Learn about: Moving Off Campus | Tips on Budgeting | Being a Good Neighbor
Welcome to Round Rock
and Off-Campus Living!

The Department of Housing and Residential Life (DHRL) would like to welcome you to the community of Round Rock and introduce ourselves as your source for information, and answers to your questions.

This 2019-2020 Guide to Living Off-Campus has been produced to be a resource for living off campus. You will find information about Round Rock, tips on budgeting, and general leasing information on how to be a successful community neighbor.

We hope you find the information in this guide helpful and valuable during your stay at Texas State University Round Rock.

The Off-Campus Living staff is available to serve you! We are located in the Department of Housing and Residential Life building at 515 N. Comanche Street in San Marcos. Feel free to stop by and visit with us, call, email, or visit our website for more information.

Thank you for choosing the Guide to Living Off-Campus as your resource for Off-Campus Living in Round Rock!

Have a great year!

Department of Housing and Residential Life,
Off-Campus Living

Table of Contents

- Letter from the Vice President of Student Affairs 4
- What is Off-Campus Living? 5
- Resources 5
- Round Rock At-A-Glance 6
- What Are Your Priorities? 8
- Budgeting 9
- Do You Want to Live in a House or Apartment? 10
- The Lease 11
- Traditional vs. Individual Lease Options 12
- Sublease vs. Relet 12
- Moving In 13
- Roommates 14
- Example of Roommate Agreement 15
- Life Off Campus 16
- Program Advertisements 17-19
Dear Texas State University Students in Round Rock:

As a member of the local community of Round Rock, I want to share some “good neighbor” information with you to ensure that Round Rock is an enjoyable place to live for everyone. Off-Campus Living has provided this guide as a great resource to assist you throughout the year.

Off-Campus Living is using this guide to make you aware of city codes, apartment and housing listings, city service resources and other important information in Round Rock so you will have this information before signing lease agreements. Whether you are planning to live in an apartment or residential house, always remember to respect your fellow neighbors and should you have any concerns about your apartment complex or neighborhood, contact your local neighborhood association, leasing office or contact Off-Campus Living at 512.245.5595 or offcampusliving@txstate.edu.

With all of us working together, we will have an excellent school year!

Sincerely,

Joanne H. Smith, Ph.D.

WHAT IS OFF-CAMPUS LIVING?

The office of Off-Campus Living is located in the Department of Housing and Residential Life. The Off-Campus Living staff is available to provide educational information to enhance your knowledge of rental leases and basic move-in and move-out guidelines. The Guide to Living Off Campus was designed to help educate and assist you in your off-campus housing options.

RESOURCES

City of Round Rock
512.218.5400
www.roundrocktexas.gov

New Residents Welcome to Round Rock
How to activate utilities including water, wastewater, garbage and recycling, gas and electricity, learn about neighborhood associations, city services, etc:
www.roundrocktexas.gov/departments/utilities-and-environmental-services/new-residents/

Water, Sewer, and Garbage
512.218.5460

Garbage/Recycling/Waste
512.255.4980

Utility Connect/Disconnect
512.218.5460
www.rrtxwater.com

Police Non-Emergency
512.218.5500

Gas Setup
1.800.460.3030

Electricity Setup
1.866.797.4839
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<td>Colonial Village at Sierra Vista</td>
<td>1111 S Creek Dr</td>
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<td>Staybridge Suites</td>
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<td>512.733.0942</td>
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<tr>
<td>Steeplechase Luxury Apartments</td>
<td>512.246.2700</td>
<td>515 East Palm Valley Blvd</td>
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Location, Location, Location

Do you want to live within walking distance to campus, or are you OK cycling to campus, or driving to campus? Most students will choose to park on campus. Visit parking.txstate.edu/round-rock for more information about parking on-campus.

Plan for Various Expenses

- Will you have to put down a security deposit and/or application fee?
- Do you need a moving truck and packing supplies?
- Do you need to buy furniture or other household items?
  - Bathroom rugs, shower curtain, toilet paper, plunger
  - Kitchen dishes and flatware
  - Food
  - Lamps, light bulbs
  - TV
  - Cleaning supplies
- Are utilities included?

Amenities

- Is there on-site maintenance?
- Is it pet-friendly and are there extra fees?
  - Some leases define pets as fish or insects.
  - A pet deposit and monthly pet rent is required and specific guidelines must be followed.
  - Regulations are also enforced by the City of Round Rock.
- Is yard work included?

In planning, you may be required to have:

- Good and established credit history.
- Monthly income of 3 times the rent or you will probably need a guarantor.

A guarantor: “a person that agrees to be responsible for another’s debt or performance under a contract, if the other fails to pay or perform.” (legal-dictionary.thefreedictionary.com)

Your guarantor may need:

- A good and established credit history.
- Monthly income of up to 5 times the rent, depending on the property.

Budgeting is Key for Survival

- How much do you want to pay for rent?
  - You should work out your budget before you start looking. This will help you figure out what you can afford and whether you need roommates to help you live the lifestyle you want.
  - We suggest starting with the total monthly dollar amount you have to work with and then plug in your budget items.
  - Use the budgeting worksheet to assist you.

Budget Worksheet

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DO YOU WANT TO LIVE IN A HOUSE OR APARTMENT?

House
- Usually more spacious.
- Usually more privacy.
- Usually has a yard.
- Utilities and cable usually not included.
- City of Round Rock has occupancy restrictions: Visit www.roundrocktexas.gov and search “zoning and PUD’s”

Apartment
- Amenities are included.
- Maintenance is included.
- Management is on site.
- Some utilities are included.
- Community environment.

Research the Properties
Use Your Resources
- Ask friends or classmates.
- Read CURRENT reviews online.
- Go visit the properties.

Don’t Be in a Hurry to Sign
- Look now, but don’t sign immediately.
- Know your move-in and move-out dates.
- Don’t sign multiple leases at different complexes in San Marcos and/or Round Rock.
- Don’t sign an “As-Is” Apartment Lease.
- Follow the apartment’s move-in days. This will allow enough time for maintenance repairs and for it to be cleaned.

Attorney for Students
The Attorney for Students (AFS) provides free legal advice to currently enrolled Texas State students. Before you sign a lease, make sure to review it thoroughly with the AFS. Anything you discuss with the Attorney for Students office is confidential and protected by the attorney-client privilege.

Move-In Ready Apartment
- Be cautious if you are considering signing a lease on a complex that is not completely built.
- You will want to make sure a property is move-in ready for the day you want and before school starts.

Look at Security Devices
Under section 92.153 of the Texas Property Code, five security devices must be in all rental units:
1. Exterior Door Viewer: all exterior doors must have a way to view outside without opening the door. Whether this is through a peephole on the door, a window on the door, or windows just to the side of the door.
2. Exterior Door Keyless Bolt: all exterior doors must have a keyless bolting device.
3. Exterior Door Keyed Deadbolt or Doorknob Lock: all exterior doors, in addition to the keyless bolt, must have a doorknob lock. If there is no doorknob lock the deadbolt must be keyed.
4. Exterior Sliding Door Locks: all exterior sliding doors must have a pin lock and either a lock on the handle or have a security bar preventing entrance.
5. Exterior Window Locks: all exterior windows must have a locking or latching device.

Single Family Zoning in Round Rock
This defines family as any number of individuals living as a single housekeeping unit who are related by blood, legal adoption, marriage or conservatorship. In Round Rock, only one family plus one unrelated individual may occupy the dwelling.

For example, if you and your two best friends rent a home together, you may be in violation of the ordinance, subjecting you to an eviction and/or a hefty fine.

Penalties for zoning violations are assessed by a judge and may include fines of up to $2,000 per day, which if necessary may be secured by a property lien. If you have a question about whether or not your unit may be in this district, check with the City of Round Rock Planning Department at 512.218.5428 or visit www.roundrocktexas.gov and search “unrelated persons occupancy”.

THE LEASE

House
- Usually more spacious.
- Usually more privacy.
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Apartment
- Amenities are included.
- Maintenance is included.
- Management is on site.
- Some utilities are included.
- Community environment.
Types of Leases

Please Note: Many college town apartment complexes are mostly all Individual/By the Bed Leases. Most of the apartments in Round Rock typically do not offer By The Bed Leases; the apartments generally only offer Traditional or Conventional leases.

Signing a Lease

Your lease is a legal-binding contract. Keep a copy of everything:

- Lease
- Security Deposit Receipt
- Special Agreements/Deals
- Move-In Condition Form
- Maintenance Communication
- Special Agreements/Deals

Release of Resident

Unless there is a special provisions clause, or you fall under the military clause, you will not be released from your lease until the end of its term.

A sublease is an agreement in which you rent your apartment to another person with the property owner’s permission. You will still be responsible for rent and damages. You are not entitled to receive your security deposit back until your lease term ends. Be sure to read your lease carefully. Many properties forbid subleasing.

A relet is a change to the lease to add the new tenant and delete the previous tenant. The original tenant will still be responsible for paying the rent until a new tenant is found. Once a new tenant is found, the original tenant often pays a reletting fee, which is usually 85 percent of one month’s rent.

Before You Unpack

- Take pictures and videos of the apartment and email it to yourself, and your guarantor, so it will be date stamped.
- If the lease states management is responsible for pest control, make sure the place has been exterminated recently.
- Be detailed and specific when completing your apartment condition form.
- Return your apartment condition form within 48 hours of moving in. Make sure to keep a copy for your files.

Report all maintenance requests separately.

- Always keep a copy.
- Send requests in writing through the United States Postal Service (USPS). This is the only way Texas law recognizes your request.
- Never withhold rent if maintenance items are not fixed.
- Have the manager sign and date the apartment condition form and keep a copy.

Model Apartment vs. Regular Apartment

- Model apartments may have never been lived in and may not show normal wear and tear.
- Model apartments may have different furniture, light fixtures, faucets, and/or appliances than regular apartments.
- Model apartments may be in a different area of the complex (closer to the office/front of the complex) than a regular apartment.

Ask about what differences there are between a model unit and the unit you will rent.

Make sure all utilities (water, electric, gas, etc.) are turned on and in your name. Consider using a utility sharing service when setting up utilities with your roommates.

Get Insurance

The landlord generally has insurance that covers the building, but not your belongings. Inquire about renter’s insurance, general liability insurance, personal injury, and flood insurance. Renter’s insurance is very affordable and you may be able to bundle it with your parent’s homeowner’s policy.

- Talk to your insurance company about getting insurance that will cover the following scenarios:
- Your belongings are damaged due to water, smoke and/or fire.
- An electrical power surge damages your computer, TV or other electronic equipment.
- Accidental damage to another person’s property, including the apartment complex.
- Someone sustains an injury in your apartment.
- Flooding if you are in a flood zone.
Living with roommates can be rewarding and challenging. Sharing living space with another person is an option for many off-campus students. Some benefits of shared living include dividing the cost of living expenses and having someone to share your college days. While benefits exist, one should also consider the drawbacks of living with someone who may have different cleaning, sleeping and studying habits as well as different views on religion and politics. Being someone’s roommate can be the beginning of a very influential friendship. It is important to remember that your roommate is not a mirror image of you, and it is OK if roommates are not best friends. Learning to accept each other’s differences without infringing on one another’s freedoms can be a valuable part of your education.

- How many roommates are you looking to have?
- Will you live with friends, or utilize roommate matching services?
- Create a roommate agreement to establish standards for everyone to sign.
  - Cleanliness
  - Quiet Time
  - Space
  - Grocery
  - Respect
  - Examples of roommate agreements can be searched online.

If you have a roommate conflict, try to handle it at the onset, before it gets worse. For minor problems, talk with your roommate. Listen to the other person’s side, and work together to come up with a solution. If needed, put the solution in writing. If your landlord assigned your roommate, you can ask your landlord for assistance. If the problem escalates, you may want to try mediation.

EXAMPLE OF ROOMMATE AGREEMENT

Roommate Agreement

Now take the time to review each other’s responses verbally. After each of you has shared your responses, fill in, and sign your agreement.

We agree on the following: (Be specific on times, amounts, conditions, etc.)

Cleaning Issues:

Security Agreement:

Study Times/ Quiet Hours/ Sleep Times:

Visitors and Guests:

Social Behavior:

Personal Possessions:

When we disagree or are in conflict:

Another thing we might have to compromise on is:

If you approach me with a concern (check all that apply):

☐ I listen carefully and respond politely.
☐ I will try to understand your concern even if I don’t agree.
☐ I will ask for clarification if I don’t fully understand.
☐ I will try to act positively to improve the issue.
☐ I might be defensive and angry.
☐ Other:

Name: __________________________ Signature: __________________________ Date: __________
Name: __________________________ Signature: __________________________ Date: __________
Name: __________________________ Signature: __________________________ Date: __________
Name: __________________________ Signature: __________________________ Date: __________
Be a Good Neighbor
Introduce yourself to your neighbors.
· Exchange phone numbers, if you feel comfortable.
· Neighbors may be more likely to watch your residence when you are away.
· Neighbors could contact you directly if there is a problem.

Let neighbors know in advance when you are having a gathering.

Be respectful when having guests over.
· Make sure visitors park in guest parking.
  - Not on the grass, nor reserved spots.
  - Not in front of a neighbor’s house/apartment.

Be a Safe Bobcat
· Lock your doors.
· Know your surroundings.
· Let someone know when you are leaving, and when you will return.
· Don’t go out at night alone.
· Wear bright/reflective clothing when walking or running when it is dark.

Be a Responsible Bobcat
Any noise heard outside your residence is too loud.

Follow all rules and make timely payments to AVOID EVICTION.
· A property owner may evict a resident for violation of conditions specified in the lease, major destruction of property or nonpayment of rent.
· The manager must give the resident 24 hours written notice (depending on the lease) of his or her intent to evict for nonpayment of rent.
· If the resident refuses to move, the manager may file an eviction lawsuit in the Justice of the Peace Court to forcibly evict a tenant.

Call the City of Round Rock (512.255.4980) to schedule a bulky waste pick up. Do not leave it at the curb.
Community Features
- Resort-style Pool
- 24/7 Fitness Center
- Pet Friendly
- Gorgeous Creek Views
- Stainless Steel Appliances
- Granite Countertops
- Washer/Dryer in All Units

Las Brisas
901 Hidden Valley Drive Round Rock, Texas 78665
512-310-0600
Text 844-493-8247
www.LasBrisasRoundRock.com

Las Brisas on Facebook: @LasBrisasLuxuryApartments

18 19
TV lounge

High Speed Internet Access with WiFi Hot Spots

Covered Carport Spaces

Conference Room

Business Center

Billiards/Game Room

24 hr. Extensive Workout Facilities

Online Payments Available

Pets Welcome

Overlook Pool by Fitness Center

Expansive Pool Sundeck with Entertainment Area

Enclosed Pet Park

Poolside Gas BBQ Grills & Wood-burning BBQ Smoker

Water Tanning Ledges

Resort Olympic Style Swimming Pool with multiple

Call today for your special offer!

512-402-3810 | CreeksideRoundRock.com

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