

Apartment Management Plan
139 W. Wilson Street

General Management

The property will be managed by a professional property management firm led by seasoned property managers with over 90 years of combined urban property management experience. The office of the property manager will be located on the first floor of the proposed building adjacent to the entry lobby and the loading/ service zones. The full-time property manager and assistant manager will be responsible for all aspects of the daily property operation including supervision of maintenance, cleaning, and other personnel. The property manager will be available 24 hours per day/7 days per week to address any emergency items which may present.

Resident Rules

Each property resident will be furnished the property's rules and regulations as a component of the lease agreement. Standard items such as expected behavior, noise levels, care of the property, etc. will be outlined and enforced by the property manager in accordance with all applicable local, state, and federal laws.

Move In/Move Out

The property lease terms will be staggered throughout the year such that there is no one event day as is the case with other Downtown Madison residential leases. We expect an approximate annual turnover rate of 30% spaced during the six months of April to September, which equates to approximately 16 turning over apartments or approximately two moves per day. Each moving in or moving out party will be allotted a scheduled timeframe of 1-2 hours for access to the reserved on-site service parking spaces via special permit and staff enforcement. With each vacated apartment and in order to avoid peak parking time needs there will be a 2-3 day vacancy period for proper preparation and scheduling of the necessary cleaning and maintenance. The property manager will have several staff members on-site during each moving period tasked with monitoring the scheduled timeframe and vehicle permit enforcement allotted to each person moving in or moving out.

Bike and Service parking

The property will include the prescribed number of bike stalls as required by the City's ordinances. Interior locked spaces accessed by residents only will be provided as well as exterior open spaces for visitors with regular clearing of any abandoned items.

The property will have a turnaround area to allow vehicles to avoid backing onto Wilson St (except for trash/recycle pick up) and five service parking stalls for very short-term (15 minutes) use for such things as food delivery, rideshare pickup, etc., which will be strictly enforced by on-site property manager video monitoring, maintenance staff, illuminated signage, occupancy sensors, and pavement markings. Building service needs by 3rd party contractors and move

in/move out parking needs will be controlled as mentioned in the preceding paragraph. Violating vehicles will be swiftly removed via Schmidt's Auto, Inc. on a 24/7 basis.

Trash Management

Residents will use a trash and recycling chute with access at each building floor terminating in a trash collection room on level one adjacent to the drive/parking area. A compactor for each will condense the loose trash for regular pickup service during non-peak West Wilson Street travel times.

Snow Management

Snow will be removed from the public sidewalk, pedestrian paths, drives, parking areas, and exterior bike parking areas and moved to the rear of the building. If necessary, excessive snow will be removed from the property via loader and truck.

Building Access

During non-business hours, the main entrance doors will be locked with all other exterior doors locked at all times. Exterior entrances to the building common areas will be controlled by an electronic entry system accessed via keyless RFID fobs, which provide a higher level of security and ease of reprogramming after residents vacate the building. Elevators and all amenity areas will be secured and access controlled in order to prevent unauthorized access by non-residents.

Security Cameras

All interior and exterior areas of the property will be fully monitored by security cameras including entrance lobby area, elevators, amenity spaces, stair towers, corridors, parking/drop-off areas, and all exterior zones. The camera system will feed 24/7 to the on-site management office as well as be remotely viewable by authorized staff members.

Emergency Contact

In the event of an emergency or other pressing need, there will be a designated staff member who lives on-site and is responsible for situations outside of business hours. If further escalation is necessary, on-call staff members and the building management team are available to report to the building as needed.

Pet Waste Area

The property will have a dedicated pet relief zone . Property staff members will ensure proper stocking of the needed supplies and clean up on a daily basis.