



TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

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January 21, 2025

*Writer's direct phone # (512) 475 -3907
Email: Christina.Thompson@tdhca.texas.gov*

CAF Management
Frisco, Texas
info@cafmanagement.com

RE: Avalon at Chase Oaks

Dear CAF Management:

The Texas Department of Housing and Community Affairs (Department) has reviewed the Public Facility Corporation (PFC) Audit Report submitted by Celine M. Williams Services on December 13, 2025. This review was performed as required by Section 303.042 (c) of Chapter 303, the Texas Administrative Code Chapter 10, Subchapter I, and the Regulatory Agreement/Deed Restriction for Avalon at Chase Oaks Apartments.

No event(s) of noncompliance were identified during the review. Please note that although no event(s) of noncompliance were identified, only a sample of information provided to the Department was reviewed for the purposes of this report. It is the Public Facility Corporation User's responsibility to maintain compliance.

If you have any questions about this monitoring report, please contact Christina Thompson toll free in Texas at (800) 643-8204, directly at (512) 475-3907, or email: christina.thompson@tdhca.texas.gov.

Sincerely,

A handwritten signature in black ink, appearing to be "CT", written over a light gray background.

Christina Thompson
PFC Monitor



Audit Report
Avalon at Chase Oaks

The Texas Department of Housing and Community Affairs provides the following Technical Assistance:

- Each lease for a Low-Income Unit must include a provision stating that the Operator based the tenant's eligibility on the Income Certification and supporting information provided by the tenant and that any material misrepresentation is found, may cause for immediate termination of the lease or rental agreement. The lease must also disclose that the tenant's income will be reviewed annually.
- Development is required to obtain, complete and maintain on file Income Certifications from each Low-Income Household, including (i) the Income Certification provided as Exhibit C, attached hereto and incorporated herein, dated immediately prior to the initial occupancy of such Low-Income Household in the Project that occupied the unit.
- The Development must conduct annual an income certification for Low Income Tenants occupying Low Income Units. This annual certification must be done on the anniversary of the tenant's initial occupancy date.
- Development must maintain complete and accurate records pertaining to the Low-Income Units.
- In accordance with Section 4(b) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the two most recent pay periods; (2) income tax returns for the most recent tax year; (3) a consumer credit search; (4) an income verification from the applicant's current employer; (5) an income verification from the Social Security Administration; or (6) if the applicant is unemployed, does not have income tax returns or is otherwise unable to provide other forms of verification as required above, obtain another form of independent verification as would, in Operator's reasonable commercial judgment.