



CITY OF
FARMERS BRANCH
TEXAS

Minor Home Repair Program Updates

CITY COUNCIL MEETING | July 16, 2024



Program Objectives



Bring a single-family, owner-occupied residence into compliance with the City's residential property maintenance standards, and/or



Protect the health and safety of the residents and/or the neighborhood, and/or



Provide for accessibility modifications, and/or



Improve the livability of the property and/or the neighborhood, and/or



When an owner-occupant lacks sufficient financial resources of their own to repair the need.

Current and Proposed Program

Current

- 12-month pilot program with a \$75,000 budget from general fund approved last year
- Cost-matching 50% grant from \$500-\$3,750, in which project total cost cannot exceed \$7,500
- Eligibility via HUD low-income limits (80% median family income or below) and homestead exemption
- Resident provides bank statements, paystubs, tax returns, copy of deed, etc.
- Following eligibility approval, city to then bid/quote, then repair completed
- Secured via first or second lien for up to seven years, to ensure property remains principal residence for owner-occupant for three-seven years
- One project funded via community partner assistance, but many interested parties but either didn't qualify or couldn't meet cost-matching requirement

Proposed

- Grant up to \$5,000 with no project total cost cap, removing cost-matching restriction
- Eligibility via market home value and homestead exemption as verified by DCAD data
 - For 2023, the average market value is \$395,455
- Three quotes reviewed by City contractor for applicability and selection
- City to pay up to \$5,000 to selected quote, with resident responsible for any additional costs
- City contractor to regularly visit during project for oversight and final inspection
- Resident to agree to remain owner-occupant for three years via application



Proposed Program Phases

Homeowner Inquiry

Application

Homeowner submits application, documentation, and description/photos of damage or repair needed.

Application Review

City staff review for eligibility and ensure repair meets program guidelines.

Initial Inspection

Contractor review and inspection on-site to verify project needs and review three quotes for applicability.

Project Approval & Commencement of Work

Homeowner notified of project approval/denial by City staff. Selected quote/contractor notified, if approved, to begin permitting and work.

Project Oversight

Review contractor to regularly visit to evaluate progress and update staff.
Completes final inspection to verify project completion, along with photo documentation.

Project Closeout





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Discussion and Direction

