



TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

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September 8, 2025

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

1255 NPO Owner LLC
Washington, DC
Cgonzales@NHPfoundation.org

RE: North Post Oak Lofts

Dear 1255 NPO Owner LLC:

The Texas Department of Housing and Community Affairs (Department) has reviewed the Public Facility Corporation (PFC) Audit Report submitted by Juanita Sanchez on July 25, 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 North Post Oak Lofts.

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 **November 7, 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 long horizontal flourish.

Christina Thompson
PFC Monitor

CC: juanita@sanchezcompliance.com

Audit Report
North Post Oak Lofts

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

- In accordance with Section 3(d) of the Regulatory Agreement, the Development is required to obtain and maintain complete and accurate records of Low-Income Units. The file sample revealed thirty-two (32) household files contained incorrect income and rent limits on the Tenant Income Certification Form. Please ensure all records maintained for Low-Income Households are complete and accurate in order to maintain compliance with Section (d) of the Regulatory Agreement.

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DETAIL FINDINGS AND CORRECTIVE ACTION REPORT

PFC ID: A24-101-0061
PFC User: 1255 NPO Owner LLC
Property Name: North Post Oak Lofts
Address: 1255 N Post Oak Road Houston, TX 77055

Regulatory Agreement Date: 12/19/2019
Audit Report Received Date: 7/25/2025
Corrective Action Due Date: 11/7/2025

Audit Report Review Date: 9/4/2025

PROGRAM: PFC

PROPERTY FINDINGS

Finding: Failure to Comply with TAC §10.1103				
Unit #	Non-Compliance Date	Reason	Corrective Action	Correction Date
Property Wide	6/1/2025	TAC §10.1103 requires the Public Facility User to submit an Audit Report to the Department no later than June 1 of each year. The Development did not submit an audit report due June 1, 2025 for the reporting period year ending in 2024.	Submit for Department review a completed Audit Report prepared by an qualified independent Auditor in accordance with TAC §10.1103.	7/25/2025

Finding: Failure to comply with the Public Facility Corporation Regulatory Agreement				
Unit #	Non-Compliance Date	Reason	Corrective Action	Correction Date
3101	4/9/2024	Section 3(f) of the Development's Regulatory Agreement states, each lease or rental agreement pertaining to a Low-Income Unit shall contain a provision to the effect that the Development has relied on the Income Certification and supporting information supplied by the Low Income Household in determining qualification for occupancy of the Low Income Unit and that any material misstatement in such certification (whether or not intentional) may be cause for immediate termination of such lease or rental agreement. Each lease or rental agreement shall also disclose that the tenant's income is subject to annual certification.	Provide the household with the completed Affordable Housing Addendum for execution. Submit to the Department for review a copy of the executed Affordable Housing Addendum.	

Finding: Failure to comply with the Public Facility Corporation Regulatory Agreement				
Unit #	Non-Compliance Date	Reason	Corrective Action	Correction Date
2107	5/12/2023	Section 3(f) of the Development's Regulatory Agreement states, each lease or rental agreement pertaining to a Low-Income Unit shall contain a provision to the effect that the Development has relied on the Income Certification and supporting information supplied by the Low Income Household in determining qualification for occupancy of the Low Income Unit and that any material misstatement in such certification (whether or not intentional) may be cause for immediate termination of such lease or rental agreement. Each lease or rental agreement shall also disclose that the tenant's income is subject to annual certification.	Provide the household with the completed Affordable Housing Addendum for execution. Submit to the Department for review a copy of the executed Affordable Housing Addendum.	

Finding: Failure to comply with the Public Facility Corporation Regulatory Agreement				
Unit #	Non-Compliance Date	Reason	Corrective Action	Correction Date
2107	5/12/2024	In accordance with the Regulatory Agreement, Section 3(c), annual Income Certification of income must be obtained by the household's anniversary date (occupancy date of the unit) and no less than once in a 12-month period. Unit number 2107 moved in May 12, 2023, and the annual Income Certification due on May 12, 2024 has not been completed as required.	To correct, complete annual Income Certification with verifications and submit to the Department for review. Submit the following documentation for review: application, verification of income/assets and an executed Income Certification form. If the household has moved out or is not income eligible, occupy the unit or another comparable unit on the property with a new qualified household. Submit copies of the application(s), income and asset verifications, an executed Income Certification, lease contract and applicable lease addendums to the Department for review.	