

U.S. Department of Housing and Urban Development
Washington, DC 20410-0100



REAL ESTATE ASSESSMENT CENTER

September 28, 2007

280534 / 800017366
Joseph Skilken Organization
383 S. Third St.
Columbus, OH 43216

Dear Owner:

Enclosed with this letter/electronic file is the latest Physical Inspection Summary Report for your property. (An inspector, certified by HUD in the use of the inspection protocol, performed the inspection.) The report includes property and ownership profile information and shows each deficiency observed during the inspection. Also enclosed is a short description of the elements of the report to assist you in interpretation.

The physical inspection was completed pursuant to HUD regulations at 24 CFR Part 5 and Part 200. You may review the regulations at any time from the Real Estate Assessment Center (REAC) web site – <http://www.hud.gov/offices/reac>. This site provides information about REAC and the physical inspection process and allows you to download a free copy of the inspection software and view deficiency definitions.

If the inspector noted any exigent health and safety (EH&S) deficiencies at the time of the inspection, you or your representative received a report listing those deficiencies. HUD requires you to immediately correct or mitigate all such deficiencies and report your actions within 3 business days of receipt of the report. If you have not already done so, please provide the local HUD Office of Housing with a certification, on your letterhead, that these exigent items have been corrected. You must use the language in the enclosed certification to report completion of the EH&S deficiencies. If your property is assigned to a Performance Based Contract Administrator (PB-CA), your certification should be sent to the PB-CA and not to the local HUD office. **Do not send your report to REAC.**

Because your property received a score of 60 or above, HUD requires that you note and correct all deficiencies as part of your ongoing maintenance program. If there are any special requirements for your property, the local Office of Housing or PB-CA having jurisdiction will contact you. If, you are still working to complete approved work under an earlier PC or formal Plan of Action (PA), or you have not yet certified completion of a PC or PA, the Office of Housing requires that you contact the local HUD Office of Housing to discuss this inspection and its relationship to work in progress. If the mortgage on your property is insured by HUD/FHA, please provide copies of all correspondence regarding this inspection to your mortgagee.

If your property had any EH&S deficiencies, and you fail to correct all of these deficiencies within the required timeframe, or falsely certify to repairs made, these noncompliance issues may adversely affect your eligibility for participation in HUD programs. Under HUD's Previous Participation Review and Clearance procedure, these non-compliance issues constitute a standard for disapproval pursuant to 24 CFR Section 200.230(c)(3) and HUD Handbook 4065.1 REV-1, paragraph 2-1(D)(1)(b). Under these circumstances, a flag (disqualifying entry) will be placed in the Active Partner Performance Systems (APPS) in accordance with the textual "NOTE" at the conclusion of paragraph 2-1(D)(1) of the above referenced handbook. This letter is the only notice that you will receive of the placing of a flag in the APPS for noncompliance.

We appreciate your cooperation during the inspection, and remind you of your ongoing responsibility to maintain this property in a manner that is decent, safe, sanitary and in good repair.

Thank you for your cooperation.

Sincerely,

A handwritten signature in black ink that reads "Judy Wojciechowski". The signature is written in a cursive, flowing style.

Judy Wojciechowski
Program Manager, Physical Assessment SubSystem (PASS)
Real Estate Assessment Center

Enclosures

Inspection Summary Report - 280534

Inspection No: 280534
 Property: (800017366) TOWN SQUARE APARTMENTS, LTD
 72 Town Square
 LIMA, OH 45801

Inspection Date: 9/27/2007
 Phone: (419) 227-5732
 Fax: (419) 227-0844
 E-Mail Address: jsolima@ameritech.net
 ACC#: _____
 CA#: _____

Scattered Site?: No

Comments: 93%

Building Unit Count

	#Total	#Inspected
Buildings	1	1
Units	45	17

Scores

	Possible Points	Area Points	H & S Deduction
Site	11.2	11.2	0.0
Bldg Ext	16.6	13.4	0.0
Bldg Sys	22.2	22.2	0.0
CA	13.3	6.9	1.9
Units	36.6	34.1	2.4
Overall	100.0	87.8	4.3
Final Score = Area Points - H & S Deduction			84 c

Health and Safety Counts

Non-Life Threatening	Site	Bldg	Unit	Total
Actual	0	0	15	15
%Inspected	---	100%	38%	---
Projected	0	0	40	40

Life Threatening

Actual	0	1	0	1
%Inspected	---	100%	38%	---
Projected	0	1	0	1

Smoke Detectors

Actual	0	0	0	0
%Inspected	---	100%	38%	---
Projected	0	0	0	0

Systemic Deficiencies:

Area	Item	Defect	# with Defect	# Total	% of Bldgs / Units with Defect	
Capital	None					
Ordinary	DU	Call-for-Aid	Inoperable	8	17	47%
		Doors	Damaged Hardware/Locks**	7	17	41%
		Windows	Inoperable/Not Lockable**	6	17	35%

Note: Capital items are repairs that generally require large cash outlays. (Items such as new roofs and new appliances).
 Ordinary items are repairs that require smaller cash outlays. (Items such as light fixtures, fire extinguishers, and smoke detectors).

Participants:

Management Agent JOSEPH SKILKEN ORGANIZATION	JIM HELLMICH,	Phone: (614) 221-4547 Fax: (614) 221-3091 E-Mail Address: jhellmich@jskilken.com	383 S THIRD ST COLUMBUS, OH 43216
Owner Joseph Skilken Organization	SKILKEN, STEVEN	Phone: (614) 221-4541 Fax: (614) 221-3091 E-Mail Address: jhellmich@jskilken.com	383 S. Third St. Columbus, OH 43216
Owner/PHA Joseph Skilken Organization	Skilken, Steve	Phone: (614) 221-4541 Fax: (614) 221-3091 E-Mail Address: jhellmich@jskilken.com	383 S. Third St Columbus, OH 43216
Site Manager Town Square Apartments	Plescher, Leslie	Phone: (419) 227-5732 Fax: (419) 227-0844 E-Mail Address: jsolima@ameritech.net	72 Town Square Lima, OH 45801

Buildings/Units:

No	Name/Type/Reason Uninspectable	Year built	# Units	Address
1	BUILDING # 1 Mid/High Rise Apartments	1920	45	72 Town SQ LIMA OH 45801
	201	1 Bedroom	Occupied	

Inspection Summary Report - 280534

202	1 Bedroom	Occupied	
208	1 Bedroom	Occupied	
209	Efficiency	Occupied	
302	1 Bedroom	Occupied	
303	1 Bedroom	Occupied	
306	1 Bedroom	Occupied	
307	Efficiency	Occupied	
407	Efficiency	Occupied	
501	1 Bedroom	Occupied	
502	1 Bedroom	Occupied	
505	1 Bedroom	Not Occupied	Vacant
506	1 Bedroom	Occupied	
509	Efficiency	Occupied	
601	1 Bedroom	Occupied	
602	1 Bedroom	Occupied	
603	1 Bedroom	Occupied	
606	1 Bedroom	Occupied	

Inspectable Items:

Inspected Item	NO/OD	Observation	Severity	Location/Comments	Ded.
Certificates					
Fire Alarm	NO				
Lead Based Paint Inspection Report	NO				

Building 1 - Building Exterior					Possible Points:	16.6
Walls	OD	Missing Pieces/Holes/Spalling**	Level 2			3.2

Building 1 - Common Areas					Possible Points:	13.3
Halls/Corridors/Stairs	OD	Doors - Damaged Hardware/Locks**	Level 3	Location: 2nd floor stairwell; Comments: door does not latch		3.7
Office	OD	Doors - Missing Door	Level 1			1.0
		Floors - Floor Covering Damage**	Level 1			0.6
		Outlets/Switches/Cover Plates - Missing/Broken (LT)	Level 3	Location: basement offices; Comments: outlet cover plate missing		1.9
		Walls - Peeling/Needs Paint**	Level 1			0.1
Other Community Spaces	OD	Doors - Damaged Hardware/Locks**	Level 2			0.9

Building 1 - Unit 202					Possible Points:	2.1
Call-for-Aid	OD	Inoperable (NLT)	Level 3	Location: bathroom; Comments: cord does not function as intended		0.1
Doors	OD	Damaged Hardware/Locks**	Level 3	Location: entry door; Comments: spring load components have failed		0.2
Windows	OD	Inoperable/Not Lockable** (NLT)	Level 3	Location: bedroom; Comments: lock inoperable		0.2

Inspection Summary Report - 280534

Building 1 - Unit 208					Possible Points:	2.1
Call-for-Aid	OD	Inoperable (NLT)	Level 3	Location: bathroom; Comments: cord does not function as intended		0.1
Doors	OD	Damaged Hardware/Locks**	Level 2			0.1
Building 1 - Unit 209					Possible Points:	2.1
Doors	OD	Damaged Hardware/Locks**	Level 1			0.1
		Missing Door	Level 1			0.1
Building 1 - Unit 302					Possible Points:	2.1
Windows	OD	Inoperable/Not Lockable** (NLT)	Level 3	Location: bedroom; Comments: lock inoperable		0.2
		Missing/Deteriorated Caulking/Seals/Glazing Compound**	Level 3	Location: bedroom; Comments: seals have failed		0.5
Building 1 - Unit 303					Possible Points:	2.1
Call-for-Aid	OD	Inoperable (NLT)	Level 3	Location: bedroom & bathroom; Comments: cords do not function as intended		0.1
Kitchen	OD	Refrigerator - Missing/Damaged/Inoperable	Level 1			0.2
Building 1 - Unit 303 - Health & Safety					Possible Points:	2.1
Hazards	OD	Tripping (NLT)	Level 3	Location: living room; Comments: cable wire tripping		0.0
Building 1 - Unit 306					Possible Points:	2.1
Doors	OD	Damaged Hardware/Locks**	Level 3	Location: entry door; Comments: spring load components have failed		0.2
Windows	OD	Inoperable/Not Lockable** (NLT)	Level 3	Location: living area; Comments: lock inoperable		0.2
Building 1 - Unit 307					Possible Points:	2.1
Call-for-Aid	OD	Inoperable (NLT)	Level 3	Location: bathroom; Comments: cord does not function as intended		0.1
Doors	OD	Damaged Hardware/Locks**	Level 3	Location: entry door; Comments: spring load components have failed		0.2
Windows	OD	Inoperable/Not Lockable** (NLT)	Level 3	Location: living room area; Comments: lock inoperable		0.2
Building 1 - Unit 501					Possible Points:	2.1
Doors	OD	Damaged Frames/Threshold/Lintels/Trim** (NLT)	Level 3	Location: balcony/patio; Comments: threshold damage prevents door closing		0.1
Building 1 - Unit 502					Possible Points:	2.1
Windows	OD	Inoperable/Not Lockable**	Level 1			0.1
Building 1 - Unit 506					Possible Points:	2.1
Call-for-Aid	OD	Inoperable (NLT)	Level 3	Location: bathroom & bedroom; Comments: cords do not function as intended		0.1
Doors	OD	Damaged Hardware/Locks**	Level 2			0.1
Kitchen	OD	Cabinets - Missing/Damaged**	Level 2			0.2
Building 1 - Unit 509					Possible Points:	2.1

Inspection Summary Report - 280534

Call-for-Aid	OD	Inoperable (NLT)	Level 3	Location: bed area; Comments: cord does not function as intended	0.1
Kitchen	OD	Plumbing - Leaking Faucet/Pipes	Level 1		0.2

Building 1 - Unit 601					Possible Points: 2.2
Call-for-Aid	OD	Inoperable (NLT)	Level 3	Location: bathroom & bedroom; Comments: cords do not function as intended	0.1

Building 1 - Unit 602					Possible Points: 2.1
Call-for-Aid	OD	Inoperable (NLT)	Level 3	Location: bathroom; Comments: cord does not function as intended	0.1
Doors	OD	Damaged Hardware/Locks**	Level 3	Location: bathroom; Comments: door does not latch	0.2

Building 1 - Unit 603					Possible Points: 2.1
Windows	OD	Inoperable/Not Lockable** (NLT)	Level 3	Location: bedroom; Comments: lock inoperable	0.2

NOTE: Score for any given building or unit can not be negative (if deductions are greater than possible points, the score is set to zero)

PHYSICAL INSPECTION SUMMARY REPORT

The Inspection Summary Report is designed to achieve two objectives:

1. Provide the Public Housing Agency or owner and/or owner agent (POA) with the background information, *i.e. addresses, phone numbers, building names, etc.*, collected during the property inspection.
2. Provide the POA the results of the REAC physical inspection of a specific property.

The items below describe the information provided in the Inspection Summary Report.

Inspection Number: The inspection number is unique for each property inspection conducted by REAC. Each time a property is inspected by REAC, a new inspection number is used. These unique numbers may be used to communicate with REAC on any matter concerning a particular inspection.

Property Information: Information related to a property is provided:

- property identification number (in parentheses) - a unique number in HUD databases
- property name
- status as a scattered site (Yes/No)
- relevant addresses, phone numbers, fax numbers, and e-mail addresses for the property

Each of these should be checked carefully for accuracy. *All discrepancies should be reported to the REAC Physical Inspection Operations Center at 1-877-406-9220.*

Building Unit Count: The total number of buildings and units on the property are given, along with the number of buildings and units actually inspected by REAC

Scores: An overall numerical score is given as a value from zero to 100. Separate numerical scores are also given for each of five areas:

- site
- building exterior
- building systems
- common areas
- units

The five area scores range from zero to the maximum number of points possible for each area. The possible points for a given area are determined for a specific property based on the inspectable items actually present in each area. The sum of the area points identifies what the overall score would be if there were no health & safety (H&S) deficiencies. The overall numerical score is then calculated by subtracting the sum of deductions for H&S deficiencies from the sum of the individual "area points".

Examples of overall scores are: 95c; 67b*; 84a*; 100b; 78a; and 43c*. The asterisk indicates that H&S deficiencies were found with respect to smoke detectors. The lower-case letter indicates whether or not other kinds of H&S deficiencies were observed, as follows:

- The letter "a" is given if no health and safety deficiencies were observed other than for smoke detectors.

- The lower-case letter "b" is given if one or more non-life threatening H&S deficiencies, but no exigent/fire safety H&S deficiencies were observed other than for smoke detectors.
- The lower-case letter "c" is given if one or more exigent/fire safety (calling for immediate attention or remedy) H&S deficiencies were observed.

Although all H&S deficiencies, except for smoke detector problems and "other" hazards, affect the scores with appropriate deductions, the letter grades are added to highlight the serious nature of H&S deficiencies, all of which need to be addressed by the POA.

Health and Safety Counts: In addition to the counts of actual H&S deficiencies observed in the inspected buildings and units, the *estimated* number of H&S deficiencies that would have been found had all buildings and units been inspected is also given. This projected count gives a sense of the total H&S problem for the inspected property. The projection is calculated by dividing the counts actually observed in buildings or units by the proportion of buildings or units inspected. The percent of buildings and units inspected is additionally given to show the basis for the calculations.

Systemic Deficiencies: Defects observed in at least half of the inspected units or buildings are listed by whether or not they are repairs generally requiring large cash outlays ("Capital" items) or generally requiring smaller cash outlays ("Ordinary" items).

Participants & Buildings/Units: Information provided includes:

- relevant addresses, phone numbers, fax numbers, and e-mail addresses for participants
- name, year built, number of units and address for each building on the property. Note: All buildings on the property should be listed.

As before, each of these should be checked carefully for accuracy and any discrepancies should be reported to the REAC Physical Inspection Operations Center at 1-877-406-9220.

Inspectable Items: This portion of the report details all deficiencies found in the inspection. The main headings in the first column refer to the inspectable area--site, building exterior, building systems, common areas, unit, or health & safety, where the deficiency was observed. The entries are "inspectable items" within which the deficiencies were found. Some items may not be present for a given property. In such cases, appropriate adjustments are made in the points for each area. Items present, but with no deficiencies found, are not listed. Inspectable items are:

Site: fencing & gates, grounds, mail boxes/project signs, market appeal, parking lots/driveways/roads, play areas & equipment, refuse disposal, retaining walls, storm drainage, and walkways/stairs.

Building Exterior: doors, fire escapes, foundations, lighting, roofs, walls, and windows.

Building Systems: domestic water, electrical system, elevators, emergency power, exhaust system, fire protection, heating/ventilation/air conditioning, and sanitary system.

Common Areas: basement/garage/carport, closet/utility/mechanical, community room, day care, halls/corridors/stairs, kitchen, laundry room, lobby, office, other community spaces, patio/porch/balcony, pools & related structures, restrooms/pool structures, storage, and trash collection areas.

Unit: bathroom, call-for-aid, ceiling, doors, electrical system, floors, heating/ventilation/air conditioning, hot water heater, kitchen, laundry area (room), lighting, outlets/switches, patio/porch/balcony, smoke detectors, stairs, walls, and windows.

Health & Safety: air quality, electrical hazards, elevator, emergency/fire exits, flammable materials, garbage and debris, hazards, infestation.

Column labeled NO/OD:

NO: The inspection protocol requires the inspector to check for the existence of certificates for certain items such as lead-based paint, elevators, etc. If the inspector verifies all of the required certificates, the report will not include any certificate information. If a certificate is not present, the first inspectable item listed will be "certificates" and the designation "NO" will be listed for each unavailable certificate.

OD: If the inspector records a deficiency, then an OD in this column refers to the "observed deficiency" for the given item.

Column labeled Observation: The column lists each specific deficiency observed within a given inspectable item. Each deficiency has a definition, which specifies what must be observed for that deficiency to be recorded. Also noted in this column are observations about Health & Safety items. These are:

- (LT) - Exigent/Fire Safety (calling for immediate attention or remedy)
- (NLT) - Not Life Threatening
- (SD) - Smoke Detector

Definitions for all deficiencies are given in the physical inspection section at REAC's web site on the Internet (www.hud.gov/reac/). Click on "Products," then "Physical Inspection," and then "Physical Inspection Definitions."

Column labeled Severity: Deficiencies differ by "severity." The definitions specify what must be recorded for a given deficiency under one of three possible severity levels-level 1, level 2 and level 3. The severity level is given on the report to indicate which part of the definition actually applies for the specific deficiency observed. Severity levels are defined within a given deficiency and do not necessarily indicate which deficiencies are the worst. For more serious deficiencies, a level 2 severity may be more of a problem and may reduce the overall score more than less serious deficiencies with a severity of level 3.

Location/Comments: Comments are required for all severity level 3 deficiencies.

Column labeled Ded.: This column gives the points deducted from the overall property score for the observed deficiencies. In the shaded heading the possible points are given for that area and building or unit. Although the listed points deducted may sum to more than the possible points, the total deducted from the overall property score for that area and building or unit does not exceed its possible points. The listing of points deducted is rounded to the nearest tenth of a point, so "<0.05" is listed when the points deducted is a very small fraction, but greater than zero. Where there is a blank or zero, such as for lack of a certificate or observed smoke detector problems, it means no points are deducted from the property score.

(Version 2.3)

**PROJECT OWNER'S CERTIFICATION THAT ALL EXIGENT
HEALTH AND SAFETY ITEMS HAVE BEEN CORRECTED
SEND OR FAX SIGNED COPY TO LOCAL MF OFFICE**

[Name of Project Owner:] _____ (the "Project Owner"), the owner of [Project Name:] _____, [City:] _____, [State:] _____ [Project Number:] _____ (the "Project"), by and through its duly authorized representative identified below, hereby certifies that:

1. All Exigent Health and Safety ("EH&S") items at the Project have been corrected. Such EH&S items include those identified in the Notification of Exigent and Fire Safety Hazards Observed, dated _____.
2. The attached Report accurately identifies the repairs that have been made to correct the EH&S items, the location of those repairs, and the date or dates the repairs were made. If repairs were not made, the dangerous condition was eliminated.

This certification is made by the Project Owner and is signed by a duly authorized representative of the Project Owner, who is so authorized by reason of his/her position as the [State Fully Relationship Between Signer of Certification and Project Owner:] _____

All of the foregoing statements, as well as the date, signature and identifying information of the signer and the Project Owner that follows, are HEREBY CERTIFIED as true and accurate this _____ day of _____, 20____.

Project Owner: _____

By: Signature: _____

Print Name: _____

Title: _____