

**Beacon Residential Management LP**  
**Management Report for Branford Housing Authority**  
**Parkside Village I and II**  
**Jan-21**

<b>COVID-19</b>	<p>Safety protocols remain a high priority. Office staff and residents are required to wear masks and a supply of PPE is maintained at both management offices. The Maintenance Team continues to disinfect and sanitize all common areas on a daily basis. Lastly, residents have been strongly urged to notify management if they contract COVID-19 so we can take appropriate measures to mitigate potential transmission. We were made aware of one positive test result for COVID-19 (resident) during the month of January.</p>																																		
<b>Office Administration</b>	<p>Annual Recertifications: The team will be starting the recertification process soon. PM has reached out to Penny Fisher of CHFA to obtain guidelines specific to Parkside Village.</p> <p>RFP advertised in the New Haven Register - run date: <u>2/2/2021</u></p> <p>ERAP Payment: received check (payment 1 of 2) from DOH on 11/20/2020. Second payment expected around May/June 2021.</p> <p>RSC Grant: The RSC Payment Requisition was submitted to DOH on 10/1/20. We are still waiting for payment. Follow-up emails sent to DOH regarding payment status on 10/22/20, 11/5/20, 12/8/20, 2/1/21.</p>																																		
<b>Leasing</b>	<p><b>January 2021 Occupancy Summary</b>  <b>As of: 1/31/2021</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">PS I</th> <th style="text-align: center;">PS II</th> <th style="text-align: center;">PS I &amp; II Combined</th> </tr> </thead> <tbody> <tr> <td style="text-align: right;">% Occupied</td> <td style="text-align: center;">74.00%</td> <td style="text-align: center;">98.00%</td> <td style="text-align: center;">86.00%</td> </tr> <tr> <td style="text-align: right;"># of Vacants</td> <td style="text-align: center;">13</td> <td style="text-align: center;">1</td> <td style="text-align: center;">14</td> </tr> <tr> <td style="text-align: right;">Monthly Move-ins Jan. 2021:</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> <tr> <td style="text-align: right;">Move-ins 8/2020 to Date:</td> <td style="text-align: center;">1</td> <td style="text-align: center;">7</td> <td style="text-align: center;">8</td> </tr> <tr> <td style="text-align: right;">Leasing Plan for February</td> <td style="text-align: center;">2-3 move-ins by 2/28/21</td> <td style="text-align: center;">Final vacancy by 2/28/21</td> <td style="text-align: center;">3 to 4</td> </tr> <tr> <td style="text-align: right;">On Notice</td> <td style="text-align: center;">0</td> <td style="text-align: center;">1 (possible abandonment)</td> <td></td> </tr> <tr> <td style="text-align: right;">Other Leasing Notes</td> <td colspan="3" style="text-align: center;">Waitlist Update in Process</td> </tr> </tbody> </table>				PS I	PS II	PS I & II Combined	% Occupied	74.00%	98.00%	86.00%	# of Vacants	13	1	14	Monthly Move-ins Jan. 2021:	-	-	-	Move-ins 8/2020 to Date:	1	7	8	Leasing Plan for February	2-3 move-ins by 2/28/21	Final vacancy by 2/28/21	3 to 4	On Notice	0	1 (possible abandonment)		Other Leasing Notes	Waitlist Update in Process		
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<b>Community Engagement / Resident Services</b>	<p><u>COVID Vaccinations</u>: Monthly Newsletter includes detailed information regarding the vaccination process. The RSC is assisting residents with scheduling vaccinations currently being offered in New Haven, CT.</p> <p><u>Valentines Day Resident Engagement</u>: RSC will be handing out door hearts to residents on a per request basis.</p>																																		
<b>Maintenance</b>	<p>Eversource installed new conduit and replacement lines, which are located between the boxes of all buildings. This will hopefully resolve the issues experienced in the past with buried power lines at certain buildings.</p> <p>Maintenance team is working to finalize turnovers for the apartments with upcoming move-ins (listed above).</p> <p>Lifts: service has been restored to 3 lifts. The lower lift at Building C requires a new battery charger at \$550 - accounting department is working on processing the deposit (week of 2/1). Fluid change is currently in process at Phase I and will begin at Phase II soon.</p>																																		