



TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

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January 8, 2025

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

Allison Minton
Princeton Crossroads PFC
Bonham, Texas
aminton@texomahousing.org

RE: The Starling

Dear Ms. Minton:

The Texas Department of Housing and Community Affairs (Department) has reviewed the Public Facility Corporation (PFC) Audit Report submitted by Patricia Murphy Consulting on December 11, 2024. 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 Princeton Crossroad Apartments.

Events of noncompliance have been identified and corrective action is required. The attached Findings Report details the event(s) of noncompliance and the required corrective action. This notice begins the corrective action period. Please supply all requested documentation no later than **March 9, 2025**, the last day of the corrective action period.

If clarification is necessary to complete the corrective action, contact us as soon as possible. If it is not possible to provide the requested documentation by the corrective action period, correct as much as you can and submit a corrective action plan detailing how and when the remaining issue(s) of noncompliance will be corrected.

The Department recommends submitting a cover letter explaining the documentation submitted to address each event of noncompliance. Submit corrective action to pfc.monitoring@tdhca.texas.gov.



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' followed by a flourish.

Christina Thompson
PFC Monitor

CC: patricia@murphyhtc.com

Audit Report
The Starling

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

- Annual Income Certifications as described in Section 3(b) of the Development's Regulatory Agreement, must be obtained on the anniversary of such Low Income Tenant's occupancy of the unit, and in no event less than once in every 12-month period following each Low Income Tenant's occupancy of a unit.
- Income Certification means Verification of Income and Grantor may elect to utilize the Tenant Income Certification (TIC) form promulgated by Texas Department of Housing and Community Affairs. The TIC form can be found at the following website address.
https://www.tdhca.texas.gov/sites/default/files/pmcdocs/PFC-IncomeCertification_0.docx

TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

DETAIL FINDINGS AND CORRECTIVE ACTION
PFC PROGRAM

PFC User: Princeton Crossroad Apartments GL LP
Property Name: The Starling
Address: 149 Princeton Crossroad Princeton, TX 75407

Audit Report Date: 12/5/2024
Program: PFC

Corrective Action Due Date: 3/9/2025

Audit Report Review Date: 12/27/2024

PROGRAM: PFC

PROPERTY FINDINGS

Unit # 3105

Finding

Noncompliance Date

Reason

Failure to comply with the Public Facility Corporation Regulatory Agreement

11/15/2022

Correction Date:

In accordance with Section 3(b) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) obtain pay stubs for the most recent four-week period; (2) obtain income tax returns for the most recent two tax years; (3) conduct a consumer credit search; (4) obtain an income verification from the applicant's current employer; (5) obtain 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 the Grantor's reasonable commercial judgment, be satisfactory and will comply with the terms of this Regulatory Agreement.

Department unable to establish eligibility. The tenant file for unit 3105 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.

Corrective Action

To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, executed Income Certification and lease contract. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.

Unit # 3207

Finding

Noncompliance Date

Failure to comply with the Public Facility Corporation Regulatory Agreement

12/29/2023

Correction Date:

Reason In accordance with Section 3(b) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) obtain pay stubs for the most recent four-week period; (2) obtain income tax returns for the most recent two tax years; (3) conduct a consumer credit search; (4) obtain an income verification from the applicant's current employer; (5) obtain 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 the Grantor's reasonable commercial judgment, be satisfactory and will comply with the terms of this Regulatory Agreement.

Department unable to establish eligibility. The tenant file for unit 3207 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.

Corrective Action To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, executed Income Certification and lease contract. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.

Unit # 4309

Finding
Noncompliance Date

Failure to comply with the Public Facility Corporation Regulatory Agreement
12/21/2023

Correction Date:

Reason In accordance with Section 3(b) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) obtain pay stubs for the most recent four-week period; (2) obtain income tax returns for the most recent two tax years; (3) conduct a consumer credit search; (4) obtain an income verification from the applicant's current employer; (5) obtain 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 the Grantor's reasonable commercial judgment, be satisfactory and will comply with the terms of this Regulatory Agreement.

Department unable to establish eligibility. The tenant file for unit 4309 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.

Corrective Action To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, executed Income Certification and lease contract. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.

Unit # 5104

Finding
Noncompliance Date

Failure to comply with the Public Facility Corporation Regulatory Agreement
12/23/2023

Correction Date:

Reason In accordance with Section 3(b) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) obtain pay stubs for the most recent four-week period; (2) obtain income tax returns for the most recent two tax years; (3) conduct a consumer credit search; (4) obtain an income verification from the applicant's current employer; (5) obtain 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 the Grantor's reasonable commercial judgment, be satisfactory and will comply with the terms of this Regulatory Agreement.

Department unable to establish eligibility. The tenant file for unit 5104 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.

Corrective Action To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, executed Income Certification and lease contract. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.

Unit # 6203

Finding

Noncompliance Date

Reason

Failure to comply with the Public Facility Corporation Regulatory Agreement
12/19/2023

Correction Date:

In accordance with Section 3(b) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) obtain pay stubs for the most recent four-week period; (2) obtain income tax returns for the most recent two tax years; (3) conduct a consumer credit search; (4) obtain an income verification from the applicant's current employer; (5) obtain 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 the Grantor's reasonable commercial judgment, be satisfactory and will comply with the terms of this Regulatory Agreement.

Department unable to establish eligibility. The tenant file for unit 6203 does not contain any acceptable forms of income verification documentation. The Auditor reported the income could not be verified.

Corrective Action To correct, submit for Department review the income from the time of initial occupancy, and an updated Income Certification, if needed. If unable to verify income from the time of initial occupancy, the household may be certified under current circumstances using current income limits. If verifying under current circumstances, please provide the following for Department review: application, verification of income/assets, executed Income Certification and lease contract. If the household remains ineligible, when the unit becomes available lease to a qualified household and submit the following for Department review: application, verification of income/assets and, executed Income Certification and the lease contract.

Unit # 5307

Finding

Noncompliance Date

Reason

Householed above the income limit upon initial occupancy.
9/15/2023

Correction Date:

The most recent paystubs on file for the household occupying unit 5307 are from June 2024. Using the paystubs provided the household's income exceeds the 80% AMI limit at move-in.

Corrective Action When the unit becomes available, occupy with an eligible household and submit the following documentation to the Department for review: application, verification of income and assets, executed Income Certification and lease contract.

If the households circumstances have changed they may be qualified using current income limits. If qualifying the household under current circumstances please submit the following for Department review: application, verification of income and assets, and executed Income Certification.

Unit # All Affordable Units

Finding	Failure to comply with the Public Facility Corporation Regulatory Agreement	
Noncompliance Date	12/6/2024	Correction Date:
Reason	Section 2(g) of the Development's Regulatory Agreement states, each residential lease with a Low Income Tenant at the Project shall include a provision requiring that following a default such tenant shall receive notice and a reasonable cure period prior to Grantee exercising its remedies thereunder. In addition, each residential lease with a Low Income Tenant at the Project shall permit such tenants the right to file a complaint regarding the condition of their Unit with the local property manager and the right to appeal such decision to Grantor's regional property manager.	
Corrective Action	Submit to the Department for review an owner's statement of compliance with the Regulatory Agreement moving forward, along with a blank template of the Lease or Lease Addenda that includes the required language.	