens-AMP 4210 (021)-	Emergency	Call	Heating and Cooling	2/13/2025	2/13/2025 3:47:51 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/No heat in the bathroom.
Open Work Orders (Greenleaf Gardens-AMP 4210(021)) - 87															
Property : Greenleaf Senior-AMP 4210(21a)															
266195	Greenleaf Senior-AMP 4210 (21a)-	Routine	Scheduled	Accessories	10/21/2024	10/21/2024 9:40:24 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Accessories
272459	Greenleaf Senior-AMP 4210 (21a)-	Routine	Scheduled	Doors, Windows and Railings	12/6/2024	12/6/2024 9:47:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Window Blinds
273178	Greenleaf Senior-AMP 4210 (21a)-	Routine	Scheduled	Plumbing	12/11/2024	12/11/2024 3:46:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Towel rack is broken.
274895	Greenleaf Senior-AMP 4210 (21a)-		Web	Painting	12/24/2024	12/24/2024 6:58:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	I need my bathtub paint over seal u
275016	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Floors, Wall and Ceilings	12/26/2024	12/26/2024 2:34:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Bathroom wall has a hol
275466	Greenleaf Senior-AMP 4210 (21a)-	Routine	In Progress	Electrical	12/30/2024	12/30/2024 2:26:50 PM	1/22/2025	1/22/2025 11:24:45 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Light blinking on part of 7th floor
275586	Greenleaf Senior-AMP 4210 (21a)-	Emergency	Scheduled	Floors, Wall and Ceilings	12/31/2024	12/31/2024 5:14:53 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/Ceiling is leaking
275808	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Safety, Security, Bldg Maint	1/2/2025	1/2/2025 3:58:02 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Supply Order
275859	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Doors, Windows and Railings	1/3/2025	1/3/2025 10:20:03 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Window blinds
276160	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Maintenance	1/7/2025	1/7/2025 8:14:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ trash chute
276424	Greenleaf Senior-AMP 4210 (21a)-	Emergency	Call	Locks/Keys	1/9/2025	1/9/2025 8:42:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / Front door not working
276497	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Floors, Wall and Ceilings	1/10/2025	1/10/2025 9:48:48 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/living room wall paint s
277017	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Doors, Windows and Railings	1/14/2025	1/14/2025 10:02:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property main/front entrance repair
277117	Greenleaf Senior-AMP 4210 (21a)-	Emergency	Call	Electrical	1/14/2025	1/14/2025 5:04:10 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec Ops / No Power at the secur
277273	Greenleaf Senior-AMP 4210 (21a)-	Urgent	Call	Floors, Wall and Ceilings	1/15/2025	1/15/2025 1:26:36 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property main/ mold
277406	Greenleaf Senior-AMP 4210 (21a)-	Routine	Scheduled	Floors, Wall and Ceilings	1/16/2025	1/16/2025 10:12:46 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Ceiling repairs
277408	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Carpentry	1/16/2025	1/16/2025 10:14:24 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Kitchen Cabinet
278196	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Heating and Cooling	1/22/2025	1/22/2025 3:17:34 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops/ No heat in stairwell
278379	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Floors, Wall and Ceilings	1/23/2025	1/23/2025 2:54:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling Tile
278645	Greenleaf Senior-AMP 4210 (21a)-	Emergency	Call	Doors, Windows and Railings	1/25/2025	1/25/2025 8:48:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maintenance / locked out
278865	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Locks/Keys	1/27/2025	1/27/2025 1:58:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Lock change requested.
278907	Greenleaf Senior-AMP 4210 (21a)-	Emergency	Scheduled	Plumbing	1/27/2025	1/27/2025 4:15:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint / clogged bathroom sink.
279401	Greenleaf Senior-AMP 4210 (21a)-	Emergency	Call	Plumbing	1/30/2025	1/30/2025 12:34:37 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops / No hot water.
279533	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Plumbing	1/31/2025	1/31/2025 12:35:13 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Hot water not coming
279577	Greenleaf Senior-AMP 4210 (21a)-	Emergency	Call	Heating and Cooling	2/1/2025	2/1/2025 7:18:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	spec. ops. / no heat in the buidlin
279603	Greenleaf Senior-AMP 4210 (21a)-	Emergency	Scheduled	Locks/Keys	2/1/2025	2/1/2025 10:49:05 PM	2/2/2025	2/2/2025 4:00:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint / Tenant is locked out.
279644	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Doors, Windows and Railings	2/3/2025	2/3/2025 8:46:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. maintenance / Blinds replace.
279807	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Electrical	2/3/2025	2/3/2025 3:43:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint two non-working outlets
279852	Greenleaf Senior-AMP 4210 (21a)-	Routine	Scheduled	Appliances	2/4/2025	2/4/2025 9:00:58 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Refrigerator
279872	Greenleaf Senior-AMP 4210 (21a)-	Routine	Scheduled	Plumbing	2/4/2025	2/4/2025 9:37:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Bathroom Toilet
279994	Greenleaf Senior-AMP 4210 (21a)-	Emergency	Scheduled	Plumbing	2/4/2025	2/4/2025 7:14:51 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ clogged toilet
280353	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Accessories	2/7/2025	2/7/2025 11:14:41 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Toilet paper holder
280354	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Plumbing	2/7/2025	2/7/2025 11:17:02 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Grab Bar in the bathro
280355	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Doors, Windows and Railings	2/7/2025	2/7/2025 11:17:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Window Screen replace
280356	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Locks/Keys	2/7/2025	2/7/2025 11:18:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Mailbox Key
280488	Greenleaf Senior-AMP 4210 (21a)-	Emergency	Call	Doors, Windows and Railings	2/9/2025	2/9/2025 7:48:26 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maint/ Locked out.
280490	Greenleaf Senior-AMP 4210 (21a)-	Emergency	Call	Doors, Windows and Railings	2/9/2025	2/9/2025 8:16:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ lock out resident
280632	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Carpentry	2/10/2025	2/10/2025 2:14:29 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maintenance / Kitchen baseboar
280767	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Electrical	2/11/2025	2/11/2025 3:14:15 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-The free wifi
280857	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Floors, Wall and Ceilings	2/13/2025	2/13/2025 8:28:23 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Holes in walls
280862	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Painting	2/13/2025	2/13/2025 8:30:19 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Painting request
281002	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Heating and Cooling	2/13/2025	2/13/2025 12:34:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops/ No heat
281027	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Heating and Cooling	2/13/2025	2/13/2025 3:18:13 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Heat in unit.
281028	Greenleaf Senior-AMP 4210 (21a)-	Routine	Call	Heating and Cooling	2/13/2025	2/13/2025 3:19:02 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Weather strips needed
Open Work Orders (Greenleaf Senior-AMP 4210(21a)) - 44															
Property : Harvard Towers-AMP 1680(068)															
250969	Harvard Towers-AMP 1680 (068)-	Routine	Parts Pending	Carpentry	7/26/2024	7/26/2024 11:33:53 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Closet shelf fell off n
251134	Harvard Towers-AMP 1680 (068)-	Routine	Parts Pending	Doors, Windows and Railings	7/29/2024	7/29/2024 10:00:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Bathroom door
253486	Harvard Towers-AMP 1680 (068)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	8/12/2024	8/12/2024 11:15:30 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Floor - Def 2
258674	Harvard Towers-AMP 1680 (068)-	NSPIRE Severe	Request Reassignment	Floors, Wall and Ceilings	9/9/2024	9/9/2024 7:48:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Storage Rooms

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
264476	Harvard Towers-AMP 1680 (068)-	Routine	Scheduled	Doors, Windows and Railings	10/10/2024	10/10/2024 9:05:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. doors
268517	Harvard Towers-AMP 1680 (068)-	Emergency	Parts Pending	Plumbing	11/6/2024	11/6/2024 6:56:11 AM	11/6/2024	11/6/2024 11:25:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/Bathtub faucet is running
270670	Harvard Towers-AMP 1680 (068)-	Routine	In Progress	Maintenance	11/21/2024	11/21/2024 2:46:43 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Plaster entire unit
271257	Harvard Towers-AMP 1680 (068)-	Routine	In Progress	Carpentry	11/26/2024	11/26/2024 12:59:09 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Closet door rep
273035	Harvard Towers-AMP 1680 (068)-	Urgent	Scheduled	Access Control	12/10/2024	12/10/2024 4:38:55 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door system control
274068	Harvard Towers-AMP 1680 (068)-	Emergency	In Progress	Safety, Security, Bldg Maint	12/18/2024	12/18/2024 2:23:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	mold is in bedroom closet
274184	Harvard Towers-AMP 1680 (068)-	Routine	Parts Pending	Doors, Windows and Railings	12/19/2024	12/19/2024 10:56:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/lock change requested fo
275568	Harvard Towers-AMP 1680 (068)-	Routine	In Progress	CCTV	12/31/2024	12/31/2024 1:36:40 PM	1/31/2025	1/31/2025 12:59:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec. Ops./CCTV Cameras
277293	Harvard Towers-AMP 1680 (068)-	Routine	Scheduled	Doors, Windows and Railings	1/15/2025	1/15/2025 2:08:23 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-Put a seal und
277445	Harvard Towers-AMP 1680 (068)-	Routine	Scheduled	Heating and Cooling	1/16/2025	1/16/2025 11:00:02 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/AC filter replace.
278113	Harvard Towers-AMP 1680 (068)-	Routine	Scheduled	Appliances	1/22/2025	1/22/2025 10:22:55 AM	1/23/2025	1/23/2025 10:51:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Oven not working
278197	Harvard Towers-AMP 1680 (068)-	Routine	Scheduled	Heating and Cooling	1/22/2025	1/22/2025 3:21:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	air filter need to change
278532	Harvard Towers-AMP 1680 (068)-	Routine	Scheduled	Doors, Windows and Railings	1/24/2025	1/24/2025 1:19:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint / doors hinges.
279330	Harvard Towers-AMP 1680 (068)-	Routine	Scheduled	Floors, Wall and Ceilings	1/30/2025	1/30/2025 9:03:18 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair bathroom wall
279363	Harvard Towers-AMP 1680 (068)-	Routine	Scheduled	Access Control	1/30/2025	1/30/2025 10:40:02 AM	2/3/2025	2/3/2025 10:46:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Front door access fobs.
280096	Harvard Towers-AMP 1680 (068)-	Routine	Scheduled	Extermination/Pest Control	2/5/2025	2/5/2025 1:55:00 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-Pest control f
280219	Harvard Towers-AMP 1680 (068)-	Routine	Scheduled	Maintenance	2/6/2025	2/6/2025 11:37:45 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
280222	Harvard Towers-AMP 1680 (068)-	Routine	Scheduled	Maintenance	2/6/2025	2/6/2025 11:44:51 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
280233	Harvard Towers-AMP 1680 (068)-	Routine	Scheduled	Maintenance	2/6/2025	2/6/2025 11:58:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
280246	Harvard Towers-AMP 1680 (068)-	Routine	Scheduled	Maintenance	2/6/2025	2/6/2025 12:33:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
280247	Harvard Towers-AMP 1680 (068)-	Routine	Scheduled	Maintenance	2/6/2025	2/6/2025 12:35:43 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
280259	Harvard Towers-AMP 1680 (068)-	Routine	Scheduled	Maintenance	2/6/2025	2/6/2025 1:12:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
280262	Harvard Towers-AMP 1680 (068)-	Routine	Scheduled	Maintenance	2/6/2025	2/6/2025 1:17:02 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
280263	Harvard Towers-AMP 1680 (068)-	Routine	Scheduled	Maintenance	2/6/2025	2/6/2025 1:19:41 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
280265	Harvard Towers-AMP 1680 (068)-	Routine	Scheduled	Maintenance	2/6/2025	2/6/2025 1:22:10 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
280296	Harvard Towers-AMP 1680 (068)-	Urgent	Scheduled	Floors, Wall and Ceilings	2/6/2025	2/6/2025 3:36:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling needs to be repainted
280325	Harvard Towers-AMP 1680 (068)-	Routine	Call	Extermination/Pest Control	2/7/2025	2/7/2025 9:10:08 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Pest control for bed bu
280351	Harvard Towers-AMP 1680 (068)-	Routine	Scheduled	Doors, Windows and Railings	2/7/2025	2/7/2025 11:05:59 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT/numbers on the door need
280702	Harvard Towers-AMP 1680 (068)-	Routine	Scheduled	Floors, Wall and Ceilings	2/11/2025	2/11/2025 9:58:29 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Bathroom ceili
280718	Harvard Towers-AMP 1680 (068)-	Routine	Scheduled	Doors, Windows and Railings	2/11/2025	2/11/2025 11:03:02 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Kitchen cabinets n
280828	Harvard Towers-AMP 1680 (068)-	Emergency	Call	Plumbing	2/12/2025	2/12/2025 2:18:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Convector is leaking
280830	Harvard Towers-AMP 1680 (068)-	Urgent	Scheduled	Plumbing	2/12/2025	2/12/2025 2:30:20 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Water is coming from the bulkhead
280901	Harvard Towers-AMP 1680 (068)-	Urgent	Call	Plumbing	2/13/2025	2/13/2025 10:11:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Water Leaking from drain
281038	Harvard Towers-AMP 1680 (068)-	Routine	Scheduled	Locks/Keys	2/13/2025	2/13/2025 3:40:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	tenant locked out
281056	Harvard Towers-AMP 1680 (068)-	Emergency	In Progress	Plumbing	2/13/2025	2/13/2025 5:06:37 PM	2/13/2025	2/13/2025 5:31:08 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint - drain
Open Work Orders (Harvard Towers-AMP 1680(068)) - 39															
Property : Highland Additions-AMP 3530(016)															
251141	Highland Additions-AMP 3530 (016)-	Routine	In Progress	Floors, Wall and Ceilings	7/29/2024	7/29/2024 10:35:55 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Ceiling repairs
254880	Highland Additions-AMP 3530 (016)-	Routine	Scheduled	Doors, Windows and Railings	8/16/2024	8/16/2024 1:27:33 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Kitchen window
259719	Highland Additions-AMP 3530 (016)-	Emergency	Call	Plumbing	9/13/2024	9/13/2024 11:38:00 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Wall is leaking water
260887	Highland Additions-AMP 3530 (016)-	Routine	Scheduled	Painting	9/20/2024	9/20/2024 8:34:00 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Paint the enti
263477	Highland Additions-AMP 3530 (016)-	Urgent	Scheduled	Painting	10/3/2024	10/3/2024 3:01:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Paint All Area located below
264142	Highland Additions-AMP 3530 (016)-	Routine	Scheduled	Doors, Windows and Railings	10/8/2024	10/8/2024 12:58:37 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	ONE BEDROOM CLOSET DOORS DAMAGED
266569	Highland Additions-AMP 3530 (016)-	Preventative Maint.	Scheduled	Carpentry	10/22/2024	10/22/2024 3:43:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace wood on common area benches
266708	Highland Additions-AMP 3530 (016)-	Routine	Scheduled	Floors, Wall and Ceilings	10/23/2024	10/23/2024 12:06:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Bathroom floor
266709	Highland Additions-AMP 3530 (016)-	Routine	Scheduled	Doors, Windows and Railings	10/23/2024	10/23/2024 12:07:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Window
269175	Highland Additions-AMP 3530 (016)-	Emergency	Call	Floors, Wall and Ceilings	11/12/2024	11/12/2024 1:22:16 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-The kitchen ce
271678	Highland Additions-AMP 3530 (016)-		Web	Doors, Windows and Railings	12/2/2024	12/2/2024 12:29:37 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bedroom closet door off hinges
271895	Highland Additions-AMP 3530 (016)-	Routine	Scheduled	Locks/Keys	12/3/2024	12/3/2024 12:34:36 PM	12/3/2024	12/3/2024 4:07:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door has open space allowing in AIR
272123	Highland Additions-AMP 3530 (016)-	Routine	Scheduled	Doors, Windows and Railings	12/4/2024	12/4/2024 1:25:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Front and back
272124	Highland Additions-AMP 3530 (016)-	Routine	Scheduled	Floors, Wall and Ceilings	12/4/2024	12/4/2024 1:27:10 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Baseboard in t
273925	Highland Additions-AMP 3530 (016)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/17/2024	12/17/2024 3:57:39 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mode in the bathroom tub
274020	Highland Additions-AMP 3530 (016)-	Emergency	In Progress	Floors, Wall and Ceilings	12/18/2024	12/18/2024 11:22:02 AM	2/10/2025	2/10/2025 9:00:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Kitchen ceiling leak
274171	Highland Additions-AMP 3530 (016)-	Routine	Scheduled	Plumbing	12/19/2024	12/19/2024 9:54:05 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Toilet paper holde
274172	Highland Additions-AMP 3530 (016)-	Routine	Scheduled	Doors, Windows and Railings	12/19/2024	12/19/2024 9:55:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Front and back scr
274173	Highland Additions-AMP 3530 (016)-	Routine	Scheduled	Floors, Wall and Ceilings	12/19/2024	12/19/2024 9:56:34 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Cracked paint, ten
274783	Highland Additions-AMP 3530 (016)-	Routine	Web	Doors, Windows and Railings	12/23/2024	12/23/2024 1:51:40 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Doors are coming off the hinges
274784	Highland Additions-AMP 3530 (016)-	Routine	Scheduled	Painting	12/23/2024	12/23/2024 1:53:55 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathroom walls have not been finish
274787	Highland Additions-AMP 3530 (016)-	Routine	Web	Plumbing	12/23/2024	12/23/2024 1:57:41 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathroom faucet loose
275370	Highland Additions-AMP 3530 (016)-	Preventative Maint.	Web	Snow Removal	12/30/2024	12/30/2024 12:11:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Snow Removal Supplies
275434	Highland Additions-AMP 3530 (016)-	Routine	Parts Pending	Doors, Windows and Railings	12/30/2024	12/30/2024 1:44:44 PM	12/31/2024	12/31/2024 11:00:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace bedroom door
276907	Highland Additions-AMP 3530 (016)-	Urgent	Scheduled	Doors, Windows and Railings	1/13/2025	1/13/2025 1:27:06 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Upstairs front broken window
278032	Highland Additions-AMP 3530 (016)-	Urgent	Scheduled	Doors, Windows and Railings	1/21/2025	1/21/2025 2:32:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	broken front window
278121	Highland Additions-AMP 3530 (016)-	Routine	Call	Doors, Windows and Railings	1/22/2025	1/22/2025 10:43:38 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Door weatherstrip
279204	Highland Additions-AMP 3530 (016)-	Make Ready	Scheduled	Floors, Wall and Ceilings	1/29/2025	1/29/2025 11:59:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Paint walls and replaced locks
279257	Highland Additions-AMP 3530 (016)-	Routine	Call	Electrical	1/29/2025	1/29/2025 2:50:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maint/ Light bulb replace
279958	Highland Additions-AMP 3530 (016)-	Make Ready	Call	Doors, Windows and Railings	2/4/2025	2/4/2025 2:45:36 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace blinds
280301	Highland Additions-AMP 3530 (016)-	Emergency	Scheduled	Safety, Security, Bldg Maint	2/6/2025	2/6/2025 4:13:30 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint / occupied vacant unit.
280569	Highland Additions-AMP 3530 (016)-	Urgent	Scheduled	Doors, Windows and Railings	2/10/2025	2/10/2025 11:00:23 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	bedroom window broken
280633	Highland Additions-AMP 3530 (016)-	Urgent	Call	Safety, Security, Bldg Maint	2/10/2025	2/10/2025 2:16:55 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bio- Hazard Cleaning
280728	Highland Additions-AMP 3530 (016)-	Emergency	Call	Doors, Windows and Railings	2/11/2025	2/11/2025 12:08:33 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Vacant unit open b
280829	Highland Additions-AMP 3530 (016)-		Web	Appliances	2/12/2025	2/12/2025 2:19:41 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	My sink is stuffed up. When I turn
280966	Highland Additions-AMP 3530 (016)-	Make Ready	Call	Painting	2/13/2025	2/13/2025 11:27:30 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Painting
Open Work Orders (Highland Additions-AMP 3530(016)) - 36															
Property : Hopkins Apartments-AMP 3300(030)															
245968	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Floors, Wall and Ceilings	6/25/2024	6/25/2024 2:54:47 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	holes near her balcony door
247195	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Doors, Windows and Railings	7/3/2024	7/3/2024 2:01:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	window is messed up
249718	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Doors, Windows and Railings	7/18/2024	7/18/2024 2:00:13 PM	1/19/2025	1/19/2025 11:11:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Main/Door Repairs
249773	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Floors, Wall and Ceilings	7/19/2024	7/19/2024 8:49:54 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main/ Tiles replace
251922	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Doors, Windows and Railings	8/2/2024	8/2/2024 9:22:38 AM	2/11/2025	2/11/2025 10:12:02 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Bathroom door came off
255321	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Floors, Wall and Ceilings	8/20/2024	8/20/2024 1:03:43 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./There is a hole in the
255684	Hopkins Apartments-AMP 3300 (030)-	Emergency	Scheduled	Floors, Wall and Ceilings	8/21/2024	8/21/2024 8:11:32 PM	8/22/2024	8/22/2024 7:00:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint/Ceiling
257645	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Painting	9/3/2024	9/3/2024 10:47:06 AM	2/3/2025	2/3/2025 10:34:43 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Paint requeste
262784	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Floors, Wall and Ceilings	10/1/2024	10/1/2024 10:34:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	fix bathroom wall
264125	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Plumbing	10/8/2024	10/8/2024 12:09:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property main/Bathtub repaint

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
264349	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Doors, Windows and Railings	10/9/2024	10/9/2024 12:43:03 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. door
267409	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Doors, Windows and Railings	10/28/2024	10/28/2024 2:57:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace bedroom door
267411	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Floors, Wall and Ceilings	10/28/2024	10/28/2024 3:00:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	paint throughout home
267416	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Doors, Windows and Railings	10/28/2024	10/28/2024 3:05:53 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	need window balances
267419	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Floors, Wall and Ceilings	10/28/2024	10/28/2024 3:10:56 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	wall needs repair
267420	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Floors, Wall and Ceilings	10/28/2024	10/28/2024 3:13:05 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	paint throughout unit
267426	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Floors, Wall and Ceilings	10/28/2024	10/28/2024 3:24:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	paint throughout
267429	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Doors, Windows and Railings	10/28/2024	10/28/2024 3:27:55 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair pantry door
267430	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Floors, Wall and Ceilings	10/28/2024	10/28/2024 3:29:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	paint throughout
267437	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Carpentry	10/28/2024	10/28/2024 3:37:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair kitchen base cabinets
267439	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Floors, Wall and Ceilings	10/28/2024	10/28/2024 3:39:39 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	paint walls throughout
267444	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Doors, Windows and Railings	10/28/2024	10/28/2024 3:45:29 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair bathroom door
267447	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Floors, Wall and Ceilings	10/28/2024	10/28/2024 3:49:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	paint throughout
267759	Hopkins Apartments-AMP 3300 (030)-	Make Ready	In Progress	Carpentry	10/30/2024	10/30/2024 2:35:06 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Cabinets
268378	Hopkins Apartments-AMP 3300 (030)-	Preventative Maint.	In Progress	Floors, Wall and Ceilings	11/4/2024	11/4/2024 4:21:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	peeling wall paint
268381	Hopkins Apartments-AMP 3300 (030)-	Preventative Maint.	In Progress	Floors, Wall and Ceilings	11/4/2024	11/4/2024 4:31:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	paint walls
270121	Hopkins Apartments-AMP 3300 (030)-	Preventative Maint.	In Progress	Floors, Wall and Ceilings	11/18/2024	11/18/2024 12:56:53 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	bedroom 2 cracked wall
270124	Hopkins Apartments-AMP 3300 (030)-	Preventative Maint.	In Progress	Plumbing	11/18/2024	11/18/2024 1:02:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Glaze sink
270161	Hopkins Apartments-AMP 3300 (030)-	Preventative Maint.	In Progress	Painting	11/18/2024	11/18/2024 3:11:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Housekeeping inspection pain unit
270165	Hopkins Apartments-AMP 3300 (030)-	Preventative Maint.	In Progress	Carpentry	11/18/2024	11/18/2024 3:17:50 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Damaged cabinet doors
270175	Hopkins Apartments-AMP 3300 (030)-	Preventative Maint.	In Progress	Floors, Wall and Ceilings	11/18/2024	11/18/2024 3:35:32 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Chipped paint through out unit
270178	Hopkins Apartments-AMP 3300 (030)-	Preventative Maint.	In Progress	Plumbing	11/18/2024	11/18/2024 3:42:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Housekeeping inspection tub glaze
270187	Hopkins Apartments-AMP 3300 (030)-	Emergency	In Progress	Floors, Wall and Ceilings	11/18/2024	11/18/2024 4:42:47 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Repair wall deficiency
270538	Hopkins Apartments-AMP 3300 (030)-	Preventative Maint.	In Progress	Plumbing	11/21/2024	11/21/2024 9:37:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Reglaze tub
270653	Hopkins Apartments-AMP 3300 (030)-	Emergency	In Progress	Doors, Windows and Railings	11/21/2024	11/21/2024 2:07:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	glass replacement
272043	Hopkins Apartments-AMP 3300 (030)-	Make Ready	In Progress	Lighting and Ceiling Fans	12/4/2024	12/4/2024 9:59:52 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	need light fixture
273418	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Floors, Wall and Ceilings	12/12/2024	12/12/2024 3:46:32 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	seek and seal holes
274522	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Carpentry	12/22/2024	12/22/2024 4:51:40 PM	12/23/2024	12/23/2024 10:51:20 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Kitchen cabinets
274528	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Electrical	12/22/2024	12/22/2024 6:46:39 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	electric/ plumbing
274531	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Floors, Wall and Ceilings	12/22/2024	12/22/2024 8:46:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	patch holes throughout the unit
274533	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Plumbing	12/22/2024	12/22/2024 9:49:40 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Tub glazing/Light fixture
274535	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Floors, Wall and Ceilings	12/22/2024	12/22/2024 10:01:32 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	plastering
274539	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Floors, Wall and Ceilings	12/22/2024	12/22/2024 10:25:06 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Plastering
274541	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Floors, Wall and Ceilings	12/22/2024	12/22/2024 10:50:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	flooring/plastering
274544	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Doors, Windows and Railings	12/22/2024	12/22/2024 11:22:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Doors
274546	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Floors, Wall and Ceilings	12/22/2024	12/22/2024 11:31:04 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	plastering
274547	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Doors, Windows and Railings	12/22/2024	12/22/2024 11:42:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	carpentry/Plunbing
274548	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Plumbing	12/22/2024	12/22/2024 11:49:37 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Tub/plastering
274549	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Floors, Wall and Ceilings	12/22/2024	12/22/2024 11:54:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Plaster/Carpentry
275049	Hopkins Apartments-AMP 3300 (030)-	NSPIRE Moderate	In Progress	Electrical	12/26/2024	12/26/2024 6:53:19 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	NSPIRE INSPECTION
275454	Hopkins Apartments-AMP 3300 (030)-	Urgent	In Progress	Plumbing	12/30/2024	12/30/2024 2:06:33 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	need tub glazing
275460	Hopkins Apartments-AMP 3300 (030)-	Urgent	In Progress	Floors, Wall and Ceilings	12/30/2024	12/30/2024 2:11:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	cracks throughout
276278	Hopkins Apartments-AMP 3300 (030)-	Emergency	Call	Doors, Windows and Railings	1/8/2025	1/8/2025 10:20:53 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	window broke in the master bedroom
276411	Hopkins Apartments-AMP 3300 (030)-	Emergency	Call	Plumbing	1/8/2025	1/8/2025 8:31:10 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint/leak
276519	Hopkins Apartments-AMP 3300 (030)-	Routine	Scheduled	Lighting and Ceiling Fans	1/10/2025	1/10/2025 10:32:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	light out in kitchen
276905	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Plumbing	1/13/2025	1/13/2025 1:22:27 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Bathroom Tub
277835	Hopkins Apartments-AMP 3300 (030)-	Routine	In Progress	Locks/Keys	1/21/2025	1/21/2025 8:54:14 AM	1/23/2025	1/23/2025 10:33:32 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property main/ front bottom lock
278019	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Painting	1/21/2025	1/21/2025 1:59:47 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Unit painting
278246	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Extermination/Pest Control	1/23/2025	1/23/2025 8:59:31 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Pest control
278248	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Plumbing	1/23/2025	1/23/2025 9:00:05 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Kitchen Sink
278311	Hopkins Apartments-AMP 3300 (030)-	Routine	Scheduled	Doors, Windows and Railings	1/23/2025	1/23/2025 10:45:16 AM	1/29/2025	1/29/2025 2:51:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace blinds in the mailroom
278457	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Safety, Security, Bldg Maint	1/24/2025	1/24/2025 9:03:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ Smoke detector beeping
279037	Hopkins Apartments-AMP 3300 (030)-	Emergency	Scheduled	Doors, Windows and Railings	1/28/2025	1/28/2025 2:39:51 PM	1/28/2025	1/28/2025 3:13:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace door knob
279098	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Floors, Wall and Ceilings	1/29/2025	1/29/2025 9:04:21 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Floor tiles cracked/missing
279100	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Floors, Wall and Ceilings	1/29/2025	1/29/2025 9:07:05 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Paint walls and ceilings
279101	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Accessories	1/29/2025	1/29/2025 9:08:45 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	soap dish broken/missing
279103	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Painting	1/29/2025	1/29/2025 9:10:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	bedroom 2
279105	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Painting	1/29/2025	1/29/2025 9:16:26 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Plaster/prime/paint through-out uni
279107	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Appliances	1/29/2025	1/29/2025 9:19:07 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace stove vent hood
279121	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Floors, Wall and Ceilings	1/29/2025	1/29/2025 9:45:25 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Scrap plaster and paint
279122	Hopkins Apartments-AMP 3300 (030)-	Preventative Maint.	Call	Floors, Wall and Ceilings	1/29/2025	1/29/2025 9:48:03 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Floor Deteriating
279125	Hopkins Apartments-AMP 3300 (030)-	Preventative Maint.	Call	Plumbing	1/29/2025	1/29/2025 9:50:02 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Glaze tub
279127	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Doors, Windows and Railings	1/29/2025	1/29/2025 9:57:22 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	cracked window
279129	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Floors, Wall and Ceilings	1/29/2025	1/29/2025 9:59:33 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prime and paint in workman like mnr
279134	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Painting	1/29/2025	1/29/2025 10:13:47 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Paint and plaster entire unit
279138	Hopkins Apartments-AMP 3300 (030)-	Emergency	Call	Floors, Wall and Ceilings	1/29/2025	1/29/2025 10:21:04 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair bathroom floor
279148	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Plumbing	1/29/2025	1/29/2025 10:38:07 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Glaze and caulk tub
279191	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Painting	1/29/2025	1/29/2025 11:31:28 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prime plaster and paint
279199	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Doors, Windows and Railings	1/29/2025	1/29/2025 11:38:49 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	peep hole/knocker
279201	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Painting	1/29/2025	1/29/2025 11:46:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	bubbling through out unit
279206	Hopkins Apartments-AMP 3300 (030)-	Preventative Maint.	Call	Plumbing	1/29/2025	1/29/2025 12:07:09 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	glaze tub
279210	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Painting	1/29/2025	1/29/2025 12:29:36 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Scrape plaster and pain
279218	Hopkins Apartments-AMP 3300 (030)-	Preventative Maint.	Call	Doors, Windows and Railings	1/29/2025	1/29/2025 12:56:06 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair wall/window
279219	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Floors, Wall and Ceilings	1/29/2025	1/29/2025 12:59:32 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace floor times bathroom
279221	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Floors, Wall and Ceilings	1/29/2025	1/29/2025 1:01:30 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Repair kitchen flooring
279225	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Painting	1/29/2025	1/29/2025 1:06:57 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	paint and prime through out unit
279778	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Safety, Security, Bldg Maint	2/3/2025	2/3/2025 1:59:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	cleanining supplies
280439	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Floors, Wall and Ceilings	2/7/2025	2/7/2025 3:45:23 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint / bathroom floor separat

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
280780	Hopkins Apartments-AMP 3300 (030)-	Emergency	Call	Heating and Cooling	2/12/2025	2/12/2025 6:17:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	special ops/Heat NOT Working Senior
280879	Hopkins Apartments-AMP 3300 (030)-	Routine	Call	Plumbing	2/13/2025	2/13/2025 9:42:07 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Bathtub glaze
281006	Hopkins Apartments-AMP 3300 (030)-	Court Case	Call	Doors, Windows and Railings	2/13/2025	2/13/2025 1:09:50 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	window needs to be replaced
Open Work Orders (Hopkins Apartments-AMP 3300(030)) - 98															
Property : Horizon House-AMP 1620(062)															
240265	Horizon House-AMP 1620 (062)-	Routine	Scheduled	Accessories	5/21/2024	5/21/2024 8:43:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint - Grab bar needed in the
244208	Horizon House-AMP 1620 (062)-	Routine	Scheduled	Floors, Wall and Ceilings	6/14/2024	6/14/2024 12:48:12 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Wall Paint
248541	Horizon House-AMP 1620 (062)-	Routine	Scheduled	Carpentry	7/11/2024	7/11/2024 2:10:39 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Main/Cabinet door broken in th
250076	Horizon House-AMP 1620 (062)-	Routine	Call	Doors, Windows and Railings	7/22/2024	7/22/2024 8:56:51 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT/ 3 blinds and 3 screens
250825	Horizon House-AMP 1620 (062)-	Routine	Call	Doors, Windows and Railings	7/25/2024	7/25/2024 11:08:38 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Blinds in the entire un
251584	Horizon House-AMP 1620 (062)-	Routine	Call	Accessories	7/31/2024	7/31/2024 10:42:00 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ bathroom vent
251957	Horizon House-AMP 1620 (062)-	Routine	Scheduled	Plumbing	8/2/2024	8/2/2024 11:05:29 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Kitchen sink leaks wate
252766	Horizon House-AMP 1620 (062)-	Preventative Maint.	Call	Floors, Wall and Ceilings	8/8/2024	8/8/2024 9:27:38 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace floor
253618	Horizon House-AMP 1620 (062)-	Routine	Parts Pending	Carpentry	8/12/2024	8/12/2024 3:19:23 PM	8/15/2024	8/15/2024 9:23:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Kitchen cabinets are dam
253951	Horizon House-AMP 1620 (062)-	Routine	Scheduled	Doors, Windows and Railings	8/13/2024	8/13/2024 12:07:04 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Bathroom door won`t shut
253970	Horizon House-AMP 1620 (062)-	Routine	Scheduled	Floors, Wall and Ceilings	8/13/2024	8/13/2024 12:58:09 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Kitchen floor
254782	Horizon House-AMP 1620 (062)-	Routine	Scheduled	Plumbing	8/16/2024	8/16/2024 10:20:13 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ bathroom sink
256502	Horizon House-AMP 1620 (062)-	Routine	Call	Accessories	8/27/2024	8/27/2024 11:46:21 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. toilet
256503	Horizon House-AMP 1620 (062)-	Routine	Call	Doors, Windows and Railings	8/27/2024	8/27/2024 11:47:07 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. windows
256541	Horizon House-AMP 1620 (062)-	Routine	Call	Doors, Windows and Railings	8/27/2024	8/27/2024 1:20:44 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. windows
256978	Horizon House-AMP 1620 (062)-	Routine	Call	Doors, Windows and Railings	8/29/2024	8/29/2024 9:26:37 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Door out of hinges
259751	Horizon House-AMP 1620 (062)-	Routine	Call	Doors, Windows and Railings	9/13/2024	9/13/2024 12:45:43 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ blinds replace
259753	Horizon House-AMP 1620 (062)-	Routine	Call	Accessories	9/13/2024	9/13/2024 12:52:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ toothbrush holder
260330	Horizon House-AMP 1620 (062)-	Routine	Call	Plumbing	9/16/2024	9/16/2024 3:28:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-The bathroom s
260662	Horizon House-AMP 1620 (062)-	Routine	Call	Plumbing	9/19/2024	9/19/2024 8:34:47 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. water
261350	Horizon House-AMP 1620 (062)-	Routine	Call	Plumbing	9/23/2024	9/23/2024 12:33:16 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. tub
261662	Horizon House-AMP 1620 (062)-	Routine	Call	Plumbing	9/25/2024	9/25/2024 8:33:31 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. toilet
261729	Horizon House-AMP 1620 (062)-	Routine	Call	Floors, Wall and Ceilings	9/25/2024	9/25/2024 11:40:28 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Patch up the h
262103	Horizon House-AMP 1620 (062)-	Routine	Call	Heating and Cooling	9/27/2024	9/27/2024 11:14:56 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ ac leak
262204	Horizon House-AMP 1620 (062)-	Routine	Call	Floors, Wall and Ceilings	9/27/2024	9/27/2024 2:55:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/There is a hole in the l
268414	Horizon House-AMP 1620 (062)-	Routine	Scheduled	Floors, Wall and Ceilings	11/5/2024	11/5/2024 10:49:03 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property main/ floor tiles
272320	Horizon House-AMP 1620 (062)-	Routine	Call	Floors, Wall and Ceilings	12/5/2024	12/5/2024 1:48:32 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Kitchen flooring needs
273516	Horizon House-AMP 1620 (062)-	Routine	Scheduled	Doors, Windows and Railings	12/13/2024	12/13/2024 11:02:21 AM	1/29/2025	1/29/2025 3:44:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Cold air coming through
274385	Horizon House-AMP 1620 (062)-	Routine	Call	Floors, Wall and Ceilings	12/20/2024	12/20/2024 12:22:05 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Wooden Flooring in the
274953	Horizon House-AMP 1620 (062)-	Routine	Call	Extermination/Pest Control	12/26/2024	12/26/2024 10:19:36 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Pest Control
275624	Horizon House-AMP 1620 (062)-	Routine	Call	Electrical	1/2/2025	1/2/2025 8:22:51 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Light switch repl.
276923	Horizon House-AMP 1620 (062)-	Routine	Scheduled	Doors, Windows and Railings	1/13/2025	1/13/2025 2:34:38 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Bedroom window screen ha
277004	Horizon House-AMP 1620 (062)-	Routine	Call	Carpentry	1/14/2025	1/14/2025 9:27:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ kitchen cabinet
277005	Horizon House-AMP 1620 (062)-	Routine	Call	Heating and Cooling	1/14/2025	1/14/2025 9:28:46 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ filters requested
277119	Horizon House-AMP 1620 (062)-	Emergency	Call	Heating and Cooling	1/14/2025	1/14/2025 5:13:47 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	heat doesnt work
277471	Horizon House-AMP 1620 (062)-	Routine	Call	Extermination/Pest Control	1/16/2025	1/16/2025 12:02:49 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint / pest control - mice.
277486	Horizon House-AMP 1620 (062)-	Routine	Call	Maintenance	1/16/2025	1/16/2025 1:20:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint / kitchen cabinet
277488	Horizon House-AMP 1620 (062)-	Routine	Call	Extermination/Pest Control	1/16/2025	1/16/2025 1:50:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint / roaches.
277640	Horizon House-AMP 1620 (062)-	Routine	Call	Carpentry	1/17/2025	1/17/2025 12:04:38 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint / kitchen
277925	Horizon House-AMP 1620 (062)-	Routine	Call	Lighting and Ceiling Fans	1/21/2025	1/21/2025 11:01:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint / kitchen light went out
278329	Horizon House-AMP 1620 (062)-	Routine	Call	Extermination/Pest Control	1/23/2025	1/23/2025 11:36:00 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ pest control
278527	Horizon House-AMP 1620 (062)-	Routine	Call	Locks/Keys	1/24/2025	1/24/2025 1:01:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./New building key card,
278531	Horizon House-AMP 1620 (062)-	Routine	Scheduled	Electrical	1/24/2025	1/24/2025 1:19:07 PM	2/10/2025	2/10/2025 2:44:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Only two outlets in uni
278533	Horizon House-AMP 1620 (062)-	Routine	Call	Doors, Windows and Railings	1/24/2025	1/24/2025 1:19:47 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Front door weatherstrip
278534	Horizon House-AMP 1620 (062)-	Routine	Call	Extermination/Pest Control	1/24/2025	1/24/2025 1:20:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Pest control for mice
278712	Horizon House-AMP 1620 (062)-	Routine	Call	Doors, Windows and Railings	1/27/2025	1/27/2025 9:06:18 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Bedroom doorknob f
279135	Horizon House-AMP 1620 (062)-	Preventative Maint.	Scheduled	Doors, Windows and Railings	1/29/2025	1/29/2025 10:14:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	blinds
279220	Horizon House-AMP 1620 (062)-	Routine	Scheduled	Floors, Wall and Ceilings	1/29/2025	1/29/2025 1:01:16 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Need to ceal panel behine stove
279223	Horizon House-AMP 1620 (062)-	Routine	Call	Plumbing	1/29/2025	1/29/2025 1:05:00 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Kitchen sink
280059	Horizon House-AMP 1620 (062)-	Emergency	Scheduled	Floors, Wall and Ceilings	2/5/2025	2/5/2025 11:10:03 AM	2/10/2025	2/10/2025 2:44:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Bathroom ceiling is lea
280192	Horizon House-AMP 1620 (062)-	Routine	Call	Safety, Security, Bldg Maint	2/6/2025	2/6/2025 10:34:07 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Smoke Detector Beeping
280248	Horizon House-AMP 1620 (062)-	Routine	Call	Plumbing	2/6/2025	2/6/2025 12:37:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./kitchen sink
280411	Horizon House-AMP 1620 (062)-	Routine	Call	Plumbing	2/7/2025	2/7/2025 2:06:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/No hot water in the bath
280701	Horizon House-AMP 1620 (062)-	Emergency	Call	Plumbing	2/11/2025	2/11/2025 9:57:06 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	special ops/ no hot water
280777	Horizon House-AMP 1620 (062)-	Emergency	Scheduled	Plumbing	2/11/2025	2/11/2025 6:40:31 PM	2/13/2025	2/13/2025 5:49:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maint/ Toilet overflowing.
Open Work Orders (Horizon House-AMP 1620(062)) - 56															
Property : James Apartments-AMP 1700(070)															
252312	James Apartments-AMP 1700 (070)-	Routine	Scheduled	Doors, Windows and Railings	8/6/2024	8/6/2024 8:34:35 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Entry door
253100	James Apartments-AMP 1700 (070)-	Emergency	Scheduled	Heating and Cooling	8/9/2024	8/9/2024 3:44:20 PM	8/9/2024	8/9/2024 4:00:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops/AC leaking water in the
255522	James Apartments-AMP 1700 (070)-	Routine	Scheduled	Heating and Cooling	8/21/2024	8/21/2024 9:31:23 AM	8/19/2024	8/19/2024 7:00:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repairs for exhaust fan assembly
261106	James Apartments-AMP 1700 (070)-	Make Ready	Scheduled	Electrical	9/20/2024	9/20/2024 4:29:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	missing kitchen light fixture
267090	James Apartments-AMP 1700 (070)-	Routine	Scheduled	Floors, Wall and Ceilings	10/25/2024	10/25/2024 12:39:01 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Tenant requested m
274521	James Apartments-AMP 1700 (070)-	Routine	Scheduled	CCTV	12/22/2024	12/22/2024 4:50:43 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec ops-CCTV
274716	James Apartments-AMP 1700 (070)-	Emergency	Parts Pending	Heating and Cooling	12/23/2024	12/23/2024 11:34:20 AM	12/23/2024	12/23/2024 10:50:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	special ops/ no heat.
276369	James Apartments-AMP 1700 (070)-	Emergency	Call	Heating and Cooling	1/8/2025	1/8/2025 2:40:00 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec Ops/No heat in the lobby area
277255	James Apartments-AMP 1700 (070)-	Routine	Scheduled	Maintenance	1/15/2025	1/15/2025 12:58:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair bathroom towel rack
277256	James Apartments-AMP 1700 (070)-	Routine	Scheduled	Maintenance	1/15/2025	1/15/2025 12:59:53 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	water damaged on bathroom ceiling
277258	James Apartments-AMP 1700 (070)-	Routine	Scheduled	Floors, Wall and Ceilings	1/15/2025	1/15/2025 1:04:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	sand and paint wall in kitchen
277261	James Apartments-AMP 1700 (070)-	Emergency	Call	Safety, Security, Bldg Maint	1/15/2025	1/15/2025 1:07:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops-The fire panel in the o
277517	James Apartments-AMP 1700 (070)-	Routine	Call	Doors, Windows and Railings	1/16/2025	1/16/2025 3:22:40 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/ Resident's unit securi
278331	James Apartments-AMP 1700 (070)-	Routine	Scheduled	Floors, Wall and Ceilings	1/23/2025	1/23/2025 11:39:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	floor tile loose
278570	James Apartments-AMP 1700 (070)-	Routine	Call	Safety, Security, Bldg Maint	1/24/2025	1/24/2025 4:22:23 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	resident is reporting mold in unit
278944	James Apartments-AMP 1700 (070)-	Routine	Call	Locks/Keys	1/28/2025	1/28/2025 9:25:40 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace lock on front entry door
278947	James Apartments-AMP 1700 (070)-	Routine	Call	Locks/Keys	1/28/2025	1/28/2025 9:35:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace lock on entry door
278957	James Apartments-AMP 1700 (070)-	Routine	Call	Locks/Keys	1/28/2025	1/28/2025 9:55:44 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace lock on front entry door
278970	James Apartments-AMP 1700 (070)-	Routine	Call	Locks/Keys	1/28/2025	1/28/2025 10:10:13 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace bottom lock
279024	James Apartments-AMP 1700 (070)-	Routine	Call	Locks/Keys	1/28/2025	1/28/2025 1:55:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace doorknob lock
279240	James Apartments-AMP 1700 (070)-	Routine	Call	Carpentry	1/29/2025	1/29/2025 2:07:03 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	ordering 3 cases of copy paper
279268	James Apartments-AMP 1700 (070)-	Routine	Call	Heating and Cooling	1/29/2025	1/29/2025 3:17:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	leak from HVAC system in mgr ofc

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
279269	James Apartments-AMP 1700 (070)-	Emergency	Call	Safety, Security, Bldg Maint	1/29/2025	1/29/2025 3:19:19 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold in management office
279409	James Apartments-AMP 1700 (070)-	Routine	Call	Safety, Security, Bldg Maint	1/30/2025	1/30/2025 1:04:12 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	requesting supplies
279410	James Apartments-AMP 1700 (070)-	Routine	Call	Safety, Security, Bldg Maint	1/30/2025	1/30/2025 1:12:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	requesting hand truck
279908	James Apartments-AMP 1700 (070)-	Emergency	Call	Electrical	2/4/2025	2/4/2025 11:50:59 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Button to open up the b
280052	James Apartments-AMP 1700 (070)-	Routine	Call	Floors, Wall and Ceilings	2/5/2025	2/5/2025 10:43:13 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop Maint./Lobby area floor tiles
280229	James Apartments-AMP 1700 (070)-	Routine	Call	Safety, Security, Bldg Maint	2/6/2025	2/6/2025 11:54:48 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	requesting supplies
280232	James Apartments-AMP 1700 (070)-	Make Ready	Call	Safety, Security, Bldg Maint	2/6/2025	2/6/2025 11:58:04 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	requesting supplies
280589	James Apartments-AMP 1700 (070)-	Preventative Maint.	Call	Snow Removal	2/10/2025	2/10/2025 12:01:47 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Snow removal supply request
Open Work Orders (James Apartments-AMP 1700(070)) - 30															
Property : James Creek-AMP 1030(003)															
256510	James Creek-AMP 1030 (003)-	Routine	In Progress	Floors, Wall and Ceilings	8/27/2024	8/27/2024 12:12:47 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property main/ tiles
259876	James Creek-AMP 1030 (003)-	Routine	In Progress	Doors, Windows and Railings	9/13/2024	9/13/2024 5:00:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Missing window screens
260766	James Creek-AMP 1030 (003)-	Routine	In Progress	Carpentry	9/19/2024	9/19/2024 3:07:02 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Check cabinets
266797	James Creek-AMP 1030 (003)-	Routine	In Progress	Safety, Security, Bldg Maint	10/23/2024	10/23/2024 3:57:53 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	mold under kitchen sink
268638	James Creek-AMP 1030 (003)-	Routine	In Progress	Floors, Wall and Ceilings	11/6/2024	11/6/2024 2:54:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-The kitchen fl
270044	James Creek-AMP 1030 (003)-	Routine	In Progress	Floors, Wall and Ceilings	11/18/2024	11/18/2024 10:32:59 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Kitchen floor need
270590	James Creek-AMP 1030 (003)-	Routine	In Progress	Extermination/Pest Control	11/21/2024	11/21/2024 11:37:34 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mice in unit
270754	James Creek-AMP 1030 (003)-	Routine	In Progress	Carpentry	11/22/2024	11/22/2024 9:28:54 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace Cabinets
272102	James Creek-AMP 1030 (003)-	Urgent	In Progress	Doors, Windows and Railings	12/4/2024	12/4/2024 12:03:47 PM	12/4/2024	12/4/2024 1:00:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathroom door
272747	James Creek-AMP 1030 (003)-	Routine	In Progress	Carpentry	12/9/2024	12/9/2024 1:16:00 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	kitchen cabins doors and drawers ne
272828	James Creek-AMP 1030 (003)-	Routine	Scheduled	Extermination/Pest Control	12/10/2024	12/10/2024 8:50:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Roaches
273792	James Creek-AMP 1030 (003)-	Routine	In Progress	Carpentry	12/16/2024	12/16/2024 3:13:40 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace Kitchen cabinets
274150	James Creek-AMP 1030 (003)-	Routine	In Progress	Painting	12/19/2024	12/19/2024 8:39:03 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Kitchen wall has patche
274240	James Creek-AMP 1030 (003)-	Routine	In Progress	Carpentry	12/19/2024	12/19/2024 2:17:39 PM	1/6/2025	1/6/2025 8:30:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	cabinets
275310	James Creek-AMP 1030 (003)-	Routine	In Progress	Safety, Security, Bldg Maint	12/30/2024	12/30/2024 10:21:36 AM	12/30/2024	12/30/2024 1:30:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold/Mildew
276415	James Creek-AMP 1030 (003)-		Web	Carpentry	1/9/2025	1/9/2025 2:18:23 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Kitchen cabinets are old and run do
276875	James Creek-AMP 1030 (003)-	Routine	Parts Pending	Floors, Wall and Ceilings	1/13/2025	1/13/2025 11:46:36 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Cracks in the ceiling
276877	James Creek-AMP 1030 (003)-	Routine	Parts Pending	Doors, Windows and Railings	1/13/2025	1/13/2025 11:49:36 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Check bathroom window
276975	James Creek-AMP 1030 (003)-	Routine	Parts Pending	Doors, Windows and Railings	1/14/2025	1/14/2025 8:30:40 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Check door
277160	James Creek-AMP 1030 (003)-	Routine	In Progress	Floors, Wall and Ceilings	1/15/2025	1/15/2025 9:20:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Install Vinyl
277629	James Creek-AMP 1030 (003)-	Routine	Scheduled	Plumbing	1/17/2025	1/17/2025 11:07:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property main/ bathtub repair.
277650	James Creek-AMP 1030 (003)-	Urgent	Call	ADA	1/17/2025	1/17/2025 12:39:05 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Railing on outside of unit
277651	James Creek-AMP 1030 (003)-	Urgent	Call	ADA	1/17/2025	1/17/2025 12:42:01 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Grab Bars in tub/shower
277702	James Creek-AMP 1030 (003)-	Routine	Scheduled	Doors, Windows and Railings	1/17/2025	1/17/2025 3:49:51 PM	2/13/2025	2/13/2025 3:12:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Window blinds requested
277836	James Creek-AMP 1030 (003)-	Routine	Parts Pending	Heating and Cooling	1/21/2025	1/21/2025 8:54:28 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ vent in the bathroom
277875	James Creek-AMP 1030 (003)-	Routine	Parts Pending	Doors, Windows and Railings	1/21/2025	1/21/2025 9:37:22 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Doors repair
278395	James Creek-AMP 1030 (003)-	Routine	In Progress	Carpentry	1/23/2025	1/23/2025 3:27:03 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace cabinets in the kitchen
278421	James Creek-AMP 1030 (003)-	Routine	Call	Extermination/Pest Control	1/23/2025	1/23/2025 5:48:36 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mice in food pantry
278492	James Creek-AMP 1030 (003)-	Routine	Call	Extermination/Pest Control	1/24/2025	1/24/2025 10:41:56 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bed bug
278599	James Creek-AMP 1030 (003)-	Routine	Call	Extermination/Pest Control	1/25/2025	1/25/2025 6:58:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	I have observed an unusual increase
278696	James Creek-AMP 1030 (003)-	Routine	Call	Doors, Windows and Railings	1/27/2025	1/27/2025 8:25:40 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Screen Door
278708	James Creek-AMP 1030 (003)-	Routine	Scheduled	Floors, Wall and Ceilings	1/27/2025	1/27/2025 8:57:49 AM	2/10/2025	2/10/2025 11:45:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Hole Repair
278803	James Creek-AMP 1030 (003)-	Routine	Scheduled	Doors, Windows and Railings	1/27/2025	1/27/2025 11:19:33 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Window glass replace
278848	James Creek-AMP 1030 (003)-	Routine	Call	Appliances	1/27/2025	1/27/2025 12:48:02 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	grease guard
278899	James Creek-AMP 1030 (003)-	Routine	Parts Pending	Doors, Windows and Railings	1/27/2025	1/27/2025 3:36:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wooden hand railings
278936	James Creek-AMP 1030 (003)-	Routine	Parts Pending	Doors, Windows and Railings	1/28/2025	1/28/2025 8:53:54 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace cylinders
278939	James Creek-AMP 1030 (003)-	Routine	Parts Pending	Plumbing	1/28/2025	1/28/2025 9:00:38 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Remodel Bathroom
278980	James Creek-AMP 1030 (003)-	Routine	Call	Floors, Wall and Ceilings	1/28/2025	1/28/2025 10:46:00 AM	1/30/2025	1/30/2025 2:15:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Paint requested.
278981	James Creek-AMP 1030 (003)-	Routine	Scheduled	Floors, Wall and Ceilings	1/28/2025	1/28/2025 10:47:03 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Bathroom tiles nee
279044	James Creek-AMP 1030 (003)-	Routine	Call	Plumbing	1/28/2025	1/28/2025 3:11:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PropMain/Bathtub needs caulking.
279173	James Creek-AMP 1030 (003)-	Routine	Call	Electrical	1/29/2025	1/29/2025 11:04:28 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Light bulb replace by t
279190	James Creek-AMP 1030 (003)-	Routine	Scheduled	Doors, Windows and Railings	1/29/2025	1/29/2025 11:26:59 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	pantry door
279237	James Creek-AMP 1030 (003)-	Routine	Parts Pending	Doors, Windows and Railings	1/29/2025	1/29/2025 1:43:19 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door sweeps needed
279261	James Creek-AMP 1030 (003)-	Routine	Call	Appliances	1/29/2025	1/29/2025 2:53:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maint/ Range hood
279444	James Creek-AMP 1030 (003)-	Routine	Parts Pending	Plumbing	1/30/2025	1/30/2025 4:01:40 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace water tank
279664	James Creek-AMP 1030 (003)-	Routine	Scheduled	Doors, Windows and Railings	2/3/2025	2/3/2025 9:12:38 AM	2/13/2025	2/13/2025 3:10:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Window shade repla
279771	James Creek-AMP 1030 (003)-	Routine	Call	Painting	2/3/2025	2/3/2025 1:17:46 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Entire unit need painted
279772	James Creek-AMP 1030 (003)-	Routine	Call	Painting	2/3/2025	2/3/2025 1:18:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	entire unit needs painting
279810	James Creek-AMP 1030 (003)-	Routine	Call	Floors, Wall and Ceilings	2/3/2025	2/3/2025 3:46:04 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-The bathroom n
279811	James Creek-AMP 1030 (003)-	Routine	Call	Floors, Wall and Ceilings	2/3/2025	2/3/2025 3:47:10 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-The whole floo
279812	James Creek-AMP 1030 (003)-	Routine	Call	Doors, Windows and Railings	2/3/2025	2/3/2025 3:47:57 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-The back windo
279848	James Creek-AMP 1030 (003)-	Routine	Parts Pending	Plumbing	2/4/2025	2/4/2025 8:54:02 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace tub and diverter
279858	James Creek-AMP 1030 (003)-	Routine	Parts Pending	Grounds/Landscaping	2/4/2025	2/4/2025 9:10:35 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Offfice needs
280071	James Creek-AMP 1030 (003)-	Routine	Call	Floors, Wall and Ceilings	2/5/2025	2/5/2025 12:04:03 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Floor Covering Damage i
280126	James Creek-AMP 1030 (003)-	Routine	Scheduled	Electrical	2/6/2025	2/6/2025 8:15:14 AM	2/6/2025	2/6/2025 8:30:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace outlets and switches
280170	James Creek-AMP 1030 (003)-	Routine	Scheduled	Doors, Windows and Railings	2/6/2025	2/6/2025 9:35:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Screen doors repair .
280226	James Creek-AMP 1030 (003)-	Routine	Parts Pending	Doors, Windows and Railings	2/6/2025	2/6/2025 11:51:57 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Front door weather
280518	James Creek-AMP 1030 (003)-	Routine	Parts Pending	Grounds/Landscaping	2/10/2025	2/10/2025 8:22:23 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ice Melt Needed
280596	James Creek-AMP 1030 (003)-	Routine	Parts Pending	Floors, Wall and Ceilings	2/10/2025	2/10/2025 12:18:12 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Level and retile flooring
280619	James Creek-AMP 1030 (003)-	Routine	Parts Pending	Carpentry	2/10/2025	2/10/2025 1:36:47 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace kitchen cabinets
280653	James Creek-AMP 1030 (003)-	Routine	Call	Floors, Wall and Ceilings	2/10/2025	2/10/2025 3:23:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Floor tiles are coming u
280654	James Creek-AMP 1030 (003)-	Routine	Call	Appliances	2/10/2025	2/10/2025 3:24:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Range requested for the
280655	James Creek-AMP 1030 (003)-	Routine	Call	Doors, Windows and Railings	2/10/2025	2/10/2025 3:25:15 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Knobs requested for the
280656	James Creek-AMP 1030 (003)-	Routine	Call	Doors, Windows and Railings	2/10/2025	2/10/2025 3:27:30 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Bedroom window sill need
280663	James Creek-AMP 1030 (003)-	Routine	Parts Pending	Electrical	2/10/2025	2/10/2025 3:40:56 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace outlets and switches
280678	James Creek-AMP 1030 (003)-	Routine	Parts Pending	Doors, Windows and Railings	2/11/2025	2/11/2025 8:10:31 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Paint doors
280680	James Creek-AMP 1030 (003)-	Routine	Parts Pending	Carpentry	2/11/2025	2/11/2025 8:24:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace medicine cabinet
280729	James Creek-AMP 1030 (003)-	Routine	Parts Pending	Plumbing	2/11/2025	2/11/2025 12:19:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Drop head needed
280772	James Creek-AMP 1030 (003)-	Emergency	In Progress	Floors, Wall and Ceilings	2/11/2025	2/11/2025 4:39:46 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint / Bedroom ceiling leaks
280774	James Creek-AMP 1030 (003)-	Emergency	In Progress	Floors, Wall and Ceilings	2/11/2025	2/11/2025 4:46:44 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint / Pieces of the bathroo
280799	James Creek-AMP 1030 (003)-	Routine	Call	Electrical	2/12/2025	2/12/2025 11:07:56 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Front entrance light is
280803	James Creek-AMP 1030 (003)-	Routine	Call	Doors, Windows and Railings	2/12/2025	2/12/2025 11:09:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Bedroom closet door is
280835	James Creek-AMP 1030 (003)-	Routine	Parts Pending	Floors, Wall and Ceilings	2/12/2025	2/12/2025 3:20:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Damaged tile flooring
280858	James Creek-AMP 1030 (003)-	Routine	Call	Doors, Windows and Railings	2/13/2025	2/13/2025 8:28:24 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Front screen d
280868	James Creek-AMP 1030 (003)-	Emergency	Scheduled	Plumbing	2/13/2025	2/13/2025 9:11:22 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ clogged drains

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
280944	James Creek-AMP 1030 (003)-	Routine	In Progress	Floors, Wall and Ceilings	2/13/2025	2/13/2025 11:04:53 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Repair ceiling over stove
281019	James Creek-AMP 1030 (003)-	Routine	Call	Plumbing	2/13/2025	2/13/2025 2:35:05 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Tub reglazing needed
281020	James Creek-AMP 1030 (003)-	Routine	Call	Appliances	2/13/2025	2/13/2025 2:35:38 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Range hood is damaged,
281021	James Creek-AMP 1030 (003)-	Routine	Call	Floors, Wall and Ceilings	2/13/2025	2/13/2025 2:36:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Upstairs hallway floor
Open Work Orders (James Creek-AMP 1030(003)) - 79															
Property : Judiciary House-AMP 1650(065)															
266732	Judiciary House-AMP 1650 (065)-	Routine	Tenant Refusal	Heating and Cooling	10/23/2024	10/23/2024 1:08:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Thermostat isn't working properly
276368	Judiciary House-AMP 1650 (065)-	Routine	Scheduled	Plumbing	1/8/2025	1/8/2025 2:37:13 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathtub
276554	Judiciary House-AMP 1650 (065)-	Urgent	Parts Pending	Snow Removal	1/10/2025	1/10/2025 11:59:38 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	order salt
276698	Judiciary House-AMP 1650 (065)-	Routine	Scheduled	Safety, Security, Bldg Maint	1/12/2025	1/12/2025 4:38:00 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Trash Detail - 1/4 & 1/5
276701	Judiciary House-AMP 1650 (065)-	Routine	Scheduled	Safety, Security, Bldg Maint	1/12/2025	1/12/2025 4:42:01 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Trash Detail -1/9 -J.Carter HLDY
276703	Judiciary House-AMP 1650 (065)-	Routine	Scheduled	Safety, Security, Bldg Maint	1/12/2025	1/12/2025 4:44:43 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Trash Detail - 1/11 & 1/12
276809	Judiciary House-AMP 1650 (065)-	Routine	Scheduled	Extermination/Pest Control	1/13/2025	1/13/2025 9:06:40 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mouse in unit
277191	Judiciary House-AMP 1650 (065)-	Urgent	Scheduled	Snow Removal	1/15/2025	1/15/2025 10:04:48 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Supply Order 1-15-2025
278015	Judiciary House-AMP 1650 (065)-	Routine	Scheduled	Maintenance	1/21/2025	1/21/2025 1:50:06 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Supplies for 1-21-2025
278131	Judiciary House-AMP 1650 (065)-	Routine	Scheduled	Maintenance	1/22/2025	1/22/2025 11:09:45 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Supply List 1-22-2025
278173	Judiciary House-AMP 1650 (065)-	Routine	Scheduled	Extermination/Pest Control	1/22/2025	1/22/2025 1:01:51 PM	1/28/2025	1/28/2025 10:00:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ mice smell
278382	Judiciary House-AMP 1650 (065)-	Routine	Scheduled	Doors, Windows and Railings	1/23/2025	1/23/2025 3:04:38 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Front Lobby Glass
278525	Judiciary House-AMP 1650 (065)-	Routine	Scheduled	Extermination/Pest Control	1/24/2025	1/24/2025 12:39:46 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Pest control
278744	Judiciary House-AMP 1650 (065)-	Routine	Scheduled	Maintenance	1/27/2025	1/27/2025 9:53:55 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Maintenance supplies 1-27-2025
278883	Judiciary House-AMP 1650 (065)-	Urgent	In Progress	Carpentry	1/27/2025	1/27/2025 2:47:01 PM	2/5/2025	2/5/2025 11:34:51 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	New Cabinets Under kitchen sink
279060	Judiciary House-AMP 1650 (065)-	Routine	Scheduled	Plumbing	1/28/2025	1/28/2025 4:27:30 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Leaking Pipe - Laundry Room
279466	Judiciary House-AMP 1650 (065)-	Routine	In Progress	Doors, Windows and Railings	1/31/2025	1/31/2025 8:39:48 AM	2/3/2025	2/3/2025 1:40:58 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	closet door off the hinges
279540	Judiciary House-AMP 1650 (065)-	Routine	Scheduled	Safety, Security, Bldg Maint	1/31/2025	1/31/2025 1:25:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Trash Detail - 2/1 & 2/2
279553	Judiciary House-AMP 1650 (065)-	Routine	Scheduled	Plumbing	1/31/2025	1/31/2025 3:05:32 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint / Kitchen sink handles
279668	Judiciary House-AMP 1650 (065)-	Routine	Scheduled	Safety, Security, Bldg Maint	2/3/2025	2/3/2025 9:46:03 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Supply Order 2.3.2025
280534	Judiciary House-AMP 1650 (065)-	Routine	Scheduled	Safety, Security, Bldg Maint	2/10/2025	2/10/2025 9:24:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Trash Detail - 2/8 & 2/9
280568	Judiciary House-AMP 1650 (065)-	Routine	Scheduled	Safety, Security, Bldg Maint	2/10/2025	2/10/2025 10:58:28 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	BPO - Request for Salt
280724	Judiciary House-AMP 1650 (065)-	Routine	Scheduled	Extermination/Pest Control	2/11/2025	2/11/2025 11:42:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Pest control for mice a
280727	Judiciary House-AMP 1650 (065)-	Urgent	Scheduled	Heating and Cooling	2/11/2025	2/11/2025 12:06:04 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	No Heat in Livingroom
281057	Judiciary House-AMP 1650 (065)-	Emergency	Call	Plumbing	2/13/2025	2/13/2025 5:30:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maint/ Toilet is clogged
Open Work Orders (Judiciary House-AMP 1650(065)) - 25															
Property : Kelly Miller Dwellings-AMP 1080(008)															
240727	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Floors, Wall and Ceilings	5/23/2024	5/23/2024 10:19:32 AM	1/2/2025	1/2/2025 10:13:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint/Bathroom walls are peeli
243681	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Floors, Wall and Ceilings	6/12/2024	6/12/2024 8:11:09 AM	1/3/2025	1/3/2025 8:42:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair ceiling
256364	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Floors, Wall and Ceilings	8/26/2024	8/26/2024 3:42:16 PM	1/15/2025	1/15/2025 10:41:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	ceiling needs to be repaired
260118	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Floors, Wall and Ceilings	9/16/2024	9/16/2024 8:40:05 AM	2/12/2025	2/12/2025 2:51:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	tile on floor coming up
261003	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Plumbing	9/20/2024	9/20/2024 12:09:29 PM	9/24/2024	9/24/2024 2:37:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	base of tub is leaking water
261083	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Floors, Wall and Ceilings	9/20/2024	9/20/2024 3:20:13 PM	1/23/2025	1/23/2025 11:01:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Drywall needed behind th
266113	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Floors, Wall and Ceilings	10/20/2024	10/20/2024 12:41:56 PM	10/21/2024	10/21/2024 9:37:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PrMa/The ceiling leaking water
266853	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Floors, Wall and Ceilings	10/24/2024	10/24/2024 9:14:18 AM	10/25/2024	10/25/2024 9:04:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / Ceiling repair
268441	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Floors, Wall and Ceilings	11/5/2024	11/5/2024 12:32:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	ceiling and wall repair
268740	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Floors, Wall and Ceilings	11/7/2024	11/7/2024 10:46:38 AM	12/17/2024	12/17/2024 9:05:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. floor
270613	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Floors, Wall and Ceilings	11/21/2024	11/21/2024 12:30:44 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Ceiling is leaking in th
271787	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Parts Pending	Appliances	12/3/2024	12/3/2024 8:50:14 AM	1/21/2025	1/21/2025 11:56:50 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	vent
273870	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Floors, Wall and Ceilings	12/17/2024	12/17/2024 11:37:25 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property maint - holes
274306	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Plumbing	12/20/2024	12/20/2024 9:15:37 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Caulking neede
274308	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Floors, Wall and Ceilings	12/20/2024	12/20/2024 9:16:35 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Repair the wat
274514	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Floors, Wall and Ceilings	12/22/2024	12/22/2024 1:52:28 PM	1/23/2025	1/23/2025 2:00:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint / Tile is peeling.
274948	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Doors, Windows and Railings	12/26/2024	12/26/2024 9:41:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintnenance | Window Shades
275270	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Doors, Windows and Railings	12/30/2024	12/30/2024 9:28:44 AM	1/24/2025	1/24/2025 11:37:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Kitchen blinds are dama
275698	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Floors, Wall and Ceilings	1/2/2025	1/2/2025 11:02:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Kitchen ceiling
277016	Kelly Miller Dwellings-AMP 1080 (008)-	Emergency	Scheduled	Safety, Security, Bldg Maint	1/14/2025	1/14/2025 10:01:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	emergency exit signs
278154	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Plumbing	1/22/2025	1/22/2025 12:07:00 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	tub reglaze
278157	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Plumbing	1/22/2025	1/22/2025 12:08:43 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	tub reglaze
278807	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Floors, Wall and Ceilings	1/27/2025	1/27/2025 11:26:10 AM	1/27/2025	1/27/2025 2:36:46 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Ceiling leaking
278810	Kelly Miller Dwellings-AMP 1080 (008)-	Emergency	Scheduled	Appliances	1/27/2025	1/27/2025 11:29:37 AM	1/27/2025	1/27/2025 3:03:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Oven not working.
279928	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Extermination/Pest Control	2/4/2025	2/4/2025 12:53:46 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Pest control
280554	Kelly Miller Dwellings-AMP 1080 (008)-	Emergency	Scheduled	Roofing	2/10/2025	2/10/2025 10:08:30 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	roof is leaking
280635	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Extermination/Pest Control	2/10/2025	2/10/2025 2:18:15 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Pest Control for mice a
280797	Kelly Miller Dwellings-AMP 1080 (008)-	Emergency	In Progress	Appliances	2/12/2025	2/12/2025 10:58:50 AM	2/13/2025	2/13/2025 2:00:08 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Oven not working
280821	Kelly Miller Dwellings-AMP 1080 (008)-	Routine	Scheduled	Electrical	2/12/2025	2/12/2025 1:25:36 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Building's hallway ligh
281043	Kelly Miller Dwellings-AMP 1080 (008)-	Emergency	Call	Electrical	2/13/2025	2/13/2025 3:45:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maint/ An electrical outle
Open Work Orders (Kelly Miller Dwellings-AMP 1080(008)) - 30															
Property : Kenilworth Courts-AMP 5190(019)															
238768	Kenilworth Courts-AMP 5190 (019)-	Routine	In Progress	Safety, Security, Bldg Maint	5/13/2024	5/13/2024 10:15:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Routine WOs from Unit Inspection
238776	Kenilworth Courts-AMP 5190 (019)-	Routine	In Progress	Safety, Security, Bldg Maint	5/13/2024	5/13/2024 10:37:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Routine WOs from Unit Inspection
239423	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Safety, Security, Bldg Maint	5/15/2024	5/15/2024 12:38:57 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Routine WOs from Unit Inspection
239424	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Safety, Security, Bldg Maint	5/15/2024	5/15/2024 12:38:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Emergency WOs from Unit Inspection
240550	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Safety, Security, Bldg Maint	5/22/2024	5/22/2024 1:36:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Routine WOs from Unit Inspection
240583	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Safety, Security, Bldg Maint	5/22/2024	5/22/2024 6:50:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Routine WOs from Unit Inspection
240584	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Safety, Security, Bldg Maint	5/22/2024	5/22/2024 6:50:55 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Emergency WOs from Unit Inspection
242166	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Floors, Wall and Ceilings	6/3/2024	6/3/2024 9:56:33 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Carpet replacement
242861	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Floors, Wall and Ceilings	6/6/2024	6/6/2024 11:14:52 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Living room ceiling has
246762	Kenilworth Courts-AMP 5190 (019)-	Routine	Parts Pending	Plumbing	7/1/2024	7/1/2024 9:25:14 AM	1/2/2025	1/2/2025 10:50:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Bathtub faucet
248154	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Doors, Windows and Railings	7/10/2024	7/10/2024 9:56:05 AM	8/22/2024	8/22/2024 3:39:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main./Hallway closet door is o
254248	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Plumbing	8/14/2024	8/14/2024 3:09:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maint/ Tub is really ruste
254452	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Maintenance	8/15/2024	8/15/2024 8:47:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Work Needed from UPCS inspection
254504	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Maintenance	8/15/2024	8/15/2024 9:49:02 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Work Needed from UPCS inspection
254505	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Maintenance	8/15/2024	8/15/2024 9:51:46 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Work Needed from UPCS inspection
254516	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Maintenance	8/15/2024	8/15/2024 10:01:25 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Work Needed from UPCS inspection
254561	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Maintenance	8/15/2024	8/15/2024 10:27:02 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Work Needed from UPCS inspection
255834	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Maintenance	8/22/2024	8/22/2024 10:58:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Outdoor water valve
255848	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Accessories	8/22/2024	8/22/2024 11:44:16 AM	10/3/2024	10/3/2024 1:45:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	bathroom Vanity/mirror
256235	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Plumbing	8/26/2024	8/26/2024 10:27:10 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Bathtub is peeling.

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
256860	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 8:00:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
256861	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Electrical	8/29/2024	8/29/2024 8:00:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical - Service Panel - Def 1
256864	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 8:00:13 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
256867	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 8:00:13 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
256868	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Doors, Windows and Railings	8/29/2024	8/29/2024 8:00:13 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Window - Def 4
256870	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 8:00:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
256871	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Doors, Windows and Railings	8/29/2024	8/29/2024 8:00:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Window - Def 4
256873	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Life-Threatening	Scheduled	Plumbing	8/29/2024	8/29/2024 8:00:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold-like Substance - Def 3
256876	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	In Progress	Doors, Windows and Railings	8/29/2024	8/29/2024 8:00:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - Entry - Def 3
256910	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 9:00:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Floor - Def 1
256911	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 9:00:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
256912	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 9:00:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
256914	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 9:00:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Floor - Def 1
256921	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Plumbing	8/29/2024	8/29/2024 9:00:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 1
256922	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 9:00:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 1
256937	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Low	Call	Plumbing	8/29/2024	8/29/2024 9:00:19 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathtub and Shower - Def 4
256938	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 9:00:19 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Floor - Def 2
256939	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 9:00:19 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 2
256941	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 9:00:19 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Floor - Def 2
256942	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 9:00:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 3
256947	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Low	Call	Doors, Windows and Railings	8/29/2024	8/29/2024 9:00:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
256953	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Doors, Windows and Railings	8/29/2024	8/29/2024 9:15:13 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - Entry - Def 9
256954	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Doors, Windows and Railings	8/29/2024	8/29/2024 9:15:13 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - Entry - Def 8
256956	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Scheduled	Doors, Windows and Railings	8/29/2024	8/29/2024 9:15:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Window - Def 4
256986	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Low	Call	Plumbing	8/29/2024	8/29/2024 9:45:13 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 5
256987	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Scheduled	Carpentry	8/29/2024	8/29/2024 9:45:13 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 1
256989	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Severe	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 9:45:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 3
256999	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 9:45:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 2
257000	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 9:45:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 1
257008	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Scheduled	Carpentry	8/29/2024	8/29/2024 9:45:17 AM	2/7/2025	2/7/2025 2:00:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Cabinet and Storage - Def 2
257010	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Low	Call	Doors, Windows and Railings	8/29/2024	8/29/2024 9:45:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
257011	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Doors, Windows and Railings	8/29/2024	8/29/2024 9:45:18 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 1
257027	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Lighting and Ceiling Fans	8/29/2024	8/29/2024 10:15:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Lighting - Interior - Def 1
257028	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Low	Call	Plumbing	8/29/2024	8/29/2024 10:15:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathtub and Shower - Def 4
257065	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Scheduled	Doors, Windows and Railings	8/29/2024	8/29/2024 1:15:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Trip Hazard - Def 1
257066	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	8/29/2024	8/29/2024 1:15:18 PM	1/14/2025	1/14/2025 2:50:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Floor - Def 1
257068	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	8/29/2024	8/29/2024 1:15:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Floor - Def 1
257069	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	8/29/2024	8/29/2024 1:15:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
257122	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Severe	Scheduled	Floors, Wall and Ceilings	8/29/2024	8/29/2024 7:30:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 3
257123	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	8/29/2024	8/29/2024 7:30:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 2
257124	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 7:30:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 1
257125	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Severe	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 7:30:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 3
257126	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 7:30:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 2
257127	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 7:30:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 1
257128	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Severe	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 7:30:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 3
257129	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 7:30:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 2
257130	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 7:30:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 1
257131	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Scheduled	Carpentry	8/29/2024	8/29/2024 7:30:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Cabinet and Storage - Def 1
257151	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Severe	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 7:30:28 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 3
257152	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 7:30:29 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 2
257153	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 7:30:29 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 1
257155	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 7:30:29 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 3
257156	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 7:30:29 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
257157	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 7:30:29 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
257159	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 7:30:30 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 3
257160	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 7:30:30 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
257161	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 7:30:30 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
257180	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	8/30/2024	8/30/2024 8:00:40 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 3
257184	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Scheduled	Plumbing	8/30/2024	8/30/2024 8:00:41 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Water Heater - Def 3
257185	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Severe	In Progress	Safety, Security, Bldg Maint	8/30/2024	8/30/2024 8:00:41 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold-like Substance - Def 2
257186	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	In Progress	Doors, Windows and Railings	8/30/2024	8/30/2024 8:00:41 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - Entry - Def 3
257187	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Severe	Scheduled	Electrical	8/30/2024	8/30/2024 8:00:41 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical - GFCI or AFCI - Def 3
257188	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	In Progress	Doors, Windows and Railings	8/30/2024	8/30/2024 8:00:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold-like Substance - Def 1
257190	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	In Progress	Lighting and Ceiling Fans	8/30/2024	8/30/2024 8:00:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Lighting - Interior - Def 2
257191	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Low	In Progress	Doors, Windows and Railings	8/30/2024	8/30/2024 8:00:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 3
257192	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	8/30/2024	8/30/2024 8:00:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Floor - Def 2
257193	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	8/30/2024	8/30/2024 8:00:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Floor - Def 1
257194	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Severe	In Progress	Safety, Security, Bldg Maint	8/30/2024	8/30/2024 8:00:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold-like Substance - Def 2
257195	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	In Progress	Plumbing	8/30/2024	8/30/2024 8:00:43 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 4
257197	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	In Progress	Heating and Cooling	8/30/2024	8/30/2024 8:00:43 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ventilation - Def 4
257198	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Life-Threatening	In Progress	Safety, Security, Bldg Maint	8/30/2024	8/30/2024 8:00:43 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold-like Substance - Def 3
257234	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Low	Scheduled	Plumbing	8/30/2024	8/30/2024 8:00:49 AM	2/7/2025	2/7/2025 11:20:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathtub and Shower - Def 4
257235	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Scheduled	Plumbing	8/30/2024	8/30/2024 8:00:49 AM	1/29/2025	1/29/2025 10:20:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold-like Substance - Def 1
257238	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Plumbing	8/30/2024	8/30/2024 8:00:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold-like Substance - Def 1
257243	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Plumbing	8/30/2024	8/30/2024 8:00:51 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold-like Substance - Def 1
257253	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/30/2024	8/30/2024 8:00:52 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 1
257254	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/30/2024	8/30/2024 8:00:52 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 2
257255	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/30/2024	8/30/2024 8:00:53 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 1
257399	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/30/2024	8/30/2024 3:15:15 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
257400	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/30/2024	8/30/2024 3:15:15 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Floor - Def 1
257403	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Scheduled	Plumbing	8/30/2024	8/30/2024 3:45:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathtub and Shower - Def 3
257423	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	8/31/2024	8/31/2024 8:00:36 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Trip Hazard - Def 1
257545	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	9/3/2024	9/3/2024 8:00:25 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Floor - Def 1
257546	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	9/3/2024	9/3/2024 8:00:25 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 3
257548	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Low	Call	Doors, Windows and Railings	9/3/2024	9/3/2024 8:00:25 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
257549	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Doors, Windows and Railings	9/3/2024	9/3/2024 8:00:25 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 1
257550	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Severe	Scheduled	Electrical	9/3/2024	9/3/2024 8:00:26 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical - GFCI or AFCI - Def 1
257551	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	9/3/2024	9/3/2024 8:00:26 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Floor - Def 1
257552	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	9/3/2024	9/3/2024 8:00:26 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
257553	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	9/3/2024	9/3/2024 8:00:26 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
257554	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	9/3/2024	9/3/2024 8:00:26 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
257555	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Doors, Windows and Railings	9/3/2024	9/3/2024 8:00:26 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Window - Def 4
257558	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Low	Call	Doors, Windows and Railings	9/3/2024	9/3/2024 8:00:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
257559	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Low	Call	Doors, Windows and Railings	9/3/2024	9/3/2024 8:00:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
257560	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Doors, Windows and Railings	9/3/2024	9/3/2024 8:00:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 1
257561	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Low	Scheduled	Plumbing	9/3/2024	9/3/2024 8:00:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 5
257562	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Plumbing	9/3/2024	9/3/2024 8:00:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 1
257563	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	9/3/2024	9/3/2024 8:00:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
257564	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	9/3/2024	9/3/2024 8:00:28 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
258661	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Low	Call	Doors, Windows and Railings	9/9/2024	9/9/2024 7:15:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
258995	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Floors, Wall and Ceilings	9/10/2024	9/10/2024 4:01:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Leak stains on ceiling
259752	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Lighting and Ceiling Fans	9/13/2024	9/13/2024 12:47:13 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Court lights need to be fix
261928	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Doors, Windows and Railings	9/26/2024	9/26/2024 10:21:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Door
261931	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Carpentry	9/26/2024	9/26/2024 10:26:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maintenance | Caulking
263066	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	10/2/2024	10/2/2024 10:27:32 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	NSPIRE- Moderate- Hole in ceiling
263099	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	10/2/2024	10/2/2024 11:46:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	NSPIRE-Moderate - Brick
263107	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Scheduled	Safety, Security, Bldg Maint	10/2/2024	10/2/2024 12:09:52 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	NSPIRE- Moderate- Fence
263377	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	10/3/2024	10/3/2024 10:37:00 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	NSPIRE- Moderate-ceiling damage
263385	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	10/3/2024	10/3/2024 10:45:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	NSPIRE- Moderate- wall damage
263389	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	10/3/2024	10/3/2024 10:50:02 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	NSPIRE- Moderate- Peeling paint
263397	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	10/3/2024	10/3/2024 10:53:59 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	NSPIRE- Moderate- peeling pain
263412	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	10/3/2024	10/3/2024 11:43:45 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	NSPIRE- Moderate- Paint peeling
263929	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Low	Parts Pending	Plumbing	10/7/2024	10/7/2024 12:25:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	NSPIRE-LOW-sink cracking
264127	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	10/8/2024	10/8/2024 12:13:50 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	NSPIRE-LOW-closet door
264131	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	10/8/2024	10/8/2024 12:19:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	NSPIRE-LOW-closet door
264172	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Doors, Windows and Railings	10/8/2024	10/8/2024 1:51:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Door request
264395	Kenilworth Courts-AMP 5190 (019)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	10/9/2024	10/9/2024 3:51:59 PM	10/16/2024	10/16/2024 3:14:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	NSPIRE- Moderate- hole in ceiling
264775	Kenilworth Courts-AMP 5190 (019)-	Routine	Parts Pending	Lighting and Ceiling Fans	10/11/2024	10/11/2024 10:02:10 AM	10/11/2024	10/11/2024 2:33:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace lightbulb outside fixture
265155	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Doors, Windows and Railings	10/15/2024	10/15/2024 11:26:33 AM	10/28/2024	10/28/2024 12:00:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace blinds
265174	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Doors, Windows and Railings	10/15/2024	10/15/2024 12:15:20 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace blinds
265490	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Maintenance	10/16/2024	10/16/2024 2:40:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection work orders
265500	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Maintenance	10/16/2024	10/16/2024 2:54:55 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection work orders
265501	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Maintenance	10/16/2024	10/16/2024 3:01:36 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection work orders
265507	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Maintenance	10/16/2024	10/16/2024 3:23:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection work orders
266744	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Doors, Windows and Railings	10/23/2024	10/23/2024 1:34:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Window blinds
266898	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Doors, Windows and Railings	10/24/2024	10/24/2024 10:18:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Resident needs blinds
267603	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Maintenance	10/29/2024	10/29/2024 2:39:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Work Needed from UPCS Inspection
267608	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Maintenance	10/29/2024	10/29/2024 2:48:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Work Needed from UPCS Inspection
267626	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Maintenance	10/29/2024	10/29/2024 3:38:12 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS HK WORK ORDERS
267643	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Maintenance	10/29/2024	10/29/2024 4:10:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Work Needed from UPCS Inspection
267644	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Maintenance	10/29/2024	10/29/2024 4:10:45 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS & HK WORK ORDERS
267650	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Maintenance	10/29/2024	10/29/2024 4:28:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Work Needed from UPCS Inspection
267651	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Maintenance	10/29/2024	10/29/2024 4:28:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS & HOUSE KEEPING WO
267660	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Maintenance	10/29/2024	10/29/2024 4:53:52 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS & HOUSEKEEPING WO
267689	Kenilworth Courts-AMP 5190 (019)-	Routine	Parts Pending	Doors, Windows and Railings	10/30/2024	10/30/2024 9:25:45 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door closure needed
267691	Kenilworth Courts-AMP 5190 (019)-	Routine	Parts Pending	Plumbing	10/30/2024	10/30/2024 9:45:24 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Toilet chain broke & not flushing
267773	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Plumbing	10/30/2024	10/30/2024 3:23:06 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Bathtub has to
267778	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Heating and Cooling	10/30/2024	10/30/2024 3:26:34 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Radiators are
267955	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Plumbing	10/31/2024	10/31/2024 1:05:12 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace wash box
268407	Kenilworth Courts-AMP 5190 (019)-	Routine	In Progress	Carpentry	11/5/2024	11/5/2024 10:30:05 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Install kick plates
269572	Kenilworth Courts-AMP 5190 (019)-	Urgent	Scheduled	Floors, Wall and Ceilings	11/14/2024	11/14/2024 11:39:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	ADA: Remove carpet
269615	Kenilworth Courts-AMP 5190 (019)-	Routine	Parts Pending	Plumbing	11/14/2024	11/14/2024 1:55:34 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Part needed for washer hook up
269617	Kenilworth Courts-AMP 5190 (019)-	Routine	Parts Pending	Plumbing	11/14/2024	11/14/2024 1:59:03 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Part needed for washer hook up
269651	Kenilworth Courts-AMP 5190 (019)-	Routine	Parts Pending	Plumbing	11/14/2024	11/14/2024 3:57:38 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Part needed for washer hook up
270392	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Doors, Windows and Railings	11/20/2024	11/20/2024 10:20:09 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. door
270418	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Electrical	11/20/2024	11/20/2024 12:11:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Kitchen light fixture is
271224	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Plumbing	11/26/2024	11/26/2024 10:20:49 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Shower head slow leaking water
271939	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Doors, Windows and Railings	12/3/2024	12/3/2024 2:44:05 PM	12/4/2024	12/4/2024 9:00:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Gate/Screen door instal
271941	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Doors, Windows and Railings	12/3/2024	12/3/2024 2:45:47 PM	12/12/2024	12/12/2024 11:36:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Shed doors have bullet
272700	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Doors, Windows and Railings	12/9/2024	12/9/2024 10:28:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ door replace
273155	Kenilworth Courts-AMP 5190 (019)-	Routine	In Progress	Safety, Security, Bldg Maint	12/11/2024	12/11/2024 2:24:26 PM	12/11/2024	12/11/2024 2:20:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Suspected mold
273757	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Roofing	12/16/2024	12/16/2024 12:49:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Roof leak maintenance shop
274141	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Doors, Windows and Railings	12/18/2024	12/18/2024 10:11:49 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	blinds
274265	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/19/2024	12/19/2024 3:17:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Emergency WO's from Inspection
274314	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/20/2024	12/20/2024 9:24:09 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Routine WOs from Inspection
274327	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/20/2024	12/20/2024 9:54:36 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Paint BR ceiling
274334	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/20/2024	12/20/2024 10:13:09 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Emergency Wos from Inspection
274335	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/20/2024	12/20/2024 10:24:05 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Emergency WOs from Inspection
274344	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/20/2024	12/20/2024 10:44:04 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Routine WO's from Inspection
274354	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/20/2024	12/20/2024 11:02:36 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Emergency WOs from Inspection
274360	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/20/2024	12/20/2024 11:15:36 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Routine WOs from Inspection
274377	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/20/2024	12/20/2024 11:51:54 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Emergency WO's from Inspection
274379	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/20/2024	12/20/2024 12:05:50 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathroom Tiles
274390	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Floors, Wall and Ceilings	12/20/2024	12/20/2024 12:47:52 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Flooring repair
274668	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/23/2024	12/23/2024 10:33:36 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Routine WOs from Inspection
274706	Kenilworth Courts-AMP 5190 (019)-	Routine	In Progress	Plumbing	12/23/2024	12/23/2024 11:21:38 AM	12/23/2024	12/23/2024 4:30:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Laundry room leak
274715	Kenilworth Courts-AMP 5190 (019)-	Routine	Parts Pending	Doors, Windows and Railings	12/23/2024	12/23/2024 11:33:34 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Front door repair
274831	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Floors, Wall and Ceilings	12/23/2024	12/23/2024 7:33:55 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	paint the ceiling
274832	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/23/2024	12/23/2024 7:44:45 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Inspection Work Order
274834	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/23/2024	12/23/2024 7:54:32 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Inspection Work Order

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
274835	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Floors, Wall and Ceilings	12/23/2024	12/23/2024 8:01:38 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Inspection Work Order
274836	Kenilworth Courts-AMP 5190 (019)-	Routine	In Progress	Safety, Security, Bldg Maint	12/23/2024	12/23/2024 8:14:56 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Inspection Work Order
274839	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Floors, Wall and Ceilings	12/23/2024	12/23/2024 8:46:49 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Inspection Work Order
274840	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/23/2024	12/23/2024 9:02:06 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Inspection Work Order
274843	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/23/2024	12/23/2024 10:17:19 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Inspection Work Order
274844	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/23/2024	12/23/2024 10:20:43 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Inspection Work Order
274845	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Floors, Wall and Ceilings	12/23/2024	12/23/2024 10:24:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Caulk stair baseboards
274847	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/23/2024	12/23/2024 11:53:37 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Routine WOs from Inspection
274848	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/24/2024	12/24/2024 12:09:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Routine WOs from Inspection
274849	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/24/2024	12/24/2024 12:32:05 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	ROutine WOs from Inspection
275126	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Lighting and Ceiling Fans	12/27/2024	12/27/2024 11:42:18 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Light Survey Electrical Outages
275730	Kenilworth Courts-AMP 5190 (019)-	Routine	In Progress	Safety, Security, Bldg Maint	1/2/2025	1/2/2025 12:28:44 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	suspected mold
275787	Kenilworth Courts-AMP 5190 (019)-	Routine	In Progress	Plumbing	1/2/2025	1/2/2025 2:53:30 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	sprinkler head rusty
276345	Kenilworth Courts-AMP 5190 (019)-	Routine	In Progress	Grounds/Landscaping	1/8/2025	1/8/2025 1:27:27 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Snow shoveling requeste
276366	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Floors, Wall and Ceilings	1/8/2025	1/8/2025 2:27:04 PM	1/14/2025	1/14/2025 10:57:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-There is a hol
276387	Kenilworth Courts-AMP 5190 (019)-	Routine	In Progress	Extermination/Pest Control	1/8/2025	1/8/2025 3:56:40 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-Pest control f
276578	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Electrical	1/10/2025	1/10/2025 1:06:35 PM	1/14/2025	1/14/2025 3:10:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Outlet installation nee
276623	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Plumbing	1/10/2025	1/10/2025 4:58:52 PM	1/10/2025	1/10/2025 6:00:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint / broken water pipe
276909	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Doors, Windows and Railings	1/13/2025	1/13/2025 1:43:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Stairway steps have hol
276933	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Doors, Windows and Railings	1/13/2025	1/13/2025 3:05:19 PM	1/14/2025	1/14/2025 2:10:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Window sill has gap
276953	Kenilworth Courts-AMP 5190 (019)-	Routine	Parts Pending	Floors, Wall and Ceilings	1/13/2025	1/13/2025 4:33:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace office flooring
277031	Kenilworth Courts-AMP 5190 (019)-	Routine	Parts Pending	Painting	1/14/2025	1/14/2025 10:37:02 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Repainting needed for e
277041	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Plumbing	1/14/2025	1/14/2025 11:12:51 AM	1/15/2025	1/15/2025 9:14:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Shower leaking into living rooom
277102	Kenilworth Courts-AMP 5190 (019)-	Routine	Parts Pending	Plumbing	1/14/2025	1/14/2025 3:24:45 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace toilet seats
277106	Kenilworth Courts-AMP 5190 (019)-	Routine	Parts Pending	Locks/Keys	1/14/2025	1/14/2025 3:40:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace entry locks
277114	Kenilworth Courts-AMP 5190 (019)-	Routine	Parts Pending	Locks/Keys	1/14/2025	1/14/2025 3:59:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace front and back door locks
277115	Kenilworth Courts-AMP 5190 (019)-	Routine	Parts Pending	Painting	1/14/2025	1/14/2025 4:16:55 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Resident requested paint to repaint
277292	Kenilworth Courts-AMP 5190 (019)-	Routine	In Progress	CCTV	1/15/2025	1/15/2025 2:05:36 PM	1/15/2025	1/15/2025 6:00:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops/2 cameras are not worki
277360	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Floors, Wall and Ceilings	1/16/2025	1/16/2025 9:01:03 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Holes in unit
277509	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Extermination/Pest Control	1/16/2025	1/16/2025 2:51:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Rotary service PEST TREATMENT
277644	Kenilworth Courts-AMP 5190 (019)-	Routine	Parts Pending	Appliances	1/17/2025	1/17/2025 12:22:34 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Refrigerator Replace
277897	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Plumbing	1/21/2025	1/21/2025 10:06:44 AM	2/5/2025	2/5/2025 10:20:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Caulking requested for
277903	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Extermination/Pest Control	1/21/2025	1/21/2025 10:21:04 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PEST CONTROL MICE
278029	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Safety, Security, Bldg Maint	1/21/2025	1/21/2025 2:24:45 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Fire extinguisher
278110	Kenilworth Courts-AMP 5190 (019)-	Routine	Parts Pending	Appliances	1/22/2025	1/22/2025 10:12:56 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace rangehood
278199	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Doors, Windows and Railings	1/22/2025	1/22/2025 3:34:16 PM	1/31/2025	1/31/2025 10:40:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Air coming thru window
278325	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Carpentry	1/23/2025	1/23/2025 11:29:53 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Kitchen repairs
278491	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Doors, Windows and Railings	1/24/2025	1/24/2025 10:36:37 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Window seal replace
278503	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Doors, Windows and Railings	1/24/2025	1/24/2025 11:22:13 AM	2/10/2025	2/10/2025 10:12:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Back door hanging off hinges
278520	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Plumbing	1/24/2025	1/24/2025 12:06:13 PM	2/6/2025	2/6/2025 1:57:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	excessive water usage
278572	Kenilworth Courts-AMP 5190 (019)-	Routine	Parts Pending	Doors, Windows and Railings	1/24/2025	1/24/2025 4:33:38 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UNSECURE DOOR/ NEED BOARDED
278693	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Plumbing	1/27/2025	1/27/2025 8:22:02 AM	2/7/2025	2/7/2025 9:25:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Shower grips
278695	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Floors, Wall and Ceilings	1/27/2025	1/27/2025 8:23:27 AM	2/7/2025	2/7/2025 9:26:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Ceiling water stains
278954	Kenilworth Courts-AMP 5190 (019)-	Routine	In Progress	Floors, Wall and Ceilings	1/28/2025	1/28/2025 9:50:47 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Garbage Dispos
279039	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Doors, Windows and Railings	1/28/2025	1/28/2025 2:51:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace window screens throughout
279153	Kenilworth Courts-AMP 5190 (019)-	Routine	Parts Pending	Doors, Windows and Railings	1/29/2025	1/29/2025 10:44:14 AM	1/31/2025	1/31/2025 10:28:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Storm door is broken, n
279265	Kenilworth Courts-AMP 5190 (019)-	Routine	Parts Pending	Safety, Security, Bldg Maint	1/29/2025	1/29/2025 3:13:10 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	LABORER SUPPLIES
279445	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Safety, Security, Bldg Maint	1/30/2025	1/30/2025 4:02:47 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Suspected Mold
279481	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Doors, Windows and Railings	1/31/2025	1/31/2025 9:31:13 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	door won't close
279485	Kenilworth Courts-AMP 5190 (019)-	Routine	Parts Pending	Appliances	1/31/2025	1/31/2025 9:52:08 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Fridge replacement
279498	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Locks/Keys	1/31/2025	1/31/2025 10:52:08 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Shed needs locks replaced
279991	Kenilworth Courts-AMP 5190 (019)-	Routine	Parts Pending	Floors, Wall and Ceilings	2/4/2025	2/4/2025 5:02:29 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	damaged floor tile
280210	Kenilworth Courts-AMP 5190 (019)-	Routine	Parts Pending	Doors, Windows and Railings	2/6/2025	2/6/2025 11:10:05 AM	2/7/2025	2/7/2025 9:29:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Storm door pump broke
280324	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Plumbing	2/7/2025	2/7/2025 8:58:58 AM	2/7/2025	2/7/2025 3:25:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Shower needs recaulk. N
280405	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Floors, Wall and Ceilings	2/7/2025	2/7/2025 1:46:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Carpet
280406	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Carpentry	2/7/2025	2/7/2025 1:50:23 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Kitchen cabine
280407	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Appliances	2/7/2025	2/7/2025 1:51:19 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Dishwasher is
280408	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Doors, Windows and Railings	2/7/2025	2/7/2025 1:53:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Screen door replacement
280543	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Heating and Cooling	2/10/2025	2/10/2025 9:43:26 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops/ Replace furnace
280668	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Plumbing	2/10/2025	2/10/2025 4:04:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Tub rusted
280669	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Roofing	2/10/2025	2/10/2025 4:07:16 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Shed roof has hole
280691	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Floors, Wall and Ceilings	2/11/2025	2/11/2025 8:58:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/ Ceiling in the bathroom
280770	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Floors, Wall and Ceilings	2/11/2025	2/11/2025 4:05:37 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Remove carpet install lvp
280831	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Extermination/Pest Control	2/12/2025	2/12/2025 2:44:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Pest Control MICE/ROACHES
280832	Kenilworth Courts-AMP 5190 (019)-	Routine	Parts Pending	Locks/Keys	2/12/2025	2/12/2025 2:45:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Change shed lock
280845	Kenilworth Courts-AMP 5190 (019)-	Emergency	In Progress	Heating and Cooling	2/12/2025	2/12/2025 11:24:59 PM	2/12/2025	2/12/2025 11:45:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Boil. Ops./No heat
280873	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Floors, Wall and Ceilings	2/13/2025	2/13/2025 9:27:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Leaking in laundry room
280909	Kenilworth Courts-AMP 5190 (019)-	Emergency	In Progress	Plumbing	2/13/2025	2/13/2025 10:18:18 AM	2/13/2025	2/13/2025 3:51:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Ceiling Leaking in the
280932	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Electrical	2/13/2025	2/13/2025 10:47:52 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Outlet not wor
280965	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Floors, Wall and Ceilings	2/13/2025	2/13/2025 11:27:09 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mice coming through holes in unit
281013	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Extermination/Pest Control	2/13/2025	2/13/2025 2:22:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Pest control
281014	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Doors, Windows and Railings	2/13/2025	2/13/2025 2:23:45 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Blinds replace
281015	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Floors, Wall and Ceilings	2/13/2025	2/13/2025 2:24:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Paint entire unit
281016	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Floors, Wall and Ceilings	2/13/2025	2/13/2025 2:26:38 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Caulking bathroom
281017	Kenilworth Courts-AMP 5190 (019)-	Routine	Call	Electrical	2/13/2025	2/13/2025 2:27:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Bedroom outlets
281025	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:10:41 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Rotary service PEST TREATMENT
281029	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:27:29 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Rotary service PEST TREATMENT
281031	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:31:10 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Rotary service PEST TREATMENT
281032	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:32:05 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Rotary service PEST TREATMENT
281034	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:36:13 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Rotary service PEST TREATMENT
281035	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:37:49 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Rotary service PEST TREATMENT
281037	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:39:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Rotary service PEST TREATMENT
281039	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:41:49 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Rotary service PEST TREATMENT
281040	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:42:41 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Rotary service PEST TREATMENT
281041	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:44:01 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Rotary service PEST TREATMENT

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
281042	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Doors, Windows and Railings	2/13/2025	2/13/2025 3:44:45 PM	2/13/2025	2/13/2025 3:47:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	door needs weatherstripping
281044	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:45:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Rotary service PEST TREATMENT
281045	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:47:01 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Rotary service PEST TREATMENT
281047	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:48:28 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Rotary service PEST TREATMENT
281048	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:49:28 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	preventative pest maintenance.
281049	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:50:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Rotary service PEST TREATMENT
281050	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:51:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Rotary service PEST TREATMENT
281051	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 3:57:20 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Rotary service PEST TREATMENT
281052	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 4:22:43 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Rotary service PEST TREATMENT
281053	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 4:24:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Rotary service PEST TREATMENT
281054	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 4:31:03 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Rotary service PEST TREATMENT
281055	Kenilworth Courts-AMP 5190 (019)-	Routine	Scheduled	Extermination/Pest Control	2/13/2025	2/13/2025 4:32:28 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Rotary service PEST TREATMENT
Open Work Orders (Kenilworth Courts-AMP 5190(019)) - 287															
Property : Kentucky Courts-AMP 4361(36b)															
260386	Kentucky Courts-AMP 4361 (36b)-	Routine	Scheduled	Doors, Windows and Railings	9/17/2024	9/17/2024 10:56:53 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT/ Living room and bedroom
260448	Kentucky Courts-AMP 4361 (36b)-	Routine	Scheduled	Doors, Windows and Railings	9/17/2024	9/17/2024 2:59:20 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Unsecured Doors
266625	Kentucky Courts-AMP 4361 (36b)-	NSPIRE Low	Scheduled	Plumbing	10/23/2024	10/23/2024 9:22:36 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Peeling Paint
266627	Kentucky Courts-AMP 4361 (36b)-	NSPIRE Low	Scheduled	Plumbing	10/23/2024	10/23/2024 9:28:24 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Peeling Paint
272334	Kentucky Courts-AMP 4361 (36b)-	Routine	Scheduled	Painting	12/5/2024	12/5/2024 2:18:40 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Baththub needs to be reg
272885	Kentucky Courts-AMP 4361 (36b)-	Routine	Scheduled	Electrical	12/10/2024	12/10/2024 10:29:58 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Building lights off
274201	Kentucky Courts-AMP 4361 (36b)-	Routine	Scheduled	Heating and Cooling	12/19/2024	12/19/2024 12:11:20 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Vent cleaning requested
278366	Kentucky Courts-AMP 4361 (36b)-	Routine	Scheduled	Plumbing	1/23/2025	1/23/2025 1:39:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Bathroom Tub
278522	Kentucky Courts-AMP 4361 (36b)-	Preventative Maint.	Call	Safety, Security, Bldg Maint	1/24/2025	1/24/2025 12:16:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Light Survey
278852	Kentucky Courts-AMP 4361 (36b)-	Routine	Call	Safety, Security, Bldg Maint	1/27/2025	1/27/2025 1:07:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Emergency Call Services Supplies
279499	Kentucky Courts-AMP 4361 (36b)-	Routine	Call	Plumbing	1/31/2025	1/31/2025 10:57:55 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ bathtub repair
280964	Kentucky Courts-AMP 4361 (36b)-	Urgent	Call	ADA	2/13/2025	2/13/2025 11:27:08 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Raised toilet seat
Open Work Orders (Kentucky Courts-AMP 4361(36b)) - 18															
Property : Knox Hill-AMP 3361(061)															
261717	Knox Hill-AMP 3361 (061)-	Routine	Scheduled	Floors, Wall and Ceilings	9/25/2024	9/25/2024 10:55:56 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replacement of carpet
262713	Knox Hill-AMP 3361 (061)-	Routine	Scheduled	Floors, Wall and Ceilings	10/1/2024	10/1/2024 9:15:22 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace Damaged Stair Treds
262721	Knox Hill-AMP 3361 (061)-	Routine	Scheduled	Doors, Windows and Railings	10/1/2024	10/1/2024 9:29:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Repair Fence
264429	Knox Hill-AMP 3361 (061)-	Routine	Scheduled	Floors, Wall and Ceilings	10/9/2024	10/9/2024 6:17:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling -Water Damage
265423	Knox Hill-AMP 3361 (061)-	Routine	Scheduled	Floors, Wall and Ceilings	10/16/2024	10/16/2024 11:32:36 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt,. maint/ carpet remove
265482	Knox Hill-AMP 3361 (061)-	Routine	Scheduled	Floors, Wall and Ceilings	10/16/2024	10/16/2024 2:32:43 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Carpet repair
268253	Knox Hill-AMP 3361 (061)-	Routine	Scheduled	Electrical	11/4/2024	11/4/2024 10:15:18 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace 4 GFI In Laundry Room
268284	Knox Hill-AMP 3361 (061)-	Routine	Scheduled	Floors, Wall and Ceilings	11/4/2024	11/4/2024 11:25:02 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/mold problem in the bath
270243	Knox Hill-AMP 3361 (061)-	Routine	Scheduled	Floors, Wall and Ceilings	11/19/2024	11/19/2024 10:12:31 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Paint Unit Doors & Building Walls
270394	Knox Hill-AMP 3361 (061)-	Routine	Scheduled	Floors, Wall and Ceilings	11/20/2024	11/20/2024 10:28:03 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace Carpet Through-Out Unit
274349	Knox Hill-AMP 3361 (061)-	Routine	Scheduled	Electrical	12/20/2024	12/20/2024 10:50:54 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Outlets in the kitchen not working
275464	Knox Hill-AMP 3361 (061)-	Routine	Scheduled	Floors, Wall and Ceilings	12/30/2024	12/30/2024 2:23:36 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Repair Drywall
275795	Knox Hill-AMP 3361 (061)-	Routine	Scheduled	Doors, Windows and Railings	1/2/2025	1/2/2025 3:21:46 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maintenance / Closet doors are
276255	Knox Hill-AMP 3361 (061)-	Routine	Scheduled	Floors, Wall and Ceilings	1/8/2025	1/8/2025 8:53:02 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Ceiling cracking
276399	Knox Hill-AMP 3361 (061)-	Routine	In Progress	Safety, Security, Bldg Maint	1/8/2025	1/8/2025 4:29:50 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Lead Swipe/Inspection
276400	Knox Hill-AMP 3361 (061)-	Routine	In Progress	Doors, Windows and Railings	1/8/2025	1/8/2025 4:30:50 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Repair/Replace Window
276401	Knox Hill-AMP 3361 (061)-	Routine	In Progress	Safety, Security, Bldg Maint	1/8/2025	1/8/2025 4:49:00 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Request for Lead Swipe/Inspection
276689	Knox Hill-AMP 3361 (061)-		Web	Plumbing	1/12/2025	1/12/2025 4:11:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	My tub was glazed before I moved in
276790	Knox Hill-AMP 3361 (061)-	Emergency	Call	Plumbing	1/13/2025	1/13/2025 5:53:52 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property main/ no water
276894	Knox Hill-AMP 3361 (061)-	Routine	Scheduled	Doors, Windows and Railings	1/13/2025	1/13/2025 12:41:03 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint / damaged lock.
277071	Knox Hill-AMP 3361 (061)-	Routine	Scheduled	Floors, Wall and Ceilings	1/14/2025	1/14/2025 12:52:56 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Mold and/or Mildew
277076	Knox Hill-AMP 3361 (061)-	Routine	Scheduled	Floors, Wall and Ceilings	1/14/2025	1/14/2025 1:30:57 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/Resident requested the en
277100	Knox Hill-AMP 3361 (061)-	Emergency	Scheduled	Heating and Cooling	1/14/2025	1/14/2025 3:16:37 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	SPECIAL OPS / Heat not working
277130	Knox Hill-AMP 3361 (061)-	Routine	In Progress	Floors, Wall and Ceilings	1/15/2025	1/15/2025 8:21:21 AM	2/4/2025	2/4/2025 2:24:43 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Ceiling replacement
277300	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/15/2025	1/15/2025 2:46:45 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	special ops/No heat.
277392	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/16/2025	1/16/2025 9:47:58 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec Ops/Heat NOT Working Senior
277446	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/16/2025	1/16/2025 11:00:10 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	SPECIAL OPS / No heat in unit.
277447	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/16/2025	1/16/2025 11:02:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	SPECIAL OPS / No heat in unit.
277535	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/16/2025	1/16/2025 4:16:23 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops/No heat in unit
277542	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/16/2025	1/16/2025 4:52:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops/ No heat
277546	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/16/2025	1/16/2025 5:29:34 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops/Heat NOT Working Senior
277548	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/16/2025	1/16/2025 6:04:50 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	SpecOps/No Heat.
277551	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/16/2025	1/16/2025 6:56:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec Ops/Heat NOT Working Senior
277558	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/17/2025	1/17/2025 6:50:54 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT/Heat NOT Working Senior
277559	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/17/2025	1/17/2025 7:33:19 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	spec. ops/ no heat
277560	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/17/2025	1/17/2025 8:08:13 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	special ops/ no heat
277564	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/17/2025	1/17/2025 8:26:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	SPEC. OPS/ no heat
277568	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/17/2025	1/17/2025 8:37:34 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	No Heat
277575	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/17/2025	1/17/2025 8:54:52 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	spec ops/ No heat.
277601	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/17/2025	1/17/2025 10:21:44 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec.ops/Heat not working
277617	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/17/2025	1/17/2025 10:44:53 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	special ops/ no heat
277618	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/17/2025	1/17/2025 10:48:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec. Ops. / Heat not working
277620	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/17/2025	1/17/2025 10:52:54 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	special ops/ no heat
277628	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/17/2025	1/17/2025 11:06:08 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec. Ops. / Heat not working
277679	Knox Hill-AMP 3361 (061)-		Web	Heating and Cooling	1/17/2025	1/17/2025 2:46:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	I don't have any heat in my apartme
277682	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/17/2025	1/17/2025 2:55:57 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops/No heat in unit
277706	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/17/2025	1/17/2025 4:05:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special ops-No heat.
277711	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/17/2025	1/17/2025 4:36:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops-No heat
277714	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/17/2025	1/17/2025 5:53:23 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	SpecOps/Heat not working.
277721	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/17/2025	1/17/2025 11:48:05 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec. Ops./No heat

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
277780	Knox Hill-AMP 3361 (061)-	Emergency	Call	Plumbing	1/19/2025	1/19/2025 5:51:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Building basement is flo
278107	Knox Hill-AMP 3361 (061)-	Emergency	Call	Plumbing	1/22/2025	1/22/2025 10:01:06 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Boiler room drains
278170	Knox Hill-AMP 3361 (061)-	Routine	Call	Safety, Security, Bldg Maint	1/22/2025	1/22/2025 12:48:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Alarm Battery
278190	Knox Hill-AMP 3361 (061)-	Routine	Call	Plumbing	1/22/2025	1/22/2025 3:05:05 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Watermain Break
278201	Knox Hill-AMP 3361 (061)-	Routine	Call	Doors, Windows and Railings	1/22/2025	1/22/2025 3:37:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property main/ bottom lock
278207	Knox Hill-AMP 3361 (061)-	Routine	Call	Heating and Cooling	1/22/2025	1/22/2025 4:19:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spaces Heater Broiler
278222	Knox Hill-AMP 3361 (061)-	Emergency	Call	Floors, Wall and Ceilings	1/22/2025	1/22/2025 10:52:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint / ceiling leaking.
278224	Knox Hill-AMP 3361 (061)-	Emergency	Call	Plumbing	1/23/2025	1/23/2025 12:54:22 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PRop Main/Unit is flooded
278365	Knox Hill-AMP 3361 (061)-	Emergency	Call	Plumbing	1/23/2025	1/23/2025 1:39:09 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Boiler room drains are
278684	Knox Hill-AMP 3361 (061)-	Emergency	Scheduled	Electrical	1/27/2025	1/27/2025 5:38:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property main/ outlets
279049	Knox Hill-AMP 3361 (061)-	Routine	Call	Doors, Windows and Railings	1/28/2025	1/28/2025 3:38:06 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	SPECIAL OPS/Lobby door not working
279104	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/29/2025	1/29/2025 9:11:21 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Heat NOT Working Senior
279234	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/29/2025	1/29/2025 1:32:39 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops/ Heat NOT Working Senio
279285	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/29/2025	1/29/2025 5:46:13 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	SpecOps/Heat Not Working.
279300	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/30/2025	1/30/2025 7:20:40 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec op - Heat NOT Working -
279307	Knox Hill-AMP 3361 (061)-	Emergency	Call	Heating and Cooling	1/30/2025	1/30/2025 8:39:45 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec. Ops. / Heat not working.
279929	Knox Hill-AMP 3361 (061)-	Emergency	Scheduled	Plumbing	2/4/2025	2/4/2025 12:53:53 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec. Ops./No hot Water
279973	Knox Hill-AMP 3361 (061)-	Emergency	Call	Plumbing	2/4/2025	2/4/2025 3:19:01 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./ Boiler room drain is c
280492	Knox Hill-AMP 3361 (061)-	Emergency	Call	Elevator	2/9/2025	2/9/2025 9:28:57 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	special ops/ Elevator
280598	Knox Hill-AMP 3361 (061)-	Routine	Scheduled	Carpentry	2/10/2025	2/10/2025 12:28:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	cabinet replacement
280675	Knox Hill-AMP 3361 (061)-	Emergency	Parts Pending	Doors, Windows and Railings	2/10/2025	2/10/2025 5:36:57 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	special ops/Front door is open and
280914	Knox Hill-AMP 3361 (061)-	Routine	Call	Safety, Security, Bldg Maint	2/13/2025	2/13/2025 10:23:01 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Supply Order
280961	Knox Hill-AMP 3361 (061)-	Routine	Call	Appliances	2/13/2025	2/13/2025 11:25:41 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Stove
280963	Knox Hill-AMP 3361 (061)-	Routine	Scheduled	Lighting and Ceiling Fans	2/13/2025	2/13/2025 11:26:41 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	fluorescent Lighting
280971	Knox Hill-AMP 3361 (061)-	Routine	Scheduled	Safety, Security, Bldg Maint	2/13/2025	2/13/2025 11:32:28 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Smoke Alarm
280973	Knox Hill-AMP 3361 (061)-	Routine	Scheduled	Doors, Windows and Railings	2/13/2025	2/13/2025 11:34:34 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Closet door handle
Open Work Orders (Knox Hill-AMP 3361(061)) - 82															
Property : Langston Addition-AMP 2400(040)															
253890	Langston Addition-AMP 2400 (040)-	Routine	Scheduled	Floors, Wall and Ceilings	8/13/2024	8/13/2024 10:18:22 AM	2/6/2025	2/6/2025 9:59:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Downstairs stairs
280661	Langston Addition-AMP 2400 (040)-	Routine	Call	Heating and Cooling	2/10/2025	2/10/2025 3:33:27 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/AC filter needs to be ch
280956	Langston Addition-AMP 2400 (040)-	Court Case	Scheduled	Doors, Windows and Railings	2/13/2025	2/13/2025 11:19:23 AM	2/13/2025	2/13/2025 11:30:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	25 NOIR-INS-02523
Open Work Orders (Langston Addition-AMP 2400(040)) - 3															
Property : Langston Terrace-AMP 2250(025)															
197775	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Floors, Wall and Ceilings	8/28/2023	8/28/2023 8:59:27 AM	12/29/2024	12/29/2024 10:45:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint - There is mold in the b
206283	Langston Terrace-AMP 2250 (025)-	Routine	In Progress	Floors, Wall and Ceilings	10/10/2023	10/10/2023 11:51:45 AM	12/29/2024	12/29/2024 3:30:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. Mold bathroom ceiling
223475	Langston Terrace-AMP 2250 (025)-	Routine	In Progress	Safety, Security, Bldg Maint	2/7/2024	2/7/2024 11:40:37 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. mold
234426	Langston Terrace-AMP 2250 (025)-	Routine	In Progress	Safety, Security, Bldg Maint	4/22/2024	4/22/2024 11:14:46 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold inspection
241433	Langston Terrace-AMP 2250 (025)-	Routine	Call	Floors, Wall and Ceilings	5/28/2024	5/28/2024 2:32:36 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	ceiling holes
241777	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Carpentry	5/30/2024	5/30/2024 10:04:45 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. cabinets
241817	Langston Terrace-AMP 2250 (025)-	Routine	Call	Floors, Wall and Ceilings	5/30/2024	5/30/2024 11:42:23 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint/Wall paint peeling in th
242451	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Heating and Cooling	6/4/2024	6/4/2024 10:45:13 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	HVAC - Def 3
242452	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/4/2024	6/4/2024 10:45:13 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
242453	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Safety, Security, Bldg Maint	6/4/2024	6/4/2024 10:45:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Toilet - Def 4
242454	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/4/2024	6/4/2024 10:45:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
242455	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/4/2024	6/4/2024 10:45:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
242511	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Maintenance	6/4/2024	6/4/2024 2:15:16 PM	2/10/2025	2/10/2025 10:14:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
242512	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/4/2024	6/4/2024 2:15:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 3
242513	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/4/2024	6/4/2024 2:15:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 2
242515	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/4/2024	6/4/2024 2:15:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
242705	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/5/2024	6/5/2024 4:15:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 3
242706	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/5/2024	6/5/2024 4:15:14 PM	2/10/2025	2/10/2025 10:19:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
242731	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/5/2024	6/5/2024 4:15:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
242732	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/5/2024	6/5/2024 4:15:18 PM	10/8/2024	10/8/2024 11:24:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
242733	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/5/2024	6/5/2024 4:15:18 PM	10/8/2024	10/8/2024 11:22:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 1
242735	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/5/2024	6/5/2024 4:15:18 PM	10/8/2024	10/8/2024 11:24:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
242737	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/5/2024	6/5/2024 4:15:19 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
242738	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Plumbing	6/5/2024	6/5/2024 4:15:19 PM	10/8/2024	10/8/2024 11:23:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathtub and Shower - Def 3
242739	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/5/2024	6/5/2024 4:15:19 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
242741	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/5/2024	6/5/2024 4:15:19 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 3
242744	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/5/2024	6/5/2024 4:15:20 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
242748	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/5/2024	6/5/2024 4:15:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 1
242750	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/5/2024	6/5/2024 4:15:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 3
242752	Langston Terrace-AMP 2250 (025)-	NSPIRE Life-Threatening	Scheduled	Electrical	6/5/2024	6/5/2024 4:15:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical - Service Panel - Def 2
242753	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/5/2024	6/5/2024 4:15:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 3
242755	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/5/2024	6/5/2024 4:15:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
242759	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Electrical	6/5/2024	6/5/2024 4:15:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Lighting - Interior - Def 2
242760	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Doors, Windows and Railings	6/5/2024	6/5/2024 4:15:23 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Window - Def 4
242761	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Doors, Windows and Railings	6/5/2024	6/5/2024 4:15:23 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Window - Def 1
242765	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/5/2024	6/5/2024 4:15:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
242766	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/5/2024	6/5/2024 4:15:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
242767	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Doors, Windows and Railings	6/5/2024	6/5/2024 4:15:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Window - Def 4
242769	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Doors, Windows and Railings	6/5/2024	6/5/2024 4:15:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Window - Def 4
242772	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Plumbing	6/5/2024	6/5/2024 4:15:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 5
242773	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/5/2024	6/5/2024 4:15:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
242774	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Plumbing	6/5/2024	6/5/2024 4:15:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathtub and Shower - Def 4
242776	Langston Terrace-AMP 2250 (025)-	NSPIRE Severe	Scheduled	Electrical	6/5/2024	6/5/2024 4:15:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical - GFCI or AFCI - Def 1
242778	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/5/2024	6/5/2024 4:15:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
242846	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/6/2024	6/6/2024 10:45:34 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
242847	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/6/2024	6/6/2024 10:45:34 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
242849	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Plumbing	6/6/2024	6/6/2024 10:45:35 AM	1/16/2025	1/16/2025 11:32:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 5

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
242874	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/6/2024	6/6/2024 11:45:36 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 1
242895	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/6/2024	6/6/2024 1:30:39 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
242896	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Lighting and Ceiling Fans	6/6/2024	6/6/2024 1:30:40 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Lighting - Interior - Def 1
242905	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/6/2024	6/6/2024 1:30:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 2
242910	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Doors, Windows and Railings	6/6/2024	6/6/2024 2:15:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Window - Def 4
242912	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/6/2024	6/6/2024 2:15:08 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
242913	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/6/2024	6/6/2024 2:15:08 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
242914	Langston Terrace-AMP 2250 (025)-	NSPIRE Life-Threatening	Scheduled	Electrical	6/6/2024	6/6/2024 2:15:08 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical - Conductor - Def 4
242915	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Doors, Windows and Railings	6/6/2024	6/6/2024 2:15:08 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Window - Def 4
242916	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Carpentry	6/6/2024	6/6/2024 2:15:08 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Cabinet and Storage - Def 2
242918	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Plumbing	6/6/2024	6/6/2024 2:15:09 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 5
242919	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/6/2024	6/6/2024 2:15:09 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
242932	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Doors, Windows and Railings	6/6/2024	6/6/2024 3:00:12 PM	2/5/2025	2/5/2025 8:24:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Window - Def 4
242934	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Plumbing	6/6/2024	6/6/2024 3:00:12 PM	2/5/2025	2/5/2025 8:25:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathtub and Shower - Def 3
242939	Langston Terrace-AMP 2250 (025)-	NSPIRE Life-Threatening	Scheduled	Electrical	6/6/2024	6/6/2024 3:00:13 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical - Service Panel - Def 2
242940	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Electrical	6/6/2024	6/6/2024 3:00:13 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical - Service Panel - Def 1
242944	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Plumbing	6/6/2024	6/6/2024 3:00:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 1
242945	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/6/2024	6/6/2024 3:00:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 1
242946	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/6/2024	6/6/2024 3:00:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
242948	Langston Terrace-AMP 2250 (025)-	NSPIRE Severe	Scheduled	Electrical	6/6/2024	6/6/2024 3:00:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical - GFCI or AFCI - Def 3
242950	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/6/2024	6/6/2024 3:00:15 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 3
242952	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/6/2024	6/6/2024 3:00:16 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
242954	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Electrical	6/6/2024	6/6/2024 3:00:16 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Lighting - Interior - Def 1
242956	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Electrical	6/6/2024	6/6/2024 3:00:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Lighting - Interior - Def 3
242957	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/6/2024	6/6/2024 3:00:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 3
242959	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/6/2024	6/6/2024 3:00:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
242964	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Plumbing	6/6/2024	6/6/2024 3:00:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 4
243009	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/7/2024	6/7/2024 8:30:29 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
243016	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Doors, Windows and Railings	6/7/2024	6/7/2024 8:30:30 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Window - Def 4
243017	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Doors, Windows and Railings	6/7/2024	6/7/2024 8:30:30 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 1
243018	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/7/2024	6/7/2024 8:30:30 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 2
243020	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/7/2024	6/7/2024 8:30:30 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
243021	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Carpentry	6/7/2024	6/7/2024 8:30:31 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Cabinet and Storage - Def 2
243022	Langston Terrace-AMP 2250 (025)-	NSPIRE Life-Threatening	Scheduled	Electrical	6/7/2024	6/7/2024 8:30:31 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical - Conductor - Def 4
243024	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/7/2024	6/7/2024 8:30:31 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
243404	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/10/2024	6/10/2024 2:45:37 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
243407	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/10/2024	6/10/2024 2:45:38 PM	1/16/2025	1/16/2025 3:38:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
243408	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/10/2024	6/10/2024 2:45:38 PM	1/28/2025	1/28/2025 3:30:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
243409	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Plumbing	6/10/2024	6/10/2024 2:45:38 PM	1/28/2025	1/28/2025 3:40:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 1
243410	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/10/2024	6/10/2024 2:45:38 PM	1/28/2025	1/28/2025 3:37:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
243441	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/10/2024	6/10/2024 3:30:09 PM	1/28/2025	1/28/2025 3:35:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
243443	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/10/2024	6/10/2024 3:30:10 PM	1/28/2025	1/28/2025 3:34:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
243445	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/10/2024	6/10/2024 3:30:11 PM	1/28/2025	1/28/2025 3:33:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
243449	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Plumbing	6/10/2024	6/10/2024 3:30:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 1
243573	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Floors, Wall and Ceilings	6/11/2024	6/11/2024 10:50:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace Tile in Bathroom
243575	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Electrical	6/11/2024	6/11/2024 10:51:45 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Light fixture
243633	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/11/2024	6/11/2024 2:30:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
243764	Langston Terrace-AMP 2250 (025)-	NSPIRE Life-Threatening	Scheduled	Electrical	6/12/2024	6/12/2024 12:00:27 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical - Conductor - Def 4
243765	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Doors, Windows and Railings	6/12/2024	6/12/2024 12:00:28 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Window - Def 4
243767	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/12/2024	6/12/2024 12:00:28 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
243768	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/12/2024	6/12/2024 12:00:28 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
243769	Langston Terrace-AMP 2250 (025)-	NSPIRE Life-Threatening	Scheduled	Electrical	6/12/2024	6/12/2024 12:00:29 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical - Conductor - Def 4
243791	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Lighting and Ceiling Fans	6/12/2024	6/12/2024 1:35:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop, Main. Hall light
243808	Langston Terrace-AMP 2250 (025)-	NSPIRE Life-Threatening	Scheduled	Electrical	6/12/2024	6/12/2024 3:15:30 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical - Conductor - Def 4
243865	Langston Terrace-AMP 2250 (025)-	NSPIRE Life-Threatening	Scheduled	Electrical	6/13/2024	6/13/2024 8:45:22 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical - Conductor - Def 1
243866	Langston Terrace-AMP 2250 (025)-	NSPIRE Severe	Scheduled	Floors, Wall and Ceilings	6/13/2024	6/13/2024 8:45:22 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 3
243869	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Plumbing	6/13/2024	6/13/2024 8:45:22 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 1
243870	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/13/2024	6/13/2024 8:45:22 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 2
243872	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/13/2024	6/13/2024 8:45:23 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 1
243873	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Plumbing	6/13/2024	6/13/2024 8:45:23 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Leak - Water - Def 2
243874	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/13/2024	6/13/2024 8:45:23 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 3
243877	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/13/2024	6/13/2024 8:45:23 AM	1/16/2025	1/16/2025 3:37:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 3
243878	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/13/2024	6/13/2024 8:45:23 AM	1/16/2025	1/16/2025 3:39:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
243879	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/13/2024	6/13/2024 8:45:23 AM	1/16/2025	1/16/2025 3:39:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
243904	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/13/2024	6/13/2024 9:00:27 AM	1/16/2025	1/16/2025 3:40:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 3
243905	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/13/2024	6/13/2024 9:00:27 AM	1/16/2025	1/16/2025 3:40:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
243907	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	6/13/2024	6/13/2024 9:00:27 AM	1/16/2025	1/16/2025 3:38:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
244007	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	6/13/2024	6/13/2024 11:00:25 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 2
244162	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Plumbing	6/14/2024	6/14/2024 10:15:20 AM	2/10/2025	2/10/2025 10:26:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathtub and Shower - Def 4
244169	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Plumbing	6/14/2024	6/14/2024 10:15:21 AM	2/10/2025	2/10/2025 10:28:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathtub and Shower - Def 4
245722	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Accessories	6/24/2024	6/24/2024 2:45:05 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Community cent
246128	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Safety, Security, Bldg Maint	6/26/2024	6/26/2024 11:43:32 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	smoke detector
246234	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Lighting and Ceiling Fans	6/26/2024	6/26/2024 3:05:57 PM	1/29/2025	1/29/2025 10:18:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/Light Bulb Replace
246667	Langston Terrace-AMP 2250 (025)-	NSPIRE Life-Threatening	Scheduled	Floors, Wall and Ceilings	6/28/2024	6/28/2024 11:34:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Inspection black mold substance
247049	Langston Terrace-AMP 2250 (025)-	Routine	In Progress	Safety, Security, Bldg Maint	7/2/2024	7/2/2024 4:13:20 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	mold request
247059	Langston Terrace-AMP 2250 (025)-	NSPIRE Life-Threatening	Scheduled	Doors, Windows and Railings	7/2/2024	7/2/2024 7:07:55 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	mod like Substance
247074	Langston Terrace-AMP 2250 (025)-	NSPIRE Life-Threatening	Scheduled	Floors, Wall and Ceilings	7/2/2024	7/2/2024 9:03:28 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Peeling paint
247083	Langston Terrace-AMP 2250 (025)-	NSPIRE Life-Threatening	Scheduled	Floors, Wall and Ceilings	7/2/2024	7/2/2024 10:03:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mls like substance
247108	Langston Terrace-AMP 2250 (025)-	NSPIRE Life-Threatening	Scheduled	Floors, Wall and Ceilings	7/3/2024	7/3/2024 8:39:47 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold like Substance
247442	Langston Terrace-AMP 2250 (025)-	NSPIRE Life-Threatening	Call	Floors, Wall and Ceilings	7/7/2024	7/7/2024 8:50:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	2210 H St Building common area
247762	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Plumbing	7/8/2024	7/8/2024 2:50:51 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maint/ There is a small le
247764	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Doors, Windows and Railings	7/8/2024	7/8/2024 2:52:41 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maint/ Front door knob cam
247867	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Plumbing	7/9/2024	7/9/2024 9:48:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. leak
249212	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Doors, Windows and Railings	7/16/2024	7/16/2024 3:29:51 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Main/Bedroom window wont open
251125	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	7/29/2024	7/29/2024 9:44:10 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Bathroom window shades

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
251170	Langston Terrace-AMP 2250 (025)-	Routine	Call	Electrical	7/29/2024	7/29/2024 12:32:32 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Light bulb rep
251376	Langston Terrace-AMP 2250 (025)-	Routine	Call	Floors, Wall and Ceilings	7/30/2024	7/30/2024 10:07:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. ceiling
251654	Langston Terrace-AMP 2250 (025)-	Routine	In Progress	Floors, Wall and Ceilings	7/31/2024	7/31/2024 2:05:04 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance-There is mold
254146	Langston Terrace-AMP 2250 (025)-	Routine	In Progress	Safety, Security, Bldg Maint	8/14/2024	8/14/2024 9:14:00 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	mold request
254664	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Doors, Windows and Railings	8/15/2024	8/15/2024 1:51:55 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Bathroom door is b
254665	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Carpentry	8/15/2024	8/15/2024 1:52:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Bathroom vanity ne
254944	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	8/17/2024	8/17/2024 2:41:10 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Tenant needs screens
255008	Langston Terrace-AMP 2250 (025)-	Routine	Call	Plumbing	8/19/2024	8/19/2024 8:41:54 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Glazing
255009	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Doors, Windows and Railings	8/19/2024	8/19/2024 8:44:43 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. window
255382	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	8/20/2024	8/20/2024 3:37:27 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Bathroom window seal is
255842	Langston Terrace-AMP 2250 (025)-	Routine	Call	Floors, Wall and Ceilings	8/22/2024	8/22/2024 11:20:56 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Water Damage
256800	Langston Terrace-AMP 2250 (025)-	Routine	Call	Floors, Wall and Ceilings	8/28/2024	8/28/2024 2:58:32 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maint/ Floor tiles coming
256889	Langston Terrace-AMP 2250 (025)-	Routine	Call	Floors, Wall and Ceilings	8/29/2024	8/29/2024 8:06:08 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. painting
257323	Langston Terrace-AMP 2250 (025)-	Routine	Call	Plumbing	8/30/2024	8/30/2024 11:04:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Water in bathroom smells like sewag
257344	Langston Terrace-AMP 2250 (025)-	Routine	Call	Electrical	8/30/2024	8/30/2024 11:55:57 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Pantry light f
257460	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	8/31/2024	8/31/2024 12:20:44 PM	9/10/2024	9/10/2024 3:43:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	NSPIRE
257464	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Plumbing	8/31/2024	8/31/2024 12:29:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	NSPIRE
257466	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Doors, Windows and Railings	8/31/2024	8/31/2024 12:34:03 PM	9/10/2024	9/10/2024 3:42:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	NSPIRE
257468	Langston Terrace-AMP 2250 (025)-	NSPIRE Moderate	Scheduled	Doors, Windows and Railings	8/31/2024	8/31/2024 12:38:37 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	NSPIRE
257470	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	8/31/2024	8/31/2024 12:40:54 PM	12/10/2024	12/10/2024 10:28:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	NSPIRE
257674	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	9/3/2024	9/3/2024 11:40:47 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINTScreen door handle broken
259697	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Plumbing	9/13/2024	9/13/2024 11:04:01 AM	9/24/2024	9/24/2024 2:15:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ bathroom sink leak
260384	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	9/17/2024	9/17/2024 10:47:10 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	cracked/broken glass
260497	Langston Terrace-AMP 2250 (025)-	Routine	On Hold	Floors, Wall and Ceilings	9/18/2024	9/18/2024 8:41:28 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT/ living room wall is lea
260557	Langston Terrace-AMP 2250 (025)-	Routine	Call	Electrical	9/18/2024	9/18/2024 11:24:34 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Kitchen switch not working
260666	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	9/19/2024	9/19/2024 8:55:01 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. door
260915	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Floors, Wall and Ceilings	9/20/2024	9/20/2024 9:39:52 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Gap between the ki
261090	Langston Terrace-AMP 2250 (025)-	Routine	Call	Plumbing	9/20/2024	9/20/2024 3:46:05 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Sink
261463	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Plumbing	9/24/2024	9/24/2024 9:47:26 AM	9/24/2024	9/24/2024 2:34:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathroom Sink Drain Replace
261532	Langston Terrace-AMP 2250 (025)-	Routine	Call	Floors, Wall and Ceilings	9/24/2024	9/24/2024 12:27:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Front entrance towards
261968	Langston Terrace-AMP 2250 (025)-	Routine	Call	Floors, Wall and Ceilings	9/26/2024	9/26/2024 1:18:47 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Steps
262180	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	9/27/2024	9/27/2024 1:17:10 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Blind are Broken (New move IN)
262186	Langston Terrace-AMP 2250 (025)-	Routine	Call	Locks/Keys	9/27/2024	9/27/2024 1:25:27 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Missing/Screen door handle
262488	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	9/30/2024	9/30/2024 11:12:57 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Son's bedroom window sc
262942	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Plumbing	10/1/2024	10/1/2024 12:56:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT/Kitchen sink faucet is l
263513	Langston Terrace-AMP 2250 (025)-	Routine	Call	Floors, Wall and Ceilings	10/3/2024	10/3/2024 3:49:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Floor tiles are coming u
263959	Langston Terrace-AMP 2250 (025)-	Routine	Call	Plumbing	10/7/2024	10/7/2024 2:15:52 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-The toilet is
263960	Langston Terrace-AMP 2250 (025)-	Routine	Call	Plumbing	10/7/2024	10/7/2024 2:16:51 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-The kitchen si
264683	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Doors, Windows and Railings	10/10/2024	10/10/2024 3:26:03 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door needs new locks
265216	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Electrical	10/15/2024	10/15/2024 2:15:13 PM	10/16/2024	10/16/2024 7:00:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Lights
265436	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Safety, Security, Bldg Maint	10/16/2024	10/16/2024 12:26:51 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	mold request
265454	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Doors, Windows and Railings	10/16/2024	10/16/2024 1:46:19 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./ Door knob not working
265457	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Doors, Windows and Railings	10/16/2024	10/16/2024 1:47:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Bedroom door repl
266015	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Doors, Windows and Railings	10/18/2024	10/18/2024 1:57:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Doorknob broken
266016	Langston Terrace-AMP 2250 (025)-	Routine	Call	Painting	10/18/2024	10/18/2024 2:02:30 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Reporting peeling paint
266020	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Doors, Windows and Railings	10/18/2024	10/18/2024 2:04:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bedroom doorknob off
266260	Langston Terrace-AMP 2250 (025)-	Routine	In Progress	Floors, Wall and Ceilings	10/21/2024	10/21/2024 11:27:57 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ mold detected
266262	Langston Terrace-AMP 2250 (025)-	Routine	Call	Floors, Wall and Ceilings	10/21/2024	10/21/2024 11:29:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ water damage walls
266264	Langston Terrace-AMP 2250 (025)-	Routine	Call	Carpentry	10/21/2024	10/21/2024 11:30:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ kitchen cabinets
266266	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	10/21/2024	10/21/2024 11:31:25 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ front door lock not work
267227	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Doors, Windows and Railings	10/28/2024	10/28/2024 8:07:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint / Blinds for 3 rooms
267229	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Doors, Windows and Railings	10/28/2024	10/28/2024 8:08:41 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint / Living room screen
267364	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Doors, Windows and Railings	10/28/2024	10/28/2024 12:24:46 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Blinds replace
267365	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Floors, Wall and Ceilings	10/28/2024	10/28/2024 12:25:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Bathroom tiles
267366	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Plumbing	10/28/2024	10/28/2024 12:26:19 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Kitchen sink fauc
267400	Langston Terrace-AMP 2250 (025)-	Urgent	Scheduled	Floors, Wall and Ceilings	10/28/2024	10/28/2024 2:17:15 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathroom,Ceilng& over tub wall
267402	Langston Terrace-AMP 2250 (025)-	Urgent	Scheduled	Floors, Wall and Ceilings	10/28/2024	10/28/2024 2:33:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Repairwall & tile in bathroom
267673	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Doors, Windows and Railings	10/30/2024	10/30/2024 8:17:22 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. miant/ door remove
267829	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Doors, Windows and Railings	10/31/2024	10/31/2024 9:07:10 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Repairs to blinds requested
267849	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Floors, Wall and Ceilings	10/31/2024	10/31/2024 9:41:08 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	water damager
267881	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Doors, Windows and Railings	10/31/2024	10/31/2024 11:10:58 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Front door gets stuck ea
267890	Langston Terrace-AMP 2250 (025)-	Routine	Call	Painting	10/31/2024	10/31/2024 11:36:32 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathroom wall
268341	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Locks/Keys	11/4/2024	11/4/2024 2:38:29 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bedroom doorknob off
268342	Langston Terrace-AMP 2250 (025)-	NSPIRE Low	Scheduled	Painting	11/4/2024	11/4/2024 2:39:50 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PAINT PEELING
268630	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	11/6/2024	11/6/2024 2:04:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Bedroom door rep
268881	Langston Terrace-AMP 2250 (025)-	Routine	Call	Painting	11/8/2024	11/8/2024 9:19:19 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Tenant request paint fo
268882	Langston Terrace-AMP 2250 (025)-	Routine	On Hold	Extermination/Pest Control	11/8/2024	11/8/2024 9:34:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bed Bugs
268883	Langston Terrace-AMP 2250 (025)-	Routine	On Hold	Extermination/Pest Control	11/8/2024	11/8/2024 9:35:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/Treatment needed ants, ro
268884	Langston Terrace-AMP 2250 (025)-	Routine	On Hold	Extermination/Pest Control	11/8/2024	11/8/2024 9:38:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	bed bugs
268886	Langston Terrace-AMP 2250 (025)-	Routine	On Hold	Extermination/Pest Control	11/8/2024	11/8/2024 9:40:58 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	bed bugs
268887	Langston Terrace-AMP 2250 (025)-	Routine	On Hold	Extermination/Pest Control	11/8/2024	11/8/2024 9:42:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	bed bugs
268888	Langston Terrace-AMP 2250 (025)-	Routine	On Hold	Extermination/Pest Control	11/8/2024	11/8/2024 9:44:56 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	bed bugs
269356	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Floors, Wall and Ceilings	11/13/2024	11/13/2024 11:27:34 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Hole in wall
269364	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	11/13/2024	11/13/2024 11:35:01 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main / window
269565	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Doors, Windows and Railings	11/14/2024	11/14/2024 11:33:38 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Tenant is reporting door is broken
269635	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	11/14/2024	11/14/2024 3:21:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Bathroom door handle is
269637	Langston Terrace-AMP 2250 (025)-	Routine	Call	Floors, Wall and Ceilings	11/14/2024	11/14/2024 3:23:41 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Floor tiles towards the
269638	Langston Terrace-AMP 2250 (025)-	Routine	Call	Painting	11/14/2024	11/14/2024 3:24:27 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Repainting requested fo
269640	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	11/14/2024	11/14/2024 3:25:53 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./New blinds requested fo
269659	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Locks/Keys	11/14/2024	11/14/2024 4:08:15 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/ replace locks
269996	Langston Terrace-AMP 2250 (025)-	Routine	Call	Electrical	11/18/2024	11/18/2024 9:23:31 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property main/ Bedroom light bulb
270440	Langston Terrace-AMP 2250 (025)-	Routine	Call	Floors, Wall and Ceilings	11/20/2024	11/20/2024 1:24:02 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Bedroom ceiling is peeli
270560	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	11/21/2024	11/21/2024 10:17:30 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/ living room window in
270729	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Doors, Windows and Railings	11/22/2024	11/22/2024 8:44:34 AM	1/14/2025	1/14/2025 12:31:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Window
270781	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	11/22/2024	11/22/2024 10:04:49 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ screen door

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
270833	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	11/22/2024	11/22/2024 11:41:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Three New blinds needed
270897	Langston Terrace-AMP 2250 (025)-	Routine	Call	Floors, Wall and Ceilings	11/22/2024	11/22/2024 2:10:32 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Wall repair
271246	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	11/26/2024	11/26/2024 11:49:23 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Window
271309	Langston Terrace-AMP 2250 (025)-	Routine	Call	Floors, Wall and Ceilings	11/27/2024	11/27/2024 8:41:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Kitchen floor underneat
271320	Langston Terrace-AMP 2250 (025)-	Routine	Call	Floors, Wall and Ceilings	11/27/2024	11/27/2024 9:13:58 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	baseboard need glued
271321	Langston Terrace-AMP 2250 (025)-	Routine	Call	Painting	11/27/2024	11/27/2024 9:16:55 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	paint is chipping in shower
271370	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	11/27/2024	11/27/2024 11:17:09 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Screen requested for the kitchen wi
271385	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Safety, Security, Bldg Maint	11/27/2024	11/27/2024 12:59:52 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Smoke detector beeping
271810	Langston Terrace-AMP 2250 (025)-	Routine	Call	Plumbing	12/3/2024	12/3/2024 9:48:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Kitchen Sink Faucet loose
271903	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Lighting and Ceiling Fans	12/3/2024	12/3/2024 12:48:27 PM	2/3/2025	2/3/2025 9:25:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Light bulb replace
272026	Langston Terrace-AMP 2250 (025)-	Routine	Call	Floors, Wall and Ceilings	12/4/2024	12/4/2024 9:10:29 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	plaster & paint
272435	Langston Terrace-AMP 2250 (025)-	Routine	Call	Carpentry	12/6/2024	12/6/2024 9:03:28 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Closet bar fell down
272484	Langston Terrace-AMP 2250 (025)-	Routine	Call	Plumbing	12/6/2024	12/6/2024 10:38:49 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Sink coming out wall
272486	Langston Terrace-AMP 2250 (025)-	Routine	Call	Plumbing	12/6/2024	12/6/2024 10:39:24 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Stopper not working
272487	Langston Terrace-AMP 2250 (025)-	Routine	Call	Electrical	12/6/2024	12/6/2024 10:40:02 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Light switch
272799	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	12/9/2024	12/9/2024 4:42:02 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathroom door broken
272985	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Plumbing	12/10/2024	12/10/2024 1:59:50 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Plumbing
273196	Langston Terrace-AMP 2250 (025)-	Routine	In Progress	Safety, Security, Bldg Maint	12/11/2024	12/11/2024 11:24:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold /Midew
273246	Langston Terrace-AMP 2250 (025)-	Routine	Call	Plumbing	12/12/2024	12/12/2024 10:09:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. leak
273366	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	12/12/2024	12/12/2024 2:38:28 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Front door screen is not
273369	Langston Terrace-AMP 2250 (025)-	Routine	Call	Floors, Wall and Ceilings	12/12/2024	12/12/2024 2:41:12 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Front right hand side
273864	Langston Terrace-AMP 2250 (025)-	Routine	Call	Plumbing	12/17/2024	12/17/2024 11:26:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Sink running wat
273976	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	12/18/2024	12/18/2024 9:26:47 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint/ Screen door off hinges
273977	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	12/18/2024	12/18/2024 9:27:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Blind install
273978	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	12/18/2024	12/18/2024 9:29:06 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Knob not locking
273980	Langston Terrace-AMP 2250 (025)-	Routine	Call	Lighting and Ceiling Fans	12/18/2024	12/18/2024 9:30:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Light bulb replace
274051	Langston Terrace-AMP 2250 (025)-	Routine	Call	Plumbing	12/18/2024	12/18/2024 1:17:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-The toilet lea
274391	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	12/20/2024	12/20/2024 12:58:46 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ screen door repair
274392	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	12/20/2024	12/20/2024 1:00:04 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ weatherstrip requested
274393	Langston Terrace-AMP 2250 (025)-	Routine	Call	Floors, Wall and Ceilings	12/20/2024	12/20/2024 1:01:46 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ caulking missing
274394	Langston Terrace-AMP 2250 (025)-	Routine	Call	Floors, Wall and Ceilings	12/20/2024	12/20/2024 1:02:57 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ caulking needed
274395	Langston Terrace-AMP 2250 (025)-	Routine	In Progress	Floors, Wall and Ceilings	12/20/2024	12/20/2024 1:04:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ Mold in the bathroom cei
274424	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	12/20/2024	12/20/2024 3:33:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Living room window has a
275153	Langston Terrace-AMP 2250 (025)-	Routine	Call	Electrical	12/27/2024	12/27/2024 1:54:51 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Light fixture rep
275323	Langston Terrace-AMP 2250 (025)-	Routine	Call	Carpentry	12/30/2024	12/30/2024 10:37:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/Kitchen cabinet door is h
275369	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	12/30/2024	12/30/2024 12:09:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ lock change requested
275463	Langston Terrace-AMP 2250 (025)-	Routine	Call	Carpentry	12/30/2024	12/30/2024 2:19:41 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Bedroom closet collapsed
275671	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Plumbing	1/2/2025	1/2/2025 9:37:35 AM	1/2/2025	1/2/2025 11:43:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / Kitchen sink clogged
275760	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	1/2/2025	1/2/2025 1:32:39 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Window screen rep
275762	Langston Terrace-AMP 2250 (025)-	Urgent	Scheduled	Safety, Security, Bldg Maint	1/2/2025	1/2/2025 1:36:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Tenant reporting mold in unit
275763	Langston Terrace-AMP 2250 (025)-	Urgent	Scheduled	Safety, Security, Bldg Maint	1/2/2025	1/2/2025 1:37:16 PM	1/3/2025	1/3/2025 11:26:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Tenant reporting mold
275922	Langston Terrace-AMP 2250 (025)-	Routine	Call	Accessories	1/3/2025	1/3/2025 2:58:13 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	no rod
276148	Langston Terrace-AMP 2250 (025)-	Urgent	In Progress	Doors, Windows and Railings	1/6/2025	1/6/2025 5:36:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	2117 G Street NE(livingroom window
276151	Langston Terrace-AMP 2250 (025)-	Urgent	In Progress	Doors, Windows and Railings	1/6/2025	1/6/2025 5:56:20 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	2301 HSt NE #129(bullet hole)BR
276620	Langston Terrace-AMP 2250 (025)-	Routine	Call	Floors, Wall and Ceilings	1/10/2025	1/10/2025 4:01:46 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Needs wall repair
276804	Langston Terrace-AMP 2250 (025)-	Routine	Call	Plumbing	1/13/2025	1/13/2025 9:01:33 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Tub Spout Leaks
276842	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	1/13/2025	1/13/2025 10:37:56 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	proeprty main/ blinds.
276843	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Extermination/Pest Control	1/13/2025	1/13/2025 10:39:06 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	proerty main/ pest control.
276845	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Plumbing	1/13/2025	1/13/2025 10:41:49 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property main/ slow leak.
276879	Langston Terrace-AMP 2250 (025)-	Routine	Call	Plumbing	1/13/2025	1/13/2025 12:00:27 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	leaking toilet
277010	Langston Terrace-AMP 2250 (025)-	Routine	In Progress	Floors, Wall and Ceilings	1/14/2025	1/14/2025 9:46:56 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold Like Substance
277277	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Painting	1/15/2025	1/15/2025 1:37:01 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Mold Observed
277308	Langston Terrace-AMP 2250 (025)-	Routine	Call	Floors, Wall and Ceilings	1/15/2025	1/15/2025 3:35:29 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenanceTenant needs pa
277311	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	1/15/2025	1/15/2025 3:36:30 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-Tenant would l
277370	Langston Terrace-AMP 2250 (025)-	Routine	Call	Plumbing	1/16/2025	1/16/2025 9:13:33 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Kitchen Sink
277415	Langston Terrace-AMP 2250 (025)-	Routine	Call	Appliances	1/16/2025	1/16/2025 10:26:48 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Stove removal requested
278039	Langston Terrace-AMP 2250 (025)-	Routine	Call	Extermination/Pest Control	1/21/2025	1/21/2025 3:00:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maint/ Pest control for ro
278559	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Floors, Wall and Ceilings	1/24/2025	1/24/2025 3:37:32 PM	2/5/2025	2/5/2025 1:52:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Kitchen
278979	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Plumbing	1/28/2025	1/28/2025 10:43:29 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Kitchen sink faucet leaking
279014	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Floors, Wall and Ceilings	1/28/2025	1/28/2025 1:25:52 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	missing strip on upstairs walls
279351	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Lighting and Ceiling Fans	1/30/2025	1/30/2025 9:52:29 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	kitchen light
279500	Langston Terrace-AMP 2250 (025)-	Routine	Call	Electrical	1/31/2025	1/31/2025 11:01:57 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ lights replace
279548	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Extermination/Pest Control	1/31/2025	1/31/2025 2:12:43 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	complaint of mice/roaches
279564	Langston Terrace-AMP 2250 (025)-	Routine	Call	Locks/Keys	1/31/2025	1/31/2025 4:29:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Copy of door keys need to be made
279780	Langston Terrace-AMP 2250 (025)-	Routine	Call	Electrical	2/3/2025	2/3/2025 2:05:34 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maint/ Kitchen lights
279825	Langston Terrace-AMP 2250 (025)-		Web	Lighting and Ceiling Fans	2/3/2025	2/3/2025 5:04:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	I would like to have my front porch
279835	Langston Terrace-AMP 2250 (025)-		Web	Extermination/Pest Control	2/3/2025	2/3/2025 8:01:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mice ,and roach.
279842	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	2/4/2025	2/4/2025 8:18:10 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Glass Door
279863	Langston Terrace-AMP 2250 (025)-	Routine	On Hold	Doors, Windows and Railings	2/4/2025	2/4/2025 9:17:33 AM	2/4/2025	2/4/2025 10:45:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	703 building
279879	Langston Terrace-AMP 2250 (025)-	Routine	Call	Carpentry	2/4/2025	2/4/2025 9:52:21 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Vanity
279904	Langston Terrace-AMP 2250 (025)-	Routine	Call	Plumbing	2/4/2025	2/4/2025 11:34:40 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Shower/Tub diverter is
279905	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	2/4/2025	2/4/2025 11:35:45 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Window screen is needed
279909	Langston Terrace-AMP 2250 (025)-	Routine	Call	Carpentry	2/4/2025	2/4/2025 11:51:05 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Bedroom closet collaps
279963	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	2/4/2025	2/4/2025 2:57:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace screen door
280032	Langston Terrace-AMP 2250 (025)-	Routine	Call	Electrical	2/5/2025	2/5/2025 9:53:06 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Light bulb replace
280033	Langston Terrace-AMP 2250 (025)-	Routine	Call	Locks/Keys	2/5/2025	2/5/2025 9:56:31 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Back door lock
280034	Langston Terrace-AMP 2250 (025)-	Routine	Call	Extermination/Pest Control	2/5/2025	2/5/2025 9:57:34 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Pest control
280038	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Doors, Windows and Railings	2/5/2025	2/5/2025 10:02:23 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ front screen door
280124	Langston Terrace-AMP 2250 (025)-	Routine	Parts Pending	Snow Removal	2/6/2025	2/6/2025 8:06:33 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ice Melt
280165	Langston Terrace-AMP 2250 (025)-	Routine	Call	Electrical	2/6/2025	2/6/2025 9:28:33 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	light not working
280220	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	2/6/2025	2/6/2025 11:40:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Bathroom door is cracke
280385	Langston Terrace-AMP 2250 (025)-	Routine	Parts Pending	Plumbing	2/7/2025	2/7/2025 1:00:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Water Cooler
280397	Langston Terrace-AMP 2250 (025)-	Routine	Call	Plumbing	2/7/2025	2/7/2025 1:41:15 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Tub is cracked and
280401	Langston Terrace-AMP 2250 (025)-	Routine	Call	Floors, Wall and Ceilings	2/7/2025	2/7/2025 1:42:36 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Bathroom walls are
280403	Langston Terrace-AMP 2250 (025)-	Routine	Call	Plumbing	2/7/2025	2/7/2025 1:43:51 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Shower rod is fall

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
280448	Langston Terrace-AMP 2250 (025)-		Web	Plumbing	2/7/2025	2/7/2025 5:16:51 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Look like it was a back up the toil
280590	Langston Terrace-AMP 2250 (025)-	Routine	Call	Locks/Keys	2/10/2025	2/10/2025 12:02:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Tenant lost keys
280648	Langston Terrace-AMP 2250 (025)-	Routine	Call	Extermination/Pest Control	2/10/2025	2/10/2025 2:48:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Pest control for bed b
280649	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Plumbing	2/10/2025	2/10/2025 2:49:56 PM	2/11/2025	2/11/2025 2:13:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Bathtub faucet running
280650	Langston Terrace-AMP 2250 (025)-	Routine	Call	Electrical	2/10/2025	2/10/2025 2:50:37 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Front entrance light is
280685	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Plumbing	2/11/2025	2/11/2025 8:38:40 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ fast leak
280687	Langston Terrace-AMP 2250 (025)-	Routine	Call	Painting	2/11/2025	2/11/2025 8:41:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ mold detected
280688	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Plumbing	2/11/2025	2/11/2025 8:43:41 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ toilet not flushing
280709	Langston Terrace-AMP 2250 (025)-	Preventative Maint.	Call	Floors, Wall and Ceilings	2/11/2025	2/11/2025 10:09:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	copy paper
280721	Langston Terrace-AMP 2250 (025)-	Routine	Scheduled	Appliances	2/11/2025	2/11/2025 11:33:27 AM	2/11/2025	2/11/2025 2:09:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Fridge not working
280781	Langston Terrace-AMP 2250 (025)-	Routine	Call	Safety, Security, Bldg Maint	2/12/2025	2/12/2025 9:09:28 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Smoke detector in the h
280793	Langston Terrace-AMP 2250 (025)-	Routine	Call	Plumbing	2/12/2025	2/12/2025 10:29:47 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Toilet wax ring and fla
280976	Langston Terrace-AMP 2250 (025)-	Routine	Call	Lighting and Ceiling Fans	2/13/2025	2/13/2025 11:40:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Light bulb replace
280992	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	2/13/2025	2/13/2025 11:58:52 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Window Screen replace
281010	Langston Terrace-AMP 2250 (025)-	Routine	Call	Doors, Windows and Railings	2/13/2025	2/13/2025 1:47:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Front Door is not properly affixed
Open Work Orders (Langston Terrace-AMP 2250(025)) - 317															
Property : Ledroit Apartments-AMP 1391(39a)															
275442	Ledroit Apartments-AMP 1391 (39a)-	Routine	Scheduled	Lighting and Ceiling Fans	12/30/2024	12/30/2024 1:51:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	light fixture
278189	Ledroit Apartments-AMP 1391 (39a)-	Routine	Scheduled	Doors, Windows and Railings	1/22/2025	1/22/2025 3:04:33 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Front door handle needs
280959	Ledroit Apartments-AMP 1391 (39a)-	Routine	Scheduled	Appliances	2/13/2025	2/13/2025 11:23:23 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROPT. MAINT /stove burner
Open Work Orders (Ledroit Apartments-AMP 1391(39a)) - 3															
Property : Lincoln Heights-AMP 2130(013)															
258436	Lincoln Heights-AMP 2130 (013)-	Preventative Maint.	In Progress	Floors, Wall and Ceilings	9/9/2024	9/9/2024 9:49:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	patio ceiling need repairs
263916	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Doors, Windows and Railings	10/7/2024	10/7/2024 11:32:06 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	door unsecure
269582	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Doors, Windows and Railings	11/14/2024	11/14/2024 12:05:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ doors repair.
270443	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Carpentry	11/20/2024	11/20/2024 1:43:23 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Cabinet repair
270445	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Floors, Wall and Ceilings	11/20/2024	11/20/2024 1:45:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Drywall repair
270463	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Floors, Wall and Ceilings	11/20/2024	11/20/2024 3:05:38 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Kitchen tile
270466	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Doors, Windows and Railings	11/20/2024	11/20/2024 3:10:41 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Repair Entry door frame
271393	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Doors, Windows and Railings	11/27/2024	11/27/2024 1:07:57 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Bedroom Doors
272713	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Plumbing	12/9/2024	12/9/2024 10:55:10 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. sink
273113	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Doors, Windows and Railings	12/11/2024	12/11/2024 11:56:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Bathroom door came off
273114	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Floors, Wall and Ceilings	12/11/2024	12/11/2024 11:57:13 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Bathroom baseboards com
273117	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Electrical	12/11/2024	12/11/2024 11:58:46 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Chandelier on the dinin
273317	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Floors, Wall and Ceilings	12/12/2024	12/12/2024 12:18:47 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repairs needed
273505	Lincoln Heights-AMP 2130 (013)-	Emergency	On Hold	Doors, Windows and Railings	12/13/2024	12/13/2024 10:42:56 AM	12/23/2024	12/23/2024 12:00:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Bedroom Door is broken
273889	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Floors, Wall and Ceilings	12/17/2024	12/17/2024 1:05:45 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Holes throughout house
274290	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Floors, Wall and Ceilings	12/19/2024	12/19/2024 4:33:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	there are holes around baseboards d
274409	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Carpentry	12/20/2024	12/20/2024 2:24:40 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Kitchen cabine
274776	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Plumbing	12/23/2024	12/23/2024 1:42:52 PM	12/26/2024	12/26/2024 1:02:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Bathroom sink is loose,
275254	Lincoln Heights-AMP 2130 (013)-	Urgent	On Hold	Heating and Cooling	12/30/2024	12/30/2024 9:01:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	furnace room is leaking
275581	Lincoln Heights-AMP 2130 (013)-	Routine	In Progress	CCTV	12/31/2024	12/31/2024 3:22:50 PM	1/15/2025	1/15/2025 11:11:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Cameras are down
275689	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Extermination/Pest Control	1/2/2025	1/2/2025 9:56:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Pest control for mice a
275751	Lincoln Heights-AMP 2130 (013)-	Routine	On Hold	Extermination/Pest Control	1/2/2025	1/2/2025 1:09:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Pest control
275753	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Doors, Windows and Railings	1/2/2025	1/2/2025 1:10:41 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Front & back door
275755	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Floors, Wall and Ceilings	1/2/2025	1/2/2025 1:12:00 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Paint unit walls
275847	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Snow Removal	1/3/2025	1/3/2025 9:29:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Snow Shovel
275883	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Floors, Wall and Ceilings	1/3/2025	1/3/2025 12:09:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathroom ceiling needs repairs
276158	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Snow Removal	1/7/2025	1/7/2025 8:04:03 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Snow Salt
276288	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Doors, Windows and Railings	1/8/2025	1/8/2025 10:49:18 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	New door needed
276291	Lincoln Heights-AMP 2130 (013)-	Routine	On Hold	Plumbing	1/8/2025	1/8/2025 10:53:29 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Tub glaze needed
276617	Lincoln Heights-AMP 2130 (013)-	Routine	On Hold	Doors, Windows and Railings	1/10/2025	1/10/2025 3:45:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/Doors and windows are lea
276619	Lincoln Heights-AMP 2130 (013)-	Routine	On Hold	Floors, Wall and Ceilings	1/10/2025	1/10/2025 3:50:04 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/5 gallon paint requested.
276800	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Snow Removal	1/13/2025	1/13/2025 8:55:58 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Snow Salt
276819	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Plumbing	1/13/2025	1/13/2025 9:26:48 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	leak by vanity
276918	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Plumbing	1/13/2025	1/13/2025 2:31:29 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Bathtub faucet is dripp
276919	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Carpentry	1/13/2025	1/13/2025 2:32:19 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Mold/mildew observed on
276920	Lincoln Heights-AMP 2130 (013)-	Routine	In Progress	Doors, Windows and Railings	1/13/2025	1/13/2025 2:33:05 PM	2/13/2025	2/13/2025 9:31:43 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Bedroom closet door is
276928	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Carpentry	1/13/2025	1/13/2025 2:44:57 PM	1/16/2025	1/16/2025 9:59:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / Closet rod is in half
276931	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Safety, Security, Bldg Maint	1/13/2025	1/13/2025 2:53:57 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / Smoke detectors
276936	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Appliances	1/13/2025	1/13/2025 3:09:46 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	washer supplies
276943	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Appliances	1/13/2025	1/13/2025 3:18:39 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maint/ Refrigerator replac
276945	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Extermination/Pest Control	1/13/2025	1/13/2025 3:22:16 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maint/ Pest control for bu
276952	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Floors, Wall and Ceilings	1/13/2025	1/13/2025 4:31:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	steps need attention
277022	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Maintenance	1/14/2025	1/14/2025 10:10:48 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Can Lincer
277297	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Extermination/Pest Control	1/15/2025	1/15/2025 2:33:12 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/Pest Control for rats.No
277304	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Painting	1/15/2025	1/15/2025 3:19:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	paint requested
277426	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Floors, Wall and Ceilings	1/16/2025	1/16/2025 10:36:57 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./There are holes in the
277691	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Electrical	1/17/2025	1/17/2025 3:17:27 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/Outlets not working
277695	Lincoln Heights-AMP 2130 (013)-	Routine	On Hold	Lighting and Ceiling Fans	1/17/2025	1/17/2025 3:40:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	need bulb in kitchen
277802	Lincoln Heights-AMP 2130 (013)-	Emergency	Scheduled	Appliances	1/20/2025	1/20/2025 3:55:56 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT/Refrigerator not cooling
277921	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Suspicious Odor	1/21/2025	1/21/2025 10:47:07 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Sewage odor co
277928	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Locks/Keys	1/21/2025	1/21/2025 11:02:29 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Keys Blank Box 250
278134	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Plumbing	1/22/2025	1/22/2025 11:13:19 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Kitchen Sink
278137	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Electrical	1/22/2025	1/22/2025 11:24:36 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Kitchen Light
278138	Lincoln Heights-AMP 2130 (013)-	Routine	In Progress	Plumbing	1/22/2025	1/22/2025 11:24:42 AM	1/29/2025	1/29/2025 9:08:29 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Toilet tank rep
278166	Lincoln Heights-AMP 2130 (013)-	Emergency	Scheduled	Floors, Wall and Ceilings	1/22/2025	1/22/2025 12:37:36 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Ceiling hole rep
278334	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Plumbing	1/23/2025	1/23/2025 11:42:58 AM	1/29/2025	1/29/2025 2:07:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Tub faucet loose
278543	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Locks/Keys	1/24/2025	1/24/2025 2:03:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Front door lock
278643	Lincoln Heights-AMP 2130 (013)-	Emergency	Scheduled	Plumbing	1/25/2025	1/25/2025 7:48:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint / Neighbor called to re
278842	Lincoln Heights-AMP 2130 (013)-	Routine	In Progress	Appliances	1/27/2025	1/27/2025 12:34:18 PM	2/4/2025	2/4/2025 10:43:24 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Freezer pops open. Doesn't stay clo
278996	Lincoln Heights-AMP 2130 (013)-	Emergency	In Progress	Appliances	1/28/2025	1/28/2025 12:08:09 PM	1/29/2025	1/29/2025 2:10:42 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Garbage disposal n
278998	Lincoln Heights-AMP 2130 (013)-	Emergency	In Progress	Plumbing	1/28/2025	1/28/2025 12:12:28 PM	1/29/2025	1/29/2025 2:10:45 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Bathroom sink clog
279131	Lincoln Heights-AMP 2130 (013)-	Emergency	Scheduled	Plumbing	1/29/2025	1/29/2025 10:07:55 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ leak
279156	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Painting	1/29/2025	1/29/2025 10:47:13 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Paint requested

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
279160	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Plumbing	1/29/2025	1/29/2025 10:51:38 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Toilet seat requested.
279169	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Extermination/Pest Control	1/29/2025	1/29/2025 10:58:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Pest control for m
279188	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Doors, Windows and Railings	1/29/2025	1/29/2025 11:24:28 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Closet rod in both kids
279189	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Doors, Windows and Railings	1/29/2025	1/29/2025 11:25:29 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Back door lock is not w
279277	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Locks/Keys	1/29/2025	1/29/2025 3:55:03 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	New MoveIn
279526	Lincoln Heights-AMP 2130 (013)-	Routine	Parts Pending	Doors, Windows and Railings	1/31/2025	1/31/2025 12:26:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	balances requested
279528	Lincoln Heights-AMP 2130 (013)-	Routine	Parts Pending	Floors, Wall and Ceilings	1/31/2025	1/31/2025 12:29:09 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	paint and plaster for ceiling
279532	Lincoln Heights-AMP 2130 (013)-	Routine	On Hold	Appliances	1/31/2025	1/31/2025 12:33:03 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	mold/mildew
279543	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Floors, Wall and Ceilings	1/31/2025	1/31/2025 1:33:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / Bathroom walls fixing
279544	Lincoln Heights-AMP 2130 (013)-	Emergency	Scheduled	Heating and Cooling	1/31/2025	1/31/2025 1:35:29 PM	2/4/2025	2/4/2025 3:26:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / Fast leak from heater
279692	Lincoln Heights-AMP 2130 (013)-	Emergency	Scheduled	Plumbing	2/3/2025	2/3/2025 10:39:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Floor leaking
279735	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Plumbing	2/3/2025	2/3/2025 12:14:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Flooded apartment
279781	Lincoln Heights-AMP 2130 (013)-	Emergency	Scheduled	Plumbing	2/3/2025	2/3/2025 2:06:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Fast leak coming through
279815	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Plumbing	2/3/2025	2/3/2025 3:56:02 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink pop up
279843	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Extermination/Pest Control	2/4/2025	2/4/2025 8:21:00 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Mice and Roaches e
279906	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Appliances	2/4/2025	2/4/2025 11:42:56 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Refrigerator needed
279986	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Extermination/Pest Control	2/4/2025	2/4/2025 3:58:06 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint / pest control.
279987	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Safety, Security, Bldg Maint	2/4/2025	2/4/2025 4:00:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint Holes in the walls need
280048	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Appliances	2/5/2025	2/5/2025 10:25:43 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Turnover Stove and Refrigerator nee
280065	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Doors, Windows and Railings	2/5/2025	2/5/2025 11:24:26 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Windows not lock
280068	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Snow Removal	2/5/2025	2/5/2025 11:42:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	snow salt
280080	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Carpentry	2/5/2025	2/5/2025 12:54:34 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Cabinet coming apart
280082	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Doors, Windows and Railings	2/5/2025	2/5/2025 12:56:44 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Blinds needed
280088	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Heating and Cooling	2/5/2025	2/5/2025 1:04:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	No heat
280089	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Floors, Wall and Ceilings	2/5/2025	2/5/2025 1:07:44 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-There is hole
280112	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Plumbing	2/5/2025	2/5/2025 4:36:56 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	warehouse tools
280164	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Doors, Windows and Railings	2/6/2025	2/6/2025 9:28:18 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Number for door
280183	Lincoln Heights-AMP 2130 (013)-	Routine	Scheduled	Appliances	2/6/2025	2/6/2025 10:04:44 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ garbage disposal
280275	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Carpentry	2/6/2025	2/6/2025 1:56:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Kitchen cabinets
280276	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Plumbing	2/6/2025	2/6/2025 1:56:55 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Bathutb reglaze
280389	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Extermination/Pest Control	2/7/2025	2/7/2025 1:17:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint / mice pest control.
280474	Lincoln Heights-AMP 2130 (013)-	Emergency	In Progress	Plumbing	2/8/2025	2/8/2025 2:22:06 PM	2/13/2025	2/13/2025 11:02:57 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint/ceiling leak
280646	Lincoln Heights-AMP 2130 (013)-	Emergency	Scheduled	Plumbing	2/10/2025	2/10/2025 2:46:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-The toilet is
280664	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Doors, Windows and Railings	2/10/2025	2/10/2025 3:44:53 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	New door needed
280818	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Doors, Windows and Railings	2/12/2025	2/12/2025 1:01:19 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Weatherstrippi
280874	Lincoln Heights-AMP 2130 (013)-	Emergency	Call	Plumbing	2/13/2025	2/13/2025 9:33:51 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Toilet is constantly le
280936	Lincoln Heights-AMP 2130 (013)-	Emergency	Call	Appliances	2/13/2025	2/13/2025 10:51:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Stove
280939	Lincoln Heights-AMP 2130 (013)-	Routine	Call	Floors, Wall and Ceilings	2/13/2025	2/13/2025 10:54:22 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Ceiling
Open Work Orders (Lincoln Heights-AMP 2130(013)) - 101															
Property : Lincoln Road-AMP 1290(098)															
252664	Lincoln Road-AMP 1290 (098)-	Urgent	Call	Doors, Windows and Railings	8/7/2024	8/7/2024 2:56:28 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	fire door not holding
259925	Lincoln Road-AMP 1290 (098)-	NSPIRE Moderate	Call		9/14/2024	9/14/2024 8:00:25 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Food Preparation Area - Def 2
259926	Lincoln Road-AMP 1290 (098)-	NSPIRE Low	Call		9/14/2024	9/14/2024 8:00:26 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Toilet - Def 7
259927	Lincoln Road-AMP 1290 (098)-	NSPIRE Moderate	Call		9/14/2024	9/14/2024 8:00:26 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Infestation - Def 1
259928	Lincoln Road-AMP 1290 (098)-	NSPIRE Moderate	Call		9/14/2024	9/14/2024 8:00:26 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Infestation - Def 5
260085	Lincoln Road-AMP 1290 (098)-	NSPIRE Moderate	Call		9/16/2024	9/16/2024 8:00:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Window - Def 2
260086	Lincoln Road-AMP 1290 (098)-	NSPIRE Moderate	Call		9/16/2024	9/16/2024 8:00:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Window - Def 1
260087	Lincoln Road-AMP 1290 (098)-	NSPIRE Severe	Call		9/16/2024	9/16/2024 8:00:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	HVAC - Def 6
260088	Lincoln Road-AMP 1290 (098)-	NSPIRE Low	Call		9/16/2024	9/16/2024 8:00:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
260089	Lincoln Road-AMP 1290 (098)-	NSPIRE Severe	Call		9/16/2024	9/16/2024 8:00:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	HVAC - Def 6
260090	Lincoln Road-AMP 1290 (098)-	NSPIRE Life-Threatening	Call		9/16/2024	9/16/2024 8:00:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	HVAC - Def 5
260092	Lincoln Road-AMP 1290 (098)-	NSPIRE Severe	Call		9/16/2024	9/16/2024 8:00:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	HVAC - Def 6
260093	Lincoln Road-AMP 1290 (098)-	NSPIRE Moderate	Call		9/16/2024	9/16/2024 8:00:18 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Window - Def 4
260094	Lincoln Road-AMP 1290 (098)-	NSPIRE Low	Call		9/16/2024	9/16/2024 8:00:18 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 5
260095	Lincoln Road-AMP 1290 (098)-	NSPIRE Moderate	Call		9/16/2024	9/16/2024 8:00:18 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 1
260096	Lincoln Road-AMP 1290 (098)-	NSPIRE Moderate	Call		9/16/2024	9/16/2024 8:00:18 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Window - Def 4
260097	Lincoln Road-AMP 1290 (098)-	NSPIRE Low	Call		9/16/2024	9/16/2024 8:00:18 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 5
260098	Lincoln Road-AMP 1290 (098)-	NSPIRE Moderate	Call		9/16/2024	9/16/2024 8:00:19 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Toilet - Def 5
260099	Lincoln Road-AMP 1290 (098)-	NSPIRE Moderate	Call		9/16/2024	9/16/2024 8:00:19 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
260100	Lincoln Road-AMP 1290 (098)-	NSPIRE Moderate	Call		9/16/2024	9/16/2024 8:00:19 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Trip Hazard - Def 1
260101	Lincoln Road-AMP 1290 (098)-	NSPIRE Severe	Call		9/16/2024	9/16/2024 8:00:19 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical - GFCI or AFCI - Def 3
260102	Lincoln Road-AMP 1290 (098)-	NSPIRE Severe	Call		9/16/2024	9/16/2024 8:00:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	HVAC - Def 6
260103	Lincoln Road-AMP 1290 (098)-	NSPIRE Life-Threatening	Call		9/16/2024	9/16/2024 8:00:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	HVAC - Def 5
260104	Lincoln Road-AMP 1290 (098)-	NSPIRE Low	Call		9/16/2024	9/16/2024 8:00:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 5
260105	Lincoln Road-AMP 1290 (098)-	NSPIRE Moderate	Call		9/16/2024	9/16/2024 8:00:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Toilet - Def 6
260106	Lincoln Road-AMP 1290 (098)-	NSPIRE Moderate	Call		9/16/2024	9/16/2024 8:00:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Toilet - Def 5
265533	Lincoln Road-AMP 1290 (098)-	NSPIRE Moderate	Call	Doors, Windows and Railings	10/16/2024	10/16/2024 4:13:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Broken Glass Window
271599	Lincoln Road-AMP 1290 (098)-		Web	Plumbing	12/2/2024	12/2/2024 9:44:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Toilet will not fill up on its o
272179	Lincoln Road-AMP 1290 (098)-	Routine	Call	Safety, Security, Bldg Maint	12/4/2024	12/4/2024 4:39:55 PM	1/15/2025	1/15/2025 10:00:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold Assessment
273127	Lincoln Road-AMP 1290 (098)-	Routine	In Progress	Maintenance	12/11/2024	12/11/2024 12:50:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	STAIRS
273235	Lincoln Road-AMP 1290 (098)-	Routine	In Progress	Plumbing	12/12/2024	12/12/2024 9:53:06 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Re- Glazing
274005	Lincoln Road-AMP 1290 (098)-	Routine	Parts Pending	Plumbing	12/18/2024	12/18/2024 10:24:51 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Low water Pressure
274212	Lincoln Road-AMP 1290 (098)-	Routine	In Progress	Floors, Wall and Ceilings	12/19/2024	12/19/2024 12:30:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Skylight Installation
276470	Lincoln Road-AMP 1290 (098)-	Emergency	Parts Pending	Electrical	1/10/2025	1/10/2025 8:32:04 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace light
276605	Lincoln Road-AMP 1290 (098)-	Routine	In Progress	Doors, Windows and Railings	1/10/2025	1/10/2025 3:11:12 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/Bedroom window is damaged
277354	Lincoln Road-AMP 1290 (098)-	Routine	Call	Floors, Wall and Ceilings	1/16/2025	1/16/2025 8:19:18 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	plastering / replace drywall
278269	Lincoln Road-AMP 1290 (098)-	Routine	In Progress	Plumbing	1/23/2025	1/23/2025 9:28:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Bathtub reglazing
278340	Lincoln Road-AMP 1290 (098)-	Emergency	In Progress	Heating and Cooling	1/23/2025	1/23/2025 12:20:28 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec Ops/Heat not working
279837	Lincoln Road-AMP 1290 (098)-		Web	Plumbing	2/3/2025	2/3/2025 9:51:45 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	ceiling vents leaking after bath fr
279838	Lincoln Road-AMP 1290 (098)-		Web	Floors, Wall and Ceilings	2/3/2025	2/3/2025 9:56:03 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathroom ceiling. work was not comp
Open Work Orders (Lincoln Road-AMP 1290(098)) - 40															
Property : Metrotowns-AMP 5420(420)															
244891	Metrotowns-AMP 5420 (420)-	NSPIRE Moderate	On Hold	Floors, Wall and Ceilings	6/20/2024	6/20/2024 8:45:35 AM	11/15/2024	11/15/2024 11:18:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Floor - Def 2
245012	Metrotowns-AMP 5420 (420)-	NSPIRE Moderate	On Hold	Doors, Windows and Railings	6/20/2024	6/20/2024 12:15:42 PM	12/2/2024	12/2/2024 2:11:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Window - Def 4
245018	Metrotowns-AMP 5420 (420)-	NSPIRE Moderate	On Hold	Floors, Wall and Ceilings	6/20/2024	6/20/2024 12:15:43 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Floor - Def 2

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
245252	Metrotowns-AMP 5420 (420)-	NSPIRE Moderate	On Hold	Floors, Wall and Ceilings	6/21/2024	6/21/2024 2:15:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Floor - Def 1
245472	Metrotowns-AMP 5420 (420)-	NSPIRE Severe	Scheduled	Electrical	6/24/2024	6/24/2024 9:00:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical - GFCI or AFCI - Def 3
245668	Metrotowns-AMP 5420 (420)-	NSPIRE Moderate	On Hold	Floors, Wall and Ceilings	6/24/2024	6/24/2024 1:00:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Floor - Def 1
247895	Metrotowns-AMP 5420 (420)-	NSPIRE Moderate	On Hold	Floors, Wall and Ceilings	7/9/2024	7/9/2024 10:45:29 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Floor - Def 1
247988	Metrotowns-AMP 5420 (420)-	Routine	Scheduled	Doors, Windows and Railings	7/9/2024	7/9/2024 12:47:28 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/Blinds Replace
267438	Metrotowns-AMP 5420 (420)-	Routine	On Hold	Floors, Wall and Ceilings	10/28/2024	10/28/2024 3:39:03 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	ADA- Carpet Removal
270233	Metrotowns-AMP 5420 (420)-	Routine	Scheduled	Floors, Wall and Ceilings	11/19/2024	11/19/2024 9:45:20 AM	11/19/2024	11/19/2024 10:16:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	kitchen floor coming up
270365	Metrotowns-AMP 5420 (420)-	Routine	Parts Pending	Carpentry	11/20/2024	11/20/2024 9:18:44 AM	2/6/2025	2/6/2025 11:27:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Bedroom closet
274383	Metrotowns-AMP 5420 (420)-	Routine	On Hold	Safety, Security, Bldg Maint	12/20/2024	12/20/2024 12:14:19 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Balcony needs to be redone
276583	Metrotowns-AMP 5420 (420)-	Routine	Parts Pending	Appliances	1/10/2025	1/10/2025 1:57:55 PM	1/28/2025	1/28/2025 1:54:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Dishwasher is not work
280335	Metrotowns-AMP 5420 (420)-	Routine	Parts Pending	Plumbing	2/7/2025	2/7/2025 9:58:15 AM	2/7/2025	2/7/2025 11:09:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	towel rack loose
Open Work Orders (Metrotowns-AMP 5420(420)) - 14															
Property : Montana Terrace-AMP 1440(044)															
247887	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Doors, Windows and Railings	7/9/2024	7/9/2024 10:24:57 AM	7/9/2024	7/9/2024 1:47:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint - Back storm door missin
248014	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Roofing	7/9/2024	7/9/2024 1:36:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main/ Ceiling repair
258016	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Plumbing	9/6/2024	9/6/2024 9:46:07 AM	9/6/2024	9/6/2024 1:15:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Bathtub
259668	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Plumbing	9/13/2024	9/13/2024 9:53:06 AM	9/17/2024	9/17/2024 9:33:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Tub reglazing
259673	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Floors, Wall and Ceilings	9/13/2024	9/13/2024 10:00:13 AM	9/26/2024	9/26/2024 2:30:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Floors are coming up
261462	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Floors, Wall and Ceilings	9/24/2024	9/24/2024 9:47:07 AM	9/25/2024	9/25/2024 1:51:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ broken tile
265896	Montana Terrace-AMP 1440 (044)-	Routine	In Progress	Doors, Windows and Railings	10/18/2024	10/18/2024 9:57:52 AM	10/28/2024	10/28/2024 11:25:21 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./2nd floor Bedroom close
265899	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Carpentry	10/18/2024	10/18/2024 9:59:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Kitchen sink cabinet is
266369	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Doors, Windows and Railings	10/21/2024	10/21/2024 3:31:32 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PropMain/Kitchen screen door needs
266370	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Floors, Wall and Ceilings	10/21/2024	10/21/2024 3:32:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PropMain/Hole on the utility closet
266696	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Plumbing	10/23/2024	10/23/2024 11:44:12 AM	10/31/2024	10/31/2024 1:19:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Caulking
270306	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Doors, Windows and Railings	11/19/2024	11/19/2024 2:23:15 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Window glass rep
270731	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Maintenance	11/22/2024	11/22/2024 8:45:38 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathroom vanity
270756	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Maintenance	11/22/2024	11/22/2024 9:31:54 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace blinds
270762	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Maintenance	11/22/2024	11/22/2024 9:37:35 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Kitchen light fixture
270769	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Maintenance	11/22/2024	11/22/2024 9:42:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace light fixtures
270773	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Maintenance	11/22/2024	11/22/2024 9:47:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace blinds
270774	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Maintenance	11/22/2024	11/22/2024 9:50:06 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Tub glazing
271184	Montana Terrace-AMP 1440 (044)-	Routine	In Progress	Plumbing	11/26/2024	11/26/2024 8:35:14 AM	11/26/2024	11/26/2024 10:10:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Bathroom Toilet
271186	Montana Terrace-AMP 1440 (044)-	Routine	In Progress	Plumbing	11/26/2024	11/26/2024 8:37:28 AM	11/26/2024	11/26/2024 9:42:35 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Bathroom Tub
271187	Montana Terrace-AMP 1440 (044)-	Routine	In Progress	Plumbing	11/26/2024	11/26/2024 8:38:07 AM	11/26/2024	11/26/2024 9:42:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Bathroom Shower
271284	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Maintenance	11/26/2024	11/26/2024 3:23:34 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace kitchen light
271285	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Maintenance	11/26/2024	11/26/2024 3:26:39 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace range hood
271890	Montana Terrace-AMP 1440 (044)-	Routine	In Progress	Carpentry	12/3/2024	12/3/2024 12:18:53 PM	12/19/2024	12/19/2024 8:58:59 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ closet door repair
272062	Montana Terrace-AMP 1440 (044)-	Preventative Maint.	Scheduled	Maintenance	12/4/2024	12/4/2024 10:47:24 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
272066	Montana Terrace-AMP 1440 (044)-	Preventative Maint.	Scheduled	Maintenance	12/4/2024	12/4/2024 10:52:57 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
272068	Montana Terrace-AMP 1440 (044)-	Preventative Maint.	Scheduled	Maintenance	12/4/2024	12/4/2024 10:58:21 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
272074	Montana Terrace-AMP 1440 (044)-	Preventative Maint.	Scheduled	Maintenance	12/4/2024	12/4/2024 11:09:30 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
272382	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/5/2024	12/5/2024 3:25:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	On call work order
273126	Montana Terrace-AMP 1440 (044)-	Preventative Maint.	Scheduled	Maintenance	12/11/2024	12/11/2024 12:50:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273128	Montana Terrace-AMP 1440 (044)-	Preventative Maint.	Scheduled	Maintenance	12/11/2024	12/11/2024 12:53:44 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273134	Montana Terrace-AMP 1440 (044)-	Preventative Maint.	Scheduled	Maintenance	12/11/2024	12/11/2024 1:02:52 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273142	Montana Terrace-AMP 1440 (044)-	Preventative Maint.	Scheduled	Maintenance	12/11/2024	12/11/2024 1:17:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273144	Montana Terrace-AMP 1440 (044)-	Preventative Maint.	Scheduled	Maintenance	12/11/2024	12/11/2024 1:24:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273147	Montana Terrace-AMP 1440 (044)-	Preventative Maint.	Scheduled	Maintenance	12/11/2024	12/11/2024 1:35:56 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273152	Montana Terrace-AMP 1440 (044)-	Preventative Maint.	Scheduled	Maintenance	12/11/2024	12/11/2024 2:16:36 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273158	Montana Terrace-AMP 1440 (044)-	Preventative Maint.	Scheduled	Maintenance	12/11/2024	12/11/2024 3:00:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273161	Montana Terrace-AMP 1440 (044)-	Preventative Maint.	Scheduled	Maintenance	12/11/2024	12/11/2024 3:06:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273163	Montana Terrace-AMP 1440 (044)-	Preventative Maint.	Scheduled	Maintenance	12/11/2024	12/11/2024 3:10:29 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273167	Montana Terrace-AMP 1440 (044)-	Preventative Maint.	Scheduled	Maintenance	12/11/2024	12/11/2024 3:16:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273169	Montana Terrace-AMP 1440 (044)-	Preventative Maint.	Scheduled	Maintenance	12/11/2024	12/11/2024 3:19:34 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273172	Montana Terrace-AMP 1440 (044)-	Preventative Maint.	Scheduled	Maintenance	12/11/2024	12/11/2024 3:34:43 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273173	Montana Terrace-AMP 1440 (044)-	Preventative Maint.	Scheduled	Maintenance	12/11/2024	12/11/2024 3:38:45 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS Inspection
273795	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Floors, Wall and Ceilings	12/16/2024	12/16/2024 3:29:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/Roof vent flap repair
273844	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Plumbing	12/17/2024	12/17/2024 9:46:25 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ towel rack repair
274215	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Heating and Cooling	12/19/2024	12/19/2024 12:39:38 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Ducts cleaning requeste
274586	Montana Terrace-AMP 1440 (044)-	Preventative Maint.	Scheduled	Floors, Wall and Ceilings	12/23/2024	12/23/2024 9:02:19 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	something scratching inside the wal
275422	Montana Terrace-AMP 1440 (044)-	Routine	In Progress	Plumbing	12/30/2024	12/30/2024 1:34:50 PM	1/2/2025	1/2/2025 1:09:02 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Toilet base dripping wa
278148	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Floors, Wall and Ceilings	1/22/2025	1/22/2025 11:45:02 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ wall holes
278521	Montana Terrace-AMP 1440 (044)-	Routine	In Progress	Floors, Wall and Ceilings	1/24/2025	1/24/2025 12:12:39 PM	1/24/2025	1/24/2025 2:36:31 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ bathroom ceiling leak
280090	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Appliances	2/5/2025	2/5/2025 1:17:40 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Range hood fan and ligh
280180	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Plumbing	2/6/2025	2/6/2025 9:53:01 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Main/Shower not working
280378	Montana Terrace-AMP 1440 (044)-	Routine	In Progress	Plumbing	2/7/2025	2/7/2025 12:02:53 PM	2/7/2025	2/7/2025 2:32:22 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Shower head rep
280622	Montana Terrace-AMP 1440 (044)-	Routine	In Progress	Plumbing	2/10/2025	2/10/2025 1:42:05 PM	2/11/2025	2/11/2025 11:18:16 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Toilet needs to be repl
280623	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Appliances	2/10/2025	2/10/2025 1:42:43 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Range hood light keeps
280972	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Floors, Wall and Ceilings	2/13/2025	2/13/2025 11:34:06 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./There is a hole behind
281030	Montana Terrace-AMP 1440 (044)-	Routine	Scheduled	Plumbing	2/13/2025	2/13/2025 3:30:46 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Unit is flooding from the toilet
Open Work Orders (Montana Terrace-AMP 1440(044)) - 58															
Property : Ontario Road-AMP 1290(98a)															
257860	Ontario Road-AMP 1290 (98a)-	Routine	Request Reassignment	Floors, Wall and Ceilings	9/4/2024	9/4/2024 3:26:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	mold in supply room
259761	Ontario Road-AMP 1290 (98a)-	NSPIRE Severe	Request Reassignment	Floors, Wall and Ceilings	9/13/2024	9/13/2024 1:00:34 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold-like Substance - Def 2
269219	Ontario Road-AMP 1290 (98a)-	Routine	Scheduled	Floors, Wall and Ceilings	11/12/2024	11/12/2024 3:04:02 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair concrete
274987	Ontario Road-AMP 1290 (98a)-	Routine	Scheduled	Doors, Windows and Railings	12/26/2024	12/26/2024 12:12:47 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Closet door is not
279962	Ontario Road-AMP 1290 (98a)-	Routine	Scheduled	Access Control	2/4/2025	2/4/2025 2:57:01 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Key fob to access front entrance.
Open Work Orders (Ontario Road-AMP 1290(98a)) - 5															
Property : Park Morton-AMP 1340(034)															
262016	Park Morton-AMP 1340 (034)-	Routine	Scheduled	Floors, Wall and Ceilings	9/26/2024	9/26/2024 3:33:41 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Reoccurrence ceiling leak from roof
265349	Park Morton-AMP 1340 (034)-	Routine	Scheduled	Plumbing	10/16/2024	10/16/2024 9:15:49 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. tub
Open Work Orders (Park Morton-AMP 1340(034)) - 2															
Property : Potomac Gardens-AMP 4430(043)															
252542	Potomac Gardens-AMP 4430 (043)-	Routine	Resident Appointment	Plumbing	8/7/2024	8/7/2024 10:15:48 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace pipe in kit

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
252553	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	8/7/2024	8/7/2024 10:49:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair holes
254658	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Doors, Windows and Railings	8/15/2024	8/15/2024 1:01:45 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bedroom window shattered
254734	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	8/16/2024	8/16/2024 8:09:28 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT/Wall in the kitchen need
255544	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Plumbing	8/21/2024	8/21/2024 10:32:21 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Bathroom Tub
255545	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Plumbing	8/21/2024	8/21/2024 10:42:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace diverter in kit & Bathrm
256444	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	8/27/2024	8/27/2024 9:49:24 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Floor coming up in
257302	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	8/30/2024	8/30/2024 10:25:59 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / Hole in kitchen wall.
257305	Potomac Gardens-AMP 4430 (043)-	Routine	Parts Pending	Carpentry	8/30/2024	8/30/2024 10:37:58 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT/Kitchen cabinets damaged
257391	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Plumbing	8/30/2024	8/30/2024 1:50:47 PM	9/3/2024	9/3/2024 1:43:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	shower head leaking
258589	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Doors, Windows and Railings	9/9/2024	9/9/2024 4:21:04 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace window
258997	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	9/10/2024	9/10/2024 4:04:12 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	water leak
260298	Potomac Gardens-AMP 4430 (043)-	Routine	Parts Pending	Carpentry	9/16/2024	9/16/2024 1:49:36 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. cabinet
261525	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Doors, Windows and Railings	9/24/2024	9/24/2024 12:04:05 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/3 window scree
261681	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Plumbing	9/25/2024	9/25/2024 9:33:02 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	waste overflow
262178	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Plumbing	9/27/2024	9/27/2024 1:13:50 PM	2/5/2025	2/5/2025 11:15:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / Shower has a drip
262446	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Plumbing	9/30/2024	9/30/2024 9:17:21 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Kitchen water pressure i
262934	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	10/1/2024	10/1/2024 12:36:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Bathroom ceiling
262936	Potomac Gardens-AMP 4430 (043)-	Routine	In Progress	Floors, Wall and Ceilings	10/1/2024	10/1/2024 12:37:09 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Fungus Issue
263425	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Doors, Windows and Railings	10/3/2024	10/3/2024 12:22:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair broken windows
264028	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Doors, Windows and Railings	10/8/2024	10/8/2024 8:43:30 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1229 1st fl glass window
264261	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Plumbing	10/9/2024	10/9/2024 9:38:19 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Bathtub
264262	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Doors, Windows and Railings	10/9/2024	10/9/2024 9:40:23 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Window
264396	Potomac Gardens-AMP 4430 (043)-	NSPIRE Moderate	Request Reassignment	Capital Project	10/9/2024	10/9/2024 3:58:46 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	700 bld expose rebar in concrete
264397	Potomac Gardens-AMP 4430 (043)-	NSPIRE Moderate	Request Reassignment	Capital Project	10/9/2024	10/9/2024 4:02:49 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	expose rebar stariwell 2nd floor
264399	Potomac Gardens-AMP 4430 (043)-	NSPIRE Moderate	Request Reassignment	Capital Project	10/9/2024	10/9/2024 4:07:00 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	step concrete damaged
264401	Potomac Gardens-AMP 4430 (043)-	NSPIRE Moderate	Request Reassignment	Capital Project	10/9/2024	10/9/2024 4:12:16 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	700 bld expose rebar
264410	Potomac Gardens-AMP 4430 (043)-	NSPIRE Moderate	Request Reassignment	Capital Project	10/9/2024	10/9/2024 4:27:53 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	sidewalk/walkway
264414	Potomac Gardens-AMP 4430 (043)-	NSPIRE Moderate	Request Reassignment	Capital Project	10/9/2024	10/9/2024 4:32:28 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	704 bld tripping hazard
264418	Potomac Gardens-AMP 4430 (043)-	NSPIRE Moderate	Request Reassignment	Capital Project	10/9/2024	10/9/2024 4:36:32 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1220 bld tripping hazard
264424	Potomac Gardens-AMP 4430 (043)-	NSPIRE Moderate	Request Reassignment	Capital Project	10/9/2024	10/9/2024 4:44:40 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1229 bld tripping hazard
264661	Potomac Gardens-AMP 4430 (043)-	NSPIRE Moderate	Request Reassignment	Capital Project	10/10/2024	10/10/2024 3:00:10 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	712 bld exposed rebar
264680	Potomac Gardens-AMP 4430 (043)-	NSPIRE Moderate	Request Reassignment	Capital Project	10/10/2024	10/10/2024 3:22:02 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1212 bld tripped hazard
264685	Potomac Gardens-AMP 4430 (043)-	NSPIRE Moderate	Request Reassignment	Capital Project	10/10/2024	10/10/2024 3:26:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1214 bld pothole
264753	Potomac Gardens-AMP 4430 (043)-	NSPIRE Moderate	Request Reassignment	Capital Project	10/11/2024	10/11/2024 9:18:43 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1214 bld tripping hazard
264755	Potomac Gardens-AMP 4430 (043)-	NSPIRE Moderate	Request Reassignment	Capital Project	10/11/2024	10/11/2024 9:20:32 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1218 bld tripping hazard
264777	Potomac Gardens-AMP 4430 (043)-	NSPIRE Moderate	Request Reassignment	Capital Project	10/11/2024	10/11/2024 10:16:19 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1222 blg bricks chipped
264789	Potomac Gardens-AMP 4430 (043)-	NSPIRE Moderate	Request Reassignment	Capital Project	10/11/2024	10/11/2024 10:36:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	721 bld trip hazard
264794	Potomac Gardens-AMP 4430 (043)-	NSPIRE Moderate	Request Reassignment	Capital Project	10/11/2024	10/11/2024 10:42:57 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	exposed rebar by mechanical shop
264835	Potomac Gardens-AMP 4430 (043)-	NSPIRE Moderate	Request Reassignment	Capital Project	10/11/2024	10/11/2024 12:17:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	tripping hazard on balcony
265822	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Doors, Windows and Railings	10/17/2024	10/17/2024 4:24:41 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace broken glass
265823	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Doors, Windows and Railings	10/17/2024	10/17/2024 4:30:55 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace broken glass
265825	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Doors, Windows and Railings	10/17/2024	10/17/2024 4:36:41 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace broken glass
265925	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	10/18/2024	10/18/2024 10:36:36 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Wall repairs
265926	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	10/18/2024	10/18/2024 10:37:34 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Wall Paint
266030	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Plumbing	10/18/2024	10/18/2024 2:23:12 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathtub needs to be replaced
266198	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	10/21/2024	10/21/2024 9:46:00 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	holes
266937	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Plumbing	10/24/2024	10/24/2024 11:45:55 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	kitchen faucet loose
267384	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Plumbing	10/28/2024	10/28/2024 1:12:55 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Bathtub seal rep
267440	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Doors, Windows and Railings	10/28/2024	10/28/2024 3:40:52 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	broken window
267442	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Doors, Windows and Railings	10/28/2024	10/28/2024 3:43:04 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	broken window
267445	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Doors, Windows and Railings	10/28/2024	10/28/2024 3:47:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	broken window
267446	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Doors, Windows and Railings	10/28/2024	10/28/2024 3:49:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	broken window
267448	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Doors, Windows and Railings	10/28/2024	10/28/2024 3:50:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	broken window
267450	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Doors, Windows and Railings	10/28/2024	10/28/2024 3:52:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	broken window
267451	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Doors, Windows and Railings	10/28/2024	10/28/2024 3:53:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	broken window
267764	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	10/30/2024	10/30/2024 2:53:36 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repairs
268598	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Doors, Windows and Railings	11/6/2024	11/6/2024 12:22:39 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Two bedroom doors are o
268601	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	11/6/2024	11/6/2024 12:24:45 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./There are mice/rat hole
268603	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Painting	11/6/2024	11/6/2024 12:25:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Painting requested for entire unit
268616	Potomac Gardens-AMP 4430 (043)-	Routine	Web	Doors, Windows and Railings	11/6/2024	11/6/2024 1:05:42 PM	11/8/2024	11/8/2024 9:30:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-Tenant needs 3
268618	Potomac Gardens-AMP 4430 (043)-	Routine	Parts Pending	Plumbing	11/6/2024	11/6/2024 1:07:52 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-Long head disa
268747	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Doors, Windows and Railings	11/7/2024	11/7/2024 11:20:48 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Balcony screen door is
268829	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Plumbing	11/7/2024	11/7/2024 2:07:54 PM	11/8/2024	11/8/2024 2:51:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Shower knob is broken,
268830	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	11/7/2024	11/7/2024 2:08:33 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Baseboards throughout e
268842	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	11/7/2024	11/7/2024 3:23:09 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Caulk around tub/toilet loose
268906	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Doors, Windows and Railings	11/8/2024	11/8/2024 11:48:58 AM	11/19/2024	11/19/2024 10:29:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1st bedroom door
269703	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	11/15/2024	11/15/2024 9:09:08 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair bathroom
269876	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Doors, Windows and Railings	11/15/2024	11/15/2024 3:22:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	window broken
269885	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Doors, Windows and Railings	11/15/2024	11/15/2024 3:33:01 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair window
269888	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Doors, Windows and Railings	11/15/2024	11/15/2024 3:36:45 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair window
270108	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Electrical	11/18/2024	11/18/2024 12:25:57 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	no power
270218	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Plumbing	11/19/2024	11/19/2024 9:00:44 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Kitchen sink filte
270219	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Doors, Windows and Railings	11/19/2024	11/19/2024 9:01:46 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Window screen requ
270220	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	11/19/2024	11/19/2024 9:02:32 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Ceiling in bathroo
270341	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Doors, Windows and Railings	11/20/2024	11/20/2024 8:19:54 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. door
270611	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Plumbing	11/21/2024	11/21/2024 12:24:14 PM	12/27/2024	12/27/2024 2:45:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. shower
271047	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	11/25/2024	11/25/2024 8:58:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Walls
271215	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Electrical	11/26/2024	11/26/2024 9:51:04 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Kitchen lightbulb
271219	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Plumbing	11/26/2024	11/26/2024 9:53:21 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Tub handle broken.
271220	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	11/26/2024	11/26/2024 9:54:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Wall holes need to
271221	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Doors, Windows and Railings	11/26/2024	11/26/2024 10:00:34 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Closet door needs
271593	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Doors, Windows and Railings	12/2/2024	12/2/2024 9:33:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Balcony screen door is
271730	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	12/2/2024	12/2/2024 2:08:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1214-12 total family care
271813	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	12/3/2024	12/3/2024 9:50:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	rusty wall base
271850	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Doors, Windows and Railings	12/3/2024	12/3/2024 10:52:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	door

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
271853	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Doors, Windows and Railings	12/3/2024	12/3/2024 10:57:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./New screen door needed
272018	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Heating and Cooling	12/4/2024	12/4/2024 8:49:26 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Heater makes sounds
272090	Potomac Gardens-AMP 4430 (043)-	Routine	In Progress	Safety, Security, Bldg Maint	12/4/2024	12/4/2024 11:33:13 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	mold
272141	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Extermination/Pest Control	12/4/2024	12/4/2024 2:09:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Pest control
272204	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Carpentry	12/5/2024	12/5/2024 8:56:49 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Closet sliding door
272319	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Plumbing	12/5/2024	12/5/2024 1:45:38 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	caulk around kit sink
272412	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Doors, Windows and Railings	12/5/2024	12/5/2024 7:18:36 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Kitchen- window won't close/ unsecu
272427	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	12/6/2024	12/6/2024 8:45:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Balcony slab replace
272445	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/6/2024	12/6/2024 9:16:29 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	proepty main/ smoke detector
272528	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	12/6/2024	12/6/2024 12:35:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair bathroom
272651	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Electrical	12/9/2024	12/9/2024 8:37:36 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	proepty main/Light bulb replace
272730	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Safety, Security, Bldg Maint	12/9/2024	12/9/2024 11:53:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. mildew
272839	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Doors, Windows and Railings	12/10/2024	12/10/2024 9:02:56 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Closet needs to be
273129	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Heating and Cooling	12/11/2024	12/11/2024 12:58:28 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Radiator cover
273258	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Plumbing	12/12/2024	12/12/2024 10:25:35 AM	1/27/2025	1/27/2025 9:21:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Kitchen faucet drips
273392	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Accessories	12/12/2024	12/12/2024 3:03:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Bathroom Toilet
273393	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Plumbing	12/12/2024	12/12/2024 3:04:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Bathroom Tub
273678	Potomac Gardens-AMP 4430 (043)-	Routine	Parts Pending	Safety, Security, Bldg Maint	12/16/2024	12/16/2024 10:10:58 AM	12/18/2024	12/18/2024 10:45:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	supplies
273764	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Lighting and Ceiling Fans	12/16/2024	12/16/2024 1:23:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Need kitchen, bathroom light fixtur
273809	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Doors, Windows and Railings	12/16/2024	12/16/2024 4:09:04 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1229 glass shattered on 1st floor
273903	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Lighting and Ceiling Fans	12/17/2024	12/17/2024 2:46:20 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace kit light
274589	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Doors, Windows and Railings	12/23/2024	12/23/2024 9:03:54 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Front door buckled
274732	Potomac Gardens-AMP 4430 (043)-	Emergency	Parts Pending	Plumbing	12/23/2024	12/23/2024 12:11:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propety main/ clogged drains
275249	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Carpentry	12/30/2024	12/30/2024 8:45:38 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ holes in the walls
275279	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Carpentry	12/30/2024	12/30/2024 9:39:54 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ holes in the walls
275283	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Plumbing	12/30/2024	12/30/2024 9:41:46 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ bathtub caulking
275285	Potomac Gardens-AMP 4430 (043)-	Routine	Parts Pending	Carpentry	12/30/2024	12/30/2024 9:42:29 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ kitchen cabinets
275400	Potomac Gardens-AMP 4430 (043)-	Emergency	Parts Pending	Plumbing	12/30/2024	12/30/2024 12:57:04 PM	12/30/2024	12/30/2024 2:26:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	bathroom sink
275716	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Doors, Windows and Railings	1/2/2025	1/2/2025 11:53:30 AM	2/7/2025	2/7/2025 10:52:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / Windows lock broken
275875	Potomac Gardens-AMP 4430 (043)-	Routine	Call	Plumbing	1/3/2025	1/3/2025 11:15:49 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Bathroom shower Faucet
275977	Potomac Gardens-AMP 4430 (043)-		Web	Access Control	1/4/2025	1/4/2025 10:55:10 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	im in 604 in the 700 building, th
276066	Potomac Gardens-AMP 4430 (043)-	Emergency	Scheduled	Plumbing	1/6/2025	1/6/2025 9:32:02 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ fast leak
276070	Potomac Gardens-AMP 4430 (043)-	Emergency	Call	Floors, Wall and Ceilings	1/6/2025	1/6/2025 10:37:28 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold in living room vent
276087	Potomac Gardens-AMP 4430 (043)-	Emergency	Call	Safety, Security, Bldg Maint	1/6/2025	1/6/2025 12:45:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Check for mold
276165	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	1/7/2025	1/7/2025 8:46:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property main/ ceiling repair
276168	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Plumbing	1/7/2025	1/7/2025 8:49:52 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property main/ kitchen sink
276245	Potomac Gardens-AMP 4430 (043)-		Web	Extermination/Pest Control	1/7/2025	1/7/2025 10:54:32 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Baby mice enter around the radiator
276281	Potomac Gardens-AMP 4430 (043)-	Emergency	Call	Heating and Cooling	1/8/2025	1/8/2025 10:32:52 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	special ops/
276353	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	1/8/2025	1/8/2025 1:50:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Kitchen sink baseboard
276354	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	1/8/2025	1/8/2025 1:51:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Bathroom wall has water
276558	Potomac Gardens-AMP 4430 (043)-	Emergency	Scheduled	Floors, Wall and Ceilings	1/10/2025	1/10/2025 12:13:38 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	bedroom ceiling
276618	Potomac Gardens-AMP 4430 (043)-	Emergency	Call	Floors, Wall and Ceilings	1/10/2025	1/10/2025 3:47:09 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1229 G ST SE
277044	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	1/14/2025	1/14/2025 11:24:54 AM	1/14/2025	1/14/2025 3:41:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/Floor by the balcony is c
277046	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Doors, Windows and Railings	1/14/2025	1/14/2025 11:27:49 AM	1/14/2025	1/14/2025 3:48:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/Closet door is broken in
277079	Potomac Gardens-AMP 4430 (043)-	Emergency	Scheduled	Plumbing	1/14/2025	1/14/2025 2:06:37 PM	1/14/2025	1/14/2025 2:24:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	shower running
277186	Potomac Gardens-AMP 4430 (043)-	Emergency	Request Reassignment	Safety, Security, Bldg Maint	1/15/2025	1/15/2025 9:56:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	708 Fire alarm pull station broken
277192	Potomac Gardens-AMP 4430 (043)-	Emergency	Request Reassignment	Safety, Security, Bldg Maint	1/15/2025	1/15/2025 10:17:03 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	714 fire pull station cover missing
277198	Potomac Gardens-AMP 4430 (043)-	Emergency	Request Reassignment	Safety, Security, Bldg Maint	1/15/2025	1/15/2025 10:40:09 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1214 Fire Pull Station
277200	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Doors, Windows and Railings	1/15/2025	1/15/2025 10:42:34 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Kitchen window glass shattered
277219	Potomac Gardens-AMP 4430 (043)-	Routine	Call	Doors, Windows and Railings	1/15/2025	1/15/2025 11:32:51 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	REPACE ENTRY DOOR
277226	Potomac Gardens-AMP 4430 (043)-	Routine	Call	Floors, Wall and Ceilings	1/15/2025	1/15/2025 11:50:31 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	REPAIR HOLE IN KITCHENS WALL
277227	Potomac Gardens-AMP 4430 (043)-	Preventative Maint.	Call	Appliances	1/15/2025	1/15/2025 11:50:32 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	housekeeping
277244	Potomac Gardens-AMP 4430 (043)-	Emergency	Scheduled	Appliances	1/15/2025	1/15/2025 12:28:04 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Kitchen Oven
277246	Potomac Gardens-AMP 4430 (043)-	Emergency	Scheduled	Doors, Windows and Railings	1/15/2025	1/15/2025 12:30:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Front Door is broken
277321	Potomac Gardens-AMP 4430 (043)-	Routine	Call	Maintenance	1/15/2025	1/15/2025 4:25:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	SUPPLIES
277322	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Maintenance	1/15/2025	1/15/2025 4:32:30 PM	1/31/2025	1/31/2025 3:03:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS INSPECTION
277525	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Locks/Keys	1/16/2025	1/16/2025 3:29:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Install mailbox lock
277576	Potomac Gardens-AMP 4430 (043)-	Routine	Call	Extermination/Pest Control	1/17/2025	1/17/2025 8:58:21 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / Pest control requested
277705	Potomac Gardens-AMP 4430 (043)-	Emergency	Scheduled	Appliances	1/17/2025	1/17/2025 4:05:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/Stove is not working
277829	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	1/21/2025	1/21/2025 8:37:40 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./There are mice holes in
278008	Potomac Gardens-AMP 4430 (043)-	Routine	Call	Floors, Wall and Ceilings	1/21/2025	1/21/2025 1:29:39 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Bathroom wall has a hole
278049	Potomac Gardens-AMP 4430 (043)-	Routine	Call	Heating and Cooling	1/21/2025	1/21/2025 3:56:34 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Radiators need to be spr
278050	Potomac Gardens-AMP 4430 (043)-	Routine	Call	Doors, Windows and Railings	1/21/2025	1/21/2025 3:57:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Closet door is hanging.
278161	Potomac Gardens-AMP 4430 (043)-	Emergency	Scheduled	Appliances	1/22/2025	1/22/2025 12:13:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Oven not working
278163	Potomac Gardens-AMP 4430 (043)-	Emergency	Call	Heating and Cooling	1/22/2025	1/22/2025 12:15:47 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops/No heat in unit
278205	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	1/22/2025	1/22/2025 4:06:52 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	patch behind radiator
278305	Potomac Gardens-AMP 4430 (043)-	Emergency	Call	Heating and Cooling	1/23/2025	1/23/2025 10:36:05 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec Ops/No heat
278358	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Doors, Windows and Railings	1/23/2025	1/23/2025 1:20:49 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	peep hole
278402	Potomac Gardens-AMP 4430 (043)-	Routine	Call	Plumbing	1/23/2025	1/23/2025 3:34:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PropMain/Reglaze the bathtub.Disabl
278403	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Doors, Windows and Railings	1/23/2025	1/23/2025 3:34:49 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PropMain/ Kitchen and bathroom clos
278405	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Floors, Wall and Ceilings	1/23/2025	1/23/2025 3:36:13 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PropMain/Big chunk of concrete miss
278408	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Doors, Windows and Railings	1/23/2025	1/23/2025 3:37:53 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PropMain/Bathroom door gets stuck D
278500	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Locks/Keys	1/24/2025	1/24/2025 11:16:10 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	install mailboxes in 1206
278701	Potomac Gardens-AMP 4430 (043)-	Emergency	Call	Heating and Cooling	1/27/2025	1/27/2025 8:49:23 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec Ops/Heat NOT Working Senior
278796	Potomac Gardens-AMP 4430 (043)-	Emergency	Scheduled	Plumbing	1/27/2025	1/27/2025 11:07:47 AM	1/27/2025	1/27/2025 11:54:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	bathroom sink leaking at the bottom
279034	Potomac Gardens-AMP 4430 (043)-	Make Ready	Scheduled	Maintenance	1/28/2025	1/28/2025 2:32:37 PM	1/31/2025	1/31/2025 3:00:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS INSPECTION
279075	Potomac Gardens-AMP 4430 (043)-	Emergency	Scheduled	Appliances	1/28/2025	1/28/2025 10:14:49 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ Oven is not working
279110	Potomac Gardens-AMP 4430 (043)-	Routine	Parts Pending	Doors, Windows and Railings	1/29/2025	1/29/2025 9:29:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	REPLACE LOCKS IN COMMUNITY ROOM
279174	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Plumbing	1/29/2025	1/29/2025 11:04:41 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	water shut off for 700 bld
279372	Potomac Gardens-AMP 4430 (043)-	Routine	Call	Safety, Security, Bldg Maint	1/30/2025	1/30/2025 11:15:02 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1206 Fire bell cover missing
279374	Potomac Gardens-AMP 4430 (043)-	Emergency	Call	Safety, Security, Bldg Maint	1/30/2025	1/30/2025 11:17:00 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	713 Fire alarm pull station need fi
279522	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Plumbing	1/31/2025	1/31/2025 12:04:17 PM	1/31/2025	1/31/2025 1:53:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	bathroom sink leaking

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
279556	Potomac Gardens-AMP 4430 (043)-	Preventative Maint.	Scheduled	Safety, Security, Bldg Maint	1/31/2025	1/31/2025 3:23:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	possible mold in bathroom
279659	Potomac Gardens-AMP 4430 (043)-	Make Ready	Call	Electrical	2/3/2025	2/3/2025 9:08:58 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PARTIAL POWER IN THE LIVING ROOM
279720	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Lighting and Ceiling Fans	2/3/2025	2/3/2025 11:28:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	install kitchen light
279777	Potomac Gardens-AMP 4430 (043)-	Emergency	Scheduled	Floors, Wall and Ceilings	2/3/2025	2/3/2025 1:57:24 PM	2/4/2025	2/4/2025 11:10:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	bathroom ceiling leaking
279912	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Doors, Windows and Railings	2/4/2025	2/4/2025 12:15:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Bathroom door screws ca
279915	Potomac Gardens-AMP 4430 (043)-	Routine	Call	Appliances	2/4/2025	2/4/2025 12:18:00 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Oven light is out
279916	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	2/4/2025	2/4/2025 12:18:50 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./There is a mice hole be
279917	Potomac Gardens-AMP 4430 (043)-	Routine	Call	Heating and Cooling	2/4/2025	2/4/2025 12:19:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Heater panel in the 2nd
279931	Potomac Gardens-AMP 4430 (043)-	Routine	Call	Floors, Wall and Ceilings	2/4/2025	2/4/2025 12:55:08 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair and paint ceiling
280009	Potomac Gardens-AMP 4430 (043)-	Routine	Call	Floors, Wall and Ceilings	2/5/2025	2/5/2025 8:43:00 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair ceiling
280010	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	2/5/2025	2/5/2025 8:44:34 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair ceiling
280011	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Floors, Wall and Ceilings	2/5/2025	2/5/2025 8:46:03 AM	2/6/2025	2/6/2025 2:43:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair ceiling
280172	Potomac Gardens-AMP 4430 (043)-	Emergency	Scheduled	Appliances	2/6/2025	2/6/2025 9:36:43 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	garbage disposal is leaking
280189	Potomac Gardens-AMP 4430 (043)-	Emergency	Call	Safety, Security, Bldg Maint	2/6/2025	2/6/2025 10:21:38 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1222 fire pull station 2nd & 3rd fl
280195	Potomac Gardens-AMP 4430 (043)-	Emergency	Call	Safety, Security, Bldg Maint	2/6/2025	2/6/2025 10:36:40 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	700 2nd floor pull station
280251	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Lighting and Ceiling Fans	2/6/2025	2/6/2025 12:47:05 PM	2/6/2025	2/6/2025 2:47:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property walk 700
280255	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Lighting and Ceiling Fans	2/6/2025	2/6/2025 12:52:44 PM	2/6/2025	2/6/2025 2:55:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property walk 700
280256	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Lighting and Ceiling Fans	2/6/2025	2/6/2025 12:54:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property walk 1229
280257	Potomac Gardens-AMP 4430 (043)-	Routine	Request Reassignment	Lighting and Ceiling Fans	2/6/2025	2/6/2025 12:56:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	property walk 1229
280315	Potomac Gardens-AMP 4430 (043)-	Emergency	Call	Heating and Cooling	2/7/2025	2/7/2025 7:37:51 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	special ops/ no heat
280345	Potomac Gardens-AMP 4430 (043)-	Emergency	Call	Heating and Cooling	2/7/2025	2/7/2025 10:37:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	special ops/ no heat
280369	Potomac Gardens-AMP 4430 (043)-	Routine	Call	Floors, Wall and Ceilings	2/7/2025	2/7/2025 11:33:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Hole behind the refriger
280422	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Carpentry	2/7/2025	2/7/2025 2:48:36 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Need screw for kit cab door
280437	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Electrical	2/7/2025	2/7/2025 3:26:09 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint / light bulb replace.
280443	Potomac Gardens-AMP 4430 (043)-	Emergency	Scheduled	Doors, Windows and Railings	2/7/2025	2/7/2025 4:08:49 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Can't open door
280478	Potomac Gardens-AMP 4430 (043)-	Emergency	Call	Heating and Cooling	2/8/2025	2/8/2025 6:22:40 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special.Ops/Heat NOT Working
280571	Potomac Gardens-AMP 4430 (043)-	Routine	Call	Extermination/Pest Control	2/10/2025	2/10/2025 11:01:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Fruit Flies
280587	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Plumbing	2/10/2025	2/10/2025 11:45:31 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	install sink stopper
280673	Potomac Gardens-AMP 4430 (043)-	Emergency	Scheduled	Plumbing	2/10/2025	2/10/2025 4:29:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	toilet
280676	Potomac Gardens-AMP 4430 (043)-	Emergency	Call	Heating and Cooling	2/10/2025	2/10/2025 6:00:45 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops / No heat
280693	Potomac Gardens-AMP 4430 (043)-	Routine	Parts Pending	Painting	2/11/2025	2/11/2025 9:04:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Paint One bedroom entirely
280707	Potomac Gardens-AMP 4430 (043)-	Routine	Call	Extermination/Pest Control	2/11/2025	2/11/2025 10:06:05 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Pest control
280708	Potomac Gardens-AMP 4430 (043)-	Routine	Call	Doors, Windows and Railings	2/11/2025	2/11/2025 10:06:36 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Front door lock
280711	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Carpentry	2/11/2025	2/11/2025 10:18:24 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ cover holes
280712	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Doors, Windows and Railings	2/11/2025	2/11/2025 10:22:02 AM	2/13/2025	2/13/2025 1:47:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	weather strip around door
280723	Potomac Gardens-AMP 4430 (043)-	Emergency	Scheduled	Appliances	2/11/2025	2/11/2025 11:36:52 AM	2/12/2025	2/12/2025 1:41:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint / Oven NOT working - NO
280775	Potomac Gardens-AMP 4430 (043)-	Emergency	Scheduled	Floors, Wall and Ceilings	2/11/2025	2/11/2025 5:06:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint / Bedroom ceiling is le
280807	Potomac Gardens-AMP 4430 (043)-	Emergency	Scheduled	Plumbing	2/12/2025	2/12/2025 11:36:35 AM	2/12/2025	2/12/2025 4:11:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Kitchen sink pipe is br
280808	Potomac Gardens-AMP 4430 (043)-	Emergency	Scheduled	Plumbing	2/12/2025	2/12/2025 11:37:05 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Tub faucet is running w
280813	Potomac Gardens-AMP 4430 (043)-	Routine	Scheduled	Locks/Keys	2/12/2025	2/12/2025 12:33:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	mailbox lock
280822	Potomac Gardens-AMP 4430 (043)-	Emergency	Scheduled	Doors, Windows and Railings	2/12/2025	2/12/2025 1:35:34 PM	2/12/2025	2/12/2025 3:54:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Front door is
280849	Potomac Gardens-AMP 4430 (043)-	Emergency	Call	Heating and Cooling	2/13/2025	2/13/2025 6:15:03 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT/No heat
280851	Potomac Gardens-AMP 4430 (043)-	Emergency	Scheduled	Appliances	2/13/2025	2/13/2025 7:47:52 AM	2/13/2025	2/13/2025 4:08:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/ Gargabe disposal not w
280867	Potomac Gardens-AMP 4430 (043)-	Emergency	Scheduled	Heating and Cooling	2/13/2025	2/13/2025 9:06:14 AM	2/13/2025	2/13/2025 10:55:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ radiator leaking
281024	Potomac Gardens-AMP 4430 (043)-	Emergency	Call	Elevator	2/13/2025	2/13/2025 3:04:29 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops / Elevator not working.
281026	Potomac Gardens-AMP 4430 (043)-	Emergency	Scheduled	Plumbing	2/13/2025	2/13/2025 3:13:34 PM	2/13/2025	2/13/2025 3:41:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Leak from he heat line in
Open Work Orders (Potomac Gardens-AMP 4430(043)) - 217															
Property : Regency House-AMP 1690(069)															
258088	Regency House-AMP 1690 (069)-	Make Ready	In Progress	Painting	9/6/2024	9/6/2024 2:03:23 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Laundry room ceiling
259277	Regency House-AMP 1690 (069)-	NSPIRE Life-Threatening	In Progress	Floors, Wall and Ceilings	9/11/2024	9/11/2024 2:27:56 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	cracked, chipped concrete
259792	Regency House-AMP 1690 (069)-	NSPIRE Life-Threatening	Call	Electrical	9/13/2024	9/13/2024 1:44:50 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	outlet needs repositon & GFI
264891	Regency House-AMP 1690 (069)-	NSPIRE Low	Scheduled	Safety, Security, Bldg Maint	10/11/2024	10/11/2024 2:53:01 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1st floor chute door latch Missing
264893	Regency House-AMP 1690 (069)-	NSPIRE Moderate	Scheduled	Safety, Security, Bldg Maint	10/11/2024	10/11/2024 2:54:20 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	2nd floor chute door missing latch
264896	Regency House-AMP 1690 (069)-	NSPIRE Moderate	Scheduled	Safety, Security, Bldg Maint	10/11/2024	10/11/2024 2:56:03 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	3rd floor chute door missing latch
264897	Regency House-AMP 1690 (069)-	NSPIRE Moderate	Scheduled	Safety, Security, Bldg Maint	10/11/2024	10/11/2024 2:57:05 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	4th floor chute door missing latch
264900	Regency House-AMP 1690 (069)-	NSPIRE Moderate	Scheduled	Safety, Security, Bldg Maint	10/11/2024	10/11/2024 2:58:28 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	7th floor chute missing latch
264902	Regency House-AMP 1690 (069)-	NSPIRE Moderate	Scheduled	Safety, Security, Bldg Maint	10/11/2024	10/11/2024 3:02:15 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	9th fl chute door does not self lat
264930	Regency House-AMP 1690 (069)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	10/11/2024	10/11/2024 3:58:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	loose tile on shower
266025	Regency House-AMP 1690 (069)-	Routine	In Progress	Floors, Wall and Ceilings	10/18/2024	10/18/2024 2:16:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall needs plaster and painted
266385	Regency House-AMP 1690 (069)-	Routine	In Progress	Floors, Wall and Ceilings	10/21/2024	10/21/2024 3:50:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling plaster and paint
266515	Regency House-AMP 1690 (069)-	Routine	Scheduled	Floors, Wall and Ceilings	10/22/2024	10/22/2024 12:12:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall behind sink
272264	Regency House-AMP 1690 (069)-	Routine	In Progress	Extermination/Pest Control	12/5/2024	12/5/2024 10:56:24 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Tenant have bed bugs
274309	Regency House-AMP 1690 (069)-	Routine	Scheduled	Doors, Windows and Railings	12/20/2024	12/20/2024 9:17:28 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Blinds broken
274858	Regency House-AMP 1690 (069)-	Routine	In Progress	Floors, Wall and Ceilings	12/24/2024	12/24/2024 9:16:09 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Flooring throughout ent
274861	Regency House-AMP 1690 (069)-	Routine	In Progress	Painting	12/24/2024	12/24/2024 9:19:31 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Entire unit painting re
274862	Regency House-AMP 1690 (069)-	Routine	In Progress	Floors, Wall and Ceilings	12/24/2024	12/24/2024 9:20:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Living room wall has wa
275407	Regency House-AMP 1690 (069)-	Routine	In Progress	Extermination/Pest Control	12/30/2024	12/30/2024 1:10:23 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Pest control for bed bu
276235	Regency House-AMP 1690 (069)-	Emergency	Call	Heating and Cooling	1/7/2025	1/7/2025 5:36:33 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops-No heat
276392	Regency House-AMP 1690 (069)-	Routine	Scheduled	Electrical	1/8/2025	1/8/2025 4:13:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Pushmatic
277216	Regency House-AMP 1690 (069)-	Emergency	Call	Elevator	1/15/2025	1/15/2025 11:22:21 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec OPs/Wheelchair lift not workin
277330	Regency House-AMP 1690 (069)-	Emergency	Call	Heating and Cooling	1/15/2025	1/15/2025 7:07:49 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	special ops/heat
277582	Regency House-AMP 1690 (069)-	Emergency	Call	Safety, Security, Bldg Maint	1/17/2025	1/17/2025 9:28:46 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	spec. ops/ fire panel
277762	Regency House-AMP 1690 (069)-	Emergency	Call	Electrical	1/19/2025	1/19/2025 10:52:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/Fire alarm going off,
277803	Regency House-AMP 1690 (069)-	Emergency	Call	Safety, Security, Bldg Maint	1/20/2025	1/20/2025 4:03:19 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PropMain/Fire alarm keeps going off
277983	Regency House-AMP 1690 (069)-	Emergency	Call	Heating and Cooling	1/21/2025	1/21/2025 12:25:29 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec Ops/Heat not working
278438	Regency House-AMP 1690 (069)-	Emergency	Call	Safety, Security, Bldg Maint	1/24/2025	1/24/2025 7:04:35 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	spec. ops/ panel reset
278507	Regency House-AMP 1690 (069)-	Routine	Scheduled	Locks/Keys	1/24/2025	1/24/2025 11:36:58 AM	1/24/2025	1/24/2025 1:49:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Need bottom lock key
278632	Regency House-AMP 1690 (069)-	Emergency	Call	Electrical	1/25/2025	1/25/2025 4:10:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/Lights going on and off
278702	Regency House-AMP 1690 (069)-	Make Ready	Scheduled	Maintenance	1/27/2025	1/27/2025 8:52:27 AM	1/27/2025	1/27/2025 10:13:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Supplies for supply room
279009	Regency House-AMP 1690 (069)-	Routine	Call	Safety, Security, Bldg Maint	1/28/2025	1/28/2025 1:02:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	damaged trash lift
279016	Regency House-AMP 1690 (069)-	Routine	Call	Extermination/Pest Control	1/28/2025	1/28/2025 1:30:52 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bed bug Inspection
279017	Regency House-AMP 1690 (069)-	Routine	Call	Extermination/Pest Control	1/28/2025	1/28/2025 1:31:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bed bug Inspection
279018	Regency House-AMP 1690 (069)-	Routine	Call	Extermination/Pest Control	1/28/2025	1/28/2025 1:32:44 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bed bug Inspection
279021	Regency House-AMP 1690 (069)-	Routine	Call	Extermination/Pest Control	1/28/2025	1/28/2025 1:33:37 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bed bug Inspection
279521	Regency House-AMP 1690 (069)-	Routine	Scheduled	Lighting and Ceiling Fans	1/31/2025	1/31/2025 11:58:47 AM	1/31/2025	1/31/2025 1:53:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Chain broke off light

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
279711	Regency House-AMP 1690 (069)-	Routine	Scheduled	Floors, Wall and Ceilings	2/3/2025	2/3/2025 11:10:52 AM	2/3/2025	2/3/2025 1:52:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Wall above ceiling need plaster
279960	Regency House-AMP 1690 (069)-		Web	Appliances	2/4/2025	2/4/2025 2:55:06 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Gas stove pilots went out
279976	Regency House-AMP 1690 (069)-	Routine	Scheduled	Doors, Windows and Railings	2/4/2025	2/4/2025 3:33:17 PM	2/5/2025	2/5/2025 10:50:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Blinds need to be replaced
279978	Regency House-AMP 1690 (069)-	Routine	Scheduled	Floors, Wall and Ceilings	2/4/2025	2/4/2025 3:35:44 PM	2/5/2025	2/5/2025 10:50:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 baseboards needs to be repaired
280022	Regency House-AMP 1690 (069)-	Routine	Scheduled	Floors, Wall and Ceilings	2/5/2025	2/5/2025 9:19:48 AM	2/5/2025	2/5/2025 2:53:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Holes plaster and paint
280025	Regency House-AMP 1690 (069)-	Routine	Scheduled	Maintenance	2/5/2025	2/5/2025 9:28:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Maintenance
280379	Regency House-AMP 1690 (069)-	Routine	Scheduled	Plumbing	2/7/2025	2/7/2025 12:12:41 PM	2/7/2025	2/7/2025 3:53:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Toothpaste top in sink
280698	Regency House-AMP 1690 (069)-	Emergency	Call	Plumbing	2/11/2025	2/11/2025 9:43:46 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Bathroom sink leaking
280794	Regency House-AMP 1690 (069)-	Emergency	Call	Heating and Cooling	2/12/2025	2/12/2025 10:49:31 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Spec. Ops./No heat in the unit
280795	Regency House-AMP 1690 (069)-	Routine	Call	ADA	2/12/2025	2/12/2025 10:50:49 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop Maint./Safety bars installatio
280929	Regency House-AMP 1690 (069)-	Emergency	Call	Plumbing	2/13/2025	2/13/2025 10:46:10 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Bathroom sink leaking
281009	Regency House-AMP 1690 (069)-	Emergency	Call	Plumbing	2/13/2025	2/13/2025 1:43:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Bathroom tub is leaking
Open Work Orders (Regency House-AMP 1690(069)) - 50															
Property : Richardson Dwellings-AMP 2130(017)															
254455	Richardson Dwellings-AMP 2130 (017)-	Routine	In Progress	Roofing	8/15/2024	8/15/2024 8:56:32 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Clean gutters entire property
256403	Richardson Dwellings-AMP 2130 (017)-	Routine	In Progress	Roofing	8/27/2024	8/27/2024 8:32:59 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 damage gutter
260399	Richardson Dwellings-AMP 2130 (017)-	Routine	In Progress	Carpentry	9/17/2024	9/17/2024 11:37:37 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop Maint./Kitchen cabinets have h
265147	Richardson Dwellings-AMP 2130 (017)-	Routine	In Progress	Floors, Wall and Ceilings	10/15/2024	10/15/2024 11:19:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Crack in building wall
265178	Richardson Dwellings-AMP 2130 (017)-	Routine	In Progress	Floors, Wall and Ceilings	10/15/2024	10/15/2024 12:20:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Crack in foundation
266736	Richardson Dwellings-AMP 2130 (017)-	Routine	Scheduled	Carpentry	10/23/2024	10/23/2024 1:19:08 PM	11/14/2024	11/14/2024 1:12:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop. Maint./Kitchen Cabinets
273557	Richardson Dwellings-AMP 2130 (017)-	Routine	In Progress	Safety, Security, Bldg Maint	12/13/2024	12/13/2024 1:53:11 PM	12/13/2024	12/13/2024 2:32:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop. Maint./Mold/Mildew Observed
274789	Richardson Dwellings-AMP 2130 (017)-	Routine	In Progress	Safety, Security, Bldg Maint	12/23/2024	12/23/2024 2:00:16 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Mold-like substance in bathroom
276323	Richardson Dwellings-AMP 2130 (017)-	Routine	Scheduled	Floors, Wall and Ceilings	1/8/2025	1/8/2025 12:17:33 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Replace tile floor
276553	Richardson Dwellings-AMP 2130 (017)-	Routine	In Progress	Doors, Windows and Railings	1/10/2025	1/10/2025 11:55:04 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Entrance railing
276930	Richardson Dwellings-AMP 2130 (017)-	Routine	Scheduled	Doors, Windows and Railings	1/13/2025	1/13/2025 2:52:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 prop maint/Closet door in one of th
277272	Richardson Dwellings-AMP 2130 (017)-	Routine	In Progress	Plumbing	1/15/2025	1/15/2025 1:25:50 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Re-glaze tub
277413	Richardson Dwellings-AMP 2130 (017)-	Routine	Scheduled	Floors, Wall and Ceilings	1/16/2025	1/16/2025 10:24:24 AM	1/16/2025	1/16/2025 1:58:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Plaster & Paint holes
279106	Richardson Dwellings-AMP 2130 (017)-	Routine	Scheduled	Floors, Wall and Ceilings	1/29/2025	1/29/2025 9:18:32 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 repair hole under kitchen cabinet
279118	Richardson Dwellings-AMP 2130 (017)-	Routine	Scheduled	Floors, Wall and Ceilings	1/29/2025	1/29/2025 9:43:35 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop. Maint./Wall in the bedroom
279238	Richardson Dwellings-AMP 2130 (017)-	Routine	In Progress	Doors, Windows and Railings	1/29/2025	1/29/2025 1:43:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Secure window bars
279248	Richardson Dwellings-AMP 2130 (017)-	Routine	In Progress	Doors, Windows and Railings	1/29/2025	1/29/2025 2:38:15 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Secure window bars
279249	Richardson Dwellings-AMP 2130 (017)-	Routine	In Progress	Doors, Windows and Railings	1/29/2025	1/29/2025 2:38:55 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Secure window bars
279260	Richardson Dwellings-AMP 2130 (017)-	Routine	Scheduled	Floors, Wall and Ceilings	1/29/2025	1/29/2025 2:52:32 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 replace damage step treads
279645	Richardson Dwellings-AMP 2130 (017)-	Routine	Scheduled	Floors, Wall and Ceilings	2/3/2025	2/3/2025 8:48:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 bathroom floor tile
280297	Richardson Dwellings-AMP 2130 (017)-	Routine	In Progress	Safety, Security, Bldg Maint	2/6/2025	2/6/2025 3:42:01 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Mold-like substance in bathroom
280298	Richardson Dwellings-AMP 2130 (017)-	Routine	Scheduled	Doors, Windows and Railings	2/6/2025	2/6/2025 3:53:10 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 needs two closet doors
280585	Richardson Dwellings-AMP 2130 (017)-	Routine	Scheduled	Floors, Wall and Ceilings	2/10/2025	2/10/2025 11:38:13 AM	2/10/2025	2/10/2025 1:15:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Plaster and paint kitchen ceiling
280611	Richardson Dwellings-AMP 2130 (017)-	Routine	Call	Plumbing	2/10/2025	2/10/2025 1:29:09 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Special Ops/ Leaking heat line
280785	Richardson Dwellings-AMP 2130 (017)-	Routine	Scheduled	Doors, Windows and Railings	2/12/2025	2/12/2025 9:27:04 AM	2/12/2025	2/12/2025 11:07:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 replace blinds
280786	Richardson Dwellings-AMP 2130 (017)-	Routine	Scheduled	Safety, Security, Bldg Maint	2/12/2025	2/12/2025 9:32:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 replace smoke alarm
280787	Richardson Dwellings-AMP 2130 (017)-	Routine	Scheduled	Safety, Security, Bldg Maint	2/12/2025	2/12/2025 9:35:01 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 replace fire extinguisher
280788	Richardson Dwellings-AMP 2130 (017)-	Routine	Scheduled	Doors, Windows and Railings	2/12/2025	2/12/2025 9:39:07 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 replace 3 blinds down stairs
280806	Richardson Dwellings-AMP 2130 (017)-	Routine	Scheduled	Extermination/Pest Control	2/12/2025	2/12/2025 11:29:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Treat for spiders & roaches
280836	Richardson Dwellings-AMP 2130 (017)-	Routine	Scheduled	Doors, Windows and Railings	2/12/2025	2/12/2025 3:37:00 PM	2/13/2025	2/13/2025 2:50:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Property Maintenance-The 2nd bedroo
280837	Richardson Dwellings-AMP 2130 (017)-	Routine	Scheduled	Doors, Windows and Railings	2/12/2025	2/12/2025 3:38:30 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Property Maintenance-Blind Replacem
280838	Richardson Dwellings-AMP 2130 (017)-	Emergency	Scheduled	CCTV	2/12/2025	2/12/2025 3:46:16 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 We Need to pull footage.
280883	Richardson Dwellings-AMP 2130 (017)-	Routine	Call	Doors, Windows and Railings	2/13/2025	2/13/2025 9:47:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Replace Handrail
280982	Richardson Dwellings-AMP 2130 (017)-	Routine	Scheduled	Floors, Wall and Ceilings	2/13/2025	2/13/2025 11:46:04 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop Maint./Laundry room, masterbed
280984	Richardson Dwellings-AMP 2130 (017)-	Routine	Call	Extermination/Pest Control	2/13/2025	2/13/2025 11:47:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop Maint./Pest control for mice.
Open Work Orders (Richardson Dwellings-AMP 2130(017)) - 36															
Property : Sibley Plaza Senior-AMP 1291(029)															
228360	Sibley Plaza Senior-AMP 1291 (029)-	NSPIRE Low	In Progress	Plumbing	3/14/2024	3/14/2024 9:59:09 AM	12/29/2024	12/29/2024 7:00:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Sink - Def 5
228444	Sibley Plaza Senior-AMP 1291 (029)-	NSPIRE Life-Threatening	In Progress	Capital Project	3/14/2024	3/14/2024 9:59:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Foundation - Def 3
228519	Sibley Plaza Senior-AMP 1291 (029)-	NSPIRE Moderate	In Progress	Capital Project	3/14/2024	3/14/2024 9:59:30 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Foundation - Def 3
228537	Sibley Plaza Senior-AMP 1291 (029)-	NSPIRE Moderate	In Progress	Capital Project	3/14/2024	3/14/2024 9:59:32 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Foundation - Def 3
229653	Sibley Plaza Senior-AMP 1291 (029)-	NSPIRE Moderate	In Progress	Capital Project	3/21/2024	3/21/2024 8:00:35 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Foundation - Def 5
259552	Sibley Plaza Senior-AMP 1291 (029)-	NSPIRE Moderate	Call	Floors, Wall and Ceilings	9/12/2024	9/12/2024 2:41:46 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Repair trip hazard
259559	Sibley Plaza Senior-AMP 1291 (029)-	NSPIRE Moderate	Call	Doors, Windows and Railings	9/12/2024	9/12/2024 2:52:32 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Window Screen
259734	Sibley Plaza Senior-AMP 1291 (029)-	NSPIRE Moderate	Request Reassignment	Safety, Security, Bldg Maint	9/13/2024	9/13/2024 12:14:06 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Trash Chute Door not latching
259822	Sibley Plaza Senior-AMP 1291 (029)-	NSPIRE Moderate	Request Reassignment	Doors, Windows and Railings	9/13/2024	9/13/2024 3:16:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Damaged Window Screen
259833	Sibley Plaza Senior-AMP 1291 (029)-	NSPIRE Moderate	Call	Doors, Windows and Railings	9/13/2024	9/13/2024 3:33:40 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Unsecured Window
272993	Sibley Plaza Senior-AMP 1291 (029)-	Routine	In Progress	Floors, Wall and Ceilings	12/10/2024	12/10/2024 2:38:39 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Check floor tile lvrm
274224	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Floors, Wall and Ceilings	12/19/2024	12/19/2024 1:06:52 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Renovations/See Description
274225	Sibley Plaza Senior-AMP 1291 (029)-	Routine	In Progress	Safety, Security, Bldg Maint	12/19/2024	12/19/2024 1:15:48 PM	12/30/2024	12/30/2024 1:50:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Routine WOs from Unit Inspection
274226	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Floors, Wall and Ceilings	12/19/2024	12/19/2024 1:23:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Renovations/See Description
274227	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Floors, Wall and Ceilings	12/19/2024	12/19/2024 1:35:40 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop Main/Caulking needed around th
274234	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Safety, Security, Bldg Maint	12/19/2024	12/19/2024 2:01:38 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Routine WOs from Unit Inspection
274249	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Painting	12/19/2024	12/19/2024 2:32:34 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Renovations/See Description
274376	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Safety, Security, Bldg Maint	12/20/2024	12/20/2024 11:50:07 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Routine WOs from Unit Inspection
274381	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Floors, Wall and Ceilings	12/20/2024	12/20/2024 12:11:30 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Damaged Walls
274386	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Safety, Security, Bldg Maint	12/20/2024	12/20/2024 12:23:23 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Routine WOs from Unit Inspection
274411	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Safety, Security, Bldg Maint	12/20/2024	12/20/2024 2:53:56 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Routine WOs from Unit Inspection
274422	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Safety, Security, Bldg Maint	12/20/2024	12/20/2024 3:28:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Routine WOs from Unit Inspection
276309	Sibley Plaza Senior-AMP 1291 (029)-	Routine	In Progress	Doors, Windows and Railings	1/8/2025	1/8/2025 11:51:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 doors replacement
276346	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Floors, Wall and Ceilings	1/8/2025	1/8/2025 1:28:38 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop.Maint/Middle bedroom needs to
277085	Sibley Plaza Senior-AMP 1291 (029)-	Emergency	Parts Pending	Appliances	1/14/2025	1/14/2025 2:35:53 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop.Maint/Stove NOT working.
277475	Sibley Plaza Senior-AMP 1291 (029)-	Emergency	Parts Pending	Appliances	1/16/2025	1/16/2025 12:09:16 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Prop maint./Stove oven glass door c
277882	Sibley Plaza Senior-AMP 1291 (029)-	Routine	In Progress	Floors, Wall and Ceilings	1/21/2025	1/21/2025 9:50:06 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Various, floor tile and cabinets
277898	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Parts Pending	Floors, Wall and Ceilings	1/21/2025	1/21/2025 10:10:46 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Plastic Corner Beams
277901	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Doors, Windows and Railings	1/21/2025	1/21/2025 10:13:35 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Balcony Door
278176	Sibley Plaza Senior-AMP 1291 (029)-	Routine	In Progress	Safety, Security, Bldg Maint	1/22/2025	1/22/2025 1:24:15 PM	2/7/2025	2/7/2025 10:00:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Inspect bathtub peeling/SFG
278412	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Parts Pending	Doors, Windows and Railings	1/23/2025	1/23/2025 3:49:10 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM		0 Balcony Door

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
279244	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Safety, Security, Bldg Maint	1/29/2025	1/29/2025 2:16:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathroom Shower
279479	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Extermination/Pest Control	1/31/2025	1/31/2025 9:24:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ pest control
279512	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Plumbing	1/31/2025	1/31/2025 11:38:40 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Caulk around the sink
279557	Sibley Plaza Senior-AMP 1291 (029)-	Emergency	Parts Pending	Elevator	1/31/2025	1/31/2025 3:33:53 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bounce when come to a stop
279754	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Plumbing	2/3/2025	2/3/2025 12:34:55 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Check knob on bathtub
279759	Sibley Plaza Senior-AMP 1291 (029)-	Emergency	Parts Pending	Appliances	2/3/2025	2/3/2025 12:45:49 PM	2/5/2025	2/5/2025 12:00:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace stove or parts on stove
279774	Sibley Plaza Senior-AMP 1291 (029)-	Emergency	Call	Floors, Wall and Ceilings	2/3/2025	2/3/2025 1:33:13 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling is leaking
279779	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Electrical	2/3/2025	2/3/2025 2:03:50 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	outlet not working
279791	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Floors, Wall and Ceilings	2/3/2025	2/3/2025 2:50:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	closet damage
279794	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Extermination/Pest Control	2/3/2025	2/3/2025 2:58:52 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Infestation
279796	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Extermination/Pest Control	2/3/2025	2/3/2025 3:06:53 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Infeastion
279802	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Extermination/Pest Control	2/3/2025	2/3/2025 3:17:53 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Infestation
279806	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Extermination/Pest Control	2/3/2025	2/3/2025 3:37:54 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Infestation
279814	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Doors, Windows and Railings	2/3/2025	2/3/2025 3:53:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair or replace doors
279816	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Doors, Windows and Railings	2/3/2025	2/3/2025 3:57:15 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	closet door
279817	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Doors, Windows and Railings	2/3/2025	2/3/2025 4:13:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace or repair doors
279820	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Doors, Windows and Railings	2/3/2025	2/3/2025 4:18:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	bathroom door
279821	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Doors, Windows and Railings	2/3/2025	2/3/2025 4:23:19 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	install bedroom door
279823	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Floors, Wall and Ceilings	2/3/2025	2/3/2025 4:29:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	plastering
279824	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Floors, Wall and Ceilings	2/3/2025	2/3/2025 4:50:16 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	hallway wall
279827	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Floors, Wall and Ceilings	2/3/2025	2/3/2025 5:07:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	bathroom ceiling
279828	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Floors, Wall and Ceilings	2/3/2025	2/3/2025 5:12:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	plaster ceiling bathroom
279829	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Floors, Wall and Ceilings	2/3/2025	2/3/2025 5:15:30 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	bathroom ceiling
279830	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Plumbing	2/3/2025	2/3/2025 5:23:47 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	TUB GLAZE
279850	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Safety, Security, Bldg Maint	2/4/2025	2/4/2025 8:56:49 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	maint/supplie cleaning
279984	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Plumbing	2/4/2025	2/4/2025 3:56:44 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property Maintenance-The water spic
280026	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Parts Pending	Doors, Windows and Railings	2/5/2025	2/5/2025 9:30:06 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	closet doors
280057	Sibley Plaza Senior-AMP 1291 (029)-	Emergency	Parts Pending	Appliances	2/5/2025	2/5/2025 10:58:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	stove elect
280282	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Parts Pending	Heating and Cooling	2/6/2025	2/6/2025 2:29:32 PM	2/7/2025	2/7/2025 3:00:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Community Room
280308	Sibley Plaza Senior-AMP 1291 (029)-	Emergency	Call	Heating and Cooling	2/6/2025	2/6/2025 4:48:10 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	No Heat
280310	Sibley Plaza Senior-AMP 1291 (029)-	Emergency	Call	Heating and Cooling	2/6/2025	2/6/2025 7:23:41 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec ops Heat NOT Working Senior -
280336	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Parts Pending	Plumbing	2/7/2025	2/7/2025 9:58:24 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Toilet seat repair.
280643	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Floors, Wall and Ceilings	2/10/2025	2/10/2025 2:37:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Repair floor tiles in b
280741	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Plumbing	2/11/2025	2/11/2025 12:59:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Toilet tank rep
280742	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Plumbing	2/11/2025	2/11/2025 12:59:40 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maintenance/Bathroom sink rep
280819	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Plumbing	2/12/2025	2/12/2025 1:05:53 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Low water pressure on t
280866	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Safety, Security, Bldg Maint	2/13/2025	2/13/2025 9:00:03 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Trash Chute Door
280869	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Safety, Security, Bldg Maint	2/13/2025	2/13/2025 9:17:00 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Bedroom smoke
280870	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Doors, Windows and Railings	2/13/2025	2/13/2025 9:18:35 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Hallway closet
280998	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Plumbing	2/13/2025	2/13/2025 12:08:15 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Toilet Not Flushing
281033	Sibley Plaza Senior-AMP 1291 (029)-	Routine	Call	Appliances	2/13/2025	2/13/2025 3:35:39 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Range hood, need light bulb
Open Work Orders (Sibley Plaza Senior-AMP 1291(029)) - 73															
Property : Stoddert Terrace-AMP 2230(023)															
252120	Stoddert Terrace-AMP 2230 (023)-	Routine	Parts Pending	Carpentry	8/5/2024	8/5/2024 9:03:33 AM	8/12/2024	8/12/2024 3:46:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. cabinet
252468	Stoddert Terrace-AMP 2230 (023)-	Routine	On Hold	Safety, Security, Bldg Maint	8/6/2024	8/6/2024 2:55:02 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	living room
256413	Stoddert Terrace-AMP 2230 (023)-	Routine	Parts Pending	Doors, Windows and Railings	8/27/2024	8/27/2024 8:49:51 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PropMain/Closet doors (6) in the un
263063	Stoddert Terrace-AMP 2230 (023)-	NSPIRE Low	Scheduled	Floors, Wall and Ceilings	10/2/2024	10/2/2024 10:19:35 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	missing tile
263608	Stoddert Terrace-AMP 2230 (023)-	Routine	In Progress	Painting	10/4/2024	10/4/2024 11:18:02 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Tub
264206	Stoddert Terrace-AMP 2230 (023)-	Routine	Parts Pending	Maintenance	10/8/2024	10/8/2024 4:10:16 PM	10/9/2024	10/9/2024 9:21:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
264215	Stoddert Terrace-AMP 2230 (023)-	Routine	Parts Pending	Maintenance	10/8/2024	10/8/2024 4:22:53 PM	10/31/2024	10/31/2024 2:42:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
264243	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Maintenance	10/9/2024	10/9/2024 9:07:52 AM	1/22/2025	1/22/2025 2:26:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
264248	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Maintenance	10/9/2024	10/9/2024 9:17:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
264252	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Maintenance	10/9/2024	10/9/2024 9:25:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
264253	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Maintenance	10/9/2024	10/9/2024 9:27:31 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
264254	Stoddert Terrace-AMP 2230 (023)-	Routine	Parts Pending	Maintenance	10/9/2024	10/9/2024 9:29:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
264255	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Maintenance	10/9/2024	10/9/2024 9:31:34 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
264256	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Maintenance	10/9/2024	10/9/2024 9:33:29 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
264257	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Maintenance	10/9/2024	10/9/2024 9:34:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
264521	Stoddert Terrace-AMP 2230 (023)-	Routine	In Progress	Maintenance	10/10/2024	10/10/2024 10:01:39 AM	1/15/2025	1/15/2025 11:32:47 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	UPCS
264551	Stoddert Terrace-AMP 2230 (023)-	Court Case	Scheduled	Plumbing	10/10/2024	10/10/2024 10:42:10 AM	12/5/2024	12/5/2024 2:30:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	faucet
264561	Stoddert Terrace-AMP 2230 (023)-	Court Case	Scheduled	Doors, Windows and Railings	10/10/2024	10/10/2024 10:48:22 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	doors
264563	Stoddert Terrace-AMP 2230 (023)-	Court Case	Parts Pending	Carpentry	10/10/2024	10/10/2024 10:50:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	damaged couintetop
265342	Stoddert Terrace-AMP 2230 (023)-	Routine	Parts Pending	Doors, Windows and Railings	10/16/2024	10/16/2024 9:09:26 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Bedroom, bathroom and c
266902	Stoddert Terrace-AMP 2230 (023)-	Routine	Parts Pending	Painting	10/24/2024	10/24/2024 10:24:55 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	5 bedroon
268645	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Plumbing	11/6/2024	11/6/2024 3:28:02 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Add garden hose adapter to faucet
269210	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Floors, Wall and Ceilings	11/12/2024	11/12/2024 2:52:55 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Kitchen walls have hole
269908	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Doors, Windows and Railings	11/15/2024	11/15/2024 4:25:06 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door
272797	Stoddert Terrace-AMP 2230 (023)-	Routine	Parts Pending	Plumbing	12/9/2024	12/9/2024 4:29:20 PM	12/13/2024	12/13/2024 11:35:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	garbage disposal is not working
273519	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Floors, Wall and Ceilings	12/13/2024	12/13/2024 11:10:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Repair the hol
273521	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Carpentry	12/13/2024	12/13/2024 11:16:09 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Kitchen cabine
273522	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Doors, Windows and Railings	12/13/2024	12/13/2024 11:18:19 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Interior doors
273931	Stoddert Terrace-AMP 2230 (023)-	Court Case	Scheduled	Floors, Wall and Ceilings	12/17/2024	12/17/2024 4:24:15 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	water intrusion
274116	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Carpentry	12/18/2024	12/18/2024 4:14:12 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	kitchen cabinets
274120	Stoddert Terrace-AMP 2230 (023)-	Routine	Parts Pending	Carpentry	12/18/2024	12/18/2024 4:18:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	cabinets
274122	Stoddert Terrace-AMP 2230 (023)-	Routine	In Progress	Floors, Wall and Ceilings	12/18/2024	12/18/2024 4:19:47 PM	1/8/2025	1/8/2025 10:51:24 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	hall ceiling
274447	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Floors, Wall and Ceilings	12/20/2024	12/20/2024 8:00:25 PM	12/20/2024	12/20/2024 9:08:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint / ceiling is leaking.
276195	Stoddert Terrace-AMP 2230 (023)-	Routine	Parts Pending	Plumbing	1/7/2025	1/7/2025 11:53:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Kitchen ceiling le
278168	Stoddert Terrace-AMP 2230 (023)-	Routine	Parts Pending	Doors, Windows and Railings	1/22/2025	1/22/2025 12:41:20 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ screen door
278786	Stoddert Terrace-AMP 2230 (023)-	Routine	Parts Pending	Carpentry	1/27/2025	1/27/2025 10:42:18 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./All cabinets in the hom
279408	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Heating and Cooling	1/30/2025	1/30/2025 12:59:27 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec. Ops. / Service Boilers
279488	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Boiler Room	1/31/2025	1/31/2025 9:53:54 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops/ Plant PM
279555	Stoddert Terrace-AMP 2230 (023)-	Routine	In Progress	Safety, Security, Bldg Maint	1/31/2025	1/31/2025 3:19:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	black substance in ceiling
279635	Stoddert Terrace-AMP 2230 (023)-	Preventative Maint.	Scheduled	Boiler Room	2/3/2025	2/3/2025 8:36:33 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops/ PM Boiler Plant
280043	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Boiler Room	2/5/2025	2/5/2025 10:13:06 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops/ PM Boilers
280130	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Floors, Wall and Ceilings	2/6/2025	2/6/2025 8:18:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	plastring

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
280191	Stoddert Terrace-AMP 2230 (023)-	Routine	Call	Safety, Security, Bldg Maint	2/6/2025	2/6/2025 10:30:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	discoloration
280214	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Boiler Room	2/6/2025	2/6/2025 11:13:03 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops/ PM Boilers
280290	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Doors, Windows and Railings	2/6/2025	2/6/2025 3:14:14 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Cabinets
280624	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Floors, Wall and Ceilings	2/10/2025	2/10/2025 1:53:16 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Repair floor tiles in t
280629	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Doors, Windows and Railings	2/10/2025	2/10/2025 2:03:15 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Next to the bathroom cl
280630	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Extermination/Pest Control	2/10/2025	2/10/2025 2:10:13 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Pest control for mice.
280631	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Floors, Wall and Ceilings	2/10/2025	2/10/2025 2:12:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Patch mice holes in the
280644	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Extermination/Pest Control	2/10/2025	2/10/2025 2:40:57 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mice
280665	Stoddert Terrace-AMP 2230 (023)-	Routine	Call	Boiler Room	2/10/2025	2/10/2025 3:52:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops/ PM Boilers
280864	Stoddert Terrace-AMP 2230 (023)-	Make Ready	Call	Doors, Windows and Railings	2/13/2025	2/13/2025 8:48:34 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	broken window
281000	Stoddert Terrace-AMP 2230 (023)-	Routine	Scheduled	Boiler Room	2/13/2025	2/13/2025 12:15:47 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Special Ops/ Boiler Room
Open Work Orders (Stoddert Terrace-AMP 2230(023)) - 53															
Property : Syphax Gardens-AMP 4240(024)															
243371	Syphax Gardens-AMP 4240 (024)-	Routine	On Hold	Safety, Security, Bldg Maint	6/10/2024	6/10/2024 12:59:15 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ mold
258164	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	9/7/2024	9/7/2024 8:00:41 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold-like Substance - Def 1
258195	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	Scheduled	Safety, Security, Bldg Maint	9/7/2024	9/7/2024 11:00:13 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold-like Substance - Def 4
258197	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Doors, Windows and Railings	9/7/2024	9/7/2024 11:00:13 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Window - Def 4
258245	Syphax Gardens-AMP 4240 (024)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	9/8/2024	9/8/2024 8:00:47 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - Entry - Def 10
258251	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	Scheduled	Doors, Windows and Railings	9/8/2024	9/8/2024 8:00:48 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Window - Def 4
258259	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	9/8/2024	9/8/2024 8:00:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 3
258260	Syphax Gardens-AMP 4240 (024)-	NSPIRE Severe	Scheduled	Electrical	9/8/2024	9/8/2024 8:00:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical - Conductor - Def 3
258262	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	9/8/2024	9/8/2024 8:00:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
258264	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	9/8/2024	9/8/2024 8:00:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
258265	Syphax Gardens-AMP 4240 (024)-	NSPIRE Low	Scheduled	Floors, Wall and Ceilings	9/8/2024	9/8/2024 8:00:51 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathtub and Shower - Def 4
258268	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	9/8/2024	9/8/2024 8:00:51 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold-like Substance - Def 4
258273	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	9/8/2024	9/8/2024 8:00:52 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
258286	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	Scheduled	Plumbing	9/8/2024	9/8/2024 1:15:20 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 1
258287	Syphax Gardens-AMP 4240 (024)-	NSPIRE Severe	Scheduled	Floors, Wall and Ceilings	9/8/2024	9/8/2024 1:30:20 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 3
258291	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	9/8/2024	9/8/2024 1:30:21 PM	12/13/2024	12/13/2024 10:15:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
258292	Syphax Gardens-AMP 4240 (024)-	NSPIRE Severe	In Progress	Doors, Windows and Railings	9/8/2024	9/8/2024 1:30:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sharp Edges - Def 1
258293	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Carpentry	9/8/2024	9/8/2024 1:30:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Cabinet and Storage - Def 2
258295	Syphax Gardens-AMP 4240 (024)-	NSPIRE Severe	In Progress	Electrical	9/8/2024	9/8/2024 1:30:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical - GFCI or AFCI - Def 1
258297	Syphax Gardens-AMP 4240 (024)-	NSPIRE Low	Scheduled	Doors, Windows and Railings	9/8/2024	9/8/2024 1:30:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
258298	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	9/8/2024	9/8/2024 1:30:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
258299	Syphax Gardens-AMP 4240 (024)-	NSPIRE Low	In Progress	Doors, Windows and Railings	9/8/2024	9/8/2024 1:30:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
258301	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	9/8/2024	9/8/2024 1:30:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
258302	Syphax Gardens-AMP 4240 (024)-	NSPIRE Severe	In Progress	Floors, Wall and Ceilings	9/8/2024	9/8/2024 1:30:23 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 3
258305	Syphax Gardens-AMP 4240 (024)-	NSPIRE Severe	In Progress	Doors, Windows and Railings	9/8/2024	9/8/2024 1:30:23 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - Fire Labeled - Def 2
258306	Syphax Gardens-AMP 4240 (024)-	NSPIRE Severe	Scheduled	Electrical	9/8/2024	9/8/2024 1:30:23 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical - Conductor - Def 3
258311	Syphax Gardens-AMP 4240 (024)-	NSPIRE Low	In Progress	Doors, Windows and Railings	9/8/2024	9/8/2024 1:30:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
258312	Syphax Gardens-AMP 4240 (024)-	NSPIRE Low	In Progress	Doors, Windows and Railings	9/8/2024	9/8/2024 1:30:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
258332	Syphax Gardens-AMP 4240 (024)-	NSPIRE Severe	Scheduled	Floors, Wall and Ceilings	9/9/2024	9/9/2024 8:00:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold-like Substance - Def 2
258335	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	9/9/2024	9/9/2024 8:00:15 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold-like Substance - Def 1
258339	Syphax Gardens-AMP 4240 (024)-	NSPIRE Low	In Progress	Doors, Windows and Railings	9/9/2024	9/9/2024 8:00:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
258609	Syphax Gardens-AMP 4240 (024)-	NSPIRE Low	In Progress	Doors, Windows and Railings	9/9/2024	9/9/2024 5:00:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
258610	Syphax Gardens-AMP 4240 (024)-	NSPIRE Low	In Progress	Doors, Windows and Railings	9/9/2024	9/9/2024 5:00:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
258612	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Plumbing	9/9/2024	9/9/2024 5:00:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 3
258613	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	9/9/2024	9/9/2024 5:00:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
258637	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	9/9/2024	9/9/2024 5:00:29 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
258645	Syphax Gardens-AMP 4240 (024)-	NSPIRE Severe	Scheduled	Safety, Security, Bldg Maint	9/9/2024	9/9/2024 5:00:30 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold-like Substance - Def 2
258647	Syphax Gardens-AMP 4240 (024)-	NSPIRE Severe	In Progress	Floors, Wall and Ceilings	9/9/2024	9/9/2024 5:00:30 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 3
258648	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	9/9/2024	9/9/2024 5:00:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
258649	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	9/9/2024	9/9/2024 5:00:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
258650	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	9/9/2024	9/9/2024 5:00:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
258651	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	9/9/2024	9/9/2024 5:00:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 1
258653	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	Scheduled	Electrical	9/9/2024	9/9/2024 5:00:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	HVAC - Def 3
258654	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	Scheduled	Plumbing	9/9/2024	9/9/2024 5:00:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 3
258667	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	9/9/2024	9/9/2024 7:45:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
258668	Syphax Gardens-AMP 4240 (024)-	NSPIRE Severe	Scheduled	Safety, Security, Bldg Maint	9/9/2024	9/9/2024 7:45:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical - GFCI or AFCI - Def 3
258669	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Doors, Windows and Railings	9/9/2024	9/9/2024 7:45:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Window - Def 4
258670	Syphax Gardens-AMP 4240 (024)-	NSPIRE Severe	Scheduled	Electrical	9/9/2024	9/9/2024 7:45:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical - GFCI or AFCI - Def 3
258671	Syphax Gardens-AMP 4240 (024)-	NSPIRE Low	In Progress	Plumbing	9/9/2024	9/9/2024 7:45:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathtub and Shower - Def 4
258673	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Plumbing	9/9/2024	9/9/2024 7:45:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 1
258684	Syphax Gardens-AMP 4240 (024)-	NSPIRE Low	In Progress	Plumbing	9/9/2024	9/9/2024 8:00:30 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 5
258723	Syphax Gardens-AMP 4240 (024)-	NSPIRE Severe	In Progress	Electrical	9/10/2024	9/10/2024 8:00:10 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical - GFCI or AFCI - Def 1
258725	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Doors, Windows and Railings	9/10/2024	9/10/2024 8:00:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - Entry - Def 8
258726	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Carpentry	9/10/2024	9/10/2024 8:00:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Cabinet and Storage - Def 2
258728	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Plumbing	9/10/2024	9/10/2024 8:00:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 1
258731	Syphax Gardens-AMP 4240 (024)-	NSPIRE Low	In Progress	Plumbing	9/10/2024	9/10/2024 8:00:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathtub and Shower - Def 4
258734	Syphax Gardens-AMP 4240 (024)-	NSPIRE Low	In Progress	Plumbing	9/10/2024	9/10/2024 8:00:12 AM	12/6/2024	12/6/2024 11:29:07 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Sink - Def 5
258735	Syphax Gardens-AMP 4240 (024)-	NSPIRE Low	In Progress	Doors, Windows and Railings	9/10/2024	9/10/2024 8:00:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Door - General - Def 2
258736	Syphax Gardens-AMP 4240 (024)-	NSPIRE Low	In Progress	Plumbing	9/10/2024	9/10/2024 8:00:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathtub and Shower - Def 4
258737	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	9/10/2024	9/10/2024 8:00:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 1
258738	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	9/10/2024	9/10/2024 8:00:12 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
258745	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	Tenant Refusal	Carpentry	9/10/2024	9/10/2024 8:00:14 AM	1/18/2025	1/18/2025 10:30:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Cabinet and Storage - Def 2
258770	Syphax Gardens-AMP 4240 (024)-	NSPIRE Severe	Scheduled	Floors, Wall and Ceilings	9/10/2024	9/10/2024 8:00:18 AM	10/24/2024	10/24/2024 5:35:00 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold-like Substance - Def 2
258775	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	9/10/2024	9/10/2024 8:00:19 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold-like Substance - Def 1
260817	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	Scheduled	Carpentry	9/20/2024	9/20/2024 8:00:35 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Cabinet and Storage - Def 2
260819	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	Scheduled	Floors, Wall and Ceilings	9/20/2024	9/20/2024 8:00:35 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 2
260833	Syphax Gardens-AMP 4240 (024)-	NSPIRE Low	Scheduled	Plumbing	9/20/2024	9/20/2024 8:00:37 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Bathtub and Shower - Def 4
260834	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	Scheduled	Carpentry	9/20/2024	9/20/2024 8:00:37 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Cabinet and Storage - Def 2
260836	Syphax Gardens-AMP 4240 (024)-	NSPIRE Severe	Scheduled	Safety, Security, Bldg Maint	9/20/2024	9/20/2024 8:00:37 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold-like Substance - Def 2
260837	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Plumbing	9/20/2024	9/20/2024 8:00:38 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Toilet - Def 6
260839	Syphax Gardens-AMP 4240 (024)-	NSPIRE Severe	In Progress	Floors, Wall and Ceilings	9/20/2024	9/20/2024 8:00:38 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 3
260840	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	9/20/2024	9/20/2024 8:00:38 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 2

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
260842	Syphax Gardens-AMP 4240 (024)-	NSPIRE Severe	In Progress	Electrical	9/20/2024	9/20/2024 8:00:38 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical - GFCI or AFCI - Def 3
260843	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	9/20/2024	9/20/2024 8:00:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 2
260844	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	9/20/2024	9/20/2024 8:00:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
260845	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	9/20/2024	9/20/2024 8:00:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling - Def 1
260847	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Floors, Wall and Ceilings	9/20/2024	9/20/2024 8:00:39 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Wall - Interior - Def 1
260850	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Doors, Windows and Railings	9/20/2024	9/20/2024 8:15:32 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Handrail - Def 2
261813	Syphax Gardens-AMP 4240 (024)-	Emergency	Scheduled	Floors, Wall and Ceilings	9/25/2024	9/25/2024 4:03:45 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mold in bathroom
265797	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	Scheduled	Plumbing	10/17/2024	10/17/2024 3:48:33 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Tub Glaze
266028	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	10/18/2024	10/18/2024 2:21:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Kitchen Ceiling is crac
266029	Syphax Gardens-AMP 4240 (024)-	Routine	On Hold	Safety, Security, Bldg Maint	10/18/2024	10/18/2024 2:22:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Mold observed in the ba
266219	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Plumbing	10/21/2024	10/21/2024 10:20:56 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Kitchen Sink
266412	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	Scheduled	Painting	10/21/2024	10/21/2024 8:45:05 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Paint front door inside
266414	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	Scheduled	Painting	10/21/2024	10/21/2024 8:51:49 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Paint hallway
266415	Syphax Gardens-AMP 4240 (024)-	NSPIRE Low	In Progress	Plumbing	10/21/2024	10/21/2024 8:53:55 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Tub peeling
266416	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	Scheduled	Painting	10/21/2024	10/21/2024 8:56:57 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Paint
266418	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	Scheduled	Painting	10/21/2024	10/21/2024 8:59:02 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Painting wall
266419	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	Scheduled	Plumbing	10/21/2024	10/21/2024 9:05:53 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	mold
266420	Syphax Gardens-AMP 4240 (024)-	NSPIRE Moderate	In Progress	Painting	10/21/2024	10/21/2024 9:08:04 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Painting
267359	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	10/28/2024	10/28/2024 12:07:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Bathroom baseboards are
267839	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	10/31/2024	10/31/2024 9:32:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Repair walls
268068	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	11/1/2024	11/1/2024 10:19:44 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Wall is peeling
268330	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	11/4/2024	11/4/2024 1:41:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Ceiling in the bathroo
268652	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Doors, Windows and Railings	11/7/2024	11/7/2024 6:27:02 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Railing repair
268949	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Carpentry	11/8/2024	11/8/2024 4:19:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Vanity
269053	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Electrical	11/12/2024	11/12/2024 9:10:42 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Both bedrooms no p
269314	Syphax Gardens-AMP 4240 (024)-	Emergency	Scheduled	Plumbing	11/13/2024	11/13/2024 10:05:47 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	tub tiles separating from all
269316	Syphax Gardens-AMP 4240 (024)-	Emergency	Scheduled	Plumbing	11/13/2024	11/13/2024 10:07:48 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	bathroom sink leaking
269320	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Doors, Windows and Railings	11/13/2024	11/13/2024 10:19:27 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	need closet doors throughout unit
269413	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	11/13/2024	11/13/2024 2:44:09 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	wall damaged by toilet
269420	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	11/13/2024	11/13/2024 3:02:12 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maint/ Paint
269424	Syphax Gardens-AMP 4240 (024)-	Emergency	Scheduled	Doors, Windows and Railings	11/13/2024	11/13/2024 3:13:49 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	no door on master bedroom
269434	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	11/13/2024	11/13/2024 3:25:50 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	walls buckling at bottom
269598	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Doors, Windows and Railings	11/14/2024	11/14/2024 12:58:25 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace doors throughout unit
269603	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	11/14/2024	11/14/2024 1:03:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair crack in ceiling
269879	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	11/15/2024	11/15/2024 3:25:44 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair ceiling
269884	Syphax Gardens-AMP 4240 (024)-	Emergency	Scheduled	Floors, Wall and Ceilings	11/15/2024	11/15/2024 3:32:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	walls cracking in br #1
269893	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	11/15/2024	11/15/2024 3:43:29 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	REPLACE TILES IN KITCHEN
269895	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	11/15/2024	11/15/2024 3:47:16 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	REPAIR CRACKS
269900	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Locks/Keys	11/15/2024	11/15/2024 3:57:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	REPAIR TOP LOCK
269903	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	11/15/2024	11/15/2024 4:04:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	DAMAGED WALLS THROUGHOUT UNIT
269905	Syphax Gardens-AMP 4240 (024)-	Routine	Request Reassignment	Plumbing	11/15/2024	11/15/2024 4:16:41 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	secure bathroom sink to wall
269991	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Painting	11/18/2024	11/18/2024 9:13:23 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Painting requested.
270101	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Doors, Windows and Railings	11/18/2024	11/18/2024 12:04:05 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Doors dragging
270103	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	11/18/2024	11/18/2024 12:11:04 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	water damage on ceiling in kitchen
270109	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Doors, Windows and Railings	11/18/2024	11/18/2024 12:27:09 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	need hardware for bathroom door
270110	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	11/18/2024	11/18/2024 12:29:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	paint over plaster work
270117	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Doors, Windows and Railings	11/18/2024	11/18/2024 12:44:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	door knob missing on bedroom #2
270119	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	11/18/2024	11/18/2024 12:51:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	peeling paint in living room
270203	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Doors, Windows and Railings	11/19/2024	11/19/2024 8:24:34 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. door
270477	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Doors, Windows and Railings	11/20/2024	11/20/2024 3:39:15 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PropMain/Front door needs to be rep
270618	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Plumbing	11/21/2024	11/21/2024 1:01:02 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Bathroom sink drip
270993	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Maintenance	11/23/2024	11/23/2024 12:04:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace cabinets/toilet pape holder
270995	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Maintenance	11/23/2024	11/23/2024 12:31:38 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	install blinds throughout unit
271065	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Doors, Windows and Railings	11/25/2024	11/25/2024 9:37:46 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. door
271074	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Carpentry	11/25/2024	11/25/2024 10:12:48 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	REPAIR KITCHEN CABINETS
271258	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Locks/Keys	11/26/2024	11/26/2024 1:06:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Front door lock
271334	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Electrical	11/27/2024	11/27/2024 9:43:18 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Stove light replace
271790	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Doors, Windows and Railings	12/3/2024	12/3/2024 9:13:56 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	missing bedroom door
271802	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Doors, Windows and Railings	12/3/2024	12/3/2024 9:33:45 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace closet doors
271811	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Doors, Windows and Railings	12/3/2024	12/3/2024 9:49:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	install hallway doors
271819	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	12/3/2024	12/3/2024 9:54:10 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	plater/paint entire unit
271821	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Lighting and Ceiling Fans	12/3/2024	12/3/2024 9:55:53 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	install light covers in unit
271828	Syphax Gardens-AMP 4240 (024)-	Emergency	Scheduled	Doors, Windows and Railings	12/3/2024	12/3/2024 10:09:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair front door lock
271829	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Doors, Windows and Railings	12/3/2024	12/3/2024 10:11:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace doors throughout unit
271832	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	12/3/2024	12/3/2024 10:19:10 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace floor tiles
271837	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	12/3/2024	12/3/2024 10:22:25 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	patch holes up in kitchen
271839	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Doors, Windows and Railings	12/3/2024	12/3/2024 10:24:07 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	peep holes missing from front door
271842	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Doors, Windows and Railings	12/3/2024	12/3/2024 10:27:04 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	replace doors through out unit
271878	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Doors, Windows and Railings	12/3/2024	12/3/2024 11:45:29 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/Front door needs a seal,
271932	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Electrical	12/3/2024	12/3/2024 2:19:03 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/1st floor hall
271934	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	12/3/2024	12/3/2024 2:20:51 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Baseboard
271936	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Plumbing	12/3/2024	12/3/2024 2:21:45 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Kitchen sink f
271957	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	12/3/2024	12/3/2024 3:43:48 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maint/Baseboard and walls need
274462	Syphax Gardens-AMP 4240 (024)-	Emergency	Scheduled	Safety, Security, Bldg Maint	12/21/2024	12/21/2024 10:50:48 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	possible mold in bathroom
274464	Syphax Gardens-AMP 4240 (024)-	Emergency	Scheduled	Safety, Security, Bldg Maint	12/21/2024	12/21/2024 10:53:44 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	possible mold in bathroom
274465	Syphax Gardens-AMP 4240 (024)-	Emergency	Scheduled	Safety, Security, Bldg Maint	12/21/2024	12/21/2024 10:55:01 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	possible mold in bathroom
274466	Syphax Gardens-AMP 4240 (024)-	Emergency	Scheduled	Safety, Security, Bldg Maint	12/21/2024	12/21/2024 10:56:53 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	possible mold in bathroom
274467	Syphax Gardens-AMP 4240 (024)-	Emergency	Scheduled	Safety, Security, Bldg Maint	12/21/2024	12/21/2024 10:58:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	possible mold in bathroom
274468	Syphax Gardens-AMP 4240 (024)-	Emergency	Scheduled	Safety, Security, Bldg Maint	12/21/2024	12/21/2024 11:02:57 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	possible mold in bathroom
274469	Syphax Gardens-AMP 4240 (024)-	Emergency	Scheduled	Safety, Security, Bldg Maint	12/21/2024	12/21/2024 11:04:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	possible mold in bathroom
274471	Syphax Gardens-AMP 4240 (024)-	Emergency	Scheduled	Safety, Security, Bldg Maint	12/21/2024	12/21/2024 11:05:26 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	possible mold in bathroom
274472	Syphax Gardens-AMP 4240 (024)-	Emergency	Scheduled	Safety, Security, Bldg Maint	12/21/2024	12/21/2024 11:06:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	possible mold in bathroom
274473	Syphax Gardens-AMP 4240 (024)-	Emergency	Scheduled	Safety, Security, Bldg Maint	12/21/2024	12/21/2024 11:07:47 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	possible mold in bathroom
274475	Syphax Gardens-AMP 4240 (024)-	Emergency	Scheduled	Safety, Security, Bldg Maint	12/21/2024	12/21/2024 11:10:00 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	possible mold in bathroom
274476	Syphax Gardens-AMP 4240 (024)-	Emergency	Scheduled	Safety, Security, Bldg Maint	12/21/2024	12/21/2024 11:11:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	possible mold in bathroom

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
274477	Syphax Gardens-AMP 4240 (024)-	Emergency	Scheduled	Safety, Security, Bldg Maint	12/21/2024	12/21/2024 11:12:25 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	possible mold in bathroom/kitchen
274826	Syphax Gardens-AMP 4240 (024)-	Routine	In Progress	Floors, Wall and Ceilings	12/23/2024	12/23/2024 5:41:02 PM	1/3/2025	1/3/2025 2:15:34 PM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Plastering
275243	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	12/30/2024	12/30/2024 7:45:37 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Pastering needed
275325	Syphax Gardens-AMP 4240 (024)-	Routine	Call	Floors, Wall and Ceilings	12/30/2024	12/30/2024 10:39:21 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling repair
276264	Syphax Gardens-AMP 4240 (024)-	Emergency	Scheduled	Floors, Wall and Ceilings	1/8/2025	1/8/2025 9:18:49 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	KITCHEN CEILING LEAKING
276310	Syphax Gardens-AMP 4240 (024)-	Urgent	Call	Roofing	1/8/2025	1/8/2025 11:54:30 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Roof leak
276311	Syphax Gardens-AMP 4240 (024)-	Urgent	Call	Roofing	1/8/2025	1/8/2025 11:59:40 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Roof leaking
276316	Syphax Gardens-AMP 4240 (024)-	Routine	On Hold	Floors, Wall and Ceilings	1/8/2025	1/8/2025 12:12:57 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Kitchen ceiling is crac
276321	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	1/8/2025	1/8/2025 12:16:29 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Bathroom and kitchen fl
276341	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Extermination/Pest Control	1/8/2025	1/8/2025 1:17:39 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Mice and Roaches
276347	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	1/8/2025	1/8/2025 1:28:50 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Holes
276978	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	1/14/2025	1/14/2025 8:42:32 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	wall plastering
276979	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	1/14/2025	1/14/2025 8:46:43 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	plastering in bathroom
276987	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	1/14/2025	1/14/2025 9:02:29 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	window sill
276990	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	1/14/2025	1/14/2025 9:05:11 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Plastering in kitchen
277686	Syphax Gardens-AMP 4240 (024)-	Routine	Call	Safety, Security, Bldg Maint	1/17/2025	1/17/2025 3:05:32 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Gate leading into the basement
278514	Syphax Gardens-AMP 4240 (024)-	Routine	In Progress	Doors, Windows and Railings	1/24/2025	1/24/2025 11:55:03 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Door
278603	Syphax Gardens-AMP 4240 (024)-	Preventative Maint.	In Progress	Safety, Security, Bldg Maint	1/25/2025	1/25/2025 8:10:01 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Potential of mold
278607	Syphax Gardens-AMP 4240 (024)-	Preventative Maint.	In Progress	Safety, Security, Bldg Maint	1/25/2025	1/25/2025 8:23:09 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Potential of mold
278608	Syphax Gardens-AMP 4240 (024)-	Preventative Maint.	In Progress	Safety, Security, Bldg Maint	1/25/2025	1/25/2025 8:31:17 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Potential for mold
278609	Syphax Gardens-AMP 4240 (024)-	Preventative Maint.	In Progress	Safety, Security, Bldg Maint	1/25/2025	1/25/2025 8:41:26 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Potential of mold
278612	Syphax Gardens-AMP 4240 (024)-	Preventative Maint.	Call	Safety, Security, Bldg Maint	1/25/2025	1/25/2025 9:15:13 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Potential of mold
278616	Syphax Gardens-AMP 4240 (024)-	Preventative Maint.	Call	Safety, Security, Bldg Maint	1/25/2025	1/25/2025 9:43:46 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Potential of mold
278777	Syphax Gardens-AMP 4240 (024)-	Routine	Call	Safety, Security, Bldg Maint	1/27/2025	1/27/2025 10:31:03 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Mold/Mildew and water d
279130	Syphax Gardens-AMP 4240 (024)-	Routine	Call	Floors, Wall and Ceilings	1/29/2025	1/29/2025 9:59:47 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Mold in wall
279192	Syphax Gardens-AMP 4240 (024)-	Routine	Call	Grounds/Landscaping	1/29/2025	1/29/2025 11:31:52 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Clean BLDG
279193	Syphax Gardens-AMP 4240 (024)-	Routine	In Progress	Floors, Wall and Ceilings	1/29/2025	1/29/2025 11:32:10 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling repair
279345	Syphax Gardens-AMP 4240 (024)-	Emergency	Call	Heating and Cooling	1/30/2025	1/30/2025 9:28:35 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	boiler ops./ no heat
279355	Syphax Gardens-AMP 4240 (024)-	Emergency	Call	Heating and Cooling	1/30/2025	1/30/2025 10:08:49 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Spec. ops. / no heat
279483	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Doors, Windows and Railings	1/31/2025	1/31/2025 9:50:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Blinds and screens repl
279484	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Doors, Windows and Railings	1/31/2025	1/31/2025 9:51:28 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Bedroom door is coming
279486	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	1/31/2025	1/31/2025 9:52:18 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./There is a hole in the
279487	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Plumbing	1/31/2025	1/31/2025 9:52:59 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Tub needs to be plaster
279536	Syphax Gardens-AMP 4240 (024)-	Routine	Call	Doors, Windows and Railings	1/31/2025	1/31/2025 1:16:44 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint / LR door off.
279537	Syphax Gardens-AMP 4240 (024)-	Emergency	Scheduled	Heating and Cooling	1/31/2025	1/31/2025 1:22:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PROP MAINT / Heater leaking water
280008	Syphax Gardens-AMP 4240 (024)-	Routine	Call	Extermination/Pest Control	2/5/2025	2/5/2025 8:41:47 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	propt. maint/ pest control
280269	Syphax Gardens-AMP 4240 (024)-	Routine	Call	Extermination/Pest Control	2/6/2025	2/6/2025 1:28:18 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Pest control / for mice and roaches
280592	Syphax Gardens-AMP 4240 (024)-	Preventative Maint.	Call	Plumbing	2/10/2025	2/10/2025 12:03:05 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Drain line
280625	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Plumbing	2/10/2025	2/10/2025 1:54:04 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Water not coming out ba
280627	Syphax Gardens-AMP 4240 (024)-	Routine	Call	Painting	2/10/2025	2/10/2025 1:56:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Painting needed for ent
280628	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Floors, Wall and Ceilings	2/10/2025	2/10/2025 1:57:15 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Baseboards have holes i
280704	Syphax Gardens-AMP 4240 (024)-	Routine	Call	Doors, Windows and Railings	2/11/2025	2/11/2025 10:03:09 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./There are holes in the
280705	Syphax Gardens-AMP 4240 (024)-	Routine	Call	Doors, Windows and Railings	2/11/2025	2/11/2025 10:04:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./New blind needed for th
280713	Syphax Gardens-AMP 4240 (024)-	Routine	Call	Doors, Windows and Railings	2/11/2025	2/11/2025 10:36:51 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	repair bathroom knob
280720	Syphax Gardens-AMP 4240 (024)-	Routine	Scheduled	Appliances	2/11/2025	2/11/2025 11:24:18 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Gasket
280809	Syphax Gardens-AMP 4240 (024)-	Emergency	Call	Plumbing	2/12/2025	2/12/2025 11:42:05 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Flood
Open Work Orders (Syphax Gardens-AMP 4240(024)) - 203															
Property : The Villager-AMP 3361(091)															
257172	The Villager-AMP 3361 (091)-	Emergency	On Hold	CCTV	8/30/2024	8/30/2024 4:51:25 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	System Needs To Be Licensed
276273	The Villager-AMP 3361 (091)-	Routine	On Hold	Maintenance	1/8/2025	1/8/2025 10:02:19 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Material/Supplies -The Villager
277288	The Villager-AMP 3361 (091)-	Routine	Scheduled	Electrical	1/15/2025	1/15/2025 2:02:35 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Replace GFI in the Laundry Room
279438	The Villager-AMP 3361 (091)-	Routine	Scheduled	Electrical	1/30/2025	1/30/2025 3:33:11 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Repair switch to the mi
279439	The Villager-AMP 3361 (091)-	Routine	Scheduled	Plumbing	1/30/2025	1/30/2025 3:36:42 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Repair faucet diverter
279440	The Villager-AMP 3361 (091)-	Routine	Scheduled	Electrical	1/30/2025	1/30/2025 3:37:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Hallway light keeps fli
Open Work Orders (The Villager-AMP 3361(091)) - 6															
Property : Woodland Terrace-AMP 3361(36a)															
256372	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Maintenance	8/26/2024	8/26/2024 4:28:03 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	HOUSEKEEPING INSP/ PAINTING NEEDED
258952	Woodland Terrace-AMP 3361 (36a)-	Routine	Call	Maintenance	9/10/2024	9/10/2024 1:22:43 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	HOUSEKEEPING INSP
261004	Woodland Terrace-AMP 3361 (36a)-	NSPIRE Moderate	Call	Doors, Windows and Railings	9/20/2024	9/20/2024 12:10:12 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Handrail needed outside unit 2702
262531	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Electrical	9/30/2024	9/30/2024 1:32:24 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop main. outlets
263093	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Floors, Wall and Ceilings	10/2/2024	10/2/2024 11:34:50 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PropMain/Cover holes on the wall in
263192	Woodland Terrace-AMP 3361 (36a)-	Routine	Awaiting Government Approval	Safety, Security, Bldg Maint	10/2/2024	10/2/2024 2:26:23 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	mold
263196	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Painting	10/2/2024	10/2/2024 2:33:10 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	plaster
265128	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Doors, Windows and Railings	10/15/2024	10/15/2024 10:44:56 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Back screen door handle
265140	Woodland Terrace-AMP 3361 (36a)-	Routine	Call	Painting	10/15/2024	10/15/2024 11:11:37 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Bedroom wall peeling of
265629	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Floors, Wall and Ceilings	10/17/2024	10/17/2024 10:16:57 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	plaster
270457	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Electrical	11/20/2024	11/20/2024 2:37:34 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	No power to breaker box
272780	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Appliances	12/9/2024	12/9/2024 3:46:41 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maintenance / Gasket around th
273036	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Electrical	12/10/2024	12/10/2024 4:47:26 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	partial power loss in unit
275041	Woodland Terrace-AMP 3361 (36a)-	Routine	Call	Floors, Wall and Ceilings	12/26/2024	12/26/2024 4:05:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Ceiling / Wall / Plaster & Paint
275336	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Plumbing	12/30/2024	12/30/2024 11:03:09 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ water stains in the clos
276171	Woodland Terrace-AMP 3361 (36a)-	Routine	Call	Painting	1/7/2025	1/7/2025 9:09:58 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop main/ wall damage
276270	Woodland Terrace-AMP 3361 (36a)-	Routine	Call	Extermination/Pest Control	1/8/2025	1/8/2025 9:43:20 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PestMasters Weekly Service
276530	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Appliances	1/10/2025	1/10/2025 11:04:16 AM	1/27/2025	1/27/2025 11:07:00 AM				1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Washer leaks water onto
276993	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Doors, Windows and Railings	1/14/2025	1/14/2025 9:11:25 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Bedroom door
277015	Woodland Terrace-AMP 3361 (36a)-	Routine	Call	Extermination/Pest Control	1/14/2025	1/14/2025 9:58:46 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maintenance | Pest Control
277050	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Safety, Security, Bldg Maint	1/14/2025	1/14/2025 11:34:45 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Main/Mold observed in the bath
277107	Woodland Terrace-AMP 3361 (36a)-	Routine	Call	Doors, Windows and Railings	1/14/2025	1/14/2025 3:48:28 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PropMain/Missing latches on screen
277108	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Doors, Windows and Railings	1/14/2025	1/14/2025 3:49:12 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	PropMain/Closet doors (2) came off
277156	Woodland Terrace-AMP 3361 (36a)-	Routine	Call	Extermination/Pest Control	1/15/2025	1/15/2025 9:12:31 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Pest control for mice R
277185	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Electrical	1/15/2025	1/15/2025 9:56:10 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Electrical
277236	Woodland Terrace-AMP 3361 (36a)-	Routine	Call	Doors, Windows and Railings	1/15/2025	1/15/2025 12:17:45 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	WINDOW BLINDS
277241	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Doors, Windows and Railings	1/15/2025	1/15/2025 12:25:22 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	WINDOW BLINDS
277573	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Appliances	1/17/2025	1/17/2025 8:47:10 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	stove
277587	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Appliances	1/17/2025	1/17/2025 9:56:40 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	refrigerator

Work Order Analytics - Open Work Order

Property : For Selected Properties

WO#	Property / Unit	Priority	Status	Category	WO Received	Time	Responded	Time	Response Due By	Time	Response Hours Overdue	Completion Due By	Time	Completion Hours Overdue	Description
277674	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Accessories	1/17/2025	1/17/2025 2:24:30 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	towel holder
277920	Woodland Terrace-AMP 3361 (36a)-	Routine	Call	Extermination/Pest Control	1/21/2025	1/21/2025 10:45:00 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop maint./Pest control for mice
278102	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Painting	1/22/2025	1/22/2025 9:38:26 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	paint
278348	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Carpentry	1/23/2025	1/23/2025 12:55:55 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Baseboard replace
278349	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Electrical	1/23/2025	1/23/2025 12:58:34 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Light fixture repl
278350	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Floors, Wall and Ceilings	1/23/2025	1/23/2025 12:59:31 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Radiator hole
278351	Woodland Terrace-AMP 3361 (36a)-	Routine	Call	Extermination/Pest Control	1/23/2025	1/23/2025 1:00:21 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint. / Pest control roaches
278392	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Doors, Windows and Railings	1/23/2025	1/23/2025 3:18:58 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	prop maint/Blinds needed in the kit
278526	Woodland Terrace-AMP 3361 (36a)-	Routine	Call	Extermination/Pest Control	1/24/2025	1/24/2025 12:52:27 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Pest control
278850	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Plumbing	1/27/2025	1/27/2025 12:50:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop.Maintenance/Water dripping und
278999	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Locks/Keys	1/28/2025	1/28/2025 12:13:55 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Keys were stolen, front
279278	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Accessories	1/29/2025	1/29/2025 4:19:59 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	soap dish broken
279559	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Plumbing	1/31/2025	1/31/2025 3:42:00 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop Maint./Bathroom sink is detach
279751	Woodland Terrace-AMP 3361 (36a)-	Routine	Call	Carpentry	2/3/2025	2/3/2025 12:31:20 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	damaged cabinets
279847	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Electrical	2/4/2025	2/4/2025 8:30:14 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Prop. Maint./Outlet is not working
280051	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Plumbing	2/5/2025	2/5/2025 10:42:04 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Kitchen sink
280055	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Plumbing	2/5/2025	2/5/2025 10:46:16 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	TOILET
280101	Woodland Terrace-AMP 3361 (36a)-		Web	Doors, Windows and Railings	2/5/2025	2/5/2025 2:53:07 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	The railing has falling off
280109	Woodland Terrace-AMP 3361 (36a)-	Routine	Awaiting Government Approval	Safety, Security, Bldg Maint	2/5/2025	2/5/2025 4:02:34 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	MOLD in unit
280270	Woodland Terrace-AMP 3361 (36a)-	Routine	Call	Safety, Security, Bldg Maint	2/6/2025	2/6/2025 1:31:17 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	cleaning
280699	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Suspicious Odor	2/11/2025	2/11/2025 9:43:54 AM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Property maintenance/Bad odor comin
280757	Woodland Terrace-AMP 3361 (36a)-	Routine	Scheduled	Electrical	2/11/2025	2/11/2025 2:28:50 PM			1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	1/1/0001 12:00:00 AM	1/1/0001 12:00:00 AM	0	Circuit Breaker

Open Work Orders (Woodland Terrace-AMP 3361(36a)) - 51

Total Open Work Orders - 2545

Property	FY24	FY25	Total
Benning Terrace	0	1	1
Claridge House	1	13	14
Elvans	1	0	1
Garfield	0	2	2
Greenleaf	1	2	3
Greenleaf Senior	0	3	3
Harvard Towers	0	1	1
Highland Addition	2	3	5
Hopkins	1	0	1
Horizon House	2	1	3
James Apts	0	6	6
James Creek	4	2	6
Kelly Miller / Ledroit	3	0	3
Kenilworth	0	3	3
Kentucky Ct	0	1	1
Knox Hill	0	4	4
Langston	3	15	18
Ledroit	1	0	1
Lincoln Heights	0	2	2
MetroTowns	0	1	1
Parkway Overlook	0	1	1
Potomac Garden	5	8	13
Regency House	1	1	2
Richardson	4	8	12
Sibley Plaza	1	8	9
Stoddert / Ft Dupont	4	8	12
Syphax	1	1	2
Villager	0	1	1
Woodland	0	3	3
	35	99	134

Property	Address	Ward	Year Built	Total Units	0 BDR	1 BDR	2 BDR	3 BDR	4 BDR	5 BDR	6 BDR	% Occupied
Garfield Terrace Family (pending redevelopment)	2302 11th St. NW Washington, DC 20001	1	1965	50	0	0	4	38	8	0	0	71%
Garfield Terrace Senior	2301 11th St. NW Washington, DC 20001	1	1965	228	0	227	1	0	0	0	0	77%
Harvard Towers	1845 Harvard St. NW Washington, DC 20009	1	1961	193	177	16	0	0	0	0	0	78%
Kelly Miller	2125 4th St. NW Washington, DC 20001	1	1941	160	17	33	85	25	0	0	0	83%
LeDroit Apts.	2125 4th St. NW Washington, DC 20001	1	1965	124	0	106	0	18	0	0	0	92%
Ontario Road	2422 Ontario Road, NW Washington, DC 20009	1	1926	13	0	6	6	1	0	0	0	80%
Park Morton (redevelopment)	617 Morton St. NW Washington, DC 20010	1	1960	130	0	15	115	0	0	0	0	100%
The Avenue **	3506 Georgia Ave NW Washington, DC 20010	1	2012	27	0	21	6	0	0	0	0	93%
Claridge Towers	1221 M ST NW Washington, DC 20009	2	1967	343	285	58	0	0	0	0	0	77%
Gibson Plaza **	1301 7th Street NW Washington, DC 20001	2	1972	53	2	10	39	2	0	0	0	94%
Horizon House	1150 12TH ST NW Washington, DC 20009	2	1964	107	80	27	0	0	0	0	0	91%
Horizon House ADA	1150 12TH ST NW Washington, DC 20009	2	1964	19	1	5	13	0	0	0	0	89%
James Apartments	1425 N. St. NW Washington, DC 20005	2	1960	141	88	53	0	0	0	0	0	77%
Judiciary House	461 H St., NW Washington, DC 20001	2	1968	263	138	122	2	0	0	0	0	97%
Phyllis Wheatley YWCA **	901 Rhode Island Ave NW Washington, DC 20001	2	1919	76	76	0	0	0	0	0	0	88%
Regency House	5201 Connecticut Ave NW Washington, DC 20008	3	1964	160	123	36	1	0	0	0	0	83%
Edgewood Senior **	635 Edgewood Street NE Washington, DC 20017	5	1973	89	0	89	0	0	0	0	0	92%
Fort Lincoln	3400 Banneker Drive, NE Washington, DC 20018	5	1971	120	96	24	0	0	0	0	0	89%
Langston Additions	2101 G St. NE Washington, DC 20002	5	1965	35	0	0	0	26	9	0	0	58%
Langston Terrace	2101 G St. NE Washington, DC 20002	5	1938	274	0	180	88	6	0	0	0	87%
Lincoln Road	11 R St NE, Washington, DC 20002	5	1900	20	0	6	14	0	0	0	0	87%
Montana Terrace	1625 Montana Ave., NE Washington, DC 20018	5	1965	66	1	0	15	26	24	0	0	100%
St. Martin **	116 T Street NE Washington, DC 20002	5	2010	51	0	50	1	0	0	0	0	86%
Greenleaf Addition	203 N St., SW Washington, DC 20024	6	1959	32	0	0	24	3	5	0	0	25%
Greenleaf Extension	203 N St., SW Washington, DC 20024	6	1959	4	0	0	0	0	0	4	0	75%
Greenleaf Gardens	203 N St., SW Washington, DC 20024	6	1959	242	0	7	98	80	0	19	0	80%
Greenleaf Senior	1200 Deleware St SW Washington, DC 20024	6	1959	215	0	58	157	0	0	0	0	100%
Hopkins Apts.	1000 12th St., SE, Washington, DC 20003	6	1960	158	0	0	107	49	0	0	0	59%
James Creek	1265 Half St. SW Washington, DC 20024	6	1942	242	1	45	147	15	26	4	3	80%

Property	Address	Ward	Year Built	Total Units	0 BDR	1 BDR	2 BDR	3 BDR	4 BDR	5 BDR	6 BDR	% Occupied
Kentucky Court Condos **	245 14th Street SE Unit A Washington, DC 20003	6	2003	12	0	0	6	6	0	0	0	100%
Kentucky Courts	340 13th St., SE Washington, DC 20003	6	1979	118	0	113	5	0	0	0	0	89%
Potomac Gardens Family/Senior	1225 G St., SE, Washington, DC 20003	6	1967/1968	352	0	144	64	141	0	0	0	74%
Sibley Plaza	1140 North Capitol Street, NW, Washington, DC 20002	6	1968	224	0	145	78	0	0	0	0	72%
Sibley Townhomes (redevelopment)	1140 North Capitol Street, NW, Washington, DC 20002	6	1968	22	0	0	0	0	22	0	0	0%
Sursum Corda (redevelopment)	1140 North Capitol Street, NW, Washington DC 20002	6	1968	28	0	0	0	3	22	0	3	0%
Syphax Gardens	1501 Half St. SW Washington, DC 20024	6	1960	174	0	0	126	46	0	0	0	61%
4800 Nannie Helen Burroughs **	4800 Nannie Helen Buroughs Ave NE Washington, DC 20019	7	2013	23	0	6	13	4	0	0	0	91%
Benning Terrace	4450 G St., SE Washington, DC 20019	7	1960	276	0	0	47	177	25	25	0	55%
Capitol Gateway **	201 58th Street NE Washington, DC 20019	7	2004	62	0	12	10	39	1	0	0	95%
Ft.Dupont Addition	155 Ridge Road, SE Washington, DC 20019	7	1962	19	0	0	0	19	0	0	0	11%
Ft.Dupont Dwelling	155 Ridge Road, SE Washngton, DC 20019	7	1940	104	2	35	49	18	0	0	0	88%
Glenncrest **	3600 B St SE Washington, DC 20019	7	2006	61	0	5	1	55	0	0	0	93%
Kenilworth	4500 Quarles St., NE Washinton, DC 20019	7	1959	201	0	0	100	42	40	18	0	84%
Lincoln Heights	400 50th St., NE Washington, DC 20019	7	1945	407	0	57	213	101	36	0	0	100%
Marley Ridge	4450 G Street SE Washington, DC 20019	7	1958	9	0	7	2	0	0	0	0	100%
Metro Towns (Pollin Parkside) **	3613 Hayes St., NE Washington, DC 20019	7	2002	42	0	10	24	8	0	0	0	98%
Residences at Hayes **	5201 Hayes Street NE Washington, DC 20019	7	2018	50	0	1	18	28	3	0	0	100%
Richardson Dwellings	325 53rd Street N.E. Washington, DC 20019	7	1953	191	0	0	47	80	19	24	0	100%
Stoddert Terrace	155 Ridge Road, SE Washington, DC 20019	7	1960	158	0	0	8	57	65	28	0	68%
The Villager	3810 Southern Ave, SE Washington, DC 20020	7	1980	20	0	6	14	0	0	0	0	75%
Triangle View **	3600 B St SE Washington, DC 20019	7		76	0	76	0	0	0	0	0	89%
Victory Square Senior **	600 Barnes Street NE Washington, DC 20019	7	2012	36	0	36	0	0	0	0	0	92%
Barry Farm Dwellings (pending redevelopment)		8		39	0	0	14	16	8	1	0	0%
Capitol Quarter Townhomes **	900 5th Street SE Washington, DC 20003	8	2008	86	0	0	17	51	18	0	0	99%
Capper Senior II (400 M) **	410 M Street SE Washington, DC 20003	8	2007	139	0	135	4	0	0	0	0	94%
Carroll Apts.	400 M St SE, Washington, DC 20003	8	1964	60	0	60	0	0	0	0	0	97%
City View Apartments **	2850 DouglassPL SE Washington, DC 20020	8	2019	30	0	15	15	0	0	0	0	97%

Property	Address	Ward	Year Built	Total Units	0 BDR	1 BDR	2 BDR	3 BDR	4 BDR	5 BDR	6 BDR	% Occupied
Elvans Road	2440-2458 ½ Elvans Road SE Washington, DC 20020	8	1986	20	0	0	0	13	5	2	0	75%
Highland Additions	914 Wahler Place, SE Washington, DC 20032	8	1954	118	0	0	0	112	0	2	0	72%
Highland Dwellings **	656 Atlantic Street SE Washington, DC 20032	8		212	0	51	79	51	6	10	11	91%
Knox Hill	2700 Jasper St., SE Washington, DC 20020	8	1987	122	0	122	0	0	0	0	0	93%
Oxford Manor **	2607 Bowen Road SE Washington, DC 20020	8	1965	30	0	8	22	0	0	0	0	97%
Sheridan Station I **	2516 Sheridan Road SE Washington, DC 20020	8	2011	45	0	22	17	6	0	0	0	93%
Sheridan Station III **	2516 Sheridan Road SE Washington, DC 20020	8	2015	65	0	0	56	9	0	0	0	94%
The Bixby at Capitol Quarter **	601 L Street SE Washington, DC 20003	8	2016	39	2	19	3	10	5	0	0	92%
Wade Apartments (remove from inventory)		8		5	0	0	0	4	1	0	0	0%
Wheeler Creek Family **	900 Varney Street SE Washington, DC 20032	8	2003	48	0	10	17	18	3	0	0	92%
Wheeler Creek Senior **	900 Varney Street SE Washington, DC 20032	8	2003	100	0	100	0	0	0	0	0	99%
Woodland Terrace	2312 Ainger Pl., SE Washington, DC 20020	8	1964	234	0	36	42	78	39	26	13	61%
** mixed finance development***												

DCHA DC Funded Capital Projects

Funding Grant Year	Property	Project Title	Phase	Total Project Cost	1.31.25 Spend to Date
DC50-21	Benning Terrace	Walkup Lead Abatement at Benning Terrace	In Constuction	$ 2,794,854.92	$ 2,343,572.84
DC50-21	Benning Terrace	Townhouse Lead Abatement @ Benning Terrace	In Constuction	$ 3,261,750.57	$ 2,788,611.57
DC50-22	Benning Terrace	Phase 1 Stabilize Townhomes at Benning Terrace	In Constuction	$ 5,223,536.51	$ 4,730,945.49
DC50-23	Benning Terrace	Repair/Repoint Exterior Brick Walls at Benning	In Constuction	$ 656,000.00	$ 495,509.80
DC50-21	Carroll	Elevator Replacement at Carroll Apartments	In Constuction	$ 872,635.66	$ 769,595.39
DC50-23	Child Healthy Homes (Various)	Bathroom and Kitchen Exhaust Replacement @Various (8) Properties-Child Healthy Homes	In Constuction	$1,451,210.18	$ 29,152.19
DC50-23	Child Healthy Homes (Various)	Bathroom and Kitchen Exhaust Replacement @Various (5) Properties-Child Healthy Homes	In Constuction	$1,565,413.81	$ -
DC50-23	Child Healthy Homes (Various)	Emergency Repairs and Security at Various (3) - Occupied Unit Campaign	In Constuction	$841,144.78	$ 41,212.39
RM FY22	Claridge	Roof Replacement at Claridge Towers	In Constuction	$ 921,019.45	$ 902,517.83
DC50-24	Claridge	Additional Make Ready Units at Claridge Towers	Proposal Approved/City Council Approval Needed	$ 3,800,000.00	$ -
DC50-22	Claridge	Design Common Areas & Lobby Renovation	Design	$ 265,786.38	$ 71,658.68
DC50-23	Claridge/Horizon	Emergency Inspection & Repairs	Proposal Approved/PO Pending	$ 1,408,970.60	$ -
DC50-23	Colorado/Columbia	Emergency Inspection & Repairs	Proposal Approved/PO Pending	$ 1,545,534.65	$ -
DC50-23	Ft Dupont	Lead in Units at Fort Dupont Dwellings	In Constuction	$ 355,136.11	$ 34,822.20
DC50-22	Ft Dupont/Stoddert	Stabilize 51 Occupied Townhomes at Stoddert Terrace	In Constuction	$ 2,499,077.99	$ 2,199,481.57
DC50-23	Ft. Lincoln	Vacant Unit / Work Orders (Emergency Inspection & Repairs)	In Constuction	$ 414,912.30	$ 414,912.30
RM FY21	Garfield	Lead Abatement for Make Ready Units and Common Space at Garfield Terrace	In Constuction	$ 344,395.44	$ 337,477.16
DC50-22	Garfield	Repair/Repoint Exterior Brick walls and concrete repairs at Garfield Senior	In Constuction	$ 208,313.86	$ 198,515.41
DC50-23	Garfield	42 Added Vacant Make Ready Units at Garfield	In Constuction	$ 406,252.49	$ 266,920.44
DC50-22	Garfield	Repair/Repoint Exterior of Building at Garfield	Proposal Approved/City Council Approval Needed	$ 3,657,993.16	$ -
DC50-21	Garfield	Elevator Replacement/Upgrades at Garfield Sr.	In Constuction	$ 929,531.49	$ 910,585.88
DC50-23	Garfield	HVAC Chiller Replacement at Garfield	In Constuction	$ 811,541.59	$ 627,826.78
DC50-23	Garfield	Lead Abatement and Make Ready Units at Garfield Senior	Proposal Approved/City Council Approval Needed	$ 1,521,972.98	$ -

DCHA DC Funded Capital Projects

Funding Grant Year	Property	Project Title	Phase	Total Project Cost	1.31.25 Spend to Date
DC50-23	Greenleaf	Lead Abatement and Make Ready Units at Greenleaf Senior	In Constuction	$ 962,142.40	$ 312,666.36
DC50-23	Greenleaf	Lead Abatement in Units at Greenleaf Senior	In Constuction	$ 2,035,542.77	$ -
DC50-21	Greenleaf Gardens	Painting of Apartment Units at Greenleaf Family	In Constuction	$ 1,419,464.38	$ 863,518.89
DC50-21	Greenleaf Gardens	Installation of New Fan Coil and Ducted System at Greenleaf Family	In Constuction	$ 3,032,417.01	$ 1,711,090.00
DC50-23	Greenleaf Gardens	Lead Abatement	In Constuction	$ 1,010,649.46	$ 79,372.03
DC50-21	Greenleaf Senior	Elevator Replacement/Upgrades at Greenleaf Sr.	In Constuction	$ 969,962.13	$ 855,402.61
DC50-23	Highland	Emergency Repairs and Additional Make Ready Units at Highland Addition	In Constuction	$ 1,018,174.12	$ 817,446.60
DC50-23	Highland	Lead Abatement in Units at Highland Additions Townhomes	In Constuction	$ 917,830.26	$ 90,188.78
DC50-23	Highland	Lead Abatement in Units at Highland Additions Townhomes- Phase 2	In Constuction	$ 896,700.32	$ 43,811.97
DC50-24	Highland Addition	AE Design and Engineering	Design	$ 571,175.00	$ -
DC50-21	Hopkins	Elevator Replacement/Upgrades at Hopkins	In Constuction	$ 888,077.82	$ 659,080.83
DC50-23	Hopkins/Potomac	Additional Make Ready Renovations and Unit Turns at Hopkins and Potomac	In Constuction	$ 961,348.53	$ 866,202.83
DC	Horizon	Roof Replacement at Horizon	Proposal Approved/City Council Approval Needed	$ 1,074,853.85	$ -
RM FY21	James Apts	Make Ready Units	In Constuction	$ 275,219.46	$ 247,840.46
RM FY21	James Apts	Parking Garage Structural Repairs and Ramp Replacement at James	In Constuction	$ 2,000,000.00	$ 790,473.04
DC50-24	James Apts	Additional Masonry Stabilization at James Apartments	In Constuction	$ 990,002.36	$ 906,219.81
DC50-24	James Apts	Make Ready Units and Door Replacement at James	In Constuction	$ 643,179.29	$ -
DC50-24	James Apts	Construction Admin Services & Misc Mechanical Work at James	In Constuction	$ 404,188.10	$ -
DC50-22	James Creek	Electrical Panels at James Creek	In Constuction	$ 2,100,000.00	$ 902,165.01
DC50-23	James Creek	1-2 Bedroom Additional Make Ready Units at James Creek	In Constuction	$ 917,387.49	$ 750,360.94
DC50-22	Judiciary	Phase 5 Unit Renovations at Judiciary	In Constuction	$ 9,719,060.12	$ 6,044,346.62
RM FY19	Judiciary	Phase 4 Unit Renovations at Judiciary	In Constuction	$ 2,702,309.66	$ 2,421,616.66
RM FY21	Kelly Miller	Make Ready Units at Kelly Miller Dwellings	In Constuction	$ 122,861.17	$ 73,007.11
DC50-23	Kelly Miller/Ledroit	Vacant Unit / Work Orders	Proposal Approved/City Council Approval Needed	$ 2,789,527.40	$ -

DCHA DC Funded Capital Projects

Funding Grant Year	Property	Project Title	Phase	Total Project Cost	1.31.25 Spend to Date
DC50-23	Kenilworth	Emergency Inspection and Repairs at Kenilworth-Occupied Unit Campaign	In Constuction	$561,275.00	$ -
DC50-23	Kenilworth	Roof Replacement & Building Exterior Wall Repair	In Constuction	$1,778,755.18	$ 1,755,436.79
DC50-23	Langston	Emergency Inspection and Repairs at Langston Terrace	In Constuction	$393,985.79	$ -
DC50-23	Langston	Lead Abatement in Units at Langston Terrace Townhomes	In Constuction	$ 1,137,711.31	$ -
DC50-23	Langston	Lead Abatement in Units at Langston Terrace Walkups	In Constuction	$ 1,528,187.99	$ 544,990.20
DC50-24	Langston	Additional Vacant Units at Langston Terrace	Proposal Approved/City Council Approval Needed	$ 1,525,226.01	$ -
RM FY19	Langston Addition	Phase 4 Unit Renovations at Langston Addition	In Constuction	$ 924,920.64	$ -
DC50-23	Langston Addition	Phase 5 Unit Renovations at Langston Addition	In Constuction	$ 975,000.00	$ 209,713.37
RM FY19	Langston Addition	Phase 3 Unit Renovations at Langston Addition	In Constuction	$ 660,758.08	$ 582,777.73
RM FY20	Langston Addition	Water Main Installation and Miscellaneous Mods at Langston Addition	In Constuction	$ 437,493.96	$ 238,072.52
DC50-22	Langston Terrace	Lead abatement and Make Ready Units at Langston Terrace	In Constuction	$ 1,872,835.57	$ 1,611,005.63
DC50-22	Langston Terrace	Replace Roofs at Langston Terrace	In Constuction	$ 6,923,535.44	$ 6,540,291.84
DC50-23	Langston Terrace	Vacant Unit / Work Orders (Emergency Inspection & Repairs)	Proposal Approved/City Council Approval Needed	$ 1,487,094.02	
DC50-23	Langston Terrace	Vacant Unit / Work Orders (Emergency Inspection & Repairs)	In Constuction	$ 393,985.78	$ 7,528.39
RM FY19	Ledroit Senior	Phase 2 Unit Renovations at Ledroit	In Constuction	$ 2,059,726.31	$ 2,002,066.35
RM FY20	Ledroit Senior	Phase 3 Unit Renovations at Ledroit Senior	In Constuction	$ 3,701,254.72	$ 3,008,176.58
RM FY20	Ledroit Senior	Phase 4 Unit Renovations at Ledroit Senior	In Constuction	$ 3,374,923.31	$ 3,149,545.43
DC50-22	Ledroit Senior	Lead Abatement Phase 2-4 Modifications	In Constuction	$ 1,605,472.14	$ 1,453,016.55
DC50-21	Lincoln Heights	Make Ready Units Phase 2 at Lincoln Heights	In Constuction	$ 2,747,806.50	$ 2,616,696.37
DC50-23	Lincoln Road	Vacant Unit / Work Orders (Emergency Inspection & Repairs)	In Constuction	$ 808,519.25	$ 626,036.63
DC50-23	Montana	Lead Abatement in Units at Montana Townhomes	In Constuction	$ 516,722.07	$ 263,044.77
DC50-23	Montana	Lead Abatement and Make Ready Units at Montana Townhomes (Lead Campaign)	In Constuction	$ 424,797.51	$ 374,637.69
DC50-21	Potomac Sr	Elevator Replacement/Upgrades at Potomac Sr.	In Constuction	$ 867,876.21	$ 782,810.26
DC50-24	Regency	Unit Renovations at Regency	Proposal Approved/City Council Approval Needed	$ 1,529,249.17	$ -

DCHA DC Funded Capital Projects

Funding Grant Year	Property	Project Title	Phase	Total Project Cost	1.31.25 Spend to Date
DC50-23	Regency	Vacant Unit / Work Orders (Emergency Inspection & Repairs)	In Constuction	$ 948,965.31	$ 948,035.40
DC50-23	Richardson	Lead Abatement and Make Ready Units at Richardson Dwellings Townhomes (Lead Campaign)	In Constuction	$ 458,046.04	$ 404,268.01
DC50-23	Richardson	Lead Abatement in Units at Richardson Dwellings Townhomes (Lead Campaign)	In Constuction	$ 1,686,331.02	$ 82,712.16
DC50-23	Richardson Dwellings	Emergency Inspection & Repairs	Proposal Approved/City Council Approval Needed	$ 1,941,746.62	
DC50-24	Sibley	Roof Replacement at Sibley	Proposal Approved/City Council Approval Needed	$ 1,333,109.38	$ -
DC50-23	Stoddert	Lead in Units at Stoddert Terrace	In Constuction	$ 1,180,921.83	$ 80,596.97
DC50-24	Stoddert	Stoddert Community Center Sewer Line Replacement	In Constuction	$ 297,694.11	$ -
DC50-23	Syphax	Make Ready Units at Syphax	In Constuction	$ 1,017,987.53	$ 614,797.47
DC50-23	Syphax	Replace Radiator Baseboards and Associated Piping at Syphax	In Constuction	$2,579,955.16	$804,041.03
DC50-23	Syphax	Emergency Inspection and Repairs at Syphax	In Constuction	$469,430.00	$20,700.00
DC50-23	Syphax	Lead Abatement in Occupied Units at Syphax	In Constuction	$ 2,143,050.00	$ 188,087.76
DC50-23	Syphax	Phase 2 Make Ready Units ay Syphax Vacant Unit Campaign	In Constuction	$ 711,302.31	$ -
DC50-23	Various	Bathroom and Kitchen Exhaust Replacement @Various (8) Properties-Child Healthy Homes	In Constuction	$583,376.00	$ -
DC50-24	Various	Lead Assessment at Various (5) Properties....	In Constuction	$ 918,261.88	$ 45,012.42
DC50-24	Various	Life Safey - Fire Alarm Design	Design	$ 606,014.60	$ 606,014.60
DC50-24	Various	FY25 Phase 1 Security Cameras and Access Control Upgrades	Proposal Approved / With OCFO Funding Approval Needed	$ 3,700,000.00	$ -
DC50-23	Woodland	CCTV Security System Upgrades at Woodland	In Constuction	$ 600,000.00	$ 487,381.80
DC50-22	Woodland	Stabilize 58 townhomes at Woodland Terrace	In Constuction	$ 8,449,277.73	$ 8,112,676.52
DC50-23	Woodland	Lead Abatement in Units at Woodland Terrace Walkups	In Constuction	$ 709,510.20	$ 13,557.52

OFFICE OF THE ADA/504 PROGRAM
DISTRICT OF COLUMBIA HOUSING AUTHORITY
COUNCIL PERFORMANCE OVERSIGHT

Please summarize how many reasonable accommodation requests DCHA received in Fiscal Year 2024 and Fiscal Year 2025, to date, broken down by program and by outcome (denied, withdrawn, etc.).

FY 2024

Applicants

# of RA Requests Received	# of Approved Requests	# of Denied Requests	# of Admin. Closed Requests	# of Admin. Withdrawn Requests	# of Client Withdrawn Requests	# of Open Requests
55	46	2	0	7	0	0

Public Housing Residents

# of RA Requests Received	# of Approved Requests	# of Denied Requests	# of Admin. Closed Requests	# of Admin. Withdrawn Requests	# of Client Withdrawn Requests	# of Open Requests
86	65	5	3	11	2	0

Housing Choice Voucher Participants

# of RA Requests Received	# of Approved Requests	# of Denied Requests	# of Admin. Closed Requests	# of Admin. Withdrawn Requests	# of Client Withdrawn Requests	# of Open Requests
262	220	11	2	23	6	0
Total Requests for FY 2024	**403**					

FY 2025

Applicants

# of RA Requests Received	# of Approved Requests	# of Denied Requests	# of Admin. Closed Requests	# of Admin. Withdrawn Requests	# of Client Withdrawn Requests	# of Open Requests
42	26	2	1	3	1	9

Public Housing Residents

# of RA Requests Received	# of Approved Requests	# of Denied Requests	# of Admin. Closed Requests	# of Admin. Withdrawn Requests	# of Client Withdrawn Requests	# of Open Requests
41	32	2	1	1	1	4

OFFICE OF THE ADA/504 PROGRAM
DISTRICT OF COLUMBIA HOUSING AUTHORITY
COUNCIL PERFORMANCE OVERSIGHT

Housing Choice Voucher Participants						
# of RA Requests Received	# of Approved Requests	# of Denied Requests	# of Admin. Closed Requests	# of Admin. Withdrawn Requests	# of Client Withdrawn Requests	# of Open Requests
92	69	1	1	0	1	20
Total Requests for FY 2025		**175**				

LEGEND: RA – Reasonable Accommodation.
Administrative Closed Requests – requests previously submitted to DCHA for the same accommodation that were approved.
Administrative Withdrawn – requests that lack supporting documentation from a health care provider.

FY2024	Participating Households				Households Exiting During			
Program	**End of Q1**	**End of Q2**	**End of Q3**	**End of Q4**	**Q1**	**Q2**	**Q3**	**Q4**
DC Local	401	400	390	387	1	1	23	1
Shallow	100	99	86	85	0	3	4	6
Permanent Supportive Housing (PSH) Families	918	922	911	916	0	2	70	0
Permanent Supportive Housing (PSH) Individuals	1186	1168	1126	1101	12	9	87	20
Targeted Affordable Housing (TAH) Families	703	699	693	689	3	2	60	0
Targeted Affordable Housing (TAH) Individuals	292	285	273	273	1	2	27	3
DCHA Waitlist	1030	1023	1000	992	1	0	28	8
LGBTQ	60	67	75	80	0	1	3	0
Returning Citizens	98	101	113	119	0	0	13	0
DV Victims	40	40	40	43	0	1	0	0
Seniors	28	29	27	31	0	0	1	0
Total	4856	4833	4734	4716	18	21	316	38

FY25 YTD	Participating Households				Households Exiting During			
Program	**End of Q1**	**End of Q2**	**End of Q3**	**End of Q4**	**Q1**	**Q2**	**Q3**	**Q4**
DC Local	386				0			
Shallow	82				4			
Permanent Supportive Housing (PSH) Families	929				3			
Permanent Supportive Housing (PSH) Individuals	1070				9			
Targeted Affordable Housing (TAH) Families	687				0			
Targeted Affordable Housing (TAH) Individuals	268				2			
DCHA Waitlist	986				5			
LGBTQ	79				0			
Returning Citizens	121				0			
DV Victims	42				0			
Seniors	38				0			
Total	4688	0	0	0	23	0	0	0

FY2024	Total Rental Payments (HAP + UAP)				
Program	**End of Q1**	**End of Q2**	**End of Q3**	**End of Q4**	**FY24 YTD**
DC Local	$2,149,999	$2,175,731	$2,427,361	$2,448,446	$9,201,537
Shallow	$143,257	$140,407	$134,653	$131,546	$549,863
Permanent Supportive Housing (PSH) Families	$6,979,098	$6,845,313	$7,635,968	$7,162,548	$28,622,927
Permanent Supportive Housing (PSH) Individuals	$6,731,990	$6,326,346	$7,379,975	$6,364,664	$26,802,975
Targeted Affordable Housing (TAH) Families	$5,339,018	$5,305,937	$5,796,997	$5,223,326	$21,665,278
Targeted Affordable Housing (TAH) Individuals	$1,554,590	$1,469,052	$1,705,782	$1,414,205	$6,143,629
DCHA Waitlist	$6,573,268	$6,534,288	$7,182,683	$6,580,943	$26,871,182
LGBTQ	$384,040	$390,786	$473,384	$462,309	$1,710,519
Returning Citizens	$588,397	$558,413	$615,782	$689,766	$2,452,358
DV Victims	$264,879	$263,435	$289,509	$265,990	$1,083,813
Seniors	$157,308	$171,034	$157,124	$173,889	$659,355
Total	$30,865,844	$30,180,742	$33,799,218	$30,917,632	$125,763,436

FY25 YTD	Total Rental Payments (HAP + UAP)				
Program	**End of Q1**	**End of Q2**	**End of Q3**	**End of Q4**	**FY24 YTD**
DC Local	$2,198,940				$2,198,940
Shallow	$125,375				$125,375
Permanent Supportive Housing (PSH) Families	$7,325,103				$7,325,103
Permanent Supportive Housing (PSH) Individuals	$6,012,352				$6,012,352
Targeted Affordable Housing (TAH) Families	$5,401,703				$5,401,703
Targeted Affordable Housing (TAH) Individuals	$1,457,156				$1,457,156
DCHA Waitlist	$6,737,951				$6,737,951
LGBTQ	$511,141				$511,141
Returning Citizens	$760,173				$760,173
DV Victims	$275,374				$275,374
Seniors	$180,554				$180,554
Total	$30,985,822	$-	$-	$-	$30,985,822

FY2024	Average Monthly Rent			
Program	**End of Q1**	**End of Q2**	**End of Q3**	**End of Q4**
DC Local	$1,787	$1,813	$2,075	$2,109
Shallow	$478	$473	$522	$516
Permanent Supportive Housing (PSH) Families	$2,534	$2,475	$2,794	$2,606
Permanent Supportive Housing (PSH) Individuals	$1,892	$1,805	$2,185	$1,927
Targeted Affordable Housing (TAH) Families	$2,532	$2,530	$2,788	$2,527
Targeted Affordable Housing (TAH) Individuals	$1,775	$1,718	$2,083	$1,727
DCHA Waitlist	$2,127	$2,129	$2,394	$2,211
LGBTQ	$2,134	$1,944	$2,104	$1,926
Returning Citizens	$2,001	$1,843	$1,816	$1,932
DV Victims	$2,207	$2,195	$2,413	$2,062
Seniors	$1,873	$1,966	$1,940	$1,870
Total	$2,119	$2,082	$2,380	$2,185

FY25 YTD	Average Monthly Rent			
Program	**End of Q1**	**End of Q2**	**End of Q3**	**End of Q4**
DC Local	$1,899			
Shallow	$510			
Permanent Supportive Housing (PSH) Families	$2,628			
Permanent Supportive Housing (PSH) Individuals	$1,873			
Targeted Affordable Housing (TAH) Families	$2,621			
Targeted Affordable Housing (TAH) Individuals	$1,812			
DCHA Waitlist	$2,278			
LGBTQ	$2,157			
Returning Citizens	$2,094			
DV Victims	$2,186			
Seniors	$1,584			
Total	$2,203			