



MEMORANDUM

ADMINISTRATION

To: City Council

Through: Ben Williamson, City Manager

From: Jose Garibay, Special Projects Manager

Date: June 3, 2025

Subject: Status of Dallas County Replacement Housing Program

Action Requested: Collaborate with Builders of Hope to build and develop the Replacement Housing Program. Requested by Deputy Mayor Pro Tem Roger Neal.

Districts Impacted: Districts 1 and 2

**Background
Information:**

Dallas County manages the Housing Replacement Program for selected areas within the county and has expressed interest in expanding this program to Farmers Branch. The county aims to replace homes that are not economically feasible to rehabilitate for low-to-moderate income homeowners. They have requested the City's assistance in managing the program for Valwood Park. The City requested \$2,500,000 to fund 10 new homes.

Resident/homeowner criteria:

1. The title to the property must be in the applicant's name and must have a clear title (no judgments or liens).
2. The homeowner must have lived in the property for the past five years.
3. The homeowner must provide sufficient verification meeting program eligibility requirements for income at or below 80% of Area Median Income.
4. The homeowner must be current on all property taxes.
5. The City must inspect existing homes that are eligible for the program.

Existing Home:

The replacement housing assistance will only be provided when the City has determined that rehabilitating the existing structure is not economically feasible. Assistance will not be provided to acquire or install items such as patios, fences, or swimming pools.

Historical Timeline:

On April 2, 2024, Dallas County presented to the Council about the Dallas County Housing Replacement Program (HRP). The Council approved proceeding with 10 lots and \$2.5 million.

On July 16, 2024, the Council approved an interlocal agreement with Dallas County.

August 2024-April 2025: The City, along with Builders of Hope, has identified four Farmers Branch residents interested in proceeding with the program and is guiding them through the application process. The City has identified four additional residents, from which we are gauging interest and actively recruiting additional qualified participants for this program. We are requesting help from Mayor Pro Tem Tina Bennet-Burton, Councilman Omar Roman and Councilwoman Elizabeth Villafranca for additional candidates.

Key Milestones

1. Identify homeowners who meet the criteria through marketing efforts or public meetings.
2. Assist applicants in completing the checklist and application.
3. Inspect existing homes to determine if rehabilitation is not economically feasible.
4. Facilitate contract signing and the applicant's signing of the deed of trust.
6. Work with Builders of Hope to ensure that permitting and construction progress is on schedule.
7. Manage and verify Builder of Hope's invoices and submit them to the county for payment.
8. Verify the certificate of occupancy upon completion of the home.
9. Oversee demolition of existing structures.

Strategic Link: C.2,C.5

Timeline:

Q3 FY2025 (April-June)

- Applications Reviewed
- Assign Lots to BOH
- Begin Permitting Process

Q4 FY2025 (July-September)

- Acquire Permits
- Contract Signing Meeting
- Construction Begins

Q1 FY2025 (October-December)

- Applications Completed
- Applications are approved by the County
- Construction Phase

Q2 FY2026 (January-March)

- Construction Phase

Q3 FY2026 (April-June)

- End of Construction
- Arrange Move-In Dates

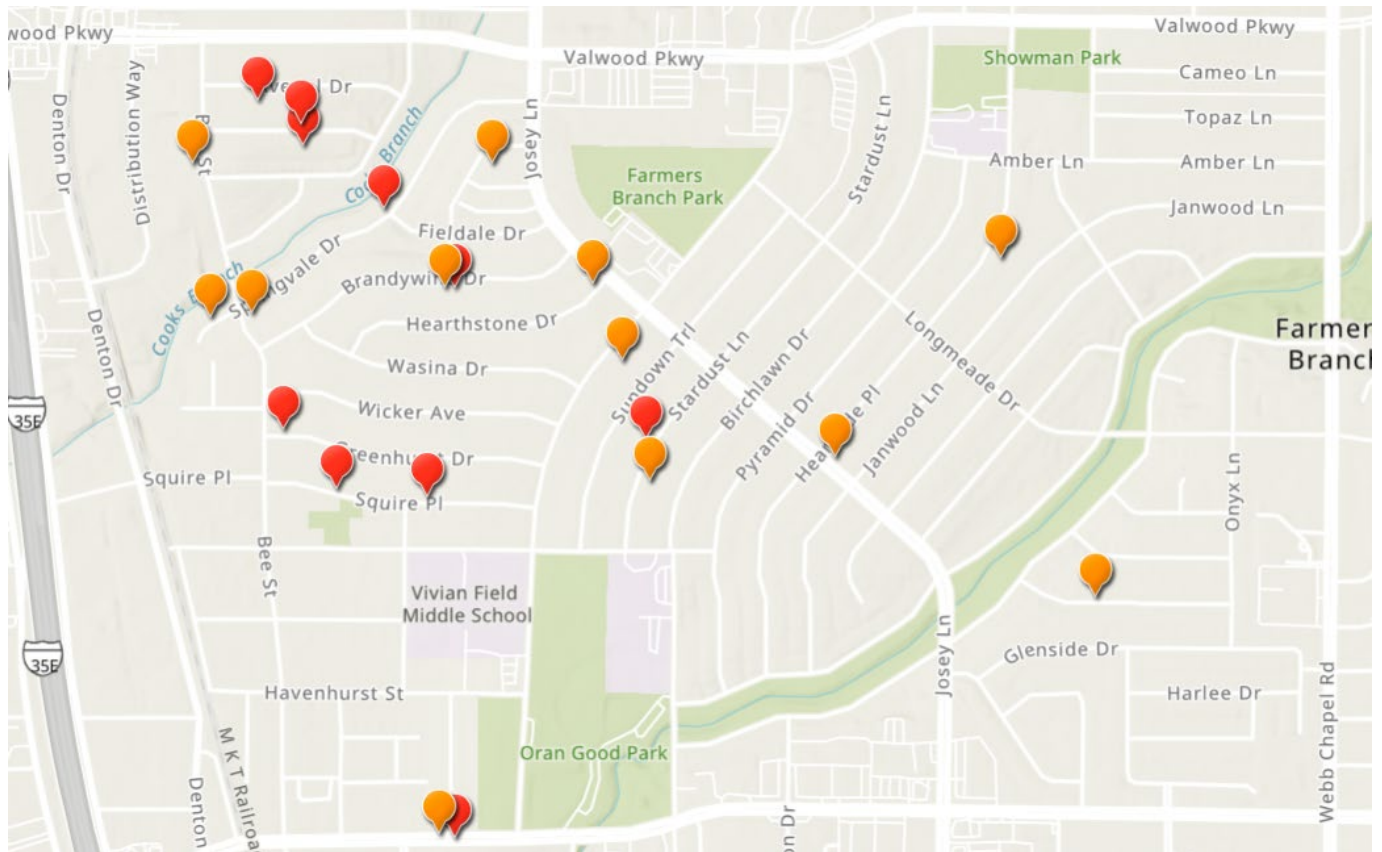
Q3 2026 (July-September)

- Ensure all documents are with the County

Selection of Lots: Ultimately the lots will be chosen by Council but below are recommendations for ten lots based on size of lot additionally we did not consider lots that required utility connections

Address	District	Lot Size
13200 Nestle	1	60x125; 7,500sf
2593 Springvale	1	61x125; 7,625sf
2540 Collingwood	1	60x125; 7,500sf
2541 Squire	1	60x125; 7,443sf
2520 Avenel	1	60x125; 7,501sf
2586 Brandywine	1	60x125; 7,500sf
2539 Collingwood	1	60x125; 7,501sf
2615 Squire	1	60x125; 7,478sf
2509 Greenhurst	1	60x125; 7,500sf
13745 Stardust	1	60X125; 7,678sf

Attachments: Lot Map with Recommendations



Red- Plot that is recommended for this program.