

# Memorandum



DATE May 30, 2017

TO Housing Committee Members: Scott Griggs, Chair, Carolyn King Arnold, Vice-Chair, Mayor Pro-Tem Monica R. Alonzo, Tiffinni A. Young, Mark Clayton, and Casey Thomas, II

SUBJECT Home Repair Programs

On Monday, June 5, 2017, you will be briefed on the Home Repair Programs. A copy of the briefing is attached.

Please let me know if you have any questions.



Raquel Favela  
Chief of Economic Development &  
Neighborhood Services

## Attachments

c: Honorable Mayor and Members of the City Council  
T.C. Broadnax, City Manager  
Larry Casto, City Attorney  
Craig D. Kinton, City Auditor  
Rosa A. Rios, City Secretary  
Daniel F. Solis, Administrative Judge  
Kimberly Bizer Tolbert, Chief of Staff to the City Manager  
Majed A. Al-Ghafry, Assistant City Manager

Jo M. (Jody) Puckett, P.E., Assistant City Manager (Interim)  
Jill A. Jordan, P.E., Assistant City Manager  
Joey Zapata, Assistant City Manager  
M. Elizabeth Reich, Chief Financial Officer  
Nadia Chandler Hardy, Chief of Community Services  
Theresa O'Donnell, Chief of Resilience  
Directors and Assistant Directors

# Home Repair Programs

## Housing Committee

June 5, 2017

**Patrick Inyabri,  
Assistant Director  
Housing & Neighborhood Revitalization  
City of Dallas**



# Presentation Overview

- Program Descriptions and eligibility requirements
- Provide operational information
- Review staff recommended changes to the program
- Discuss next steps

# Program Descriptions

- Major Systems Repair Program
- People Helping People Program
- Emergency Repair Program
- Dallas Tomorrow Fund



# Major Systems Repair Program (MSRP)

Provides up to \$20,000 as a deferred loan for major systems repairs for electrical, plumbing, HVAC, and roof performed by city certified contractors



- The budget for FY16-17 is \$2.7 M plus reprogrammed funds of \$1.4M or \$4.1M
- The goal for FY16-17 is to serve 205 homeowners
- Total applications received: 947
- Total applicants approved to-date: 183

# MSRP Requirements

- Property located in the Dallas City limits
- Proof of ownership and occupancy for a minimum of two (2) consecutive years
- Property taxes and Insurance must be current
- Household income of 80% or less of area median family income
- No liens allowed other than current mortgage
- Repair costs cannot exceed 50% of the appraised value if the property is in a 100 year floodplain
- Household can only receive assistance one time over a five year period

# MSRP Process

- Intake Process 5 days
- Eligibility Review and Approval 20 days
- Inspection and Bid Process 30-45 days
- Loan Closing 5 days
- Contractor Work Completion 30 days

# People Helping People (PHP)

- Provides up to \$5,000 as a grant in materials and supplies for minor *exterior* repairs and other specialty repairs utilizing volunteer services
  - Services by volunteers may include:
    - Repairing and painting the exterior of homes
    - Air conditioner installation and heater repair service
    - Window glass replacement
    - Installing ramps and handrails
    - Pest extermination
  - The budget for FY16-17 is \$331,160
  - The goal for FY16-17 is to provide 200 exterior repair
  - Total applications received: 228
  - Total applicants approved to date: 228





# PHP Requirements

- Property located in the Dallas City limits
- Proof of ownership and occupancy for a minimum of two (2) consecutive years
- Property taxes and Insurance must be current
- Household income of 80% or less of area median family income
- Seniors over 62 years old



# PHP Process

- Intake Process 5 days
- Eligibility Review 20 days
- Inspection 15 days
- Submit Case file for Approval 15 days
- Volunteer Selection Process Up To 180 days

# Emergency Repair Program (ERP)

- Provides up to \$7,500 as a grant for repairs that have been determined to need immediate action to protect the health and safety of the occupants and pose a threat to the life, health, or safety of the resident(s) and spread of threatening conditions to the neighborhood.
  - The budget for FY16-17 is \$1,050,604
  - The goal for FY16-17 is to assist 140 households
  - Total applications received: 184
  - Total applicants approved to date: 156

# ERP Requirements

- Property located in the Dallas City limits
- Proof of ownership
- Household income of 80% or less of area median family income
- Seniors over 62 years old



# ERP Process

- Intake Process 1-2 days
- Eligibility Review 1-2 days
- Inspection 1-2 days depending on severity of problem
- Contractor work completion 1-4 days for severe cases; up to 30 days for non-life threatening repairs

# Dallas Tomorrow Fund (DTF)

- Funds rehabilitation of a property up to \$20,000 when an owner receives a notice of violation and is determined to be financially unable to comply with the notice
  - The budget for FY16-17 is \$450,000
  - Total applications received: 4
  - Total applicants approved to date: 3

# DTF Requirements

- Property located in the Dallas City limits
- Proof of ownership and occupancy for a minimum of two (2) consecutive years
- Household income of 80% or less of area median family income
- Referral from Code Enforcement or Community Prosecution

# DTF Process

- Intake Process 5 days
- Eligibility Review 20 days
- Inspection 15 days
- Submit Case file for Approval 15 days
- Contractor work completion 30 days



# Staff Recommendations for FY 17-18

- Collapse MSRP and PHP for one program
  - Program dollars would be \$4.4M
  - Intake staff would be reduced by 5 positions
- Change name of collapsed program to Healthy Homes Repair Program
- Raise maximum amount of assistance up to \$24,500 per household
- Move Home Improvement Rebate Program administration from Development Division to Housing Preservation

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# Next Steps

- June 2017 -City Council adoption of Community Development Block Grant funding for Healthy Homes Repair Program
- August 2017 -City Council consideration of Recommended Program Changes
- October 1, 2017 –Implementation of adopted changes

# Home Improvement Rebate Program

**Housing Committee**

**April 17, 2017**

**Patrick Inyabri, Assistant Director  
Housing & Neighborhood Revitalization  
City of Dallas**

