Texas State Affordable Housing Corporation Compliance Review Observation Report

Ridgewood Apartments

2830 Lake Rd., Huntsville, Texas 77340

Owner: Dalcor Affordable Housing I, LLC Date Built: 1996

Management Company: Dalcor Management Property Manager: Ridiya Wright

Inspection Date & Time: August 1, 2022 at 11:30 a.m. Inspector's Name: Celina Mizcles Stubbs

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Nu	mber of Units:	232	Number of required LI units:	232	Number	of required VL	_I units:	N/A
			COMPLIANCE AUDIT			YES	NO	N/A
1)	Are procedures effective?	that ensure	compliance with the set aside requirement	ents and rent req	uirements	x		
2)	Is the property a	ccepting Se	ction 8 households?			Х		
3)	Is the income to	rent ratio fo	Section 8 households less than 2.5?			х		
4)	Are the rent incr	eases small	er than 5%?			х		
5) b	Does the Applic e discriminatory?	ation for Te	nancy or Occupancy Qualifications exclu	ide language that	t may appear to	х		
6)	Does the lease of Recertification re		eement inform the resident of Very Low I ?	Income/Low Inco	me	х		
7)	Is additional mor	nitoring by T	SAHC recommended?				x	
COM	MENTS:						П	1

	SET-ASIDES	YES	NO	N/A
	ne property meeting all occupancy restrictions required by the property's Regulatory Agreement Asset Oversight and Compliance Agreement?	х		
2) If e	ther of the set asides have not been met, are any units:			
a	Rented for less than 30 days, not including month-to-month?		Х	
k	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?		Х	
C) Owned by a cooperative housing corporation?		Х	
E	Not available for rental on a continuous basis to members of the general public?		Х	

UNITS WALKED					
Unit #	USR Designation	Comments			
115	60%	Maintains unit designation			
315	60%	Determined to be a Down Unit			
614	60%	Determined to be a Down Unit			
1016	60%	Determined to be a Down Unit			
1017	60%	Determined to be a Down Unit			
1018	60%	Maintains unit designation			

COMMENTS: Units 315, 614, 1016, 1017 are considered Down Units uninhabitable and not made-ready for over 180 calendar days. Please review to the Finding in the Asset Oversight Report.

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

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Is management monitoring the following:			
a) Resident attendance	х		
b) Frequency of service provided	х		
c) Notification to residents of services	х		
d) Number or type of services	х		
e) Survey of residents	х		
5) Is management properly submitting monthly Resident Service reports through the Compliance System?	х		
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.		х	
COMMENTS:			•

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

COMMENTS:

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

COMMENTS: The tenant files were well maintained however two Annual Eligibility Certification (AEC) required minor corrections and the following findings were noted.

Findings:

- Page 3 of the Tenant Income Certification (TIC) was not completed: 317, 318, 501, 519, and 615.
- Unit 318: The file did not contain a completed TIC.
- Unit 507: The file did not contain a completed TIC.

Prior to the issuance of this report, management submitted corrective action that cleared the Findings noted above. No further action is required.

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.

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Unit	Finding	Corrective Action Requirement		
See Findings above				
COMMENTS:				

SUMMARY OF FINDINGS AND OBSERVATIONS
No Observation.
Findings are noted above. Corrective action was previously submitted to clear the findings. No further action is required.