TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

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Greg Abbott
GOVERNOR

September 24, 2025

Writer's direct phone # (512) 475-4065
Email: shay.erickson@tdhca.texas.gov

Genevieve Rossman
614 S. 1st Street Tenant, LLC
Austin, Texas

genevieve.rossman@rpmliving.com

RE: Timbercreek Apartments

Dear Genevieve Rossman:

The Texas Department of Housing and Community Affairs (Department) received documentation on August 11, 2025, addressing the noncompliance identified during the review of the Audit Report submitted by Stephanie Naquin with Novogradac & Company, LLP on May 30, 2025. Corrective action was due on August 10, 2025.

The documentation submitted was sufficient to correct the noncompliance related to **Household above the income limit** for units 224, 243, 335, and 356. Please see attached Finding Report for details.

The documents submitted do not correct the following findings:

- **Household above the income limit affecting unit 234:** The Auditor found that household income exceeded the applicable 80% AMI limit in the initial Audit Report. The Development was advised by the Department to redesignate unit 234 as a non-program unit and lease the next available unit to a household that qualifies at the 80% AMI level. The Development replaced unit 234 with unit 203; however, the household file for unit 203 includes a household member who owns real property, and the income and assets associated with that property were not verified. As a result, the Department is unable to determine household income. The finding remains uncorrected.

Please note, in accordance with the Department's PFC rule and the Texas Local Government Code Chapter 303, the Department will not accept or review any additional corrective action documentation resulting from this audit submission.

The next Audit report is due June 1, 2026.

If you have any questions, please contact Shay Erickson toll free in Texas at (800) 643-8204, directly at (512) 475-4065, or email: shay.erickson@tdhca.texas.gov.

Sincerely,

Shay Erickson
PFC Compliance Monitor

CC: timbercreek@rpmliving.com; danielle.wilson@rpmliving.com; margo.mendoza@rpmliving.com; inquiry@sh130mmd.com; mkrusee@sh130mmd.com; rwalker@sh130mmd.com; atalley@sh130mmd.com; ahawkins@sh130mmd.com; stephanie.naquin@novoco.com

TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

DETAIL FINDINGS AND CORRECTIVE ACTION

PFC ID: A25-227-0012
PFC User: 614 S. 1st Street Tenant, LLC
Property Name: Timbercreek Apartments
Address: 614 S 1st Street Austin, TX 78704

Regulatory Agreement Date: 5/30/2023
Audit Report Received Date: 5/30/2025
Corrective Action Due Date: 8/10/2025

Audit Report Review Date: 6/6/2025

PROGRAM: PFC

PROPERTY FINDINGS

Finding:	Household above the income limit			
Unit #	Non-Compliance Date	Reason	Corrective Action	Correction Date
224	10/8/2024	Annualizing the average of the most recent paystubs for the household resulted in the household's annual gross income of $101,247.38, which exceeds the applicable 80% AMI income limit of $70,560.	To correct, designate unit 224 to an non-program unit since their income exceeds the 80% AMI limit and lease the next available unit of comparable or smaller size to a household that income qualifies at the 80% AMI limit. The owner may also survey existing market rate households and certify them if their income is at or below 80% AMI. Submit copies of the following for the new certified household: application, verifications of income/assets, executed Income Certification and the lease contract. Or if the household's circumstances have changed, the owner may certify them under current circumstances using current income limits. If verifying under current circumstances, submit a copy of the household file, application, verification of income and assets, executed Income Certification and lease agreement.	Corrected Date: 8/11/2025

Finding:	Household above the income limit			
Unit #	Non-Compliance Date	Reason	Corrective Action	Correction Date
234	10/4/2024	Annualizing the average of the most recent paystubs for the household resulted in the household's annual gross income of $70,915.26, which exceeds the applicable 80% AMI income limit of $70,560.	To correct, designate unit 234 to an non-program unit since their income exceeds the 80% AMI limit and lease the next available unit of comparable or smaller size to a household that income qualifies at the 80% AMI limit. The owner may also survey existing market rate households and certify them if their income is at or below 80% AMI. Submit copies of the following for the new certified household: application, verifications of income/assets, executed Income Certification and the lease contract. Or if the household's circumstances have changed, the owner may certify them under current circumstances using current income limits. If verifying under current circumstances, submit a copy of the household file, application, verification of income and assets, executed Income Certification and lease agreement.	Uncorrected

Finding:	Household above the income limit			
Unit #	Non-Compliance Date	Reason	Corrective Action	Correction Date
335	9/23/2024	Annualizing the average of the most recent paystubs for the household resulted in the household's annual gross income of $95,000.04, which exceeds the applicable 80% AMI income limit of $70,560.	To correct, designate unit 335 to an non-program unit since their income exceeds the 80% AMI limit and lease the next available unit of comparable or smaller size to a household that income qualifies at the 80% AMI limit. The owner may also survey existing market rate households and certify them if their income is at or below 80% AMI. Submit copies of the following for the new certified household: application, verifications of income/assets, executed Income Certification and the lease contract. Or if the household's circumstances have changed, the owner may certify them under current circumstances using current income limits. If verifying under current circumstances, submit a copy of the household file, application, verification of income and assets, executed Income Certification and lease agreement.	Corrected Date: 8/11/2025

Finding:	Household above the income limit			
Unit #	Non-Compliance Date	Reason	Corrective Action	Correction Date
356	10/21/2024	Annualizing the average of the most recent paystubs for the household resulted in the household's annual gross income of $91,887.38, which exceeds the applicable 80% AMI income limit of $70,560.	To correct, designate unit 356 to an non-program unit since their income exceeds the 80% AMI limit and lease the next available unit of comparable or smaller size to a household that income qualifies at the 80% AMI limit. The owner may also survey existing market rate households and certify them if their income is at or below 80% AMI. Submit copies of the following for the new certified household: application, verifications of income/assets, executed Income Certification and the lease contract. Or if the household's circumstances have changed, the owner may certify them under current circumstances using current income limits. If verifying under current circumstances, submit a copy of the household file, application, verification of income and assets, executed Income Certification and lease agreement.	Corrected Date: 8/11/2025

Finding:	Household above the income limit			
Unit #	Non-Compliance Date	Reason	Corrective Action	Correction Date
243	9/9/2024	Annualizing the average of the most recent paystubs for the household resulted in the household's annual gross income of $64,615.44, which exceeds the applicable 60% AMI income limit of $52,920.	To correct, designate unit 243 to an 80% AMI unit since their income exceeds the 60% AMI limit and lease the next available unit of comparable or smaller size to a household that income qualifies at the 60% AMI limit. The owner may also survey existing market rate households and certify them if their income is at or below 80% AMI. Submit copies of the following for the new certified household: application, verifications of income/assets, executed Income Certification and the lease contract. Or if the household's circumstances have changed, the owner may certify them under current circumstances using current income limits. If verifying under current circumstances, submit a copy of the household file, application, verification of income and assets, executed Income Certification and lease agreement.	Corrected Date: 8/11/2025