Texas State Affordable Housing Corporation Compliance Review Observation Report

Las Palmas Vill	a Apartmei	nts				
2211 Del Rio Blvd., Eag	gle Pass, Texa	s 78852				
Owner: Apartments of Las Palmas, LLC	Date Built: 19	972				
Management Company: United Apartments Group Property Manager: J		nager: Joe S	Joe Sanchez			
nspection Date & Time: April 27, 2023 at 8:30 AM	Inspector's N	ame: Celina	Mizc	les Stubbs		
Number of Units: 64 Number of required LI units:	26	Number of requ	ired VL	I units:	N/A	
COMPLIANCE AUDIT		Y	ES	NO	N/A	
1) Are procedures that ensure compliance with the set aside requirement effective?	ts and rent requireme	nts	x			
2) Is the property accepting Section 8 households?			х			
3) Is the income to rent ratio for Section 8 households less than 2.5?			х			
4) Are the rent increases smaller than 5%?			х			
 Does the Application for Tenancy or Occupancy Qualifications exclude be discriminatory? 	e language that may a	ppear to	Х			
6) Does the lease or rental agreement inform the resident of Very Low Inc Recertification requirements?	come/Low Income		Х			
7) Is additional monitoring by TSAHC recommended?				x		
OMMENTS:		·				

	SET-ASIDES	YES	NO	N/A
	Is the property meeting all occupancy restrictions required by the property's Regulatory Agreement and Asset Oversight and Compliance Agreement?	x		
2)	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?		Х	
	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?		Х	
	d) Owned by a cooperative housing corporation?		Х	
	e) Not available for rental on a continuous basis to members of the general public?		Х	
омм	ENTS:	1	<u> </u>	^

UNITS WALKED Unit # USR Designation Comments 2B 60% 3B 60% This unit has been vacant for 507 days. See comment. 5E 60% 4B 60%

COMMENTS: Unit 3B has been vacant for what appears to be 507 days. However, this unit was utilized as the temporary management office for over a year. Management staff moved out of the unit in early 2023, and the unit is made-ready for occupancy. The unit was vacant for longer than usual because management had difficulty finding new flooring for the unit. As of the date of the report, the unit is pre-leased according to site management.

RESIDENT SERVICES		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?			
3) Is management monitoring the following:			

Texas State Affordable Housing Corporation Compliance Review Observation Report

a) Resident attendance	x		
b) Frequency of service provided	Х		
c) Notification to residents of services	x		
d) Number or type of services	x		
e) Survey of residents	х		
Is management properly submitting monthly Resident Service reports through the Compliance System?	x		
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 started providing resident services in November 2022. Since that time, management has met and exceeded their resident service requirement.

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

RESIDENT FILE REVIEW	YES	NO	N/A
 Does the owner maintain all records relating to initial resident income certifications, together with supporting documentation and TSAHC required forms? 	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	

reminded to update the tenant rent splits (tenant rent and housing assistance payment) every month as the rent amounts change

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	Corrective Action Requirement
N/A		
COMMENTS:	I	1

SUMMARY OF FINDINGS AND OBSERVATIONS

No Observation and no Findings.