

Full Daily Manager Scorecard — 8 Buckets

Bucket 1: Land Division

Owner: David Date: _____ Status (R/Y/G): _____

Bucket-Specific Performance Questions

1. What 3 parcels moved forward today, and to what stage?

2. What is blocked now (zoning/title/seller/municipality) and who owns unblock?

3. Which parcel is most likely to miss schedule this week?

4. What decision is needed from leadership in next 24h?

5. What is tomorrow's highest-impact land action?

Universal Accountability Checks

• Planned vs done today (% complete):

• Top blocker + named owner + ETA to clear:

• R/Y/G status and why:

• One commitment for next 24 hours:

• One support request needed from leadership:

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Bucket 2: Legal Close Land

Owner: David Date: _____ Status (R/Y/G): _____

Bucket-Specific Performance Questions

1. How many closings were planned vs completed today?

2. Which files are at legal risk (title defects/contingencies/missing docs)?

3. What signatures/approvals are outstanding and by whom?

4. Which closing is most at risk of slipping and why?

5. What exact action tomorrow prevents delay?

Universal Accountability Checks

• Planned vs done today (% complete):

• Top blocker + named owner + ETA to clear:

• R/Y/G status and why:

• One commitment for next 24 hours:

• One support request needed from leadership:

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Bucket 3: Material Procurement

Owner: Zac Date: _____ Status (R/Y/G): _____

Bucket-Specific Performance Questions

1. What critical materials are short vs schedule today?

2. Which PO/vendor is on critical path risk?

3. What substitutions/alternates are approved and ready?

4. What spend variance appeared today (budget vs actual)?

5. What vendor escalation must happen before noon tomorrow?

Universal Accountability Checks

• Planned vs done today (% complete):

• Top blocker + named owner + ETA to clear:

• R/Y/G status and why:

• One commitment for next 24 hours:

• One support request needed from leadership:

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Bucket 4: Plant Division

Owner: Zac Date: _____ Status (R/Y/G): _____

Bucket-Specific Performance Questions

1. Planned units vs completed units today?

2. Where did production lose time (line/labor/rework/QC)?

3. What is first-pass yield / defect trend today?

4. Which station bottlenecks tomorrow's throughput?

5. What one fix raises output fastest in next 24h?

Universal Accountability Checks

• Planned vs done today (% complete):

• Top blocker + named owner + ETA to clear:

• R/Y/G status and why:

• One commitment for next 24 hours:

• One support request needed from leadership:

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Bucket 5: Field Division

Owner: Gerardo Date: _____ Status (R/Y/G): _____

Bucket-Specific Performance Questions

1. Installs planned vs completed today?

2. Which site is blocked (inspection/utility/access/crew)?

3. What punch-list items threaten handoff dates?

4. What sequencing change is needed tomorrow?

5. What escalation is needed from legal/municipal/ops?

Universal Accountability Checks

• Planned vs done today (% complete):

• Top blocker + named owner + ETA to clear:

• R/Y/G status and why:

• One commitment for next 24 hours:

• One support request needed from leadership:

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Bucket 6: Management / Leasing

Owner: Dylan Date: _____ Status (R/Y/G): _____

Bucket-Specific Performance Questions

1. Occupancy, renewals, concessions, delinquency — what changed today?

2. Which property has the biggest NOI drag today?

3. What leasing action improves NOI within 7 days?

4. Which renewals are high risk in next 30 days?

5. What offer/adjustment needs approval today?

Universal Accountability Checks

• Planned vs done today (% complete):

• Top blocker + named owner + ETA to clear:

• R/Y/G status and why:

• One commitment for next 24 hours:

• One support request needed from leadership:

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Bucket 7: Legal Rollovers

Owner: David Date: _____ Status (R/Y/G): _____

Bucket-Specific Performance Questions

1. Renewals/rollovers due vs completed today?

2. Which contracts are pending signature beyond SLA?

3. What legal exception is recurring and why?

4. Which account/property faces rollover risk this week?

5. What action tomorrow closes the largest rollover gap?

Universal Accountability Checks

• Planned vs done today (% complete):

• Top blocker + named owner + ETA to clear:

• R/Y/G status and why:

• One commitment for next 24 hours:

• One support request needed from leadership:

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Bucket 8: Accounting Hub

Owner: Johnny / Teresa Date: _____ Status (R/Y/G): _____

Bucket-Specific Performance Questions

1. Daily variance to budget/NOI by project?

2. What anomaly appeared (expense spike/missing revenue/coding issue)?

3. Which project needs immediate financial correction?

4. Are lender/investor reporting packs current and accurate?

5. What financial decision is needed from Russ in 24h?

Universal Accountability Checks

• Planned vs done today (% complete):

• Top blocker + named owner + ETA to clear:

• R/Y/G status and why:

• One commitment for next 24 hours:

• One support request needed from leadership:
