

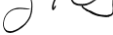
Joseph L. Smith  
Chairman, Board of Commissioners

Janet Abrahams  
President / Chief Executive Officer



## MEMORANDUM

To: The Honorable President and Members of the Baltimore City Council  
c/o Natawna Austin, Executive Secretary

From: Janet Abrahams, President and Chief Executive Officer 

Date: October 13, 2020

Re: Follow-up Responses to City Council Bill 20-0217R Informational Hearing – Sanitization of Buildings under the Rental Assistance Demonstration Program and HUD Regulatory Authority

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The Housing Authority of Baltimore City (HABC) was referred City Council Bill 20-0217R, Informational Hearing – Sanitization of Buildings under the Rental Assistance Demonstration Program and HUD Regulatory Authority, to address concerns about the materials used and schedules for sanitizing buildings that have been converted under the Rental Assistance Demonstration (RAD).

Staff members from HABC testified before the Health Committee on August 18, 2020. There were representatives from various management companies at the hearing to answer committee members questions.

The Health Committee requested that the management companies post certain information within the buildings and that notification be made to the residents. As a follow-up to the requested actions, HABC is submitting the following addendum, which shows that for each of the following requested actions, the date each was implemented by property:

Request #1 Management to post in common area/make available the sanitizing efforts related to Covid-19 and to have a daily sign off log acknowledging that the additional sanitizing is completed daily.

Request #2 Management to send the residents a notice to inform them of their sanitizing efforts and how/where the above will be available.

Following the summary table on the next page, HABC has provided examples of checklists, logs, and notifications that the management companies are using at each property.

We look forward to any additional questions that the Health Committee may have about the practices undertaken at these properties regarding how common areas of the buildings under the RAD program are sanitized during the COVID-19 pandemic.

Housing Authority of Baltimore City | 417 East Fayette Street, Baltimore, MD 21202

 410.396.3232  [www.HABC.baltimorehousing.org](http://www.HABC.baltimorehousing.org)  TWITTER  Facebook  @BmoreHabc 

**Private Management Firms  
August 18, 2020  
City Council WebEx Meeting  
Action Items**

Private Management Firms August 18, 2020 City Council Web Ex Meeting- Action Items

Request #1 Management to post in common area/make available the sanitizing efforts related to Covid-19 and to have a daily sign off log acknowledging that the additional sanitizing is completed daily.

Request #2 Management to send the residents a notice to inform them of their sanitizing efforts and how/where the above will be available.

Property	Mgmt. Company	Details on where the information will be posted	Date the information will be/was posted In a public area (made avail.)	Date letter was sent to the residents (anticipated)
J Van Story	COMMUNITY HOUSING PARTNERSHIP	Keeping a cleaning log at the security desk for each employee to sign off on. The cleaning log will be available for residents that wish to see it.	9/4/2020	9/22/2020
Primrose Place			9/4/2020	9/22/2020
Terrace Garden Cooperative	CSI	A general schedule posted in the front lobby with a signature line for the custodian to sign daily	8/26/2020	8/31/2020
Ellerslie	CT GROUP	The sanitizing log will be posted in the lobby area of the building	8/31/2020	8/28/2020
Brentwood			8/31/2020	8/28/2020
Allendale	ENTERPRISE	Sanitizing log will be posted in the office and available upon their request	March 2020	8/31/2020
Hollins House			March 2020	8/31/2020
Pleasant View Sr	INTERSTATE	An A-Frame easel and cork board has been ordered for each asset in order to display the daily cleaning. Have a separate checklist that will be signed off on daily.	this the week of August 31st.	8/31/2020
Rosemont Towers			this the week of August 31st.	8/31/2020
Wyman House	PENNROSE	Management will create recurring work orders in their system for the additional Covid-19 related sanitizing. They will post the work orders (that are signed by the maintenance team member completing the work) in the common area halls on each floor.	9/16/2020	9/16/2020
Bernard E. Mason	RESIDENTIAL ONE	Lobby – Next to Elevator; They have created a sign in sheet that will be posted. The vendor or staff will sign off every day stating the areas have been sanitized for COVID-19 during the hours identified for cleaning.	8/29/2020	8/29/2020
McCulloh (high-rise)			8/29/2020	8/29/2020
Monument East			8/29/2020	8/29/2020
Govans			8/29/2020	8/29/2020
Bel Park Tower	Winn	1.Post the notice of sanitizing in elevators on the back wall. 2.Provide a signature and date to confirm the sanitizing in these areas has been performed as scheduled.	8/31/2020	8/31/2020
Lakeview Towers			8/31/2020	8/31/2020
Chase House			8/31/2020	8/31/2020

**COMMUNITY HOUSING PARTNERSHIP**



## COMMUNITY HOUSING PARTNERS

J. Van Story Branch Apartments  
11 West 20<sup>th</sup> Street, Baltimore, MD 21218  
Phone: (410)496-3272  
kjames@chpc2.org

Community Housing Partners

www.CommunityHousingPartners.org

September 22, 2020

To all residents,

In efforts to keep our building safe, clean, and sanitized, please feel free to stop by the front desk to view our cleaning schedule of events that take place several times a day, daily. A log is kept in the office and/or at the front desk that will be signed off on when the building is cleaned.

This includes -

- Elevator sanitation
- Laundry room sanitation
- Stairwell cleaning and deodorizing
- Community room sanitation
- Fitness room sanitation
- Office sanitation
- Trash removal from trash rooms/ trash chute deodorizing
- Sweeping, mopping, and deodorizing of all floors, and handrails in hallways.
- Mailbox wipe down
- Vending machine wipe down
- Doors and knobs in common areas

Please remember to practice safe distancing, wearing masks, and gloves when needed.

While we cannot guarantee the spread of coronavirus in our building, routine sanitizing, along with these safe practices will narrow the chances of infection for us all.

Continue to be safe and reach out to management if there are any questions or concerns.

Respectfully,

Kim James  
Sr. Property Manager  
(410) 878-0425



*We are an equal housing opportunity provider. We do not discriminate on the basis of race, color, sex, national origin, religion, disability or familial status (having children under age 18), or any other legally protected characteristic. We do not interfere, threaten, or coerce persons in the exercise of their fair housing rights. We do not retaliate against persons who have asserted their rights or persons who have assisted someone in asserting their rights.*



## COMMUNITY HOUSING PARTNERS

Primrose Place Apartments  
820 South Caton Avenue Baltimore, MD  
21229  
Phone: (443)438-9957  
bcampbell@chpc2.org

Community Housing Partners

www.CommunityHousingPartners.org

September 22, 2020

To all residents,

In efforts to keep our building safe, clean, and sanitized, please feel free to stop by the front desk to view our cleaning schedule of events that take place several times a day, daily. A log is kept in the office and/or at the front desk that will be signed off on when the building is cleaned.

This includes -

- Elevator sanitation
- Laundry room sanitation
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- Community room sanitation
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- Office sanitation
- Trash removal from trash rooms/ trash chute deodorizing
- Sweeping, mopping, and deodorizing of all floors, and handrails in hallways.
- Mailbox wipe down
- Vending machine wipe down
- Doors and knobs in common areas

Please remember to practice safe distancing, wearing masks, and gloves when needed.

While we cannot guarantee the spread of coronavirus in our building, routine sanitizing, along with these safe practices will narrow the chances of infection for us all.

Continue to be safe and reach out to management if there are any questions or concerns.

Respectfully,

Brenda Campbell  
Property Manager  
(443) 438-9957



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**CSI**



Providing & managing the co-op family of affordable housing communities in Michigan, Maryland, Massachusetts & California

August 31, 2019

Dear Members:

As we continue to move forward with our Covid-19 precautions and procedures at Terrace Garden Co-op we want to share a new measure. Our team has been vigilant with the daily sanitizing and disinfecting of all common areas in an effort to prevent the spread of Covid-19. Starting September 2, 2020 the co-op will post a daily cleaning schedule, outlining all areas that are sanitized and disinfected. The schedule will be initialed once per day by the custodian team. This schedule will be located in the lobby area for your viewing. Please note that this schedule has been continuously utilized since before the start of Covid-19.

Thank you for your cooperation in putting safety first and remaining socially distant. And remember, mask up!

If you have further questions or concerns we encourage you to contact Vaughn Barrier, Co-op Liaison, CSI Support & Development at 410-344-1820.

Sincerely,

Brandon Moss  
Regional Manager

cc: Liaison, Operations Manager, HABC



CSI Support & Development  
3600 O'Donnell Street, Suite 2  
Baltimore, Maryland 21224  
<http://www.csi.coop>

Tel (410) 342-8003  
Fax (410) 342-8005  
TDD (800) 348-7011  
E-mail [seniorhousing@csi.coop](mailto:seniorhousing@csi.coop)



**CT GROUP**

# The Ellerslie

601 Wyanoke Avenue ♦ Baltimore, MD 21218  
Phone: 443.529.9050 - TTY: 711 ♦ Fax: 443.873.8886

Dear Resident-

As the Covid-19 pandemic remains active and present in every aspect of our lives, Management at The Ellerslie continues to revisit best practices in support of promoting a safe and healthy housing experience for our residents. Prior to Covid-19 management had a routine cleaning schedule for the common areas. At the onset of Covid-19, the routine cleaning schedule has continued however, we have added additional cleaning to sanitize areas subject to frequent hand touching/traffic areas. This sanitizing is in place to assist with preventing the spread of Covid-19.

The following is information on the additional sanitizing be performed at The Ellerslie:

Area	Information on Sanitizing Efforts	Cleaning Frequency
Mailbox Area	Sanitized per CDC guidelines	Daily
Common Area Door Knobs	Sanitized per CDC guidelines	Daily
Laundry Rooms	Sanitized per CDC guidelines	Daily
Trash Chutes Handles	Sanitized per CDC guidelines	Daily
Elevators	Sanitized per CDC guidelines	Daily
Stairwells/Hand Rails	Sanitized per CDC guidelines	Daily

**\*Please note this information is subject to change without notice due to unforeseen emergencies.**

Management will:

1. Post the above information in the lobby area daily.
2. Provide a signature and date to confirm the sanitizing in these areas has been performed as scheduled. This will be posted along with the information above.

**Please keep this notice for your future reference on additional sanitizing efforts being performed at The Ellerslie.** Thank you in advance for your efforts to maintain safe practices as well as your continued support and feedback. We will get through this together. Please contact the management office if you have any questions/concerns.

Sincerely,



# The Brentwood

401 E 25th Street ♦ Baltimore, MD 21218  
Phone: 443.961.1690 - TTY: 711 ♦ Fax: 410.235.2425

Dear Resident-

As the Covid-19 pandemic remains active and present in every aspect of our lives, Management at The Brentwood continues to revisit best practices in support of promoting a safe and healthy housing experience for our residents. Prior to Covid-19 management had a routine cleaning schedule for the common areas. At the onset of Covid-19, the routine cleaning schedule has continued however, we have added additional cleaning to sanitize areas subject to frequent hand touching/traffic areas. This sanitizing is in place to assist with preventing the spread of Covid-19.

The following is information on the additional sanitizing be performed at The Brentwood:

Area	Information on Sanitizing Efforts	Cleaning Frequency
Mailbox Area	Sanitized per CDC guidelines	Daily
Common Area Door Knobs	Sanitized per CDC guidelines	Daily
Laundry Rooms	Sanitized per CDC guidelines	Daily
Trash Chutes Handles	Sanitized per CDC guidelines	Daily
Elevators	Sanitized per CDC guidelines	Daily
Stairwells/Hand Rails	Sanitized per CDC guidelines	Daily

**\*Please note this information is subject to change without notice due to unforeseen emergencies.**

Management will:

1. Post the above information in the lobby area\_daily.
2. Provide a signature and date to confirm the sanitizing in these areas has been performed as scheduled. This will be posted along with the information above.

**Please keep this notice for your future reference on additional sanitizing efforts being performed at The Brentwood.** Thank you in advance for your efforts to maintain safe practices as well as your continued support and feedback. We will get through this together. Please contact the management office if you have any questions/concerns.

Sincerely,



**ENTERPRISE**



**Allendale**  
**3600 W. Franklin Street, Baltimore, MD 21229**  
**410-500-4466**

Dear Resident-

As the Covid-19 pandemic remains active and present in every aspect of our lives, Management at The Allendale continues to revisit best practices in support of promoting a safe and healthy housing experience for our residents. Before Covid-19 management had a routine cleaning schedule for the common areas. At the onset of Covid-19, the routine cleaning schedule has continued however, we have added additional cleaning to sanitize areas subject to frequent hand touching/traffic areas. This sanitizing is in place to assist with preventing the spread of Covid-19.

Management will:

1. Continue to clean and sanitize high touch common areas such as mailboxes, property entrance doors, trash room access doors and chute handles, washing and drying machines, elevator controls, etc.
2. Maintain a log (sample attached) which is maintained by the maintenance department and can be made available to residents for review upon request made to the management office.

**Please keep this notice for your future reference on additional sanitizing efforts being performed at The Allendale.**

Thank you in advance for your efforts to maintain safe practices as well as your continued support and feedback. Please contact the management office if you have any questions/concerns.

Sincerely,

Allendale Management Team.



**Sanitation Log**

Property Name:		Property Manager:			
Area Sanitized	Date	Time	Type of Sanitation Completed (clorox wipes/10% bleach-water solution, etc.)	Associate Initials	Notes



**INTERSTATE**



www.TMO.com

Michaels Development Co  
Interstate Realty Management Co., AMO®  
Michaels Military Housing  
Michaels Management Services, AMO®  
Continental Mortgage Corp.  
Prestige Building Co.  
Riverside Capital, LLC  
University Student Living, LLC

ATLANTA (GA)  
BALTIMORE (MD)  
BEACON (NY)  
BOULDER (CO)  
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HATBORO (PA)  
HONOLULU (HI)  
HOUSTON (TX)  
KANSAS CITY (MO)  
Lodi (CA)  
LOS ANGELES (CA)  
PHILADELPHIA (PA)  
PITTSBURGH (PA)  
PIMAQUA (PA)  
TAMPA (FL)  
TRENTON (NJ)  
TULSA (OK)  
WASHINGTON (DC)

August 31, 2020

Dear Residents:

As you should be aware, management has been providing additional cleaning of the common areas of your building since April, as a result of the current COVID-19 pandemic. A number of months ago, management also posted the chemicals used daily in performing your building's cleaning.

Effective immediately, management has implemented a **Daily Building Cleaning** form. This form indicates the morning and afternoon cleaning of the various areas of your building, along with the approximate time of the cleanings and the person performing the tasks.

Management has placed a board on an easel in the common area of your building that displays the chemicals used for the above cleaning, as well as the twice daily building cleaning. The board has been provided so that you have the ability to monitor the steps being taken on a daily basis to provide you the cleanest possible living environment.

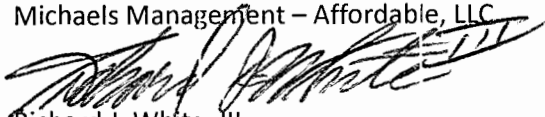
This office continues to express its appreciation for your cooperation in wearing a mask or facial covering and practicing social distancing, per the CDC and local health department, in order to prevent you and others from contracting COVID. These measures will also be needed, as we progress towards the flu season, in the prevention of contracting influenza.

Management deeply appreciates you, our residents, and asks that you do your part in helping to ensure that everyone remains safe and healthy.

Your attention to the above is most appreciated.

Respectfully,

Michaels Management – Affordable, LLC

  
Richard J. White, III

Baltimore Regional Property

District Office  
201 N. Aisquith Street  
Baltimore, MD 21202  
Tel 667-303-3210  
Fax 410-534-6188

## ***RAD - Daily Building Cleaning***

Property: \_\_\_\_\_

Date: \_\_\_\_\_

**Morning** \_\_\_\_

**Afternoon** \_\_\_\_

<u>Area</u>	<u>Time</u>	<u>Performed BY</u>
Lobby Doors & Handles	_____	_____
Elevator Buttons	_____	_____
Hand Rails	_____	_____
Corridor Floors	_____	_____
Restrooms	_____	_____
Trash Room (Doors Handles & Interior)	_____	_____
Community Room	_____	_____
Laundry Room(s)	_____	_____
Interior Common Areas - General	_____	_____

### ***CERTIFICATION***

I hereby certify that the above cleaning was performed as indicated.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Manager

**PENNROSE**

September 16, 2020

**RE: Continued Care and Cleaning**

Dear Residents,

To ensure you are informed about the daily cleaning and care for the common areas at Wyman House we will begin to post signed work orders on each floor of the building across from the elevator.

The work orders will specifically address the daily cleaning of public door handles, electric door access buttons, exterior and interior elevator access buttons, stairwell hand railings, interior windowsills. The cleaning of door, glass windows framing, office furniture, library/lounge space will be completed twice a week.

Please let us know if we can provide any further information regarding the cleaning process in our common areas.

Thank you

Wyman House Property Team

## RESIDENTIAL ONE

Dear Resident-

As the Covid-19 pandemic remains active and present in every aspect of our lives, Management at Bernard E Mason continues to revisit best practices in support of promoting a safe and healthy housing experience for our residents. Prior to Covid-19 management had a routine cleaning schedule for the common areas. At the onset of Covid-19, the routine cleaning schedule has continued however, we have added additional cleaning to sanitize areas subject to frequent hand touching/traffic areas. This sanitizing is in place to assist with preventing the spread of Covid-19.

The following is information on the additional sanitizing be performed at Bernard E Mason:

Area	Information on Sanitizing Efforts	Cleaning Frequency
Mailbox Area	Cleaned and sanitized	Daily
Common Area Doorknobs	Cleaned and sanitized	Daily
Laundry Rooms	Cleaned and sanitized	Daily
Trash Chutes	Cleaned and sanitized	Daily
Elevators	Cleaned and sanitized	Daily
Stairwells/Handrails	Cleaned and sanitized	Daily
Vending Machine	Cleaned and sanitized	Daily

Saturday/Sunday common areas sanitized with fogger chemical to treat surfaces and air space.

**\*Please note this information is subject to change without notice due to unforeseen emergencies.**

Management will:

1. Post the above information in the lobby by the elevators.
2. Provide a signature and date to confirm the sanitizing in these areas has been performed as scheduled. This will be posted along with the information above.

**Please keep this notice for your future reference on additional sanitizing efforts being performed at Bernard E Mason.** Thank you in advance for your efforts to maintain safe practices as well as your continued support and feedback. We will get through this together. Please contact the management office if you have any questions/concerns.

Sincerely,

Majida Abdulillaha, Property Manager

Dear Resident-

As the Covid-19 pandemic remains active and present in every aspect of our lives, Management at City View at McCulloh continues to revisit best practices in support of promoting a safe and healthy housing experience for our residents. Prior to Covid-19 management had a routine cleaning schedule for the common areas. At the onset of Covid-19, the routine cleaning schedule has continued however, we have added additional cleaning to sanitize areas subject to frequent hand touching/traffic areas. This sanitizing is in place to assist with preventing the spread of Covid-19.

The following is information on the additional sanitizing be performed at City View at McCulloh:

Area	Information on Sanitizing Efforts	Cleaning Frequency
Mailbox Area	Cleaned and sanitized	Daily
Common Area Doorknobs	Cleaned and sanitized	Daily
Laundry Rooms	Cleaned and sanitized	Daily
Trash Chutes	Cleaned and sanitized	Daily
Elevators	Cleaned and sanitized	Daily
Stairwells/Handrails	Cleaned and sanitized	Daily
Vending Machine	Cleaned and sanitized	Daily

Saturday/Sunday common areas sanitized with fogger chemical to treat surfaces and air space.

**\*Please note this information is subject to change without notice due to unforeseen emergencies.**

Management will:

1. Post the above information in the lobby by the elevators.
2. Provide a signature and date to confirm the sanitizing in these areas has been performed as scheduled. This will be posted along with the information above.

**Please keep this notice for your future reference on additional sanitizing efforts being performed at City View at McCulloh.** Thank you in advance for your efforts to maintain safe practices as well as your continued support and feedback. We will get through this together. Please contact the management office if you have any questions/concerns.

Sincerely,

Quinnetta Boone, Property Manager



Dear Resident-

As the Covid-19 pandemic remains active and present in every aspect of our lives, Management at Monument East Apartments continues to revisit best practices in support of promoting a safe and healthy housing experience for our residents. Prior to Covid-19 management had a routine cleaning schedule for the common areas. At the onset of Covid-19, the routine cleaning schedule has continued however, we have added additional cleaning to sanitize areas subject to frequent hand touching/traffic areas. This sanitizing is in place to assist with preventing the spread of Covid-19.

The following is information on the additional sanitizing be performed at Monument East Apartments:

Area	Information on Sanitizing Efforts	Cleaning Frequency
Mailbox Area	Cleaned and sanitized	Daily
Common Area Doorknobs	Cleaned and sanitized	Daily
Laundry Rooms	Cleaned and sanitized	Daily
Trash Chutes	Cleaned and sanitized	Daily
Elevators	Cleaned and sanitized	Daily
Stairwells/Handrails	Cleaned and sanitized	Daily
Vending Machine	Cleaned and sanitized	Daily

Saturday/Sunday common areas sanitized with fogger chemical to treat surfaces and air space.

**\*Please note this information is subject to change without notice due to unforeseen emergencies.**

Management will:

1. Post the above information in the lobby by the elevators.
2. Provide a signature and date to confirm the sanitizing in these areas has been performed as scheduled. This will be posted along with the information above.

**Please keep this notice for your future reference on additional sanitizing efforts being performed at Monument East Apartments.** Thank you in advance for your efforts to maintain safe practices as well as your continued support and feedback. We will get through this together. Please contact the management office if you have any questions/concerns.

Sincerely,

Unique Way-Property Manager

Dear Resident-

As the Covid-19 pandemic remains active and present in every aspect of our lives, Management at **Govans Manor** continues to revisit best practices in support of promoting a safe and healthy housing experience for our residents. Prior to Covid-19 management had a routine cleaning schedule for the common areas. At the onset of Covid-19, the routine cleaning schedule has continued however, we have added additional cleaning to sanitize areas subject to frequent hand touching/traffic areas. This sanitizing is in place to assist with preventing the spread of Covid-19.

The following is information on the additional sanitizing to be performed at

**Govans Manor:**

	Area	Information on Sanitizing Efforts	Cleaning Frequency
1	Mailbox Area	Clean and Sanitized	Daily
2	Common Area Doorknobs	Clean and Sanitized	Daily
3	Laundry Rooms	Clean and Sanitized	Daily
4	Trash Chutes Handles	Clean and Sanitized	Daily
5	Elevators/ Elevator Panels	Clean and Sanitized	Daily
6	Stairwells/Handrails	Clean and Sanitized	Daily
7	Vending Machine	Clean and Sanitized	Daily

**Saturday/Sunday common areas sanitized with fogger chemical to treat surfaces and air space**

Please note that this information is subject to change without notice due to unforeseen emergencies.

Management will:

1. Post the above information **in the lobby by the elevators.**
2. Provide a signature and date to confirm the sanitizing in these areas has been performed as scheduled. This will be posted along with the information above.

**Please keep this notice for your future reference on additional sanitizing efforts being performed at Govans Manor.** Thank you in advance for your efforts to maintain safe practices as well as your continued support and feedback. We will get through this together. Please contact the management office if you have any questions/concerns.

Sincerely,

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# RESIDENTIAL ONE

Please be advised that the cleaning products used by staff and contractors meet the CDC guideline for effectively neutralizing bacteria and viruses, including SARS-CoV-2 (the coronavirus). This is not a guarantee that these areas are free from bacteria or viruses as there are numerous variables that may impact cleanliness including airborne particles and contamination due to human touch. Please always keep a mask on, maintain social distance of at least six feet, and refrain from touching surfaces to the extent possible.

NO.	NAME	COMPANY	DATE	TIME	AREA
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

WINN

1<sup>st</sup> Date / Time of Cleaning: \_\_\_\_\_

Signature: \_\_\_\_\_

2<sup>nd</sup> Date/ Time of Cleaning: \_\_\_\_\_

Signature: \_\_\_\_\_

Dear Resident-

As the Covid-19 pandemic remains active and present in every aspect of our lives, Management continues to revisit best practices in support of promoting a safe and healthy housing experience for our residents. Prior to Covid-19 management had a routine cleaning schedule for the common areas. At the onset of Covid-19, the routine cleaning schedule has continued however, we have added additional cleaning to sanitize areas subject to frequent hand touching/traffic areas. This sanitizing is in place to assist with preventing the spread of Covid-19.

The following is information on the additional sanitizing be performed at the property:

Area	Information on Sanitizing Efforts	Cleaning Frequency
Mailbox Area	Disinfectant Spray	2X Daily
Common Area Doorknobs	Disinfectant Spray	2X Daily
Laundry Rooms	Disinfectant Spray	2X Daily
Trash Chutes handles	Disinfectant Spray	2X Daily
Elevators Buttons	Disinfectant Spray	2X Daily
Stairwells/Hand Rails	Disinfectant Spray	2X Daily
Computer Room	Disinfectant Spray	2X Daily
Vending Machines	Disinfectant Spray	2X Daily
Hallways	Disinfectant Spray	2X Daily
Management Office	Disinfectant Spray	2X Daily
Bathrooms	Disinfectant Spray	2X Daily
Game Room	Disinfectant Spray	2X Daily

**\*Please note this information is subject to change without notice due to unforeseen emergencies.**

*\* In addition to the regular daily disinfecting and cleaning, management has installed Silver Defender strips on all high-touch areas such as door knobs, door handles and elevator buttons. The product disinfects for up to 90 days and will be replaced at that time.*

Management will:

1. Post the above information in each Elevator on the back wall.
2. Provide a signature and date and time to confirm the sanitizing in these areas has been performed as scheduled. This will be posted along with the information above.

**Please keep this notice for your future reference on additional sanitizing efforts being performed at the property.** Thank you in advance for your efforts to maintain safe practices as well as your continued support and feedback. We will get through this together. Please contact the management office if you have any questions/concerns.

Management - WINN Residential