



TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

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February 27, 2017

Writer's direct phone # (512)305-8860
Email: wendy.quackenbush@tdhca.state.tx.us

Melissa Neelley
Humble Parkway Apartments LP
Houston, TX
mneelley@tcresidential.com

RE: Humble Parkway Townhomes

CMTS ID: 4036


Dear Ms. Neelley:

The Texas Department of Housing and Community Affairs ("Department") has completed a monitoring review of Humble Parkway Townhomes. This review was performed to determine if the development is in compliance with the requirements of the Housing Tax Credit and Bond programs.

Based on the limited scope of the review, no findings of noncompliance were identified during the file review. Please note that although there were no findings, only a sample of information provided to the Department was reviewed for the purposes of this report. It is the owner's responsibility to maintain compliance.

Please extend our thanks to your onsite staff for their hospitality and cooperation extended during our monitoring visit. If you have any questions about this monitoring report, please contact wendy quackenbush toll free in Texas at (800) 643-8204, directly at (512)305-8860, or email: wendy.quackenbush@tdhca.state.tx.us.

Sincerely,


Wendy Quackenbush
c=US, cn=Wendy
Quackenbush,
email=wendy.quackenbush@tdhca.state.tx.us
2017.02.27 14:43:16 -06'00'

Wendy Quackenbush
Manager, Compliance Monitoring



Monitoring Report
Humble Parkway Townhomes
HTC File: 03465
BOND File: 03465B
CMTS ID: 4036

The Texas Department of Housing and Community Affairs completed an on-site monitoring review of Humble Parkway Townhomes on February 23, 2017. Wendy Quackenbush and Katherine Cole represented the Department. LaLisa Lucus, Maria Garcia and Claudia Sanchez represented the development.

To determine if the development is in compliance, the following steps were completed:

- A review of the Land Use Restriction Agreements,
- Analysis of the Unit Status Report (USR) dated 1/30/2017,
- A review of the entrance interview and other documents submitted,
- An exit interview,
- An in depth review of 54 resident files listed below:

- ***Files reviewed:***

102	106	108	208	209
211	301	306	308	402
403	408	507	509	511
601	602	606	707	708
712	801	803	807	902
907	910	1001	1004	1012
1101	1108	1110	1201	1205
1212	1302	1308	139	1401
1410	1411	1503	1505	1508
1603	1606	1610	1702	1703
1709	1805	1808	1810	

Additional tips and links for future reference:

- *Join Our Email List:* The Department recommends signing up for the Email list to receive updates regarding important compliance rule and form changes. Sign up at the “Join our Email List” link in the left column of the TDHCA homepage at <http://www.tdhca.state.tx.us/>.
- *Compliance Monitoring Rules:* These rules change periodically and you are responsible for staying apprised of any and all updates. The rules are published on the Secretary of State website at: [http://texreg.sos.state.tx.us/public/readtac\\$ext.ViewTAC?tac_view=5&ti=10&pt=1&ch=10&sch=F&rl=Y](http://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac_view=5&ti=10&pt=1&ch=10&sch=F&rl=Y).
- *Compliance Forms are available at:* <http://www.tdhca.state.tx.us/pmcomp/forms.htm>
- *Income and Rent Limits are published at least annually at:* <http://www.tdhca.state.tx.us/pmcomp/irl/index.htm>
- *Frequently asked questions and answers are available at:* <http://www.tdhca.state.tx.us/pmcomp/compFaq.htm>
- *Ownership transfer:* If you are contemplating a sale, transfer, or exchange of the Development or the structure of the owning entity, you are required to receive pre-approval from TDHCA. Procedures are outlined in the Ownership Transfer section of the Post Award Activities Manual at: <http://www.tdhca.state.tx.us/asset-management/pca-manual.htm>.