



# **City of Toledo**

## **Housing & Community Development**

### **Budget Hearing**

### **February 5, 2024**

**Presented by** Director Rosalyn Clemens  
Zachary Lohman - Fiscal & Budgeting Manager  
David Echols

# Our 2024 General Fund Budget Request

## General Fund Budget Items for Year 2024

A. Ask for Salary and Fringe Cost: \$868,011

B. Ask for Travel, Training and Chargebacks: \$305,443

C. Ask for Programming: \$697,000 (Tenants' Right to Council, Training Center, Tenant Outreach, Lead Resource Center and SOI Testing for Landlords)

1. Tenants' Right to Council, \$250,000
2. Lead Ordinance Implementation \$122,000
3. Tenant Outreach, \$50,000
4. Lead Resource Center, \$250,000
5. SOI Testing for Landlords, \$25,000

Total Budget Request from General Fund: \$1,870,454

Total General Fund 2024 Budget Request as a Percentage of 2023  
Expended Budget for the Department: **4.9%**

# 2024 Proposed Budget Highlights & Initiatives

## Personnel

1. Manager-Administrative Services (Tenant Services Manager)  
*100% General Fund*
2. Manager – Administrative Services ( Community Planning and Development Grants Manager)  
*100% General Fund*
3. Manager - Administrative Services (Lead Coordinator)  
*100% General Fund*
4. Manager - Administrative Services (Manager of Budgeting and Fiscal Affairs)  
*100% General Fund*
5. **Manager - Administrative Services (Food Sustainability)**  
*100% General Fund*
6. **Clerk Specialist 2 - Housing**  
*100% General Fund*
7. **Rehabilitation Projects Officer - Housing (Lead Risk Assessor)**  
*100% General Fund*

# 2024 Proposed Budget Highlights & Initiatives (Continued)

## Projects

### Lead Poisoning Prevention Initiative

- Lead Ordinance Compliance Lead Resource Center  
*\$250,000 General Fund (Housing Division)*

### Fair Housing Testing

- Fair Housing SOI Testing of Landlords  
*\$25,000 General Fund (Housing Division)*

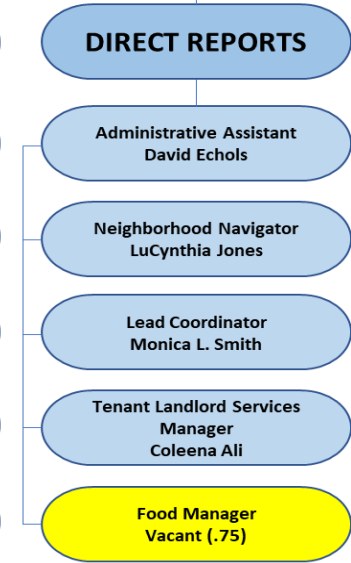
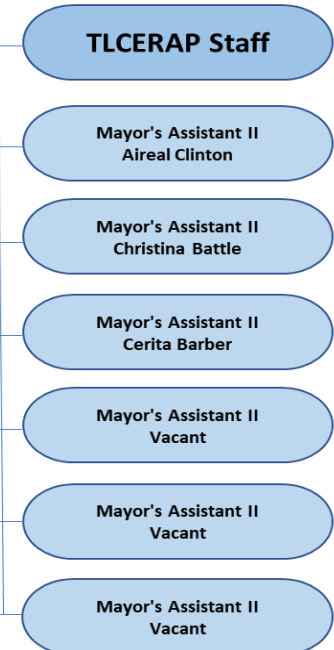
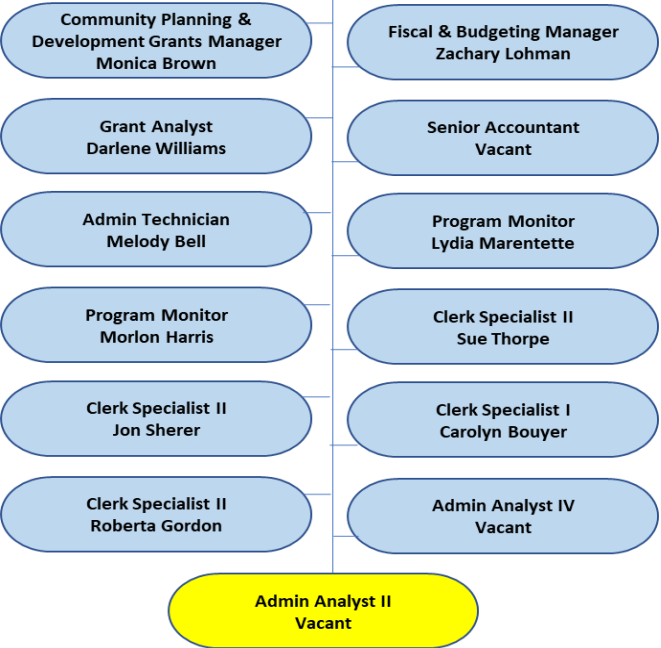
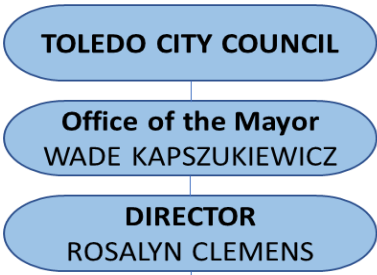
### Tenants' Right to Council

*\$250,000 General Fund (Housing Division)*

### Tenant Outreach

- Tenant education and outreach to support eviction diversion initiative.  
*\$50,000 General Fund (Housing Division)*

# 2024 Proposed Organizational Chart



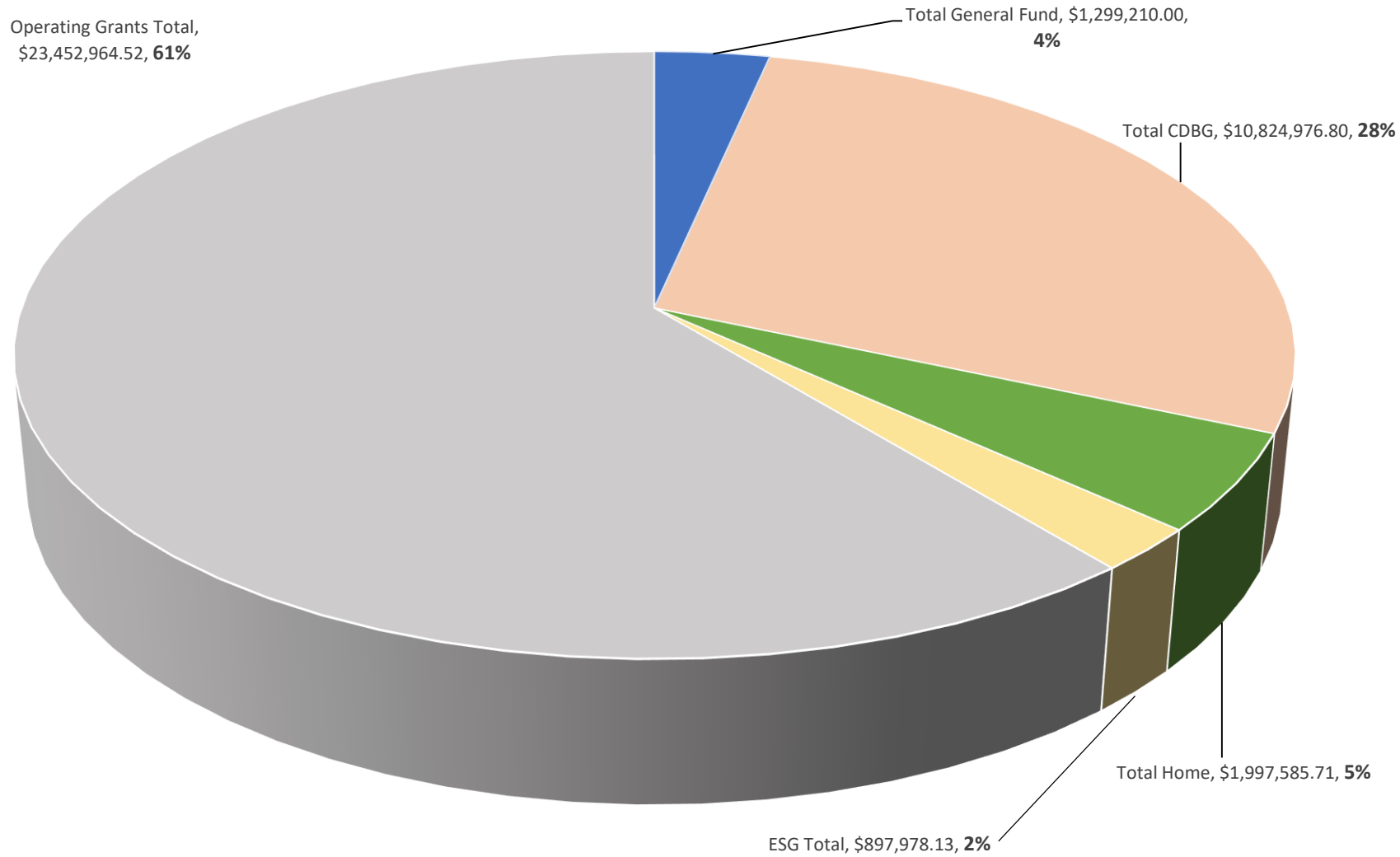
# Fiscal Monitoring Schedule of Full-Time Equivalent Positions

<b><u>Fiscal Monitoring</u></b>				
<b>Position Title</b>	<b>2022 Budget</b>	<b>2023 Budget</b>	<b>2024 Proposed Budget</b>	<b>% Funded by G. F.</b>
<b>Administrative Analyst 2</b>	2	2	2	
<b>Administrative Analyst 2 (New)</b>			1	
<b>Administrative Analyst 4</b>	1	1	1	
<b>Administrative Assistant</b>	1	1	1	
<b>Administrative Technician</b>	1	1	1	
<b>Clerk Specialist 1</b>	1	1	1	
<b>Clerk Specialist 2</b>	3	3	3	
<b>Commissioner - Admin. Services</b>	1	1	1	
<b>Director - Admin. Services</b>	1	1	1	100%
<b>Manager - Admin. Services</b>	1	1	2	100%
<b>Manager - Admin. Services (New)</b>			0.75	100%
<b>Program Monitoring Specialist</b>	2	2	2	
<b>Rehabilitation Projects Officer</b>	1			
<b>Senior Accountant</b>	1	1	1	
<b>Staff Accountant</b>	1			
<b>Total</b>	<b>17</b>	<b>15</b>	<b>17.75</b>	
*Positions highlighted in blue are primarily funded by general fund				

# Housing Schedule of Full-Time Equivalent Positions

Position Title	2022 Budget	2023 Budget	2024 Proposed Budget	% Funded by G. F.
Administrative Technician 1	1	1	1	
Administrator-Administrative Services 2	1	1	1	
Clerk Specialist 1	2	2	2	
Clerk Specialist 2 (New)			0.75	100%
Commissioner-Administrative Services	1	1		
Financial Assistance Specialist	1	1	1	
Historical Review Specialist	1	1	1	
Historical / Environmental Officer	1	1	1	
Manager - Administrative Services	5.25	6	5 (2 of the 5 from Fund 1001)	100% of the 2 FTE
Mayor's Assistant 2	7	6	7	
Neighborhood Development Specialist	3	3	3	
Rehabilitation Projects Officer	1	1	1	
Rehabilitation Projects Officer (New)			0.5	100%
Rehabilitation Specialist	1	1	1	
Rehabilitation Technician	1	1	1	
Secretary 2	1	1		
<b>Total</b>	<b>27.25</b>	<b>27</b>	<b>26.25</b>	

Operating Grants Total,  
\$23,452,964.52, **61%**



**2023 Expended Budget by Grant**

General Fund Staffing and Chargebacks	\$814,753.24
General Fund Direct Projects and Programming	\$484,456.76
<b>Total General Fund</b>	<b>\$1,299,210.00</b>
CDBG Staffing and Chargebacks	\$1,883,018.75
CDGB Direct Projects and Programming (Excluding Third Party Partners)	\$5,200,615.17
CDGB Third Party Partners	\$3,741,342.88
<b>Total CDBG</b>	<b>\$10,824,976.80</b>
Home Owner Occupied	\$273,177.89
Home Rehab.	\$1,227,438.16
Home Historical	\$51,931.74
Home DPA	\$100,000.00
Home CHO	\$285,964.86
Home ARP	\$59,073.06
<b>Total Home</b>	<b>\$1,997,585.71</b>
<b>ESG Total</b>	<b>\$897,978.13</b>
2021 SCHIP Grant Total	\$25,837.02
Swayne Field Grant Total	\$11,750.00
ERA 1 City Total	\$305,331.36
ERA 2 Lucas County Total	\$1,080,901.45
ERA 2 City Total	\$20,511,081.05
Lead-Based Paint Hazard Control Program Total	\$781,807.13
BP Husky Grant Total	\$130,357.31
HH Weatherization Grant Total	\$105,899.20
ODH Environment Health Grant Total	\$500,000.00
<b>Operating Grants Total</b>	<b>\$23,452,964.52</b>
<b>Year 2023 Total Expended Budget:</b>	<b>\$38,472,715.16</b>



# Fiscal Monitoring Proposed Expenditures by Fund and Category

## Fiscal Monitoring - General Fund

Expenditure Category	2020 Actual	2021 Actual	2022 Actual	2023 Amended	2024 Proposed
Labor	167,437	130,617	124,894	228,116	391,651
Overtime	-	-	-	-	3,083
Pension	23,689	18,190	17,499	31,936	54,388
Employment Taxes & Medical	14,849	16,253	19,395	39,848	74,701
Other Personnel	-	-	-	-	2,228
Supplies	1,448	8,155	4,484	6,450	1,800
Services	46,787	315,148	121,084	182,725	158,799
<b>Total</b>	<b>254,210</b>	<b>488,363</b>	<b>287,356</b>	<b>489,075</b>	<b>686,650</b>

## Fiscal Monitoring - Federal Block Grants Fund

Expenditure Category	2020 Actual	2021 Actual	2022 Actual	2023 Amended	2024 Proposed
Labor	677,009	779,328	770,904	1,320,873	1,008,292
Overtime	799	2,972	1,427	1,866	60,418
Pension	94,699	105,964	100,353	325,186	130,078
Employment Taxes & Medical	153,207	181,117	177,268	430,737	256,531
Other Personnel	3,850	4,356	4,155	9,368	5,473
Supplies	9,764	55,349	20,289	44,139	-
Services	541,492	302,004	758,222	360,362	-
Other	34,949	270,171	76,640	2,979,681	-
<b>Total</b>	<b>1,515,769</b>	<b>1,701,261</b>	<b>1,909,258</b>	<b>5,472,212</b>	<b>1,460,792</b>

# Housing Proposed Expenditures by Fund and Category

## Housing - General Fund

<b>Expenditure Category</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Amended</b>	<b>2024 Proposed</b>
Labor	27,672	29,500	51,155	238,843	222,033
Overtime					1,000
Pension	3,855	3,945	7,443	33,438	41,774
Employment Taxes & Medical	12,973	15,145	31,964	54,965	75,063
Other Personnel					2,090
Supplies	7,188	9,990	23,468	12,608	9,000
Services	1,063	154,726	239,048	935,804	557,844
Other	-	-	-	-	275,000
<b>Total</b>	<b>52,751</b>	<b>213,306</b>	<b>353,078</b>	<b>1,275,658</b>	<b>1,183,804</b>

## Housing - Federal Block Grants Fund

<b>Expenditure Category</b>	<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Amended</b>	<b>2024 Proposed</b>
Labor	682,457	615,399	553,926	1,067,210	375,171
Overtime	-	-	297	-	-
Pension	95,013	106,314	75,097	264,521	46,690
Employment Taxes & Medical	155,900	181,387	113,177	361,954	85,510
Other Personnel	3,548	3,801	3,439	8,007	3,250
Supplies	64,851	11,210	1,252	50,033	-
Services	87,313	847,595	104,637	518,201	-
Other	250,981	1,088,202	629,513	5,275,484	-
<b>Total</b>	<b>1,340,063</b>	<b>2,853,908</b>	<b>1,481,338</b>	<b>7,545,410</b>	<b>510,621</b>

# Housing Proposed Expenditures by Fund and Category (continued)

## Housing - Operation Grants Fund

Expenditure Category	2020 Actual	2021 Actual	2022 Actual	2023 Amended	2024 Proposed
Labor	175,225	437,204	752,059	1,287,202	768,973
Overtime	-	1,007	168	15,000	-
Pension	24,393	40,691	99,001	212,427	107,656
Employment Taxes & Medical	43,045	65,235	157,746	223,715	214,111
Other Personnel	1,045	792	4,199	3,540	5,392
Supplies	7,394	15,418	24,395	107,651	-
Services	20,680	167,718	159,602	723,097	-
Other	572,526	12,188,936	21,634,977	48,629,005	-
Operating Transfer	462,282				
<b>Total</b>	<b>1,306,590</b>	<b>12,917,001</b>	<b>22,832,147</b>	<b>51,201,637</b>	<b>1,096,132</b>

## Housing - Home Program Fund

Expenditure Category	2020 Actual	2021 Actual	2022 Actual	2023 Amended	2024 Proposed
Labor	73,847	64,672	63,648	303,631	469,760
Pension	10,126	8,977	9,159	125,129	59,933
Employment Taxes & Medical	15,014	15,177	10,992	107,846	109,421
Other Personnel	358	358	206	1,274	2,921
Supplies	9,948	10,495	10,741	35,966	-
Services	4,370	5,146	43,243	337,293	-
Other	2,128,626	2,586,108	3,441,693	4,618,173	-
<b>Total</b>	<b>2,242,289</b>	<b>2,690,933</b>	<b>3,579,682</b>	<b>5,529,312</b>	<b>642,035</b>

A string of unlit light bulbs hangs across the frame. The background is a colorful, abstract mural with shades of purple, blue, yellow, and orange. The text "WHAT DO WE DO?" is overlaid in white, bold, sans-serif font.

# WHAT DO WE DO?

## FEDERAL FUNDING OVERSIGHT

- Fiscal oversight of HUD Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG) and Home Investment Partnerships Program (HOME) entitlement funding and federal Stimulus grants for housing and community Development.
- Preparation and submission of HUD 5-Yr. Consolidated Plan, Annual Action Plan and Consolidated Annual Performance and Evaluation Report (CAPER)
- Department payroll, budget, procurement accounts payable and drawdown of federal funds

# RESPONSIBLE ENTITY FOR ENVIRONMENTAL AND HISTORIC REVIEW

- The purpose of the environmental review process is to analyze the effect a proposed project will have on the environment and the historic significance of a structure.
- Complete for all HUD and federal earmark projects.
- Ensures compliance with 24 CFR Part 58.
- The RE must prepare and maintain a written record of the Environmental Review undertaken for the project. The written record or file is called the Environmental Review Record (ERR). The ERR will vary in length and content depending upon the level of review and complexity scope of project
- The RE acts as the liaison between the City and the State and Federal regulatory agencies pertaining to environmental issues under 24 CFR Part 58.
- **Completed 462 Environmental Reviews in 2023**

# THIRD PARTY PARTNERS

30+ Funded with CDBG, ESG, ERA

- Collaboration
- Technical assistance
- Project application intake and selection
- Funding
- Monitoring
- Trouble shooting to ensure success

# Housing Preservation

- Owner Occupied Rehabilitation – 33 completed (COT and MVHFH)
- Last 5 yr. average 7/yr. (COT only)
- Lead Abatement - 31
- Rooftops Program – 113 completed (COT and MVHFH)
- Emergency Repair for Seniors and the Disabled – 34 completed

DHCD Staff, Maumee Valley Habitat for Humanity, Pathways Inc., East Toledo Family Center, Preferred Properties, Lucas Metropolitan Housing, Neighborworks, Historic South Initiative.



before

after



# AFFORDABLE RENTAL HOUSING DEVELOPMENT

- Collaboration and partnership with developers to foster new construction and preservation of affordable rental units.
- Provide gap financing with ARPA, HOME-ARP, HOME and ERA 2 reallocated funds.
- ***Q1 2024 Closing on Collingwood Green V – 75 Units***
- ***Q2 2024 Closing on Park Hotel – 45 Units***
- ***Q3 2024 Closing on Glen/Grand – 70 Units***

# What is affordable housing?

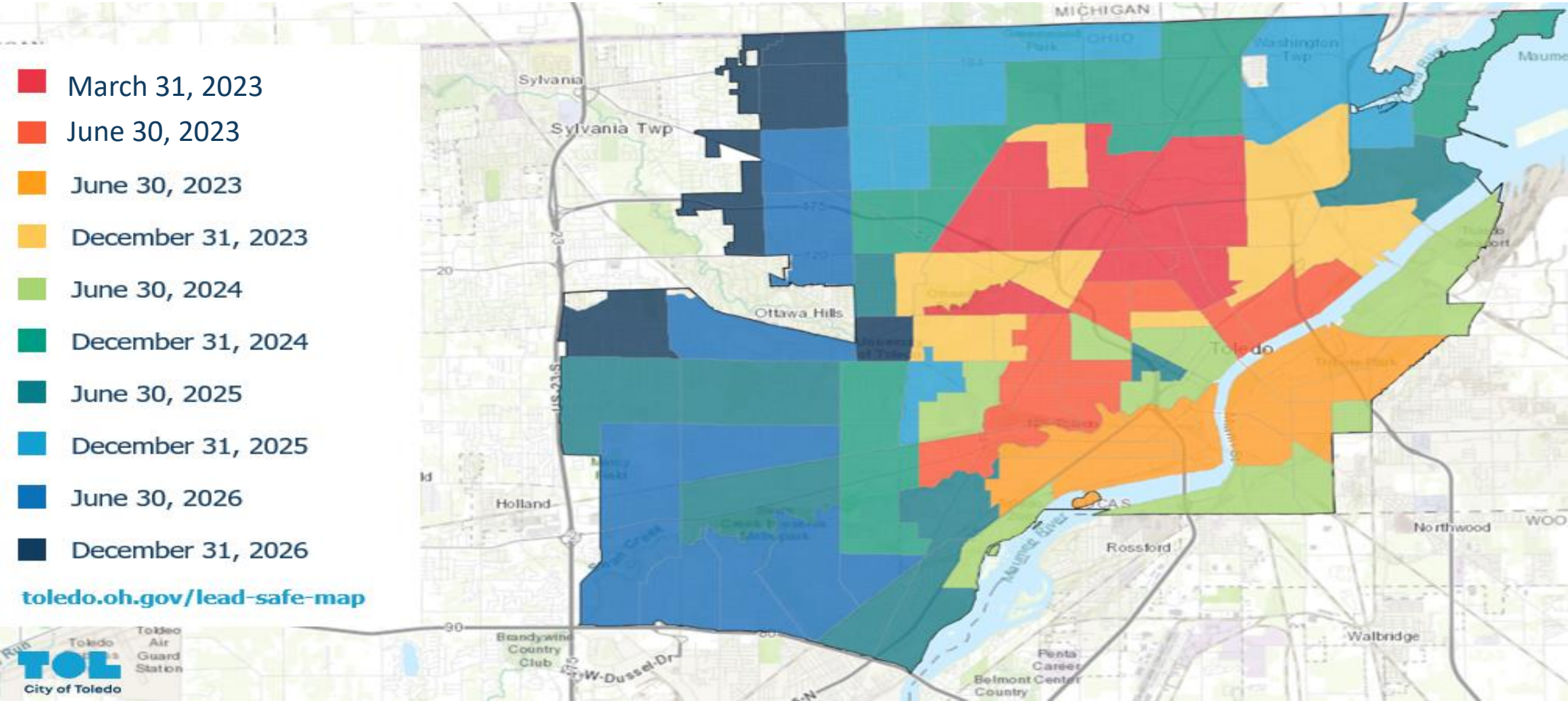
The federal government typically defines housing as affordable when it consumes no more than 30% of a household's income. This leaves additional income for food, health care, transportation, savings and investment in the local economy.

# What happens when housing is unaffordable?

- Less money flows into local economy.
- Lower income individuals and families are often deprived of access to jobs, transportation, parks and amenities which can further inequities.
- Economic growth slows in the region because employers cannot find workers who can afford to live near their employers.

# Lead Ordinance Compliance

## Lead Safe Toledo Initiative



# Lead Ordinance Timeline

- June 22** Lawsuit filed to block the Lead Safe Ordinance
- June 22** The COT agreed to not enforce the Lead Safe Ordinance until August 2022
- Jan 23** Lead Safe Ordinance amended and approved by City Council
- April 23** Lucas County judge granted a preliminary injunction to stop the Lead Safe Ordinance from going into effect
- June 23** Judge denies request for injunction
- Oct 23** Lucas County Judge sided with Toledo to enact the Lead Safe Ordinance
- Nov 23** Opposing Council appealed the case to the Sixth District Court of Appeals

# Lead Safe Accomplishments

Hired a Lead Safe Enforcement Specialist

Offered seven training sessions throughout 2023, including Renovation, Repair and Painting and Understanding Lead

Received \$3.4 million from the Ohio Department of Development for lead Poisoning prevention and mitigation activities

Awarded \$1.05 million from the Ohio Department of Health for primary prevention and lead hazard control activities



## **CREATING NEW HOMEOWNERS THROUGH THE HOME AT LAST PROGRAM**

- 45 Homeowners Assisted
- \$3.7 million mortgages invested by participating lenders
- \$7,415 Average Assistance
- Premier Bank and Huntington Bank Top Producer

# TOLEDO LUCAS COUNTY EMERGENCY RENTAL ASSISTANCE Housing Stabilization Services 2023 Statistics

	2023*
Applications Submitted:	5,810
Paid Households:	3,481
First Time Assistance:	1,709
Average Funding:	\$5,267.55
Average months of rent:	6.17
Total Rent disbursed:	\$16.28 million
Total Utility Payments:	\$2.26 million

\*As of 12/5/23

Provides up to 18 months of rental and utility assistance



# Tenant Protection Services

## Tenant and Landlord Survey

457 Tenant Responses

235 Landlord Responses

## Tenant Tuesday Housing Clinic

70 individuals served

16 attorneys participated

3 paralegals

2 UT law students

2 interns

## Public Service Announcement and Education Campaign



# STRATEGIC NEIGHBORHOOD REVITALIZATION INITIATIVES

- Secured HUD Neighborhood Revitalization Strategy Area (NRSA) designation for Englewood and Old South End.
- New Wayman Palmer YMCA
- Swayne Field Revitalization Visioning
- Swayne Field Section 108 Loan Approval
- Toledo Business Growth Fund Section 108 ECDI Partnership Launch

# Old South End NRSA #1 Boundaries

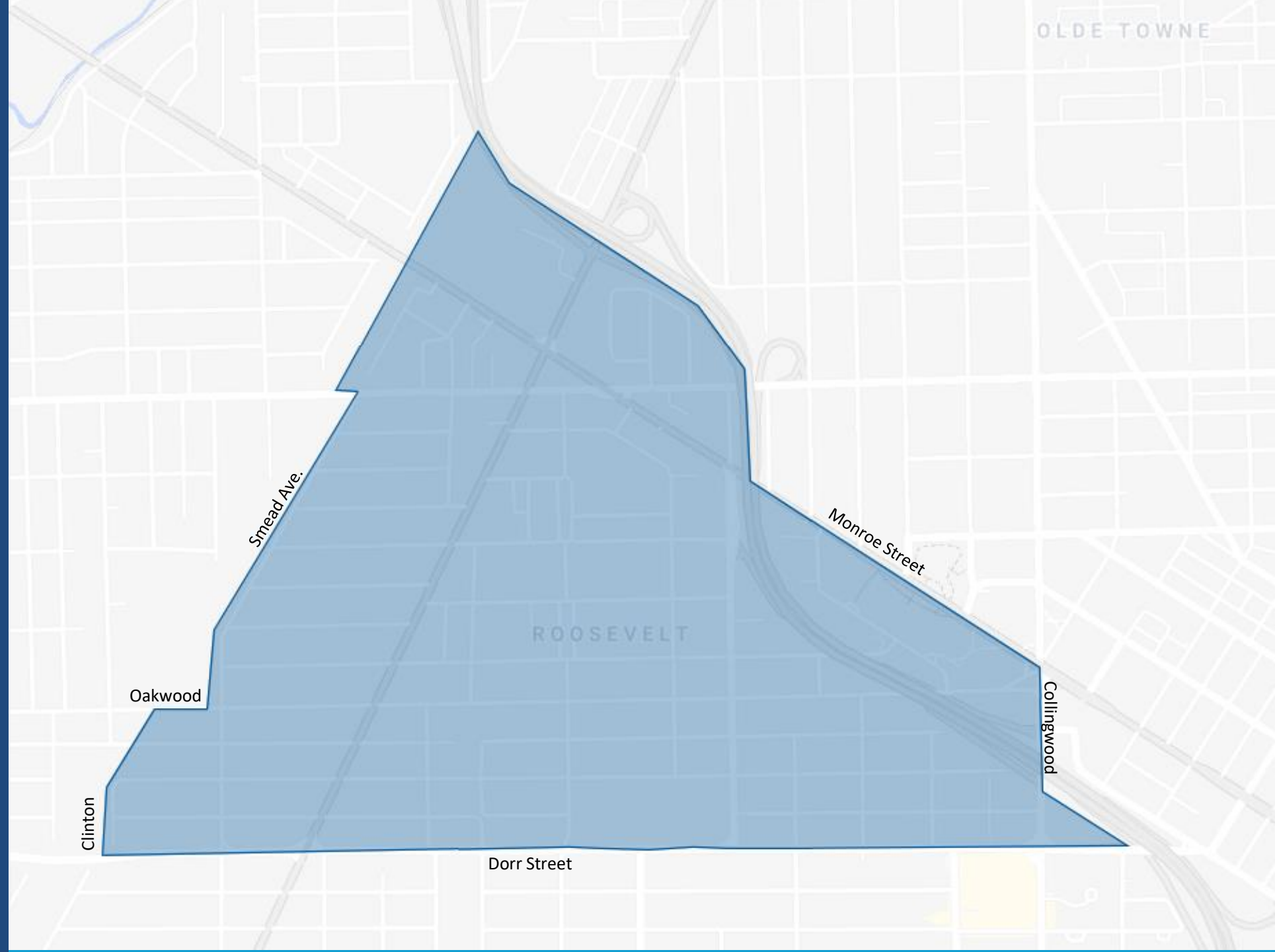
Located on the south side of the City, NRSA1 is bounded by Anthony Wayne Trail to the north, Kuhlman Street to the East, Bartley Place to the west, and Lotus Street/Maumee River to the south side.



City Council & HUD approved  
Current as of February 1, 2023

# Englewood NRSA #2 Boundaries

Located west of the downtown area, the Englewood NRSA area is bounded by West Sneed Avenue to the west, I-75 to the north, Monroe / Collingwood to the east, and Dorr Street to the south



City Council & HUD approved  
Current as of February 1, 2023

# Toledo Neighborhood Capacity Building Institute

The Toledo Neighborhood Capacity Building Institute (TNCBI) is a year long engagement of select nonprofit organizations, neighborhood associations and community leadership to build capacity in strategic areas necessary for effective neighborhood revitalization and sustainability. Topics covered included:

- **Financial Reporting**
- **Fundraising**
- **Grant Writing**
- **Programming and Services**
- **Tenant Relation**
- **Land Use and Zoning**
- **Housing and Commercial Development**
- **Staffing and Organization**
- **Building Collaborative Partnerships and Networks**



**Thank you.**

**➔ [toledo.oh.gov](https://toledo.oh.gov)**