

Texas State Affordable Housing Corporation Compliance Review Observation Report

T.H.F Palladium Midland	
2300 South Lemesa Rd., Midland, Texas 79701	
Owner: T.H.F Palladium Midland	Date Built: 2016
Management Company: Omnium Management	Property Manager: Jesus Chavira
Inspection Date & Time: September 24, 2020 at 10:00 AM	Inspector's Name: James Matias

Number of Units: 264	Number of required LI units: 207	Number of required VLI units: N/A		
COMPLIANCE AUDIT		YES	NO	N/A
1) Are procedures that ensure compliance with the set aside requirements and rent requirements effective?		X		
2) Is the property accepting Section 8 households?		X		
3) Is the income to rent ratio for Section 8 households less than 2.5?		X		
4) Are the rent increases smaller than 5%?		X		
5) Does the Application for Tenancy or Occupancy Qualifications exclude language that may appear to be discriminatory?		X		
6) Does the lease or rental agreement inform the resident of Very Low Income/Low Income Recertification requirements?		X		
7) Is additional monitoring by TSAHC recommended?			X	

COMMENTS:

SET-ASIDES		YES	NO	N/A
1) Is the property meeting all occupancy restrictions required by the property's Regulatory Agreement and Asset Oversight and Compliance Agreement?		X		
2) Are the set-aside units evenly distributed?				
a) No more than 60% of the set-aside requirements consist of one unit type?		X		
b) No less than 20% of the set aside requirements consist of any particular unit type?		X		
3) If either of the set asides have not been met, are any units:				
a) Rented for less than 30 days, not including month-to-month?			X	
b) Utilized as a hotel, motel, dormitory, fraternity house, sorority house, rooming house, nursing home, hospital, sanitarium, rest home, or trailer court or park?			X	
c) Leased to a corporation, business or university?			X	
d) Owned by a cooperative housing corporation?			X	
e) Not available for rental on a continuous basis to members of the general public?			X	

COMMENTS:

UNITS WALKED		
Unit #	USR Designation	Comments
237	60%	
514	60%	
925	60%	
927	60%	

COMMENTS:

RESIDENT SERVICES		YES	NO	N/A
1) Do the resident services appear to cater to the resident profile of the property?		X		
2) Is the property meeting the Resident Service requirements as required by the Regulatory Agreement and Asset Oversight and Compliance Agreement?		X		

Texas State Affordable Housing Corporation

Compliance Review Observation Report

3) Is management monitoring the following:			
a) Resident attendance	X		
b) Frequency of service provided	X		
c) Notification to residents of services	X		
d) Number or type of services	X		
e) Survey of residents	X		
4) Did TSAHC provide any assistance regarding Resident Services based on the review conducted during the onsite visit?		X	
5) Is management properly submitting monthly Resident Service reports through the Compliance System?	X		
6) In the last 12 months, has TSAHC provided any assistance regarding the monthly Resident Service reports submitted through the Compliance System? If so, comment below.		X	

COMMENTS: Management appears to be finding resourceful ways to provide resident services regardless of the social distancing requirements. Management periodically has breakfast-on-the-run where residents can pick up an individually packaged breakfast at a safe distance. In addition, the community has offered a few virtual resident services, including arts and crafts. Last, the Food Pantry is stocked regularly, and tenants in need can obtain items weekly.

OFFICE	YES	NO	N/A
1) Is the office neat, the desk uncluttered?	X		
2) Are accurate office hours posted?	X		
3) Are the following displayed in full view:			
a) Occupancy Qualifications?	X		
b) Fair Housing Poster?	X		

COMMENTS:

RESIDENT FILE REVIEW	YES	NO	N/A
1) Does the owner maintain all records relating to initial resident income certifications, together with supporting documentation?	X		
2) Does the Owner/Agent make an effort to determine that the income certification provided by the resident is accurate?	X		
3) Does the file audit establish that residents are being recertified on an annual basis?	X		
4) For mixed (low-income and market units) developments, are there any Next Available Unit Rule Violations?	X		
5) Does the file audit indicate that staff needs additional training?		X	

COMMENTS: Management did a great job correcting Unit Status Report (USR) inconsistencies prior to the issuance of the Compliance Report. During the tenant file review, the reviewer noticed a few discrepancies between the income and the rent on Tenant Income Certification (TIC) and the USR. The discrepancies regarding rent were noted for units 124, 133, 435, 615 and 1015. Management is now aware that the current rent paid by the household and housing authority is what should be reflected on the USR at all times. Management also corrected the income for units 125, 133, 433, 624, and 1016. Management was made aware of the importance of updating the USR with the correct income after recerts are completed. The TIC's for unit 435, 624, and 824 had minor mistakes, including assets being left off and incorrect check stub amounts being used. None of the errors altered the eligibility of the household and management sent corrections on the TIC's prior to the completion of this report.

If a new household moves in to any of the units with Findings (listed below), instead of submitting the required Corrective Action documents, submit with your response: the application for tenancy, all income and asset verifications, the executed Income Certification, and the 1st page of the lease for the new household occupying the unit.

Unit	Finding/Observation	Corrective Action Requirement

Texas State Affordable Housing Corporation
Compliance Review Observation Report

COMMENTS:		

SUMMARY OF FINDINGS AND OBSERVATIONS
No Observations or Findings.