



Date of Incident	10-25-2020
Prepared By	John Samuel
Property	Gateway Towers
Time of Incident	14:20:00
Location of Incident	3600 Gateway Drive Apt A301 Philadelphia, PA 19145

Description of Incident

On 10/25/2020 around 2:20 pm, we received a call from Sherline Kirk, who works for TSA about a wellness check for one of our resident at Gateway Towers, Steven Waters, as he has not reported to work since October 11, 2020. We have send Jay Unger(Maintenance Manager to check on the resident as the TSA workers was also on site. Jay Opened the door and found the resident dead in the unit. Jay informed police immediately and police was on site in few minutes. John Samuel informed Regional Manager Brian Kroker and also reached out to Restore Core to clean the unit. We tried to reach family members, but all phone numbers in our system was not reachable. Police was able to reach his family members later on. Body was removed from the property around 6:16pm.

Corrective action taken at the time of the incident

We reprogrammed unit locks to make sure no one will access the unit and also did a lock audit to have them on file. Contacted Restore core to come and clean the unit and hallway, as there was body fluids on the floor.

What we have done related to Customer Service and helping the resident, if anything?
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We Spoke to family members when they came to the property around 7:30 pm and offered our help if anything was needed.

Witnesses names and phone number

Jay Unger - 215 518 2178

Is criminal activity involved

No

