



TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

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November 26, 2025

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

PFC Operator
Steadfast Estraya, LLC
Irvine, California
anamarie.delrio@steadfastco.com

RE: Estraya Boerne

Dear PFC Operator:

The Texas Department of Housing and Community Affairs (Department) received documentation on April 11, 2025, addressing the noncompliance identified during the review of the Audit Report submitted by Murphy HTC, LLC on December 29, 2025. Corrective action was due on April 29, 2025.

The documentation submitted was sufficient to correct the noncompliance related to **Failure to comply with the Public Facility Corporation Regulatory Agreement which requires lease provisions for Low-Income Units**, as well as the noncompliance affecting units 2207, 4207, 5212, and 7112. Please see the attached Finding Report for details.

The noncompliance related to **Failure to comply with the Public Facility Corporation Regulatory Agreement** affecting units 7302 and 4111 has been dropped.

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,

A handwritten signature in black ink, appearing to read "Shay Erickson".

Shay Erickson
PFC Compliance Monitor

CC: patricia@murphyhtc.com; anamarie.delrio@steadfastco.com; michelle.elletson@steadfastco.com; nmontagno@boerne-tx.gov; kendra.masters@steadfastco.com; estraya@steadfastmgmt.com



TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

DETAIL FINDINGS AND CORRECTIVE ACTION
PFC PROGRAM
Corrective Action Response

PFC User: Steadfast Estraya, LLC
Property Name: Estraya Boerne
Address: 130 Gallant Fox, Boerne, TX 78006
RA Date: 4/14/2021

Audit Report Date: 12/29/2024
Program: PFC

Corrective Action Due Date: 4/29/2025

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PROGRAM: PFC

PROPERTY FINDINGS

<p>Finding Noncompliance Date Reason</p>	<p>Failure to comply with the Public Facility Corporation Regulatory Agreement 11/25/2022 Section 2(g) 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.</p>	<p>Correction Date: Corrected</p>
<p>Corrective Action</p>	<p>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.</p>	
Unit # 2207		
<p>Finding Noncompliance Date Reason</p>	<p>Failure to comply with the Public Facility Corporation Regulatory Agreement 12/3/2023 Development submitted annual income renewal documentation with an effective date of December 3, 2023, but income documents are from September 2023. According to Section 3c of the Regulatory Agreement, paystubs must be for the most recent four (4) week period for income certifications.</p>	<p>Correction Date: Corrected</p>
<p>Corrective Action</p>	<p>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, and executed Income Certification. 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.</p>	

Unit # 4207

Finding

Noncompliance Date

Reason

Failure to comply with the Public Facility Corporation Regulatory Agreement

7/6/2023

Correction Date: Corrected

In Accordance with Section 3(c) of the Development's Regulatory Agreement, Income Certifications must be obtained and dated prior to initial occupancy of such Low-Income Tenant. The Development's Regulatory Agreement requires the Exhibit-D, form be completed as part of the Income Certification.

Corrective Action

Auditor reports the Exhibit-D form was not completed for the annual income certification.

To correct, have the tenant complete and execute the Exhibit-D form and submit the following for Department review: application, verification of income and assets, executed Exhibit-D form and lease contract.

Unit # 5212

Finding

Noncompliance Date

Reason

Failure to comply with the Public Facility Corporation Regulatory Agreement

10/18/2023

Correction Date: Corrected

In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) 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.

Income was reported for two household members; but income from only one household member's income was verified and used in the initial income calculation. Auditor report income cannot be determined.

Corrective Action

The owner may complete a retroactive income certification that completely and clearly documents the sources of income/assets for both household members that were in place at the time of initial occupancy and apply income limits that were in effect at initial occupancy. Submit a copy of the application(s), income/asset verifications and a new Income Certification form that clearly documents all sources of income/assets at the time of initial occupancy. Or the owner has the option to complete a new current certification using current income/assets sources and current income limits. Submit a copy of the application(s), income/asset verifications and a new Income Certification form that clearly documents all current sources of income/assets. If the household has moved out or is not income eligible, occupy the unit or another comparable unit on the property with a new income eligible household. Submit copies of the application(s), income/asset verifications, an Income Certification, lease contract and applicable lease addendums to the Department for review.

Unit # 7112

Finding

Noncompliance Date

Reason

Failure to comply with the Public Facility Corporation Regulatory Agreement

8/31/2023

Correction Date: Corrected

In accordance with Section 3(c) of the Regulatory Agreement, the following items are acceptable to determine income eligibility: (1) pay stubs for the most recent four-week period; (2) 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.

Household is comprised of two-persons. One household member listed two employment income sources but only one source was verified. Auditor reports household income cannot be determined.

Corrective Action

The owner may complete a retroactive income certification that completely and clearly documents the sources of income/assets for both household members that were in place at the time of initial occupancy and apply income limits that were in effect at initial occupancy. Submit a copy of the application(s), income/asset verifications and a new Income Certification form that clearly documents all sources of income/assets at the time of initial occupancy. Or the owner has the option to complete a new current certification using current income/assets sources and current income limits. Submit a copy of the application(s), income/asset verifications and a new Income Certification form that clearly documents all current sources of income/assets. If the household has moved out or is not income eligible, occupy the unit or another comparable unit on the property with a new income eligible household. Submit copies of the application(s), income/asset verifications, an Income Certification, lease contract and applicable lease addendums to the Department for review.