

“VIRTUAL” REGULAR MEETING OF WILMINGTON CITY COUNCIL
MAY 28, 2020 @ 6:30 P.M.
www.WilmingtonDe.gov or www.WITN22.org

AGENDA

I. Call to Order
Prayer
Pledge of Allegiance
Roll Call

II. Approval of Minutes

III. Committee Reports

IV. Acceptance of Treasurer’s Report

V. Non-Legislative Business

Gray	Sympathy Stephen Williams
Harlee	Sympathy Lynette Shorts Kornegay
Oliver	Recognize Michele Fidance
Oliver	Sympathy Sue Cunningham
Oliver	Sympathy Michael Walker
Shabazz	Sympathy Kirk Douglas Bolden
Shabazz	Sympathy Charles Douglas McArthur Bolden
Shabazz	Sympathy Jeremiah Redding
Shabazz	Sympathy Valerie Sherwin Waters
Shabazz	Sympathy Thelma Brown
Shabazz	Recognize Kristin Barnekov-Short
Shabazz	Sympathy Felicia Callahan
Shabazz	Recognize LaDaye Johnson

VI. Legislative Business

OLIVER

#4802 An Ordinance to Authorize and Approve a One-Year Extension of Contract 20015WD Between the City of Wilmington and Greer Lime Company for the Provision of Hydrated Lime **(1st & 2nd Reading)**

Synopsis: *This Ordinance is being presented by Administration for Council’s review and approval. This Ordinance authorizes the City to enter into an amendment to Contract 20015WD – Hydrated Lime (the “Contract”) -- between the City and Greer Lime Company which provides for a one-year extension of the Contract from July 1, 2020 to June 30, 2021 on the same terms and at the same cost.*

- #4803 An Ordinance to Authorize and Approve a One-Year Extension of Contract 20014PW Between the City of Wilmington and Kemira Water Solutions, Inc. for the Provision of Ferric Chloride **(1st & 2nd Reading)**

Synopsis: *This Ordinance is being presented by the Administration for Council's review and approval. This Ordinance authorizes the City to enter into an amendment to Contract 20014PW – Ferric Chloride (the "Contract") -- between the City and Kemira Water Solutions, Inc. which provides for a one-year extension of the Contract from July 1, 2020 to June 30, 2021 on the same terms and at the same cost.*

- #4804 An Ordinance to Authorize and Approve a One-Year Extension of Contract 20024PW Between the City of Wilmington and Diamond Materials LLC for the Provision of Bituminous Concrete **(1st & 2nd Reading)**

Synopsis: *This Ordinance is being presented by the Administration for Council's review and approval. This Ordinance authorizes the City to enter into an amendment to Contract 20024PW – Bituminous Concrete (the "Contract") -- between the City and Diamond Materials LLC which provides for a one-year extension of the Contract from July 1, 2020 to June 30, 2021 on the same terms and at the same cost.*

- #4805 An Ordinance to Authorize and Approve a One-Year Extension of Contract 20013WD Between the City of Wilmington and Buckman's Inc. for the Provision of Sodium Hypochlorite **(1st & 2nd Reading)**

Synopsis: *This Ordinance is being presented by the Administration for Council's review and approval. This Ordinance authorizes the City to enter into an amendment to Contract 20013WD – Sodium Hypochlorite (the "Contract") -- between the City and Buckman's Inc. which provides for a one-year extension of the Contract from July 1, 2020 to June 30, 2021 on the same terms and at the same cost.*

- #4806 An Ordinance to Authorize and Approve a One-Year Extension of Contract 20017PW Between the City of Wilmington and Judge Mobile Wash for the Provision of Mobile Truck Washing Services **(1st & 2nd Reading)**

Synopsis: *This Ordinance is being presented by the Administration for Council's review and approval. This Ordinance authorizes the City to enter into an amendment to Contract 20017PW – Mobile Truck Washing (the "Contract") -- between the City and Judge Mobile Wash which provides for a one-year extension of the Contract from July 1, 2020 to June 30, 2021 on the same terms and at the same cost.*

- #4807 An Ordinance to Authorize and Approve a Five-Year Extension of an Agreement Between the City of Wilmington and Itron, Inc. for the Provision of Operation and Maintenance Services for Mobile Automated Meter Reading (**1st & 2nd Reading**)

Synopsis: *This Ordinance is being presented by the Administration for Council's review and approval. This Ordinance authorizes the City to enter into an amendment to the contract between the City and Itron, Inc. (the "Contract") which provides for a five-year extension of the Contract from July 1, 2020 to June 30, 2025 on the same terms.*

SHABAZZ (Freel presenting on behalf of Shabazz)

Rev. 1

- #4785 An Ordinance to Amend Chapter 44 of the City Code to Provide a Property Tax Abatement for Low-to-Moderate Income, Long-Term Homeowners Following a Fifty Percent or More Property Tax Increase on Their Primary Residence (**1st & 2nd Reading**)

Synopsis: *This Ordinance is being presented by City Council for Council's review and approval. This Ordinance provides a partial property tax abatement for low-to-moderate, long-term City homeowners who meet certain eligibility requirements. Eligible homeowners who have their property tax obligation increased by 50% or more following a property assessment may apply for a partial abatement of their tax obligation. The partial abatement would "freeze" their tax obligation at the pre-assessment amount as long as the property homeowner meets the eligibility requirements.*

FREEL

- #4808 A Resolution to Grant a Walkway Easement to GFM Enterprises, LLC Over City-owned Property in Connection with GFM's Declaration to Construct and Maintain the Walkway

Synopsis: *This Resolution is being presented by the Administration for Council's review and approval. This Resolution authorizes the Department of Public Works to accept a declaration from GFM Enterprises, L.L.C. to provide ongoing maintenance and repair for the Walkway located over and across the City's parkland between Kentmere Parkway and the northeast side of the GFM Parcel.*

- #4787 Ord. 20-012 Establishing a Rate of Taxation on Real Property and the Taxable Property of Public Utilities for Fiscal Year July 1, 2020 through June 30, 2021 (**3rd & Final Reading**)

Synopsis: *This Ordinance is being presented by the Administration for Council's review and approval. This Ordinance sets the property tax rate for Fiscal Year 2021 (July 1, 2020 – June 30, 2021) based on the certification by the Board of Assessment of the assessed valuation of taxable real property in the City and the Mayor's estimates of revenue measures necessary to balance the City budget as required by the City Charter. There is no change to the property tax rate.*

#4788 Ord. 20-013 Adopt a Capital Program for the Six Fiscal Years 2021 - 2026 Inclusive **(3rd & Final Reading)**

Synopsis: *This Ordinance is being presented by the Administration for Council's review and approval. This Ordinance enacts the capital program for the six Fiscal Years 2021-2026.*

#4789 Ord. 20-014 Adopt a Capital Budget for Fiscal Year 2021 **(3rd & Final Reading)**

Synopsis: *This Ordinance is being presented by the Administration for Council's review and approval. This Ordinance enacts the Fiscal Year 2021 capital budget, which being an alternating year, contains zero dollars.*

Rev. 1

#4790 Sub. 1 Ord. 20-016 Adopting the Annual Operating Budget for the Fiscal Year Beginning on July 1, 2020 and Ending on June 30, 2021 **(3rd & Final Reading)**

Synopsis: *This Substitute Ordinance is being presented by the Administration for Council's review and approval. This Substitute Ordinance enacts the annual operating budget for Fiscal Year 2021.*

#4800 Ord. 20-020 Authorizing the Issuance of the City's General Obligation Bond (LED Street Lighting Project), Series of 2020B-SEPRLF in Order to Provide the Funds Necessary for Capital Projects of the City of Wilmington Relating to the LED Street Lighting Project; Providing for the Sale of the Bond to the Delaware State Energy Program Revolving Loan Fund; and Authorizing Other Necessary Action **(3rd & Final Reading)**

Synopsis: *This Ordinance is being presented by the Administration for Council's review and approval. This Ordinance authorizes the issuance of a General Obligation Bond (LED Street Lighting Project), Series of 2020B-SEPRLF, in an amount not to exceed \$2,120,708, which will be sold to the Delaware State Energy Program Revolving Loan Fund in order to (i) finance capital projects of the City, specifically, the replacement of 1,732 lighting fixtures owned and maintained by the City with LED lamps to provide energy savings to the City as set forth in the*

City's capital budget for its Fiscal Year ending June 30, 2020; (ii) pay administrative costs relating to such capital project; and (iii) pay the costs of issuing the Bond.

ADAMS

#4809

An Ordinance to Ratify and Authorize an Agreement with Belfint, Lyons & Shuman, P.A., for the Conduct of the CAFR and Federal Funds Audits for Fiscal Year 2021, 2022 and 2023 **(1st & 2nd Reading)**

Synopsis:

This Ordinance is being presented by the Administration for City Council's review and approval. If approved, Council would be authorizing the Administration to enter into an agreement with the auditing firm of Belfint, Lyons & Shuman, P.A., to provide an annual audit of all City government departments, as required by the City Charter, for Fiscal Years 2021, 2022, and 2023. The estimated cost of each annual City government audit is estimated to be \$189,000. The agreement also allows for the possibility to two, one-year extensions of the contract by mutual agreement of the City and auditing firm. Belfint, Lyons & Shuman, P.A. was awarded the audit contract as the result of a public request for proposals.

DIXON

#4810

A Resolution Authorizing the Mayor to File a Substantial Amendment to the Fiscal Year 2020 Annual Action Plan to Outline the Proposed Use of Supplemental CDBG-CV Grants, ESG-CV and HOPWA-CV Funds to Prevent, Prepare for, and Respond to the Ongoing COVID-19 Crisis

Synopsis:

This Resolution is being presented by the Administration for Council's review and approval. This Resolution approves the Substantial Amendment to the Fiscal Year 2020 Annual Action Plan for the CDBG-CV, ESG-CV, and HOPWA-CV Programs, and authorizes the Mayor to file an application for financial assistance with the U.S. Department of Housing and Urban Development for CARES Act Funds to prevent, prepare for, and respond to the COVID-19 crisis.

#4811

A Resolution Authorizing the Mayor to File the Consolidated Strategy for Housing and Community Development Plan for Fiscal Years 2020-2024 and the Fiscal Year 2021 Annual Action Plan with the U.S. Department of Housing and Urban Development Including Funds for the Community Development Block Grant (CDBG), Home Improvement Program (HOME), Emergency Solutions Grants (ESG), and Housing Opportunities for Persons with AIDS (HOPWA)

Synopsis:

This Resolution is being presented by the Administration for Council's review and approval. This Resolution authorizes the Mayor or his designee to file the Fiscal Year 2021 Annual Action Plan with the U.S. Department of Housing and Urban

Development, including funding for the Community Development Block Grant (CDBG), HOME Improvement Program (HOME), Emergency Solutions Grants (ESG), and Housing Opportunities for Persons With AIDS (HOPWA), and the Consolidated Strategy for Housing and Community Development Plan for Fiscal Years 2020-2024.

- #4812 A Resolution Approving the Citizen Participation Plan that Outlines the City's Responsibilities for Engaging the Public During Preparation of the Consolidated Plan, Annual Action Plans, and the Comprehensive Annual Performance and Evaluation Report (CAPER) and Any Future HUD Applications

Synopsis: *This Resolution is being presented by the Administration for Council's review and approval. This Resolution approves the Citizen Participation Plan that outlines the City's responsibilities for engaging the public during preparation of the Consolidated Plan, Annual Action Plans, and the Comprehensive Annual Performance and Evaluation Report (CAPER) and any future HUD applications.*

WALSH

- #4813 A Resolution Authorizing the Wilmington Police's Grant Application to the State of Delaware, Department of Justice to Purchase MorphoDent Fingerprint Scanners and a Multi-Purpose Platform Trailer for Training

Synopsis: *This Resolution is being presented by the Administration for Council's review and approval. This Resolution authorizes the Wilmington Police Department's grant applications to the State of Delaware, Department of Justice in the total amount of \$37,800. The proposed grant funds would be used to purchase MorphoDent fingerprint scanners and a multi-purpose platform trailer for training. No local matching funds are required.*

- #4814 A Resolution Authorizing the Wilmington Police Department's Grant Application to the United States Department of Justice, Bureau of Justice Assistance to Support Implementation of a Body-worn Camera Program

Synopsis: *This Resolution is being presented by the Administration for Council's review and approval. This Resolution authorizes the Wilmington Police Department's grant application to the United States Department of Justice, Bureau of Justice Assistance, for funding to support implementation of a body-worn camera program. The grant requires a 50% local match.*

VII. Petitions and Communications

VIII. Adjournment

Note: In following Governor Carney's Proclamation #17-3292, due to the outbreak of the COVID-19, public meetings are currently being conducted virtually to maintain social distancing and to keep all constituents safe. Members of the public are invited to join the City Council meeting by accessing the meeting as follows:

<https://zoom.us/j/97773533000> or log on to WITN22 website www.witn22.org or YouTube link <https://www.youtube.com/user/WITNWilmington/> or listen in only by calling one of the following phone numbers (929) 205-6099 or (301) 715-8592. You will be asked for the Webinar ID. Please enter **977 7353 3000** and then #.

#4802

Sponsor:

Council
Member
Oliver

Co-Sponsor:

Council
President
Shabazz

**AN ORDINANCE TO AUTHORIZE AND APPROVE A ONE-YEAR
EXTENSION OF CONTRACT 20015WD BETWEEN THE CITY OF
WILMINGTON AND GREER LIME COMPANY FOR THE PROVISION OF
HYDRATED LIME**

WHEREAS, pursuant to Section 2-308 and Section 8-200 of the City Charter, the City of Wilmington is authorized to enter into contracts for the supply of personal property or the rendering of services for a period of more than one year if approved by City Council by ordinance; and

WHEREAS, the City publicly advertised the specifications for Contract 20015WD – Hydrated Lime (the “Contract”) – in accordance with the requirements of Section 8-200 of the City Charter, and subsequently awarded the Contract to Greer Lime Company (the “Contractor”), the lowest responsible bidder, a copy of which is available for review in the Department of Public Works; and

WHEREAS, the Contract’s term is from July 1, 2019 to June 30, 2020, at an estimated price of ninety-seven thousand seven hundred fifty dollars (\$97,750.00); and

WHEREAS, the product provided by the Contractor is necessary to the City’s provision of drinking water to the public; and

WHEREAS, in early 2020, the Centers for Disease Control designated the Coronavirus Disease (“COVID-19”) as a serious public health threat, and, therefore, social distancing is required to help mitigate exposure to (and community spread of) the COVID-19 virus; and

WHEREAS, the Governor of the State of Delaware, John C. Carney, declared a State of Emergency for the State of Delaware on Friday, March 13, 2020 that has

subsequently been modified and extended until June 7, 2020 due to the ongoing serious public health threat that COVID-19 poses to Delawareans throughout the State; and

WHEREAS, the Mayor of the City of Wilmington declared a State of Emergency for the City of Wilmington on Friday, March 13, 2020 in connection with COVID-19 and its anticipated effects that has been extended to July 13, 2020; and

WHEREAS, given the restrictions in place to stop the spread of COVID-19, and the public interaction associated with the competitive bidding process, it is not practical to competitively bid the Contract for Fiscal Year 2021; and

WHEREAS, in order to provide for the continuity of an essential service and to minimize disruption, the City would like to enter into an amendment to the Contract (the "Amendment"), which would provide a one year extension of the Contract on the same terms and at the same price; and

WHEREAS, the cost to the City of the Amendment would be ninety-seven thousand seven hundred fifty dollars (\$97,750.00) for Fiscal Year 2021; and

WHEREAS, it is the recommendation of the Department of Public Works and the Department of Finance, Division of Procurement and Records, that the City enter into the Amendment.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF WILMINGTON HEREBY ORDAINS:

SECTION 1. The Amendment to the Contract between the City and Greer Lime Company, a copy of which is attached hereto as Exhibit "A", for a one-year extension of the Contract at the same cost of ninety-seven thousand seven hundred fifty dollars (\$97,750.00) and on the same terms is approved, and the City is hereby

authorized and directed to execute as many copies of said Amendment, as well as all additional undertakings related thereto, as may be necessary.

SECTION 2. Effective Date. This Ordinance shall become effective upon its passage by City Council and approval by the Mayor.

First Reading..... May 28, 2020
Second Reading..... May 28, 2020
Third Reading.....

Passed by City Council,

President of City Council

ATTEST: _____
City Clerk

Approved this ____ day of _____, 2020.

Mayor

SYNOPSIS: This Ordinance authorizes the City to enter into an amendment to Contract 20015WD – Hydrated Lime (the “Contract”) -- between the City and Greer Lime Company which provides for a one-year extension of the Contract from July 1, 2020 to June 30, 2021 on the same terms and at the same cost.

FISCAL IMPACT: The cost to the City of the Amendment in Fiscal Year 2021 would be ninety-seven thousand seven hundred fifty dollars (\$97,750.00).

W110403

EXHIBIT A

**AMENDMENT TO CONTRACT 20015WD
(HYDRATED LIME)
BETWEEN THE CITY OF WILMINGTON AND GREER LIME COMPANY.**

This amendment (this "Amendment") is entered into this _____ day of _____ 2020, by and between the City of Wilmington, a municipal corporation of the State of Delaware, (the "City") and Greer Lime Company (the "Contractor").

WHEREAS, the City and the Contractor wish to amend City Contract 20015WD (Hydrated Lime) (the "Contract") between the parties dated May 15, 2019, to extend the expiration date of the Contract for one year to allow the Contractor to continue to provide hydrated lime to the City in accordance with the terms of this Amendment and the Contract.

NOW, THEREFORE, WITNESSETH the City and the Contractor hereby agree as follows:

1. The Contractor shall continue to provide hydrated lime to the City in accordance with the Contract's specifications and other requirements.
2. The amount of this Amendment shall not exceed ninety-seven thousand seven hundred fifty dollars (\$97,750.00).
3. The term of this Amendment shall not exceed twelve (12) months and shall become effective on July 1, 2020 and expire on June 30, 2021.
4. All other terms and conditions of the Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties, through their duly authorized representatives, have executed this Amendment to the Contract on the date first written above.

THE CITY OF WILMINGTON

WITNESS: _____

By:
Title:

WITNESS:


Debra Christopher
Inside Sales Manager

GREER LIME COMPANY


By: John L. Bossio
Title: Executive Vice President of Sales

#4803

Sponsor:

Council
Member
Oliver

Co-Sponsor:

Council
President
Shabazz

**AN ORDINANCE TO AUTHORIZE AND APPROVE A ONE-YEAR
EXTENSION OF CONTRACT 20014PW BETWEEN THE CITY OF
WILMINGTON AND KEMIRA WATER SOLUTIONS, INC. FOR THE
PROVISION OF FERRIC CHLORIDE**

WHEREAS, pursuant to Section 2-308 and Section 8-200 of the City Charter, the City of Wilmington is authorized to enter into contracts for the supply of personal property or the rendering of services for a period of more than one year if approved by City Council by ordinance; and

WHEREAS, the City publicly advertised the specifications for Contract 20014PW – Ferric Chloride (the “Contract”) – in accordance with the requirements of Section 8-200 of the City Charter, and subsequently awarded the Contract to Kemira Water Solutions, Inc. (the “Contractor”), the lowest responsible bidder, a copy of which is available for review in the Department of Public Works; and

WHEREAS, the Contract’s term is from July 1, 2019 to June 30, 2020, at an estimated price of four hundred thirty-two thousand six hundred dollars (\$432,600.00); and

WHEREAS, the product provided by the Contractor is necessary to the City’s provision of drinking water to the public; and

WHEREAS, in early 2020, the Centers for Disease Control designated the Coronavirus Disease (“COVID-19”) as a serious public health threat, and, therefore, social distancing is required to help mitigate exposure to (and community spread of) the COVID-19 virus; and

WHEREAS, the Governor of the State of Delaware, John C. Carney, declared a State of Emergency for the State of Delaware on Friday, March 13, 2020 that has

subsequently been modified and extended until June 7, 2020 due to the ongoing serious public health threat that COVID-19 poses to Delawareans throughout the State; and

WHEREAS, the Mayor of the City of Wilmington declared a State of Emergency for the City of Wilmington on Friday, March 13, 2020 in connection with COVID-19 and its anticipated effects that has been extended to July 13, 2020; and

WHEREAS, given the restrictions in place to stop the spread of COVID-19, and the public interaction associated with the competitive bidding process, it is not practical to competitively bid the Contract for Fiscal Year 2021; and

WHEREAS, in order to provide for the continuity of an essential service and to minimize disruption, the City would like to enter into an amendment to the Contract (the “Amendment”), which would provide a one year extension of the Contract on the same terms and at the same price; and

WHEREAS, the cost to the City of the Amendment would be four hundred thirty-two thousand six hundred dollars (\$432,600.00) for Fiscal Year 2021; and

WHEREAS, it is the recommendation of the Department of Public Works and the Department of Finance, Division of Procurement and Records, that the City enter into the Amendment.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF WILMINGTON HEREBY ORDAINS:

SECTION 1. The Amendment to the Contract between the City and Kemira Water Solutions, Inc., a copy of which is attached hereto as Exhibit “A”, for a one-year extension of the Contract at the same cost of four hundred thirty-two thousand six hundred dollars (\$432,600.00) and on the same terms is approved, and the City is

hereby authorized and directed to execute as many copies of said Amendment, as well as all additional undertakings related thereto, as may be necessary.

SECTION 2. Effective Date. This Ordinance shall become effective upon its passage by City Council and approval by the Mayor.

First Reading..... May 28, 2020
Second Reading..... May 28, 2020
Third Reading.....

Passed by City Council,

President of City Council

ATTEST: _____
City Clerk

Approved this ____ day of _____, 2020.

Mayor

SYNOPSIS: This Ordinance authorizes the City to enter into an amendment to Contract 20014PW – Ferric Chloride (the “Contract”) -- between the City and Kemira Water Solutions, Inc. which provides for a one-year extension of the Contract from July 1, 2020 to June 30, 2021 on the same terms and at the same cost.

FISCAL IMPACT: The cost to the City of the Amendment in Fiscal Year 2021 will be four hundred thirty-two thousand six hundred dollars (\$432,600.00).

W110427

EXHIBIT A

**AMENDMENT TO CONTRACT 20014PW
(FERRIC CHLORIDE)
BETWEEN THE CITY OF WILMINGTON AND KEMIRA WATER SOLUTIONS INC.**

This amendment (this "Amendment") is entered into this _____ day of _____ 2020, by and between the City of Wilmington, a municipal corporation of the State of Delaware, (the "City") and Kemira Water Solutions Inc. (the "Contractor").

WHEREAS, the City and the Contractor wish to amend City Contract 20014PW (Ferric Chloride) (the "Contract") between the parties dated May 9, 2019, to extend the expiration date of the Contract for one year to allow the Contractor to continue to provide ferric chloride to the City in accordance with the terms of this Amendment and the Contract.

NOW, THEREFORE, WITNESSETH the City and the Contractor hereby agree as follows:

1. The Contractor shall continue to provide ferric chloride to the City in accordance with the Contract's specifications and other requirements.
2. The amount of this Amendment shall not exceed four hundred thirty-two thousand six hundred dollars (\$432,600.00).
3. The term of this Amendment shall not exceed twelve (12) months and shall become effective on July 1, 2020 and expire on June 30, 2021.
4. All other terms and conditions of the Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties, through their duly authorized representatives, have executed this Amendment to the Contract on the date first written above.


THE CITY OF WILMINGTON

WITNESS: _____

By:
Title:

WITNESS: Thyfa Walker

KEMIRA WATER SOLUTIONS LLC.


By: Christina Lubrano
Title: Commercial Support Manager

#4804

Sponsor:

Council
Member
Oliver

Co-Sponsor:

Council
President
Shabazz

**AN ORDINANCE TO AUTHORIZE AND APPROVE A ONE-YEAR
EXTENSION OF CONTRACT 20024PW BETWEEN THE CITY OF
WILMINGTON AND DIAMOND MATERIALS LLC FOR THE PROVISION
OF BITUMINOUS CONCRETE**

WHEREAS, pursuant to Section 2-308 and Section 8-200 of the City Charter, the City of Wilmington is authorized to enter into contracts for the supply of personal property or the rendering of services for a period of more than one year if approved by City Council by ordinance; and

WHEREAS, the City publicly advertised the specifications for Contract 20024PW – Bituminous Concrete (the “Contract”) – in accordance with the requirements of Section 8-200 of the City Charter, and subsequently awarded the Contract to Diamond Materials LLC (the “Contractor”), the lowest responsible bidder, a copy of which is available for review in the Department of Public Works; and

WHEREAS, the Contract’s term is from July 1, 2019 to June 30, 2020, at an estimated price of ninety-two thousand three hundred seventy-five dollars (\$92,375.00); and

WHEREAS, the product provided by the Contractor is necessary for the paving and repair of public streets and thoroughfares; and

WHEREAS, in early 2020, the Centers for Disease Control designated the Coronavirus Disease (“COVID-19”) as a serious public health threat, and, therefore, social distancing is required to help mitigate exposure to (and community spread of) the COVID-19 virus; and

WHEREAS, the Governor of the State of Delaware, John C. Carney, declared a State of Emergency for the State of Delaware on Friday, March 13, 2020 that has

subsequently been modified and extended until June 7, 2020 due to the ongoing serious public health threat that COVID-19 poses to Delawareans throughout the State; and

WHEREAS, the Mayor of the City of Wilmington declared a State of Emergency for the City of Wilmington on Friday, March 13, 2020 in connection with COVID-19 and its anticipated effects that has been extended to July 13, 2020; and

WHEREAS, given the restrictions in place to stop the spread of COVID-19, and the public interaction associated with the competitive bidding process, it is not practical to competitively bid the Contract for Fiscal Year 2021; and

WHEREAS, in order to provide for the continuity of an essential service and to minimize disruption, the City would like to enter into an amendment to the Contract (the "Amcndment"), which would provide a one year extension of the Contract on the same terms and at the same price; and

WHEREAS, the cost to the City of the Amendment would be ninety-two thousand three hundred seventy-five dollars (\$92,375.00) for Fiscal Year 2021; and

WHEREAS, it is the recommendation of the Department of Public Works and the Department of Finance, Division of Procurement and Records, that the City enter into the Amendment.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF WILMINGTON HEREBY ORDAINS:

SECTION 1. The Amendment to the Contract between the City and Diamond Materials LLC, a copy of which is attached hereto as Exhibit "A", for a one-year extension of the Contract at the same cost of ninety-two thousand three hundred seventy-five dollars (\$92,375.00) and on the same terms is approved, and the City is

hereby authorized and directed to execute as many copies of said Amendment, as well as all additional undertakings related thereto, as may be necessary.

SECTION 2. Effective Date. This Ordinance shall become effective upon its passage by City Council and approval by the Mayor.

First Reading..... May 28, 2020
Second Reading..... May 28, 2020
Third Reading.....

Passed by City Council,

President of City Council

ATTEST: _____
City Clerk

Approved this ____ day of _____, 2020.

Mayor

SYNOPSIS: This Ordinance authorizes the City to enter into an amendment to Contract 20024PW – Bituminous Concrete (the “Contract”) -- between the City and Diamond Materials LLC which provides for a one-year extension of the Contract from July 1, 2020 to June 30, 2021 on the same terms and at the same cost.

FISCAL IMPACT: The cost to the City of the Amendment in Fiscal Year 2021 will be ninety-two thousand three hundred seventy-five dollars (\$92,375.00).

W110430

EXHIBIT A

**AMENDMENT TO CONTRACT 20024PW
(BITUMINOUS CONCRETE)
BETWEEN THE CITY OF WILMINGTON AND DIAMOND MATERIALS LLC**

This amendment (this "Amendment") is entered into this _____ day of _____ 2020, by and between the City of Wilmington, a municipal corporation of the State of Delaware, (the "City") and Diamond Materials LLC (the "Contractor").

WHEREAS, the City and the Contractor wish to amend City Contract 20024PW (Bituminous Concrete) (the "Contract") between the parties dated August 14, 2019, to extend the expiration date of the Contract for one year to allow the Contractor to continue to provide bituminous concrete to the City in accordance with the terms of this Amendment and the Contract.

NOW, THEREFORE, WITNESSETH the City and the Contractor hereby agree as follows:

1. The Contractor shall continue to provide bituminous concrete to the City in accordance with the Contract's specifications and other requirements.
2. The amount of this Amendment shall not exceed ninety-two thousand three hundred seventy five dollars (\$92,375.00).
3. The term of this Amendment shall not exceed twelve (12) months and shall become effective on July 1, 2020 and expire on June 30, 2021.
4. All other terms and conditions of the Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties, through their duly authorized representatives, have executed this Amendment to the Contract on the date first written above.

THE CITY OF WILMINGTON

WITNESS: _____

By:
Title:

WITNESS:



DIAMOND MATERIALS LLC


By: Paul H. Smith
Title: President

#4805

Sponsor:

Council
Member
Oliver

Co-Sponsor:

Council
President
Shabazz

**AN ORDINANCE TO AUTHORIZE AND APPROVE A ONE-YEAR
EXTENSION OF CONTRACT 20013WD BETWEEN THE CITY OF
WILMINGTON AND BUCKMAN'S INC. FOR THE PROVISION OF SODIUM
HYPOCHLORITE**

WHEREAS, pursuant to Section 2-308 and Section 8-200 of the City Charter, the City of Wilmington is authorized to enter into contracts for the supply of personal property or the rendering of services for a period of more than one year if approved by City Council by ordinance; and

WHEREAS, the City publicly advertised the specifications for Contract 20013WD – Sodium Hypochlorite (the “Contract”) – in accordance with the requirements of Section 8-200 of the City Charter, and subsequently awarded the Contract to Buckman’s Inc (the “Contractor”), the lowest responsible bidder, a copy of which is available for review in the Department of Public Works; and

WHEREAS, the Contract’s term is from July 1, 2019 to June 30, 2020, at an estimated price of one hundred ninety-nine thousand one hundred eighty-five dollars (\$199,185.00); and

WHEREAS, the product provided by the Contractor is necessary for the City’s provision of drinking water to the public; and

WHEREAS, in early 2020, the Centers for Disease Control designated the Coronavirus Disease (“COVID-19”) as a serious public health threat, and, therefore, social distancing is required to help mitigate exposure to (and community spread of) the COVID-19 virus; and

WHEREAS, the Governor of the State of Delaware, John C. Carney, declared a State of Emergency for the State of Delaware on Friday, March 13, 2020 that has

subsequently been modified and extended until June 7, 2020 due to the ongoing serious public health threat that COVID-19 poses to Delawareans throughout the State; and

WHEREAS, the Mayor of the City of Wilmington declared a State of Emergency for the City of Wilmington on Friday, March 13, 2020 in connection with COVID-19 and its anticipated effects that has been extended to July 13, 2020; and

WHEREAS, given the restrictions in place to stop the spread of COVID-19, and the public interaction associated with the competitive bidding process, it is not practical to competitively bid the Contract for Fiscal Year 2021; and

WHEREAS, in order to provide for the continuity of an essential service and to minimize disruption, the City would like to enter into an amendment to the Contract (the "Amendment"), which would provide a one year extension of the Contract on the same terms and at the same price; and

WHEREAS, the cost to the City of the Amendment would be one hundred ninety-nine thousand one hundred eighty-five dollars (\$199,185.00) for Fiscal Year 2021; and

WHEREAS, it is the recommendation of the Department of Public Works and the Department of Finance, Division of Procurement and Records, that the City enter into the Amendment.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF WILMINGTON HEREBY ORDAINS:

SECTION 1. The Amendment to the Contract between the City and Buckman's Inc., a copy of which is attached hereto as Exhibit "A", for a one-year extension of the Contract at the same cost of one hundred ninety-nine thousand one

hundred eighty-five dollars (\$199,185.00) and on the same terms is approved, and the City is hereby authorized and directed to execute as many copies of said Amendment, as well as all additional undertakings related thereto, as may be necessary.

SECTION 2. Effective Date. This Ordinance shall become effective upon its passage by City Council and approval by the Mayor.

First Reading..... May 28, 2020
Second Reading..... May 28, 2020
Third Reading.....

Passed by City Council,

President of City Council

ATTEST: _____
City Clerk

Approved this ____ day of _____, 2020.

Mayor

SYNOPSIS: This Ordinance authorizes the City to enter into an amendment to Contract 20013WD – Sodium Hypochlorite (the “Contract”) -- between the City and Buckman’s Inc. which provides for a one-year extension of the Contract from July 1, 2020 to June 30, 2021 on the same terms and at the same cost.

FISCAL IMPACT: The cost to the City of the Amendment in Fiscal Year 2021 will be one hundred ninety-nine thousand one hundred eighty-five dollars (\$199,185.00).

W110431

EXHIBIT A

**AMENDMENT TO CONTRACT 20013WD
(SODIUM HYPOCHLORITE)
BETWEEN THE CITY OF WILMINGTON AND BUCKMAN'S INC.**

This amendment (this "Amendment") is entered into this _____ day of _____ 2020, by and between the City of Wilmington, a municipal corporation of the State of Delaware, (the "City") and Buckman's Inc. (the "Contractor").

WHEREAS, the City and the Contractor wish to amend City Contract 20013WD (Sodium Hypochlorite) (the "Contract") between the parties dated May 21, 2019, to extend the expiration date of the Contract for one year to allow the Contractor to continue to provide sodium hypochlorite to the City in accordance with the terms of this Amendment and the Contract.

NOW, THEREFORE, WITNESSETH the City and the Contractor hereby agree as follows:

1. The Contractor shall continue to provide sodium hypochlorite to the City in accordance with the Contract's specifications and other requirements.
2. The amount of this Amendment shall not exceed one hundred ninety-nine thousand one hundred eighty-five dollars (\$199,185.00).
3. The term of this Amendment shall not exceed twelve (12) months and shall become effective on July 1, 2020 and expire on June 30, 2021.
4. All other terms and conditions of the Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties, through their duly authorized representatives, have executed this Amendment to the Contract on the date first written above.

THE CITY OF WILMINGTON

WITNESS: _____

By:
Title:

BUCKMAN'S INC.

WITNESS: _____

By: **Karl Levins**
Title: **Vice President**

#4806

Sponsor:

**Council
Member
Oliver**

Co-Sponsor:

**Council
President
Shabazz**

**AN ORDINANCE TO AUTHORIZE AND APPROVE A ONE-YEAR
EXTENSION OF CONTRACT 20017PW BETWEEN THE CITY OF
WILMINGTON AND JUDGE MOBILE WASH FOR THE PROVISION OF
MOBILE TRUCK WASHING SERVICES**

WHEREAS, pursuant to Section 2-308 and Section 8-200 of the City Charter, the City of Wilmington is authorized to enter into contracts for the supply of personal property or the rendering of services for a period of more than one year if approved by City Council by ordinance; and

WHEREAS, the City publicly advertised the specifications for Contract 20017PW – Mobile Truck Washing (the “Contract”) – in accordance with the requirements of Section 8-200 of the City Charter, and subsequently awarded the Contract to Judge Mobile Wash (the “Contractor”), the lowest responsible bidder, a copy of which is available for review in the Department of Public Works; and

WHEREAS, the Contract’s term is from July 1, 2019 to June 30, 2020, at an estimated price of sixty-four thousand three hundred ninety dollars (\$64,390.00); and

WHEREAS, the Contractor provides labor, equipment and materials necessary for washing the City’s fleet of large dump trucks, fire trucks, heavy equipment, and degreasing and clean-out of trash trucks; and

WHEREAS, in early 2020, the Centers for Disease Control designated the Coronavirus Disease (“COVID-19”) as a serious public health threat, and, therefore, social distancing is required to help mitigate exposure to (and community spread of) the COVID-19 virus; and

WHEREAS, the Governor of the State of Delaware, John C. Carney, declared a State of Emergency for the State of Delaware on Friday, March 13, 2020 that has

subsequently been modified and extended until June 7, 2020 due to the ongoing serious public health threat that COVID-19 poses to Delawareans throughout the State; and

WHEREAS, the Mayor of the City of Wilmington declared a State of Emergency for the City of Wilmington on Friday, March 13, 2020 in connection with COVID-19 and its anticipated effects that has been extended to July 13, 2020; and

WHEREAS, given the restrictions in place to stop the spread of COVID-19, and the public interaction associated with the competitive bidding process, it is not practical to competitively bid the Contract for Fiscal Year 2021; and

WHEREAS, in order to provide for the continuity of an essential service and to minimize disruption, the City would like to enter into an amendment to the Contract (the "Amendment"), which would provide a one year extension of the Contract on the same terms and at the same price; and

WHEREAS, the cost to the City of the Amendment would be sixty-four thousand three hundred ninety dollars (\$64,390.00) for Fiscal Year 2021; and

WHEREAS, it is the recommendation of the Department of Public Works and the Department of Finance, Division of Procurement and Records, that the City enter into the Amendment.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF WILMINGTON HEREBY ORDAINS:

SECTION 1. The Amendment to the Contract between the City and Judge Mobile Wash, a copy of which is attached hereto as Exhibit "A", for a one-year extension of the Contract at the same cost of sixty-four thousand three hundred ninety dollars (\$64,390.00) and on the same terms is approved, and the City is hereby

authorized and directed to execute as many copies of said Amendment, as well as all additional undertakings related thereto, as may be necessary.

SECTION 2. Effective Date. This Ordinance shall become effective upon its passage by City Council and approval by the Mayor.

First Reading..... May 28, 2020
Second Reading..... May 28, 2020
Third Reading.....

Passed by City Council,

President of City Council

ATTEST: _____
City Clerk

Approved this ____ day of _____, 2020.

Mayor

SYNOPSIS: This Ordinance authorizes the City to enter into an amendment to Contract 20017PW – Mobile Truck Washing (the “Contract”) -- between the City and Judge Mobile Wash which provides for a one-year extension of the Contract from July 1, 2020 to June 30, 2021 on the same terms and at the same cost.

FISCAL IMPACT: The cost to the City of the Amendment in Fiscal Year 2021 will be sixty-four thousand three hundred ninety dollars (\$64,390.00).

W110432

EXHIBIT A

**AMENDMENT TO CONTRACT 20017PW
(MOBILE TRUCK WASHING)
BETWEEN THE CITY OF WILMINGTON AND JUDGE MOBILE WASH**

This amendment (this "Amendment") is entered into this ____ day of _____ 2020, by and between the City of Wilmington, a municipal corporation of the State of Delaware, (the "City") and Judge Mobile Wash (the "Contractor").

WHEREAS, the City and the Contractor wish to amend City Contract 20017PW (Mobile Truck Washing) (the "Contract") between the parties dated September 9, 2019, to extend the expiration date of the Contract for one year to allow the Contractor to continue to provide truck washing services to the City in accordance with the terms of this Amendment and the Contract.

NOW, THEREFORE, WITNESSETH the City and the Contractor hereby agree as follows:

1. The Contractor shall continue to provide mobile truck washing services to the City in accordance with the Contract's specifications and other requirements.
2. The amount of this Amendment shall not exceed sixty-four thousand three hundred ninety dollars (\$64,390.00).
3. The term of this Amendment shall not exceed twelve (12) months and shall become effective on July 1, 2020 and expire on June 30, 2021.
4. All other terms and conditions of the Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the parties, through their duly authorized representatives, have executed this Amendment to the Contract on the date first written above.

THE CITY OF WILMINGTON

WITNESS: _____

By: _____

Title:

JUDGE MOBILE WASH

WITNESS: _____

By: *Robert Judge*
Title: *owner*

#4807

Sponsor:

Council
Member
Oliver

Co-Sponsor:

Council
President
Shabazz

**AN ORDINANCE TO AUTHORIZE AND APPROVE A MULTI-YEAR
EXTENSION OF AN AGREEMENT BETWEEN THE CITY OF
WILMINGTON AND ITRON FOR THE PROVISION OF OPERATION AND
MAINTENANCE SERVICES FOR MOBILE AUTOMATED METER
READING**

WHEREAS, pursuant to Section 2-308 and Section 8-200 of the City Charter,
the City of Wilmington is authorized to enter into contracts for the supply of personal
property or the rendering of services for a period of more than one year if approved
by City Council by ordinance; and

WHEREAS, the City desires to obtain services for the operation and
maintenance of Mobile Automated Meter Reading for its water meters; and

WHEREAS, the City entered into a five-year contract from July 1, 2015 to
June 30, 2020 with Itron, Inc. (the "Contract"), a copy of which is available for review
in the Department of Public Works; and

WHEREAS, in order to provide for the continuity of an essential service and
to minimize disruption, the City would like to enter into an amendment to the Contract
(the "Amendment"), which would provide a five-year extension of the Contract on the
same terms; and

WHEREAS, the cost to the City of the Amendment would not exceed three
hundred twenty-four thousand dollars (\$324,000.00) annually for Fiscal Years 2021,
2022, 2023, 2024 and 2025; and

WHEREAS, it is the recommendation of the Department of Public Works that
the City enter into the Amendment.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF
WILMINGTON HEREBY ORDAINS:**

SECTION 1. The Amendment to the Contract between the City and Itron, Inc., a copy of which is attached hereto as Exhibit “A”, for a five-year extension of the Contract on the same terms and at a cost not to exceed three hundred twenty-four thousand dollars (\$324,000.00) annually for Fiscal Years 2021, 2022, 2023, 2024 and 2025 is approved, and the City is hereby authorized and directed to execute as many copies of said Amendment, as well as all additional undertakings related thereto, as may be necessary.

SECTION 2. Effective Date. This Ordinance shall become effective upon its passage by City Council and approval by the Mayor.

First Reading..... May 28, 2020
Second Reading..... May 28, 2020
Third Reading.....

Passed by City Council,

President of City Council

ATTEST: _____
City Clerk

Approved this ____ day of _____, 2020.

Mayor

SYNOPSIS: This Ordinance authorizes the City to enter into an amendment to the contract between the City and Itron, Inc. (the “Contract”) which provides for a five-year extension of the Contract from July 1, 2020 to June 30, 2025 on the same terms.

FISCAL IMPACT: The cost to the City of the Amendment will be three hundred twenty-four thousand dollars (\$324,000.00) annually for Fiscal Years 2021, 2022, 2023, 2024 and 2025 2021.

EXHIBIT A



Change Order Form

	Name	Date
Client Name:	City of Wilmington	03/21/2020
Requestor:	John Durdaller	03/21/2020
Client Authorization:		

City of Wilmington

By _____
 Name _____
 Title _____
 Date _____
 (Effective Date)

Itron, Inc.

By _____
 Name _____
 Title _____
 Date _____

DocuSigned by:

B423AAC598A54AD

Robert Farrow

VP Treasury

4/9/2020

Send Pricing Summary to Client? ☒ Yes ☐ No

Has contract been signed? ☒ Yes ☐ No

General Comments:

This change order is to extend the current Mobile AMR Operations & Systems Maintenance Plan agreement between Itron, and City of Wilmington dated July 1st 2015 for an additional 5 yr. term. Ending in June 30th 2025

Order Processing:

PO/Contract #:

Comments: BMR # _____

Hardware Changes:

Qty	Item Description	Unit Price

Qty	Item Description	Unit Price

Comments:

--

Software Changes:

☐ Modifications ☐ Meter Licenses ☐ Other

Description	Unit Price

Implementation Labor and Expense:

☒ Billable ☐ Non-billable Charge to: _____

Purpose	Description	Qty	@ \$	Total
Extension of Current SOW dated July 1 st , 2015 for additional 5-year term	City of Wilmington has requested Itron to extend it's Mobile AMR Operations & Systems Maintenance Plan. Starting July 1 st , 2020 thru June 30 th , 2025	~37,000 accounts monthly	\$0.48 per read	\$17,760 Monthly
	Total Base contract not to exceed			\$324,000 Annually

Other Changes:



Electric/Water/Gas
Information collection, analysis and application

Budgetary Pricing Summary for

City of Wilmington - Meter Reading Services

2111 N. Molter Rd.
Liberty Lake, WA 99019
fax: 866-787-6910
www.itron.com

BMR# 19628-20 Ver1 Mar
March 23, 2020

Budgetary

Part Number	Description	QTY	Price	Extended Price	Notes
Read on a Monthly Basis - Five Year Agreement					
Normal Monthly Meter Reading Services					(2)
<u>Year One</u>					
1	Meter reading, per meter monthly price, first year	37,000	\$0.48	\$17,760.00	
2	Off-Cycle Reads up to 500 reads per Request (minimum charge)	TBD	\$500.00	TBD	
3	Off-Cycle Reads over 500 per Request	TBD	\$0.48	TBD	
4	Consulting Services, per day	TBD	\$1,520.00	TBD	
5	Out of Scope of Work Investigation T&M - per hour	TBD	\$190.00	TBD	
<u>Year Two</u>					
6	Meter reading, per meter monthly price, second year	37,000	\$0.48	\$17,760.00	
7	Off-Cycle Reads up to 500 reads per Request (minimum charge)	TBD	\$500.00	TBD	
8	Off-Cycle Reads over 500 per Request	TBD	\$0.48	TBD	
9	Consulting Services, per day	TBD	\$1,520.00	TBD	
10	Out of Scope of Work Investigation T&M - per hour	TBD	\$190.00	TBD	
<u>Year Three</u>					
11	Meter reading, per meter monthly price, third year	37,000	\$0.48	\$17,760.00	
12	Off-Cycle Reads up to 500 reads per Request (minimum charge)	TBD	\$500.00	TBD	
13	Off-Cycle Reads over 500 per Request	TBD	\$0.48	TBD	
14	Consulting Services, per day	TBD	\$1,520.00	TBD	
15	Out of Scope of Work Investigation T&M - per hour	TBD	\$190.00	TBD	
<u>Year Four</u>					
16	Meter reading, per meter monthly price, fourth year	37,000	\$0.48	\$17,760.00	
17	Off-Cycle Reads up to 500 reads per Request (minimum charge)	TBD	\$500.00	TBD	
18	Off-Cycle Reads over 500 per Request	TBD	\$0.48	TBD	
19	Consulting Services, per day	TBD	\$1,520.00	TBD	
20	Out of Scope of Work Investigation T&M - per hour	TBD	\$190.00	TBD	
<u>Year Five</u>					
21	Meter reading, per meter monthly price, fifth year	37,000	\$0.48	\$17,760.00	
22	Off-Cycle Reads up to 500 reads per Request (minimum charge)	TBD	\$500.00	TBD	
23	Off-Cycle Reads over 500 per Request	TBD	\$0.48	TBD	
24	Consulting Services, per day	TBD	\$1,520.00	TBD	
25	Out of Scope of Work Investigation T&M - per hour	TBD	\$190.00	TBD	

Notes and Assumptions

- (1) This pricing is budgetary, non-binding, and for business planning purposes only.
- (2) **Meter Reading**

Pricing is based on average of 37,000 reads per month. Includes monthly service fees and monthly investigations of missed reads.

Price also includes labor to replace failed endpoints identified during investigation. City of Wilmington shall provide new endpoints for use by Itron.

Consulting Services can be provided on an as needed basis. Expenses and airfares at actual are not included and will be charged based on actual expenses.

Based on information provided by the City, it is estimated that approximately 92% of the meters will be located inside and will require access.

Purchase of endpoints is not included as a part of this proposal.

Bid reflects the City of Wilmington providing the following:

- a) Meter reading route files based on a mutually established schedule.

Pricing reflects monthly reads collected and delivered monthly.

Service fees for July, 15th 2020 through June 30, 2025 shall not exceed \$324,000 annually without written agreement by both parties.

Should the average price for fuel exceed \$4.00 per gallon, Itron reserves the right to apply a fuel cost surcharge.

- (3) Pricing is based on Itron's standard terms and conditions.
- (4) Taxes and freight are not included. Prices are in US dollars. Price is valid for 180 days.

**AN ORDINANCE TO AMEND CHAPTER 44 OF THE CITY CODE TO
PROVIDE A PROPERTY TAX ABATEMENT FOR LOW-TO-MODERATE
INCOME, LONG-TERM HOMEOWNERS FOLLOWING A 50 PERCENT OR
MORE PROPERTY TAX INCREASE ON THEIR PRIMARY RESIDENCE**

**Rev. #1
#4785**

Sponsor:

**Council
President
Shabazz**

Co-Sponsor:

**Council
Member
Oliver**

WHEREAS, the U.S. Census Bureau reports that 27% of Wilmington residents earn an income at or below the United States poverty threshold of an annual income of \$25,000, and;

WHEREAS, almost 30% of homeowners in Wilmington live below the United States poverty threshold of the annual income of \$25,000, according to the U.S. Census Bureau, and;

WHEREAS, Wilmington's median income of homeowners in 2017 was \$61,890 and those below 80% of that median income, at \$49,512, are considered low-income. Therefore, approximately 42% of Wilmington homeowners are low-income, and;

WHEREAS, on average, the U.S. Census Bureau finds that more than two-thirds of homes in the city of Wilmington are unaffordable for those earning 80% of the area's median income, and;

WHEREAS, in all of Wilmington's 12 distinct neighborhoods, strategies for future development are being created and implemented, therefore the home values are expected to increase which will in turn increase property taxes, and;

WHEREAS, the median value of a home in the city of Wilmington increased by \$237 from 2009 to 2018, and the average property tax rose by \$228, and;

WHEREAS, specifically the lower-income neighborhoods of Westside, Eastside, Riverside, and Baynard Boulevard have had home values increase from 2009 to 2018, according to PolicyMap data. Beginning in 2019, new housing and commercial development has been planned and/or initiated in Westside, Eastside, Riverside/Northeast and Southbridge. Therefore, there is an expected increase in property values in those aforementioned low-to-

moderate income neighborhoods. In addition, all of the previously mentioned neighborhoods, along with Browntown-Hedgeville, Southwest Wilmington, Central-Midtown, and Delaware Avenue/Bancroft Parkways, have had property tax increases from 2009 to 2018, according to data from PolicyMap, and;

WHEREAS, long-term homeowners in the City of Wilmington's low to moderate income neighborhoods who wish to continue living in their neighborhoods should not be at risk of having to leave their homes due to rising property taxes resulting from increased development, and;

WHEREAS, cities and states throughout the nation, including the neighboring city of Philadelphia and cities in the nearby state of New Jersey, have implemented property tax relief programs to protect their long-term, low-to-moderate income property owners, and;

WHEREAS, the City of Wilmington strives to assist and protect low-to-moderate income homeowners in this city.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF WILMINGTON HEREBY ORDAINS:

SECTION 1. Chapter 44 of the City Code is hereby amended by the addition of Section 44-57 to read as follows:

Sec. 44-57 Long-term homeowner partial property tax abatement

- a) Partial property tax abatement program. There is hereby authorized a voluntary partial real property tax abatement program for long-term, low-to-moderate income property homeowners within the City of Wilmington. This program would freeze current property taxes of long-term, low-to-moderate income property owners if their property taxes increase by 50% or more after one year.

- b) Definitions. The following words, terms, and phrases shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:
- 1) Primary property owner(s) means the person or persons whose name(s) is listed on the property deed.
 - 2) Primary place of residence means the property in which a person or persons reside in for at least 6 months out of the year.
- c) Eligibility. Property owners are eligible to apply for the partial property tax abatement program if they meet all of the following conditions:
- 1) The property must be located in the city limits of the City of Wilmington, Delaware.
 - 2) The primary property owner(s) must have owned the property for a minimum of 10 years prior to applying for the program.
 - 3) The property must have been the primary place of residence for the property owner(s) for a minimum of 10 years prior to applying for the program.
 - 4) The property taxes due for the year, exclusive of interest and penalties, increased by 50% or more from the previous year's assessment.
 - 5) The primary property owner(s)'s annual income is equal to or less than 80% of Wilmington's annual median income of homeowners based on the most recent or current U.S. Census Decennial and/or American Survey data.
- d) Procedures: property owners that meet the required conditions as described above may submit an application form provided by the Wilmington Department of Finance to choose to take part in this program. This application must be submitted online on the Wilmington Department of Finance website, or a hardcopy of the application must be

sent via the U.S. Postal Service to the Wilmington Department of Finance.

- 1) If conditions for eligibility are met, the primary property owner(s) must complete and submit an application no later than 5 months after their increased property taxes have been paid as required under Sec.44-32 of this code. Once the application has been approved, the property owner(s) will receive a reimbursement in the amount of the increase from the previous year's property tax to offset the property tax increase.

- 2) During the subsequent years following the property owner(s) acceptance into the partial property tax abatement program, the amount of property tax due will be equal to the amount charged the year prior to the property tax increase. Property owner(s) who choose to continue to participate in this program must complete and submit a form provided by the Wilmington Department of Finance to said Department no later than two months before property taxes must be paid. This form is to ensure property owner(s) who receive benefits still comply with the conditions in subsection (c) of this section.

The director of finance may promulgate rules and regulations deemed necessary to administer the provisions of this subsection, subject to approval by the administrative board.

SECTION 2. This Ordinance shall be effective upon its passage by City Council and approval by the Mayor.

First ReadingMay 28, 2020
Second ReadingMay 28, 2020
Third Reading

Passed by City Council,

President of City Council

ATTEST: _____
City Clerk

Approved this ____ day of _____, 2020.

Mayor

SYNOPSIS: This Ordinance is being presented by City Council for Council’s review and approval. This Ordinance provides a partial property tax abatement for low-to-moderate, long-term City homeowners who meet certain eligibility requirements. Eligible homeowners who have their property tax obligation increased by 50% or more following a property assessment may apply for a partial abatement of their tax obligation. The partial abatement would “freeze” their tax obligation at the pre-assessment amount as long as the property homeowner meets the eligibility requirements.

FISCAL IMPACT STATEMENT: Revenue Changes would only take place based on the results of the next Property Assessment conducted on the housing stock in the City of Wilmington that might cause an increase in property values in neighborhoods or areas throughout the City where new development has or will take place prior to the next Property Assessment. Any potential revenue changes would then be calculated by the Department of Finance to determine any substantial changes to expect from Property Tax Revenues relevant to increases in Property Values of the City’s Housing Stock and the impact of the Property Tax Abatement for Low-to-Moderate Income, Long-Term Homeowners in the City of Wilmington on such revenue when there is an increase of 50 percent or more Property Tax increase on their Primary Residence. Long-Term, Low-to-Moderate Income City Eligible Homeowners who apply would be approved for a Partial Abatement of their Tax Obligation that would “freeze” their Tax Obligation at the Pre-Assessment amount as long as the Property Homeowners meet their eligibility requirements.

POLICY STATEMENT: This proposed Ordinance would Amend Chapter 44 of the City Code to provide a Property Tax Abatement for Low-To-Moderate Income, Long-Term Homeowners in the City of Wilmington Following a 50 Percent or More Property Tax Increase on Their Primary Residence in Areas throughout the City where new development is scheduled

or has occurred that would possibly increase the value of property(s) in that area or neighborhood that could cause a 50 percent or more Property Tax Increase on their Primary Residence. Low-To-Moderate Income, Long-Term City Homeowners would be eligible for a Partial Property Tax Abatement following such an increase in their tax obligation on their Primary Residence. The City of Wilmington seeks to assist and protect Low-To-Moderate Income, Long-Term Homeowners in this City to not be at risk of having to leave their homes due to rising property taxes resulting from increased development.

Wilmington, Delaware
May 28, 2020

#4808

Sponsor:

**Council
Member
Freel**

WHEREAS, pursuant to Section 8-208 of the City Charter, the Department of Public Works shall itself, or by contract, be responsible for the maintenance and repair of all city buildings and grounds unless any department, board or commission has been approved to perform such services itself; and

WHEREAS, GFM Enterprises, L.L.C. (“GFM”) is the owner of 1925 Lovering Avenue, Wilmington, Delaware, 19806, Tax Parcel No. 26-013.20-146; and

WHEREAS, while the City of Wilmington is the owner of certain parkland bounded by Lovering Avenue, N. Union Street, Kentmere Parkway, Academy Place and the GFM Parcel (the “Park”); the State of Delaware, Department of Natural Resources and Environmental Control, Division of Parks and Recreation (“State”) operates and maintains the Park pursuant to a longstanding agreement and practice with the City; and

WHEREAS, the City and the State previously approved the installation by GFM of a walkway (the “Walkway”) over and across the Park between Kentmere Parkway and the northeast side of the GFM Parcel; and

WHEREAS, in consideration for the permission granted by the City and State to construct the Walkway, GFM desires to execute a declaration (“Declaration” or “Walkway Maintenance Declaration”), a copy of which is attached hereto as Exhibit “A”, for the benefit of the City and the State, to be responsible for the ongoing maintenance and repair of the Walkway at GFM’s sole cost and expense.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WILMINGTON that the Council hereby authorizes the Department of Public

Works to accept the Walkway Maintenance Declaration made by GFM Enterprises L.L.C. to provide ongoing maintenance and repair of the Walkway located over and across the City's parkland between Kentmere Parkway and the northeast side of the GFM Parcel.

Passed by City Council,

ATTEST: _____
City Clerk

SYNOPSIS: This Resolution authorizes the Department of Public Works to accept a declaration from GFM Enterprises, L.L.C. to provide ongoing maintenance and repair for the Walkway located over and across the City's parkland between Kentmere Parkway and the northeast side of the GFM Parcel.

EXHIBIT A

Tax Parcel Nos. 26-013.20-146

26-013.40-075

Prepared by and, after recording, return to
Gordon, Fournaris & Mammarella, P.A.
1925 Lovering Avenue
Wilmington, DE 19806

WALKWAY MAINTENANCE DECLARATION

This Walkway Maintenance Declaration ("Declaration") is made this ____ day of _____, 2020, by **GFM Enterprises, L.L.C.**, a Delaware limited liability company ("Declarant" or "GFM") for the benefit of **The City of Wilmington**, a municipal corporation of the State of Delaware ("City") and the **State of Delaware, Department of Natural Resources and Environmental Control, Division of Parks and Recreation** ("State"). The City and the State are each a "Beneficiary" and, together, are the "Beneficiaries" of this Declaration so long as the latter operates and maintains the Park (as defined below).

BACKGROUND

A. GFM is the owner of 1925 Lovering Avenue, Wilmington, Delaware, being Tax Parcel No. 26-013.20-146, which property is described more particularly as Parcel No. 1 in the deed dated November 26, 2002 between The Delaware Academy of Medicine, Inc. and GFM, of record at the Office of the Recorder of Deeds in and for New Castle County, Delaware ("Recorder's Office"), as Instrument No. 20021127-0115592 ("GFM Parcel").

B. While the City is the owner of certain parkland located in the City of Wilmington, State of Delaware, bounded by Lovering Avenue, N. Union Street, Kentmere Parkway, Academy Place (Microfilm No. 5742) and the GFM Parcel ("Park"), being part of Tax Parcel No. 26-013.40-075, the State operates and maintains the Park pursuant to a longstanding agreement and practice with the City.

C. At the request of GFM, the City and the State have approved the installation by GFM of a walkway ("Walkway") over and across the Park between Kentmere Parkway and the northeast side of the GFM Parcel.

D. GFM executes this Declaration to provide for the ongoing maintenance and repair of the Walkway.

COVENANTS

NOW, THEREFORE, for and in consideration of the permission granted to GFM by the City and the State to construct the Walkway, the parties hereto agree as follows:

1. Construction; Repair and Maintenance; Alterations. GFM shall, at GFM's sole cost and expense, construct the Walkway in accordance with plans previously approved by the City and the State that are attached hereto as Exhibit A and made a part of this Declaration. GFM shall, at GFM's sole cost and expense, be responsible for the repair and maintenance of the Walkway. No alterations shall be made to the Walkway without the prior written approval of the City and the State. The Walkway is the full extent of the improvements to be made by GFM to the Park. GFM does not anticipate making any further improvements to the Park.

2. Indemnification. GFM shall indemnify, defend and hold the City and the State harmless from and against any and all claims, judgments, damages, penalties, fines, liabilities, losses, suits, administrative proceedings, costs and expenses of any kind or nature (unless the foregoing results from the intentional acts or negligence of the City or the State), including reasonable attorney fees, which arise out of or result from the intentional acts or negligence of GFM, its agents, employees, representatives, licensees, contractors or invitees, in connection with the condition of the Walkway.

3. Insurance. As long as this Agreement remains in effect, GFM shall at all times maintain a policy of Commercial General Liability, Bodily Injury/Property Damage Insurance (the "Policy"), in commercially reasonable amounts, initially not less than One Million Dollars (\$1,000,000) combined single limit per occurrence for personal injury and property damage, and shall provide to the City, upon request, a certificate evidencing such insurance coverage. The Policy shall name the City as an additional insured.

4. Termination.

(a) *By the City and the State.* The City and the State (as long as they have an interest in the Park) shall have the right, by their joint action so long as the State maintains and operates the Park, and the City shall have the right by itself if the State should no longer maintain and operate the park, to require that GFM remove the Walkway from the Park and restore the area affected substantially to its condition prior to the construction of the Walkway. Following the removal of the Walkway and restoration of the land and, except as provided for in Section 2 above (regarding indemnification), GFM shall have no further obligation hereunder.

(b) *By GFM.* GFM shall have the right at any time to remove the Walkway from the Park and restore the area affected substantially to its condition prior to the construction of the Walkway. Following the removal of the Walkway and restoration of the land and, except as provided for in Section 2 above (regarding indemnification), GFM shall have no further obligation hereunder.

5. Miscellaneous.

(a) *Covenants Run with the Land.* The obligations assumed by GFM hereunder shall run with and bind the GFM Parcel and shall be binding upon subsequent owners of the GFM Parcel.

(b) *Release Following Transfer.* Upon the transfer of the GFM Parcel, the transferor shall be released from any liability created hereunder to the same extent that a grantor is no longer liable for the breach of a real covenant following the conveyance by the grantor of the property subject to the real covenant.

(c) *Delaware Law.* This Declaration shall be governed by and construed in accordance with the laws of the State of Delaware.

(d) *Integrated Agreement.* This Declaration contains all the terms and conditions agreed to by the parties hereto with respect to the subject matter hereof and shall not be amended except by subsequent written agreement signed by the Declarant and the Beneficiary or Beneficiaries hereto (or their successors in title to the GFM Parcel and the Park).

(e) *Recording.* This Declaration shall be recorded at the Recorder's Office by GFM at its cost.

IN WITNESS WHEREOF, GFM has executed this Declaration this ____ day of _____, 2020.

GFM ENTERPRISES, L.L.C.

By: _____ (SEAL)
Peter S. Gordon, Manager

STATE OF DELAWARE)

) SS

NEW CASTLE COUNTY)

BE IT REMEMBERED, that on this ____ day of _____, 2020, personally came before me, the Subscriber, a notarial officer of the State of Delaware, Peter S. Gordon, manager of GFM Enterprises, L.L.C., a Delaware limited liability company, party to the Declaration, known to me to be personally such, and he acknowledged this Declaration to be his act and deed and the act and deed of said limited liability company.

Exhibit A



**AN ORDINANCE ESTABLISHING A RATE OF TAXATION ON REAL
PROPERTY AND THE TAXABLE PROPERTY OF PUBLIC UTILITIES
FOR THE FISCAL YEAR JULY 1, 2020 THROUGH JUNE 30, 2021**

#4787

Sponsors:

Council
Member
Freel

Council
President
Shabazz

WHEREAS, pursuant to the provisions of Wilmington City Charter Section 4-101,

the Mayor has submitted a property tax proposal as a revenue measure necessary to balance the operating budget, and the City Council deems it necessary and proper to approve the measure as set forth herein, pursuant to the provisions of Wilmington City Charter 2-300.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF WILMINGTON
HEREBY ORDAINS:

SECTION 1. That the Department of Finance shall collect from the several persons, estates, and public service corporations or public utilities named in the assessment rolls submitted by the Board of Assessment for the City, real property taxes for the fiscal year beginning July 1, 2020, at the following rate:

- (a) One Dollar and Ninety-nine and One-half Cents (\$1.995)
on One-Hundred Dollars for City Purposes.

SECTION 2. The Council hereby further ordains that the President of City Council shall sign, and the City Clerk shall countersign, the Tax Warrant which shall be delivered to Council no later than June 30, 2020.

First Reading.....March 26, 2020
Second Reading.....March 26, 2020
Third Reading.....

Passed by City Council,

President of City Council

ATTEST: _____
City Clerk

Approved this _____ day of _____, 2020.

Mayor

SYNOPSIS: This Ordinance sets the property tax rate for Fiscal Year 2021 (July 1, 2020 – June 30, 2021) based on the certification by the Board of Assessment of the assessed valuation of taxable real property in the City and the Mayor's estimates of revenue measures necessary to balance the City budget as required by the City Charter. There is no change to the property tax rate.

W0109484

Wilmington, Delaware

To the Department of Finance of and for the City of Wilmington and its successor or successors:

The City of Wilmington, by the City Council, commands you to collect from the several persons, estates, and public service corporations or public utilities named in the Assessment Roll annexed hereto for the City, real property taxes for the fiscal year beginning July 1, 2020, at the following rate:

One Dollar and Ninety-nine and One-Half Cents (\$1.995) on One-Hundred Dollars for City Purposes

And if any person, public service corporation, or public utility named in the said Assessment Roll, or any other person whose duty it is to pay the tax, shall refuse to pay after you have demanded the same, then we command that you collect the same, with costs, according to law.

Assessment for City Purposes: \$2,181,989,209

CITY OF WILMINGTON

By: _____
President of City Council

Attest: _____
City Clerk

Dated: _____

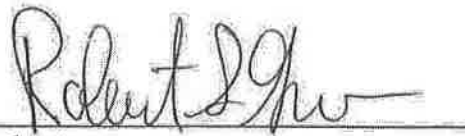
BOARD OF ASSESSMENT
OF THE CITY OF WILMINGTON
CERTIFICATION OF ASSESSMENT ROLL
FISCAL YEAR 2021

TO THE DEPARTMENT OF FINANCE:

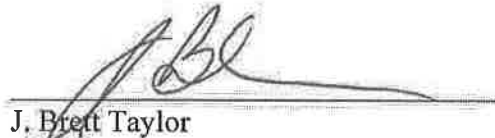
We, members of the Board of Assessment, hereby certify, in accordance with Wilmington City Charter Section 6-109(a), that the New Castle County Assessment Report for District 26, as adjusted to reflect the City's tax exemptions, is the official assessment roll or list of the City of Wilmington.

The total assessment and exemptions are as follows:

Total assessment	\$3,562,306,758
Total exemptions.....	\$1,380,317,549
Total assessment subject to tax rate.....	\$2,181,989,209



Robert S. Greco

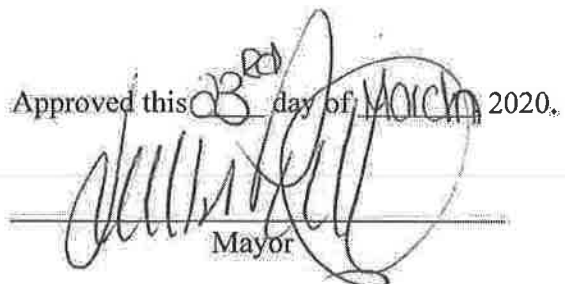


J. Brett Taylor



Terence J. Williams

Approved this 03rd day of March, 2020.



Mayor

**AN ORDINANCE TO ADOPT A CAPITAL PROGRAM FOR
THE SIX FISCAL YEARS 2021– 2026 INCLUSIVE**

#4788

Sponsors:

Council
Member
Freel

Council
President
Shabazz

WHEREAS, pursuant to the provisions of Wilmington City Charter Sections 2-303, 4-101, 5-600, and 5-601, at the same time the Mayor submitted the annual operating budget and revenue measures recommended to the Council of the City of Wilmington to balance the operating budget, the Mayor also submitted the proposed capital program and the proposed capital budget with the recommendations of the City Planning Commission, as set forth herein, as recommended by the City Planning Commission at its regular meeting held on March 17, 2020, by its Resolution No. 4-20.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF WILMINGTON
HEREBY ORDAINS:**

SECTION 1. A Capital Program for the six Fiscal Years 2021-2026, inclusive, totaling \$274,356,865 (including General Fund \$98,405,615; Water/Sewer Fund \$149,951,250; and Other Funds \$26,000,000), is hereby adopted as set forth in the “Capital Improvements Program and Capital Budget for Fiscal Years 2021-2026,” a copy of which is attached hereto as Attachment “A” and incorporated herein by reference, as recommended by the City Planning Commission in its Resolution No. 4-20 approved at its regular meeting on March 17, 2020.

SECTION 2. This Ordinance shall become effective immediately upon its date of passage by the City Council and approval by the Mayor.

First Reading March 26, 2020
Second Reading March 26, 2020
Third Reading

Passed by City Council,

President of City Council

ATTEST: _____
City Clerk

Approved this ____ day of _____, 2020.

Mayor

SYNOPSIS: This Ordinance enacts the Capital Program for the six Fiscal Years 2021-2026.

W0109495

**CAPITAL PROGRAM
IMPACT STATEMENT**

The six-year Capital Program for Fiscal Years 2021-2026 is \$274,356,865. This is an estimate of funds necessary to meet the future capital needs of the City. The breakdown is as follows: \$98,405,615, General Fund; \$149,951,250, Water/Sewer Fund; and \$26,000,000, Other Funds.

ATTACHMENT A

CAPITAL IMPROVEMENTS PROGRAM

AND

CAPITAL BUDGET

FOR

FISCAL YEARS 2021 - 2026

MAYOR

Michael S. Purzycki

OFFICE OF MANAGEMENT AND BUDGET

Robert S. Greco, Budget Director

Stephanie L. Mergler, Fiscal and Operations Analyst

DEPARTMENT OF PLANNING AND DEVELOPMENT

Herbert M. Inden, Director

Gwinneth Kaminsky, Planning Manager

Original Document: City Planning Commission Resolution 4-20, March 17, 2020

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THE CAPITAL IMPROVEMENTS PROGRAM

I. Introduction

The Capital Improvements Program is a six-year capital spending plan, adopted by City Council annually. The first year of the Capital Program is known as the Capital Budget. In alternating years, the Capital Budget includes two full fiscal years of funding due to the City's decision to bond biennially, instead of annually. This results in "off" years when the budget requests will be zero. The decision to bond biennially reduces the frequency of borrowing and lowers financing costs.

The Capital Improvements Program and Budget provide a schedule of expenditures to develop and improve the public facilities necessary to serve those who live and work in Wilmington. The projects reflect the physical development policies of the City, such as Comprehensive Development Plans, Urban Renewal Plans, etc. This document describes the development of a Capital Program; the statutory basis for the preparation of the Capital Program; and an explanation of the capital projects proposed for the FY 2021 - FY 2026 period.

II. A Guide to the Capital Improvements Program

A. Development of a Capital Program

The Wilmington Home Rule Charter describes the process for preparing and adopting the City's Capital Program. The process begins with the various City departments submitting requests for specific projects to the Office of Management and Budget and the Department of Planning. Department heads discuss their project proposals with the Office of Management and Budget and the Department of Planning, indicating their programming priorities. Three major considerations guide the review of these departmental requests:

1. Overall development objectives for Wilmington. This includes the feasibility, desirability, and need for specific projects.
2. The relationships among projects with respect to design, location, timing of construction and the nature of activities involved.
3. The City's fiscal policies and capabilities.

The City Planning Commission reviews the Capital Program for conformance to the Comprehensive Plan and other City policies, and makes recommendations to the Office of Management and Budget and the Department of Planning. The Capital Program is then submitted to the Mayor for his review and transmittal, along with the Annual Operating Budget, to City Council for their approval.

B. Nature of a Capital Project

Generally, a capital project is fixed in nature, has a relatively long life expectancy, and requires a substantial financial investment. Capital projects traditionally take the form of large-scale physical developments, such as buildings, streets, and water mains. However, a wide range of other projects qualify for capital funding consideration, including fire fighting apparatus, street lighting, and computer software. A capital project must cost a minimum of \$5,000, and generally include one or more of the following characteristics:

1. Acquisition of real property, including the purchase of land and/or existing structures for a community facility or utility.
2. Major replacement facilities, such as roofs, heating, plumbing, and electrical systems.
3. Preliminary studies and surveys pursuant to acquisition, construction or rehabilitation of City-owned property.
4. Purchase of specialized equipment and furniture for public improvements when first erected or acquired.
5. Cash contributions when necessary to fulfill the City's obligation in federally-assisted programs of a capital nature.
6. Improvements to City-owned public utilities, such as sewers, water mains, fire hydrants, streets, and catch basins.
7. Vehicles (excluding special equipment not considered a part of the vehicle) exceeding \$25,000 in cost and having a life expectancy of more than ten years.

Percent Allocation to Art: Municipal construction contracts let by the city for the construction of, or remodeling of, public buildings or structures shall include a sum of money amounting to five percent of the estimated construction cost of the building or structure, for ornamentation. Ornamentation includes, but is not limited to, sculpture, monuments, bas relief, mosaics, frescoes, stained glass, murals, fountains or other decoration, both exterior and interior, having a period of usefulness of at least five years. In the event the five percent sum is not used for the incorporation of ornamentation into the construction project, it shall be placed in the art work reserve fund. Eligible construction contracts means a capital project greater than \$25,000 identified in the annual capital budget to construct or remodel any public building or structure including parks, or any portion thereof, within the city limits. This shall not include construction, repair or alteration of city streets or sidewalks.

C. The City's Financial Policy for the Capital Program

The following are the major elements that determine how much money the City can legally borrow and how it will pay for specific projects:

1. Fiscal Borrowing Limit

Legislation enacted by the Delaware General Assembly on July 7, 1971 amended the general obligation bond limit of the City of Wilmington to permit a debt service which does not exceed 17.5 percent of the annual operating budget. Because the bonds issued for the sewage treatment and water facilities are revenue supported, they are not subject to this limitation.

2. Self-Sustaining Projects

A clear distinction is made in the Capital Program between tax-supporting and self-sustaining (revenue) projects. Self-sustaining projects are part of any operation which will generate sufficient revenues to cover its debt service (water and sewer service, for example). Although the debt service on these bonds is paid from the various operating revenues, the bonds are secured by the City's full taxing authority, and thus are actually a special form of general obligation bonds.

3. Bond Life

The City generally limits the term of its borrowing to 20 years for all tax supported and revenue obligations. However, under special circumstances, 5 or 10 year bonds have been, and can be, issued.

D. Expenditure Analysis

Capital spending projects generally are within the following four categories:

1. New Service

Projects which provide a service not previously available. Examples include sewer lines; roads and water mains to areas not previously served; the acquisition and development of new parks; or the construction of a new facility for a new service.

2. New Replacing Existing

New projects which replace an existing facility providing a similar or identical service. Examples include the acquisition of new apparatus, or the replacement of aging sewer lines and water mains.

3. Upgrading Existing

Additions and modifications to existing facilities aimed at providing more and/or better service than is now provided. Examples include additions to buildings, increasing the capacity of existing water mains and development of park land already owned by the City.

4. Restoring Existing

Projects aimed at restoring an existing facility to its original capacity and/or quality of service. Examples include cleaning and relining of water mains, and minor capital improvements projects.

Significantly, only a small percentage of past capital expenditures have been for new service. This is very characteristic of an older, highly developed City in which most basic municipal services are already in place, and no new significant population growth is taking place.

Most projects fall within the category of upgrading existing facilities, reflecting a policy of extending and expanding their usefulness to the City's present stock of capital facilities. A policy of utilizing existing facilities with renovations and additions maximizes the efficiency of capital spending.

In the past, the replacement of capital facilities with new ones was prevalent. This approach is justifiable when facilities are too obsolete to permit economical rehabilitation or modification, when they have been utilized to the extent of their full useful life, or they are improperly located to meet the current needs. In general, replacements of this type offer increased capacity, modern features and up-to-date conveniences not found in the facilities they replace.

The restoration of existing facilities is generally undertaken when an existing facility has become so worn or deteriorated that major corrective action is needed to preserve its usefulness. While these expenditures do not result in the provision of new or improved service, they are among the most cost-efficient capital expenditures since maximum use is made of existing facilities.

E. Method of Funding

1. City Obligations

The bulk of funding for the City's Capital Improvements Program has traditionally come through general obligation bonds issued by the City and repaid out of the appropriate department operating budget over a 20 year period. In general, investors loan the City funds based upon its "bond" or promise to repay them using all means possible.

2. Federal and State Funds

In the past, the Federal and State governments have provided substantial support for capital programs in the City. For example, federal grants have often composed a major portion of funding for sewer and water projects, with local capital funding being used to "match" the Federal portion. Federal and State funds have been requested to supplement this year's budget.

3. Unused Capital Funds

Unexpended funds from previous Capital Budgets are reviewed annually to determine whether a former project has been temporarily delayed, altered or is no longer feasible. Based on this analysis, funds might then be transferred to current fiscal year projects in order to reduce the amount being currently borrowed.

F. Capital Funding Proposed for FY 2021 - FY 2026

The six year Capital Budget and Capital Improvements Program, as presented in City Planning Commission Resolution 4-20, totals \$274,356,865, with a FY 2021 Capital Budget representing a zero year budget and the additional five year program adding \$274,356,865. A breakdown of these costs and the project descriptions are provided in the following pages.

III. CAPITAL PROJECT DESCRIPTIONS - FISCAL YEARS 2021 - 2026

A. DEPARTMENT OF FINANCE

The figures provided in the budget and program summary sheets for the Cost of Bond Issue (General Fund) and the Cost of Bond Issue (Water/Sewer Fund) are not related to specific capital projects and as such are not identified in this chapter; rather, these figures represent the costs associated with fund borrowing (bond counsel and other related fees).

B. FIRE DEPARTMENT

1. Apparatus Replacement

Budget Request: \$0.
Program Request: \$9,250,000.

Budget: None.

Program: Ongoing replacement program for vehicle apparatus, including Engine Pumpers #3, #5 and #6; Engine Pumper Squad #4; and Ladder Truck #2 and #3.

2. Fire Station Renovations

Budget Request: \$0.
Program Request: \$10,000,000.

Budget: None.

Program: Provides funds for design and renovations to the City's fire stations, including structural, mechanical and cosmetic upgrades.

3. Rescue Ambulance Replacement

Budget Request: \$0.
Program Request: \$750,000.

Budget: None.

Program: Ongoing program for the replacement of Rescue Ambulances #2, #3 and #6 used for fire calls and emergency medical response.

C. OFFICE OF THE MAYOR

1. Five Percent for Art

Budget Request: \$0.
Program Request: \$817,000.

Budget: The Five Percent for Art program receives capital funding for the purpose of providing ornamentation, such as sculpture and artwork, on certain eligible capital projects involving public buildings or structures. There is no funding for the Five Percent for Art program for FY 2021 given that it represents a zero year budget.

Program: None. This art work reserve is directly related to budget year funding.

2. Site Acquisition

Budget Request: \$0.
Program Request: \$2,000,000.

Budget: None.

Program: Provides funds for land acquisition in support of economic development projects, including public-private partnerships, with a focus on preventing the expansion of undesirable commercial uses in blighted areas, and supporting the development of light manufacturing/industrial business parks.

3. Infrastructure and Site Improvements Closing Fund

Budget Request: \$0.
Program Request: \$3,000,000.

Budget: None.

Program: Provides funds for public infrastructure and site improvements to support economic development projects and other major investments that create employment opportunities and expand commercial and market rate residential development; and to leverage private redevelopment of underutilized and blighted areas. Includes land acquisition, construction of new roads and utilities, site preparation work and environmental remediation.

D. PARKS AND RECREATION

1. Park Improvements

Budget Request: \$0.

Program Request: \$6,352,500.

Budget: None.

Program: Provides funds for necessary improvements to playground and fitness equipment, athletic facilities, walkways, fencing, landscaping and related site amenities in the Parks system..

2. WHACC Improvements

Budget Request: \$0.

Program Request: \$1,076,250.

Budget: None.

Program: This program addresses the need for interior and exterior improvements to the William Hicks Anderson Community Center, to meet programming and operational needs.

3. Pool Improvements

Budget Request: \$0.

Program Request: \$1,155,000.

Budget: None.

Program: Provides funds for improvements to citywide pools, pool houses and related site amenities.

4. Plazas, Squares & Triangles

Budget Request: \$0.

Program Request: \$538,125.

Budget: None.

Program: This program addresses paving, landscaping and the replacement of site amenities at citywide public plazas, squares and triangles and fountains.

E. PUBLIC WORKS

General Fund Projects

1. Street Paving and Reconstruction

Budget Request: \$0.
Program Request: \$24,000,000.

Budget: None.

Program: Provides funds for routine street paving and reconstruction of deteriorated roadways throughout the city based on condition and use, in order to maintain roadway network infrastructure. All work will be ADA compliant.

2. Emergency Sidewalk Repairs

Budget Request: \$0.
Program Request: \$5,000,000.

Budget: None.

Program: Provides funds for emergency repairs to damaged sidewalks, as identified by Licenses & Inspections and managed by the Department of Public Works.

3. Building Improvements

Budget Request: \$0.
Program Request: \$5,500,000.

Budget: None.

Program: Provides funds for necessary additions and renovations to the Louis L. Redding City/County Building and other municipal buildings.

Water/Sewer Fund Projects

1. 11th Street Sewage Pumping Station Upgrade

Budget Request: \$0.

Program Request: \$15,000,000.

Budget: None.

Program: Provides funds for the rehabilitation and replacement of the aging sewage pumping station.

2. Annual Minor Sewer Improvements

Budget Request: \$0.

Program Request: \$5,500,000.

Budget: None.

Program: Provides funds for the rehabilitation of small diameter sewers and other projects citywide, as identified through closed circuit TV (CCTV) inspection and modeling efforts.

3. Major Sewer Improvements

Budget Request: \$0.

Program Request: \$13,000,000.

Budget: None.

Program: Provides funds for sewer reconstruction and rehabilitation of major brick sewers (24" and above) throughout the city.

4. Annual Water Improvements

Budget Request: \$0.

Program Request: \$23,000,000.

Budget: None.

Program: Provides funds for maintaining the citywide water distribution system, to improve water quality, pressure, fire flows and overall level of service.

5. **Porter Filter Plant Improvements**

Budget Request: \$0.
Program Request: \$17,000,000.

Budget: None.

Program: Provides funds for replacement of chemical feed systems, continued upgrading of clarifiers and electrical system, and other improvements to the Porter Reservoir and Clear Well to provide top quality, safe drinking water.

6. **Hoopes Dam**

Budget Request: \$0.
Program Request: \$4,000,000.

Budget: None.

Program: Provides funds for improvements to Hoopes Dam to assure dam safety and function.

7. **Transmission Main Improvements**

Budget Request: \$0.
Program Request: \$12,000,000.

Budget: None.

Program: Provides funds for transmission capacity improvements throughout the water district, including the installation of new transmission mains.

8. **Pressure Zone Reliability Improvements**

Budget Request: \$0.
Program Request: \$3,000,000.

Budget: None.

Program: Provides funds for improvements to pressure zones, tanks and mains, and strategic small main replacements, to improve reliability of service through redundant feeds which facilitate water storage and distribution maintenance.

9. Pumping Station Improvements

Budget Request: \$0.

Program Request: \$2,000,000.

Budget: None.

Program: Provides funds for upgrades to pumps and electrical components at various pumping stations, to maintain consistent level of water service.

10. Brandywine Filter Plant Improvements

Budget Request: \$0.

Program Request: \$1,000,000.

Budget: None.

Program: Provides funds for structural, mechanical and aesthetic upgrades, including electrical, heating and HVAC system improvements, to the Brandywine Filter Plant.

11. WWTP Infrastructure System Improvements

Budget Request: \$0.

Program Request: \$38,000,000.

Budget: None.

Program: Provides funds for the rehabilitation and replacement of aged infrastructure at the Waste Water Treatment Plant (12th Street and Hay Road).

12. Architectural Improvements

Budget Request: \$0.

Program Request: \$1,500,000.

Budget: None.

Program: Provides funds for architectural repairs, restoration and stabilization of historic structural components of the Brandywine Complex.

13. Raw Water Distribution

Budget Request: \$0.
Program Request: \$2,500,000.

Budget: None.

Program: Provides funds for the rehabilitation of the 42" raw water transmission main between the Brandywine Pumping Station and Porter Filter Plant.

14. Stormwater Drainage Management Program

Budget Request: \$0.
Program Request: \$5,600,000.

Budget: None.

Program: Provides funds for tide gate evaluation and reconstruction, storm inlet reconstruction, and other drainage improvement projects citywide to mitigate local flooding and to prevent tidal water inflows into the sewer system.

15. Stormwater Mitigation (Green Infrastructure)

Budget Request: \$0.
Program Request: \$3,500,000.

Budget: None.

Program: Provides funds for expansion and implementation of green infrastructure projects to mitigate CSOs through the source control of storm water throughout the citywide collection system.

16. Urban Forest Management Program

Budget Request: \$0.
Program Request: \$1,500,000.

Budget: None.

Program: Provides funds for tree planting and stump removal, to support mandates for green infrastructure, storm water control, and 2-for-1 tree replacement.

F. REAL ESTATE AND HOUSING

1. Acquisition, Rehabilitation, and Disposition

Budget Request: \$0.

Program Request: \$12,000,000.

Budget: None.

Program: Ongoing program to address the acquisition, demolition, rehabilitation and disposition of property for the creation of affordable housing opportunities.

G. TRANSPORTATION

1. 1. ADA Curb Ramp and Sidewalk Compliance

Budget Request: \$0.

Program Request: \$4,000,000.

Budget: None.

Program: Provides funds for the installation of ADA compliant curb ramps and sidewalk repairs to facilitate compliance with Federal requirements.

2. Traffic System Infrastructure

Budget Request: \$0.

Program Request: \$4,900,000.

Budget: None.

Program: Provides funds for traffic infrastructure improvements including signals, smart parking meters and decorative street lights; and for implementing emerging smart signal and parking technologies in order to maintain the existing traffic control system.

3. **Wilmington Transportation Initiatives**

Budget Request: \$0.
Program Request: \$7,000,000. (Other Funds: \$26,000,000)

Budget: None.

Program: Provides local matching funds to leverage federal funding for transportation projects managed through the Wilmington Initiatives partnership (City, DeIDOT, Wilmapco), including Transportation Improvements Program (TIP), Transportation Alternatives Program (TAP), and legislator-sponsored projects.

Recommended Capital Funding and Schedule

**Capital Improvements Program
Fiscal Years 2021 - 2026**

Summary: Total Funds Recommended by Fiscal Year and Department

Department	Type of Funding	Fiscal Year						Total City Funds	Total City / Matching Funds
		2021	2022	2023	2024	2025	2026		
Finance	G	0	433,140	0	356,720	0	276,880	1,066,740	1,066,740
	O								
	W	0	722,500	0	572,500	0	556,250	1,851,250	1,851,250
Fire	G	0	10,500,000	0	5,000,000	0	4,500,000	20,000,000	20,000,000
Mayor's Office	G	0	2,789,000	0	2,778,000	0	250,000	5,817,000	5,817,000
Parks	G	0	4,362,500	0	4,759,375	0	0	9,121,875	9,121,875
Public Works	G	0	10,500,000	0	10,500,000	0	13,500,000	34,500,000	34,500,000
	W	0	57,800,000	0	45,800,000	0	44,500,000	148,100,000	148,100,000
Real Estate and Housing	G	0	6,000,000	0	6,000,000	0	0	12,000,000	12,000,000
Transportation	G	0	6,500,000	0	5,500,000	0	3,900,000	15,900,000	15,900,000
	O	0	8,000,000	0	8,000,000	0	10,000,000	0	26,000,000
Total by Fund	G	0	41,084,640	0	34,894,095	0	22,426,880	98,405,615	98,405,615
	O	0	8,000,000	0	8,000,000	0	10,000,000	0	26,000,000
	W	0	58,522,500	0	46,372,500	0	45,056,250	149,951,250	149,951,250
Grand Total		0	107,607,140	0	89,266,595	0	77,483,130	248,356,865	274,356,865

Type of Funding: G - General; W - Water/Sewer; O - Other Governmental

**Capital Improvements Program
Fiscal Years 2021 - 2026**

Finance Department - Program Recommendations by Fiscal Year

Project	Expend. Category	Type of Funding	Fiscal Year						Total City Funds	Total City / Matching Funds
			2021	2022	2023	2024	2025	2026		
Cost of Bond Issue (General Fund)		G	0	433,140	0	356,720	0	276,880	1,066,740	1,066,740
Cost of Bond Issue (Water / Sewer Fund)		W	0	722,500	0	572,500	0	556,250	1,851,250	1,851,250
Total by Fund		G	0	433,140	0	356,720	0	276,880	1,066,740	1,066,740
		W	0	722,500	0	572,500	0	556,250	1,851,250	1,851,250
Total Finance Department Funds			0	1,155,640	0	929,220	0	833,130	2,917,990	2,917,990

Type of Funding: G - General; W - Water/Sewer; O - Other Governmental
Bond Issuance Costs projected to be 1.25%

**Capital Improvements Program
Fiscal Years 2021 - 2026**

Fire Department - Program Recommendations by Fiscal Year

Project	Expend. Category	Type of Funding	Fiscal Year						Total City Funds	Total City / Matching Funds
			2021	2022	2023	2024	2025	2026		
Apparatus Replacement	NR	G	0	2,500,000	0	4,250,000	0	2,500,000	9,250,000	9,250,000
Fire Station Renovations	RE	G	0	8,000,000	0	0	0	2,000,000	10,000,000	10,000,000
Ambulance Replacement	NR	G	0	0	0	750,000	0	0	750,000	750,000
Total by Fund		G	0	10,500,000	0	5,000,000	0	4,500,000	20,000,000	20,000,000
Total Fire Funds			0	10,500,000	0	5,000,000	0	4,500,000	20,000,000	20,000,000

Type of Funding: G - General; W - Water/Sewer; O - Other Governmental

Expenditure Category: NS - New Service; NR - New Replace Existing; UE - Upgrade Existing; RE - Restore Existing. See page 255 for detailed descriptions of categories.

**Capital Improvements Program
Fiscal Years 2021 - 2026**

Mayor's Office - Program Recommendations by Fiscal Year

Project	Expend. Category	Type of Funding	Fiscal Year						Total City Funds	Total City / Matching Funds
			2021	2022	2023	2024	2025	2026		
Five Percent for Art	UE	G	0	289,000	0	278,000	0	250,000	817,000	817,000
Site Acquisition	UE	G	0	1,000,000	0	1,000,000	0	0	2,000,000	2,000,000
Infrastructure and Site Improvements Closing Fund	UE	G	0	1,500,000	0	1,500,000	0	0	3,000,000	3,000,000
Total by Fund		G	0	2,789,000	0	2,778,000	0	250,000	5,817,000	5,817,000
Total Mayor's Office Funds			0	2,789,000	0	2,778,000	0	250,000	5,817,000	5,817,000

Type of Funding: G - General; W - Water/Sewer; O - Other Governmental

Expenditure Category: NS - New Service; NR - New Replace Existing; UE - Upgrade Existing; RE - Restore Existing. See page 255 for detailed descriptions of categories.

**Capital Improvements Program
Fiscal Years 2021 - 2026**

Parks and Recreation - Program Recommendations by Fiscal Year

Project	Expend. Category	Type of Funding	Fiscal Year						Total City Funds	Total City / Matching Funds
			2021	2022	2023	2024	2025	2026		
Park Improvements	UE	G	0	3,025,000	0	3,327,500	0	0	6,352,500	6,352,500
WHACC Improvements	UE	G	0	525,000	0	551,250	0	0	1,076,250	1,076,250
Pool Improvements	UE	G	0	550,000	0	605,000	0	0	1,155,000	1,155,000
Plazas, Squares, and Triangles	NR	G	0	262,500	0	275,625	0	0	538,125	538,125
Total by Fund		G	0	4,362,500	0	4,759,375	0	0	9,121,875	9,121,875
Total Parks and Recreation Funds			0	4,362,500	0	4,759,375	0	0	9,121,875	9,121,875

Type of Funding: G - General; W - Water/Sewer; O - Other Governmental

Expenditure Category: NS - New Service; NR - New Replace Existing; UE - Upgrade Existing; RE - Restore Existing. See page 255 for detailed descriptions of categories.

**Capital Improvements Program
Fiscal Years 2021 - 2026**

Public Works - Program Recommendations by Fiscal Year

Project	Expend. Category	Type of Funding	Fiscal Year						Total City Funds	Total City / Matching Funds
			2021	2022	2023	2024	2025	2026		
Street Paving and Reconstruction	RE	G	0	8,000,000	0	8,000,000	0	8,000,000	24,000,000	24,000,000
Emergency Sidewalk Repairs	UE	G	0	1,000,000	0	1,000,000	0	3,000,000	5,000,000	5,000,000
Building Improvements	RE	G	0	1,500,000	0	1,500,000	0	2,500,000	5,500,000	5,500,000
11th Street Sewage Pumping Station Upgrade	UE	W	0	10,000,000	0	5,000,000	0	0	15,000,000	15,000,000
Annual Minor Sewer Improvements	RE	W	0	1,500,000	0	1,500,000	0	2,500,000	5,500,000	5,500,000
Major Sewer Improvements	RE	W	0	4,000,000	0	4,000,000	0	5,000,000	13,000,000	13,000,000
Annual Water Improvements	UE	W	0	7,500,000	0	7,500,000	0	8,000,000	23,000,000	23,000,000
Porter Filter Plant Improvements	UE	W	0	8,000,000	0	5,000,000	0	4,000,000	17,000,000	17,000,000
Hoopes Dam	UE	W	0	4,000,000	0	0	0	0	4,000,000	4,000,000
Transmission Main Improvements	UE	W	0	4,000,000	0	4,000,000	0	4,000,000	12,000,000	12,000,000
Pressure Zone Reliability Improvements	UE	W	0	1,000,000	0	1,000,000	0	1,000,000	3,000,000	3,000,000
Pumping Station Improvements	UE	W	0	500,000	0	500,000	0	1,000,000	2,000,000	2,000,000
Brandywine Filter Plant Improvements	UE	W	0	0	0	0	0	1,000,000	1,000,000	1,000,000
WWTP Infrastructure Improvements	UE	W	0	14,000,000	0	14,000,000	0	10,000,000	38,000,000	38,000,000
Architectural Improvements	UE	W	0	0	0	0	0	1,500,000	1,500,000	1,500,000
Raw Water Distribution Improvements	UE	W	0	0	0	0	0	2,500,000	2,500,000	2,500,000
Stormwater Drainage Management Program	UE	W	0	1,800,000	0	1,800,000	0	2,000,000	5,600,000	5,600,000
Storm Water Mitigation (Green Infrastructure)	UE	W	0	1,000,000	0	1,000,000	0	1,500,000	3,500,000	3,500,000
Urban Forest Management Program	RE	W	0	500,000	0	500,000	0	500,000	1,500,000	1,500,000
Total by Fund		G	0	10,500,000	0	10,500,000	0	13,500,000	34,500,000	34,500,000
		W	0	57,800,000	0	45,800,000	0	44,500,000	148,100,000	148,100,000
Total Public Works Funds			0	68,300,000	0	56,300,000	0	58,000,000	182,600,000	182,600,000

Type of Funding: G - General; W - Water/Sewer; O - Other Governmental

Expenditure Category: NS - New Service; NR - New Replace Existing; UE - Upgrade Existing; RE - Restore Existing. See page 255 for detailed descriptions of categories.

**Capital Improvements Program
Fiscal Years 2021 - 2026**

Real Estate and Housing - Program Recommendations by Fiscal Year

Project	Expend. Category	Type of Funding	Fiscal Year						Total City Funds	Total City / Matching Funds
			2021	2022	2023	2024	2025	2026		
Acquisition, Rehabilitation, and Disposition	UE	G	0	6,000,000	0	6,000,000	0	0	12,000,000	12,000,000
Total by Fund		G	0	6,000,000	0	6,000,000	0	0	12,000,000	12,000,000
Total Real Estate and Housing Funds			0	6,000,000	0	6,000,000	0	0	12,000,000	12,000,000

Type of Funding: G - General; W - Water/Sewer; O - Other Governmental

Expenditure Category: NS - New Service; NR - New Replace Existing; UE - Upgrade Existing; RE - Restore Existing. See page 255 for detailed descriptions of categories.

**Capital Improvements Program
Fiscal Years 2021 - 2026**

Transportation Division - Program Recommendations by Fiscal Year

			Fiscal Year							Total City / Matching Funds
Project	Expend. Category	Type of Funding	2021	2022	2023	2024	2025	2026	Total City Funds	
ADA Curb Ramp and Sidewalk Compliance	UE	G	0	2,000,000	0	2,000,000	0	0	4,000,000	4,000,000
Traffic System Infrastructure	UE	G	0	2,500,000	0	1,500,000	0	900,000	4,900,000	4,900,000
Wilmington Transportation Initiatives	UE	G	0	2,000,000	0	2,000,000	0	3,000,000	7,000,000	7,000,000
		O	0	8,000,000	0	8,000,000	0	10,000,000	26,000,000	26,000,000
Total by Fund		G	0	6,500,000	0	5,500,000	0	3,900,000	15,900,000	15,900,000
		O	0	8,000,000	0	8,000,000	0	10,000,000		26,000,000
Total Transportation Division Funds			0	14,500,000	0	13,500,000	0	13,900,000	15,900,000	41,900,000

Type of Funding: G - General; W - Water/Sewer; O - Other Governmental

Expenditure Category: NS - New Service; NR - New Replace Existing; UE - Upgrade Existing; RE - Restore Existing. See page 255 for detailed descriptions of categories.

**AN ORDINANCE TO ADOPT A CAPITAL BUDGET FOR
FISCAL YEAR 2021**

#4789

Sponsors:

**Council
Member
Freel**

**Council
President
Shabazz**

WHEREAS, pursuant to the provisions of Wilmington City Charter Sections 2-303, 4-101, 5-600, and 5-601, the Mayor has submitted to the Council of the City of Wilmington the six-year Capital Program for Fiscal Years 2021-2026 with the recommendations of the City Planning Commission and, set forth therein and consistent therewith, is the Capital Budget for Fiscal Year 2021, which was reviewed and recommended by the City Planning Commission at its regular meeting held on March 17, 2020, by its Resolution No. 4-20.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF WILMINGTON
HEREBY ORDAINS:**

SECTION 1. A Capital Budget for Fiscal Year 2021 in the amount of \$0 is hereby adopted and approved as set forth under the column entitled "Fiscal Year 2021," in the "Capital Improvements Program and Capital Budget for Fiscal Years 2021-2026," consistent with the City's two-year spending plan in which alternating years are zero dollar years.

SECTION 2. This Ordinance shall become effective immediately upon its date of passage by the City Council and approval by the Mayor.

First Reading March 26, 2020
Second Reading March 26, 2020
Third Reading

Passed by City Council,

President of City Council

ATTEST: _____
City Clerk

Approved this ____ day of _____, 2020.

Mayor

SYNOPSIS: This Ordinance enacts the Fiscal Year 2021 Capital Budget, which being an alternating year, contains zero dollars.

W0109496

SUBSTITUTE NO. 1 TO ORDINANCE NO. 20-016

AN ORDINANCE ADOPTING THE ANNUAL OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING ON JULY 1, 2020 AND ENDING ON JUNE 30, 2021

**Rev. 1
#4790**

Sponsors:

**Council
Member
Freel**

**Council
President
Shabazz**

WHEREAS, the Mayor on March 26, 2020, having submitted to the Council, his message, as prescribed in Wilmington City Charter Section 4-101 for Fiscal Year 2021, the Council deems it necessary and proper to adopt the Annual Operating Budget Ordinance for Fiscal Year 2021, as set forth herein, pursuant to Wilmington City Charter Section 2-300.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF WILMINGTON
HEREBY ORDAINS:**

SECTION 1. The following financial program is hereby adopted for Fiscal Year 2021, and appropriations are hereby made from the various operating and special funds to the Council, the Mayor, and all offices, departments, boards, and commissions, as indicated in the following sections.

SECTION 2. Appropriations in the sum of \$178,200,508 are hereby made from a general fund, as follows:

TO THE MAYOR:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$3,684,146	\$77,031	\$3,761,177
Materials, Supplies, and Equipment	1,553,725	0	1,553,725
Special Purpose	0	0	0
Debt Service	2,994,340	0	2,994,340
Total	\$8,232,211	\$77,031	\$8,309,242

TO THE DIRECTOR OF THE OFFICE OF MANAGEMENT AND BUDGET -			
CONTINGENCIES:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Contingent Reserves	\$500,000	\$0	\$500,000
Total	\$500,000	\$0	\$500,000

The Director of the Office of Management and Budget is authorized to transfer to each office, department, board, or commission such portions of the Contingent Reserves that will be sufficient to pay for unanticipated budgetary expenses.

TO THE DIRECTOR OF THE OFFICE OF MANAGEMENT AND BUDGET -			
SNOW AND WEATHER EMERGENCIES:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Snow and Weather Emergencies	\$172,000	\$0	\$172,000
Total	\$172,000	\$0	\$172,000

The Director of the Office of Management and Budget is authorized to transfer to each office, department, board, or commission such portions of the foregoing sum that, taken with amounts otherwise available to each such office, department, board, or commission, will be sufficient to pay for the contractual cost, overtime cost, materials, supplies, and equipment cost of emergency snow removal and weather emergencies.

TO THE PLANNING DEPARTMENT:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$1,106,047	\$38,649	\$1,144,696
Materials, Supplies, and Equipment	217,724	0	217,724
Special Purpose	0	0	0
Debt Service	121,082	0	121,082
Total	\$1,444,853	\$38,649	\$1,483,502

TO THE CITY COUNCIL:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$1,361,187	\$773,846	\$2,135,033
Materials, Supplies, and Equipment	379,776	177,352	557,128
Special Purpose	8,000	0	8,000
Debt Service	1,220	35,831	37,051
Total	\$1,750,183	\$987,029	\$2,737,212

TO THE CITY TREASURER:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$354,811	\$508,280	\$863,091
Materials, Supplies, and Equipment	105,646	5,110,952	5,216,598
Total	\$460,457	\$5,619,232	\$6,079,689

TO THE AUDITING DEPARTMENT:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$628,718	\$0	\$628,718
Materials, Supplies, and Equipment	230,543	0	230,543
Total	\$859,261	\$0	\$859,261

TO THE LAW DEPARTMENT:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$2,085,756	\$0	\$2,085,756
Materials, Supplies, and Equipment	457,499	0	\$457,499
Total	\$2,543,255	\$0	\$2,543,255

TO THE FINANCE DEPARTMENT:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$5,337,111	\$0	\$5,337,111
Materials, Supplies, and Equipment	4,233,773	0	4,233,773
Program and Activities	0	0	0
Debt Service	64,419	0	64,419
Total	\$9,635,303	\$0	\$9,635,303

TO THE DEPARTMENT OF COMMERCE			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Debt Service	\$73,269	\$0	\$73,269
Total	\$73,269	\$0	\$73,269

TO THE HUMAN RESOURCES DEPARTMENT			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$1,816,275	\$0	\$1,816,275
Materials, Supplies, and Equipment	332,803	0	332,803
Debt Service	25,791	0	25,791
Total	\$2,174,869	\$0	\$2,174,869

TO THE DEPARTMENT OF LICENSES AND INSPECTIONS (L&I):			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$4,206,365	\$0	\$4,206,365
Materials, Supplies, and Equipment	997,938	0	997,938
Debt Service	8,558	0	8,558
Programs and Activities	0	0	0
Total	\$5,212,861	\$0	\$5,212,861

TO THE DEPARTMENT OF L&I FOR ANIMAL CONTROL:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Special Purpose	\$256,385	\$0	\$256,385
Total	\$256,385	\$0	\$256,385
DEPARTMENT OF L&I TOTAL	\$5,469,246	\$0	\$5,469,246

TO THE DEPARTMENT OF PARKS AND RECREATION:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$4,436,877	\$609,368	\$5,046,245
Materials, Supplies, and Equipment	2,293,273	814,564	3,107,837
Debt Service	1,530,537	0	1,530,537
Programs and Activities	0	0	0
Total	\$8,260,687	\$1,423,932	\$9,684,619

TO THE FIRE DEPARTMENT:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$21,567,709	\$0	\$21,567,709
Materials, Supplies, and Equipment	2,426,211	201,369	2,627,580
Debt Service	1,411,678	0	1,411,678
Programs and Activities	0	0	0
Total	\$25,405,598	\$201,369	\$25,606,967

TO THE POLICE DEPARTMENT:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$51,182,884	\$1,385,794	\$52,568,678
Materials, Supplies, and Equipment	7,845,553	0	7,845,553
Debt Service	251,069	0	251,069
Programs and Activities	0	0	0
Total	\$59,279,506	\$1,385,794	\$60,665,300

TO THE DEPARTMENT OF PUBLIC WORKS:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$9,819,002	\$0	\$9,819,002
Materials, Supplies, and Equipment	11,337,103	1,233,853	12,570,956
Debt Service	4,633,650	0	4,633,650
Programs and Activities	0	0	0
Total	\$25,789,755	\$1,233,853	\$27,023,608

TO THE DEPARTMENT OF PUBLIC WORKS- THE BOARD OF EXAMINING ENGINEERS:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$0	\$0	\$0
Materials, Supplies, and Equipment	0	0	0
Total	\$0	\$0	\$0

TO THE DEPARTMENT OF REAL ESTATE AND HOUSING:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$285,142	\$827,326	\$1,112,468
Materials, Supplies, and Equipment	2,040,996	143,498	2,184,494
Debt Service	622,815	0	622,815
Programs and Activities	0	2,761,746	2,761,746
Pass-Through	0	0	0
Total	\$2,948,953	\$3,732,570	\$6,681,523

TO THE DEPARTMENT OF INFORMATION TECHNOLOGIES

	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$2,166,427	\$0	\$2,166,427
Materials, Supplies, and Equipment	5,949,389	0	5,949,389
Debt Service	385,827	0	385,827
Programs and Activities	0	0	0
Total	\$8,501,643	\$0	\$8,501,643

SECTION 3. The Director of Finance is authorized upon transfer of any function from one office, department, board, or commission to another office, department, board, or commission to transfer to the successor office, department, board, or commission those portions that pertain to the function transferred.

SECTION 4. Whenever, pursuant to the provisions of Section 8-401 of the Charter, employees of any office, department, board, or commission are used by another office, department, board, or commission, the compensation of such employees for the period of such use may, at the discretion of the Director of Finance, be charged against the applicable appropriations to the using office, department, board, or commission.

SECTION 5. Appropriations in the sum of \$77,807,833 are made from the Water/Sewer Fund as follows:

TO THE DEPARTMENT OF FINANCE - WATER/SEWER BILLING:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$2,496,564	\$0	\$2,496,564
Materials, Supplies, and Equipment	4,338,987	0	4,338,987
Debt Service	79,829	0	79,829
Total	\$6,915,380	\$0	\$6,915,380

TO THE AUDITING DEPARTMENT:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Materials, Supplies, and Equipment	\$97,080	\$0	\$97,080
Total	\$97,080	\$0	\$97,080

TO THE DEPARTMENT OF PUBLIC WORKS:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$9,258,087	\$0	\$9,258,087
Materials, Supplies, and Equipment	55,015,564	0	55,015,564
Debt Service	6,521,722	0	6,521,722
Total	\$70,795,373	\$0	\$70,795,373

SECTION 6. Appropriations in the sum of \$38,090,959 are made from the Intragovernmental Service Fund as follows:

TO THE DEPARTMENT OF PUBLIC WORKS:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$0	\$0	\$0
Materials, Supplies, and Equipment	7,752,524	0	7,752,524
Debt Service	267,062	0	267,062
Total	\$8,019,586	\$0	\$8,019,586

TO THE HUMAN RESOURCES DEPARTMENT:			
	<u>City</u>	<u>Special</u>	<u>Total</u>
Personal Services	\$1,140,169	\$0	\$1,140,169
Materials, Supplies, and Equipment	5,358,218	0	5,358,218
Special Purpose	23,572,986	0	23,572,986
Total	\$30,071,373	\$0	\$30,071,373

The personal services, materials, supplies, and equipment provided for herein shall be allocated among and paid for by the departments receiving intragovernmental services. The Director of Finance is hereby authorized to transfer funds from the accounts of departments using such intragovernmental services and to adjust upwards the appropriations contained herein for intragovernmental services so long as appropriated funds are available to pay for such services. The appropriations made herein shall be wholly payable from the appropriations for materials, supplies, and equipment made to departments receiving intragovernmental services and the limitations of Wilmington Charter Section 2-300(6) shall not apply.

Appropriations to the Human Resources Department include ongoing funding of the Risk Management Program, pursuant to the provisions of Wilmington City Code, Chapter 2, Article VI, Division 8.

SECTION 7. Appropriations in the sum of \$14,699,459 not subject to the limitations of Wilmington Charter Section 2-300(6), are included in the appropriations of Sections 2, 5, and 6, under the heading “Special”. These appropriations of special funds are made contingent upon the receipt of funds and shall be utilized in the manner prescribed by the statutes, ordinances, regulations, resolutions, and/or grants from which they derive. In the event new funds are received or funds are received in greater or lesser amounts than appropriated above, spending shall be adjusted upward or downward in accordance with the funds available. In no event shall spending of the special funds herein provided for exceed the amounts actually received or otherwise made available.

SECTION 8. Except as otherwise provided by this Substitute Ordinance, special funds, heretofore established pursuant to any ordinances, statutes, resolutions, and/or grants shall continue to be utilized in Fiscal Year 2021 for the purpose and in the manner prescribed

by such ordinances, statutes, resolutions, and/or grants to the extent that they are consistent with the provisions of the Wilmington Home Rule Charter.

When, under the Charter, an appropriation is a prerequisite to the payment of money from such special funds, this section shall be construed as an appropriation of the full proceeds of such funds for the purposes heretofore authorized by such ordinances, statutes, resolutions and/or grants.

SECTION 9. The amounts herein appropriated for materials, supplies, and equipment shall be deemed to be available for encumbrance upon the effective date of this Substitute Ordinance, to the extent necessary to facilitate the operations of the various offices, departments, boards, and commissions for Fiscal Year 2021, provided that no services shall be rendered prior to July 1, 2020, and no materials, supplies, and equipment acquired shall be used in Fiscal Year 2020, except to the extent required to prepare for Fiscal Year 2021 operations.

SECTION 10. A. Position Allocation. Attachment “A” hereto sets forth the positions authorized to be filled between July 1, 2020 and June 30, 2021. Pursuant to Section 40-36 of the City Code, any previously existing classifications and allocation of classifications are hereby abolished. Hereinafter, no additional positions shall be created or allocated without review and approval by the Administrative Board and designation by ordinance of the City Council, except that nothing in this Substitute Ordinance shall preclude the hiring and payment of employees filling positions where monies other than those appropriated by this Substitute Ordinance are available. Notwithstanding the foregoing, the Director of Human Resources shall have the authority to amend the Fire Department positions on Attachment “A” for Fiscal Year 2021, subject to the review and approval of the Administrative Board, without any further

action of City Council.

B. Executive and Managerial Salary Program and Salary Review Matrix. Attachment “B” hereto sets forth for Fiscal Year 2021 the positions that are in the executive and management salary program, the salary review matrix, and the declared maximum salary rates for Department Heads, pursuant to the provisions of Wilmington City Code, Chapter 40, Article II, Division 3, as amended by Substitute No. 1 to Ordinance No. 04-010.

C. Non-Union Employee Salaries. Attachment “C” hereto sets forth the Non-Union Salaries and the Grades and Steps for the same for Fiscal Year 2021.

SECTION 11. All unencumbered balances on hand as of July 1, 2021, held by any office, department, board, or commission named in Sections 2, 5, and 6 of this Substitute Ordinance shall revert to the City of Wilmington Current Account.

SECTION 12. In order to balance the Fiscal Year 2021 General Fund Operating Budget, the use of up to \$5.4 million from the Tax Stabilization Reserve portion of General Fund Balance is hereby authorized for Fiscal Year 2021.

SECTION 13. A fund balance transfer of \$1.25 million from the Tax Stabilization Reserve portion of General Fund Balance to the Economic Strategic Fund is hereby authorized for Fiscal Year 2021.

SECTION 14. Effective Date. This Substitute Ordinance shall be deemed effective as of its date of passage by City Council and approval by the Mayor.

First Reading.....March 26, 2020
Second Reading.....March 26, 2020
Third Reading.....

Passed by City Council,

President of City Council

ATTEST: _____
City Clerk

Approved this ____ day of _____ 2020.

Mayor

SYNOPSIS: This Substitute Ordinance enacts the annual Operating Budget for Fiscal Year 2021.

W0110417

ATTACHMENT A

Fiscal Year 2021 DEPARTMENTAL POSITION ALLOCATION LIST

Fund: General
Department: Mayor's Office

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Mayor	1.00	Ext	1.00	0.00
Mayor's Chief of Staff	1.00	E 11	1.00	0.00
Deputy Chief of Staff for Fiscal and Management Operations	1.00	E 10	1.00	0.00
Deputy Chief of Staff for Policy and Communications	1.00	E 10	1.00	0.00
Director of Economic Development	1.00	E 09	1.00	0.00
Deputy Director of Economic Development	1.00	E 07	1.00	0.00
Emergency Management Director	1.00	E 07	0.50	0.50
Special Assistant to the Mayor	1.00	E 07	1.00	0.00
Director of Cultural Affairs	1.00	E 06	1.00	0.00
Policy Analyst	1.00	E 06	1.00	0.00
Best Practices/Innovation Specialist	1.00	E 05	1.00	0.00
Director of Constituent Services	1.00	E 05	1.00	0.00
Arts & Cultural Outreach Specialist	1.00	E 04	1.00	0.00
Digital and Social Media Manager	1.00	E 04	1.00	0.00
Economic Development Project Manager I	1.00	E 04	1.00	0.00
Office Manager/Administrative Assistant	1.00	E 04	1.00	0.00
Marketing and Special Projects Coordinator	1.00	E 04	1.00	0.00
Special Assistant	1.00	E 04	1.00	0.00
Special Assistant for Community Engagement	1.00	E 04	1.00	0.00
Communications Specialist	1.00	E 03	1.00	0.00
Community Referral Specialist	1.00	E 03	1.00	0.00
Administrative Assistant II	1.00	E 02	1.00	0.00
Constituent Services Officer	2.00	E 02	2.00	0.00
Mayor's Office Receptionist	1.00	E 01	1.00	0.00
Budget Director	1.00	M 08	1.00	0.00
Assistant Budget Director	1.00	M 06	1.00	0.00
Small and Minority Business Development Manager	1.00	M 05	1.00	0.00
Fiscal & Operations Analyst	3.00	S	3.00	0.00
Civil Appeals Administrator	1.00	N	1.00	0.00
Constituent Services Project Specialist	1.00	N	1.00	0.00
Constituent Services Representative	1.00	G	1.00	0.00
DEPARTMENT TOTAL	34.00		33.50	0.50

Fund: General
Department: Information Technologies
Fiscal Year 2021

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Information Technologies	1.00	M 07	1.00	0.00
Application Support Specialist II	2.00	T	2.00	0.00
Senior Information Desktop Engineer	1.00	S	1.00	0.00
Mapping & Graphics Manager	1.00	S	1.00	0.00
Information Systems Administrator	1.00	S	1.00	0.00
Network Technician	1.00	R	1.00	0.00
Information Help Desk Coordinator	1.00	Q	1.00	0.00
Information Desktop Engineer	1.00	P	1.00	0.00
Information Help Desk Engineer	3.00	P	3.00	0.00
Application Support Specialist I	1.00	P	1.00	0.00
Telephony Analyst	1.00	O	1.00	0.00
Webmaster	1.00	O	1.00	0.00
Information Analyst I	1.00	N	1.00	0.00
IT Office Coordinator	1.00	M	1.00	0.00
Mapping Technician II	1.00	L	1.00	0.00
Communications Assistant	1.00	G	1.00	0.00
Document Management Technician	1.00	G	1.00	0.00
IT Support Services Technician	1.00	D	1.00	0.00
DEPARTMENT TOTAL	21.00		21.00	0.00

Fund: General
Department: Planning
Fiscal Year 2021

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Planning and Development	1.00	E 08	1.00	0.00
Administrative Assistant II	1.00	E 02	1.00	0.00
Planning Manager	1.00	M 07	1.00	0.00
Planning Grants Coordinator	1.00	M 05	1.00	0.00
Senior Planner Design & Review	1.00	T	1.00	0.00
Senior Planner III	1.00	S	1.00	0.00
Senior Planner II	1.00	R	1.00	0.00
Planner II	2.00	Q	1.55	0.45
Planner I	1.00	N	1.00	0.00
DEPARTMENT TOTAL	10.00		9.55	0.45

Fund: General
Department: City Council
Fiscal Year 2021

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
President of City Council	1.00	Ext	1.00	0.00
Finance Chairman	1.00	Ext	1.00	0.00
President Pro Tempore	1.00	Ext	1.00	0.00
Council Members	10.00	Ext	10.00	0.00
Chief of Staff	1.00	Ext	0.75	0.25
Legislative & Community Director	1.00	Ext	1.00	0.00
City Clerk	1.00	Ext	1.00	0.00
Deputy Station Manager	1.00	Ext	0.00	1.00
Digital & Media Content Producer	1.00	Ext	0.00	1.00
Digital Media & Web Content Creator	1.00	Ext	0.00	1.00
Executive Administrative Assistant	1.00	Ext	1.00	0.00
Strategy & Policy Director	1.00	Ext	1.00	0.00
Legislative Administrative Assistant	1.00	Ext	0.50	0.50
Legislative Administrative Assistant/Deputy City Clerk	1.00	Ext	1.00	0.00
Producer	2.00	Ext	0.00	2.00
Senior Producer/On-Air Talent	1.00	Ext	0.00	1.00
Senior Producer	1.00	Ext	0.00	1.00
Station Manager-WITN	1.00	Ext	0.00	1.00
DEPARTMENT TOTAL	28.00		19.25	8.75

Fund: General
Department: City Treasurer
Fiscal Year 2021

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	Revenues	
			<u>City</u>	<u>Special</u>
City Treasurer	1.00	Ext	0.50	0.50
Deputy Treasurer	1.00	Ext	0.50	0.50
Administrative Assistant to the City Treasurer	1.00	Ext	0.50	0.50
Pension Manager	1.00	Ext	0.00	1.00
Debt Manager/System Coordinator	1.00	Ext	0.50	0.50
Senior Treasury Analyst	2.00	Q	1.00	1.00
DEPARTMENT TOTAL	7.00		3.00	4.00

Fund: General
Department: City Auditor
Fiscal Year 2021

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	Revenues	
			<u>City</u>	<u>Special</u>
City Auditor	1.00	E 08	1.00	0.00
Auditing Manager	1.00	M 06	1.00	0.00
Senior Auditor	3.00	S	3.00	0.00
DEPARTMENT TOTAL	5.00		5.00	0.00

Fund: General
Department: Law
Fiscal Year 2021

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
City Solicitor	1.00	E 10	1.00	0.00
Deputy City Solicitor	1.00	E 09	1.00	0.00
Senior Assistant City Solicitor	3.00	E 08	3.00	0.00
Assistant City Solicitor	5.00	E 07	5.00	0.00
Legal Office Administrator	1.00	M 04	1.00	0.00
Litigation Assistant	1.00	P	1.00	0.00
Real Estate Legal Coordinator	1.00	P	1.00	0.00
Legal Assistant II	1.00	O	1.00	0.00
Nuisance Property Administrator	1.00	O	1.00	0.00
Legal Assistant I	2.00	M	2.00	0.00
DEPARTMENT TOTAL	17.00		17.00	0.00

Fund: General
Department: Finance
Fiscal Year 2021

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Finance	0.50	E 10	0.50	0.00
Deputy Director of Finance	0.60	E 08	0.60	0.00
Administrative Assistant II	0.75	E 02	0.75	0.00
Principal Analyst	0.50	M 06	0.50	0.00
Procurement Manager	1.00	M 06	1.00	0.00
Accounting Manager	0.65	M 06	0.65	0.00
Customer Service Manager	0.50	M 06	0.50	0.00
Revenue Manager	0.35	M 06	0.35	0.00
Tax Manager	1.00	M 06	1.00	0.00
Senior Financial Analyst	0.80	M 05	0.80	0.00
Billing Manager	0.20	T	0.20	0.00
Revenue Supervisor	0.50	T	0.50	0.00
Tax Supervisor	1.00	T	1.00	0.00
Delinquent Accounts Supervisor	0.50	S	0.50	0.00
Grant Accountant	0.75	S	0.75	0.00
Grant Coordinator	0.75	S	0.75	0.00
Parking Services Supervisor	1.00	S	1.00	0.00
Senior Accountant	2.00	S	2.00	0.00
Assistant Tax Supervisor	1.00	R	1.00	0.00
Revenue Audit Agent	2.00	R	2.00	0.00
Sheriff Sale Administrator	0.10	R	0.10	0.00
Real Estate Coordinator	1.00	Q	1.00	0.00
Senior Procurement Specialist	1.00	Q	1.00	0.00
Purchasing Agent II	1.00	P	1.00	0.00
Customer Service Consultant	0.20	O	0.20	0.00
Staff Accountant	0.50	O	0.50	0.00
Accounts Payable Supervisor	0.50	N	0.50	0.00
Assistant Central Cashiering Supervisor	0.50	N	0.50	0.00
Assistant Revenue Audit Agent	1.00	M	1.00	0.00
Senior EIT Agent	2.00	M	2.00	0.00
Settlement Clerk	0.20	M	0.20	0.00
Delinquent Accounts Agent	1.50	L	1.50	0.00
EIT Agent	4.00	L	4.00	0.00
Purchasing Technician	1.00	J	1.00	0.00
Senior Parking Regulations Enforcement Officer	1.00	J	1.00	0.00
Assistant EIT Agent	1.00	I	1.00	0.00
Customer Service Representative II	3.50	I	3.50	0.00
Account Entry Clerk	3.50	G	3.50	0.00
Administrative Clerk I	3.50	G	3.50	0.00
Scofflaw Enforcer	2.00	G	2.00	0.00
Account Clerk III	0.50	F	0.50	0.00
Parking Regulations Enforcement Officer	13.00	F	13.00	0.00
DEPARTMENT TOTAL	58.85		58.85	0.00

Fund: Water and Sewer
Department: Finance
Fiscal Year 2021

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Finance	0.50	E 10	0.50	0.00
Deputy Director of Finance	0.40	E 08	0.40	0.00
Administrative Assistant II	0.25	E 02	0.25	0.00
Accounting Manager	0.35	M 06	0.35	0.00
Customer Service Manager	0.50	M 06	0.50	0.00
Principal Analyst	0.50	M 06	0.50	0.00
Revenue Manager	0.65	M 06	0.65	0.00
Senior Financial Analyst	0.20	M 05	0.20	0.00
Billing Manager	0.80	T	0.80	0.00
Revenue Supervisor	0.50	T	0.50	0.00
Delinquent Accounts Supervisor	0.50	S	0.50	0.00
Grant Accountant	0.25	S	0.25	0.00
Grant Coordinator	0.25	S	0.25	0.00
Senior Accountant	1.00	S	1.00	0.00
Sheriff Sale Administrator	0.90	R	0.90	0.00
Billing Analyst	3.00	Q	3.00	0.00
Customer Service Consultant	2.80	O	2.80	0.00
Staff Accountant	1.50	O	1.50	0.00
Accounts Payable Supervisor	0.50	N	0.50	0.00
Assistant Central Cashiering Supervisor	0.50	N	0.50	0.00
Settlement Clerk	0.80	M	0.80	0.00
Delinquent Accounts Agent	1.50	L	1.50	0.00
Meter Reader Service Coordinator	1.00	K	1.00	0.00
Customer Service Representative II	3.50	I	3.50	0.00
Delinquent Accounts Officer	1.00	H	1.00	0.00
Account Entry Clerk	0.50	G	0.50	0.00
Administrative Clerk I	0.50	G	0.50	0.00
Account Clerk III	0.50	F	0.50	0.00
DEPARTMENT TOTAL	25.15		25.15	0.00

Fund: General
Department: Human Resources
Fiscal Year 2021

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	Revenues	
			<u>City</u>	<u>Special</u>
Director of Human Resources	0.55	E 09	0.55	0.00
Deputy Director of Human Resources	0.55	E 08	0.55	0.00
Administrative Assistant II	1.00	E 02	1.00	0.00
Director of Employment Services	1.00	M 07	1.00	0.00
Director of Classification & Compensation	1.00	M 06	1.00	0.00
Human Resources Administrator	3.00	M 04	3.00	0.00
Human Resources Information Systems Administrator	1.00	T	1.00	0.00
Labor Relations Specialist	1.00	R	1.00	0.00
Compensation Specialist	1.00	Q	1.00	0.00
Compliance Specialist	1.00	P	1.00	0.00
Human Resources Information and Systems Analyst	1.00	P	1.00	0.00
HRIS Coordinator	1.00	N	1.00	0.00
Human Resources Specialist	1.00	N	1.00	0.00
Retirement Specialist	0.50	N	0.50	0.00
Human Resources Leave Administrator	1.00	L	1.00	0.00
Human Resources Office Assistant	1.00	G	1.00	0.00
DEPARTMENT TOTAL	16.60		16.60	0.00

Fund: Internal Service
Department: Human Resources
Fiscal Year 2021

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Human Resources	0.45	E 09	0.45	0.00
Deputy Director of Human Resources	0.45	E 08	0.45	0.00
Employee Benefits Manager	1.00	M 06	1.00	0.00
Occupational Health, Safety & Loss Prevention Programs Manager	1.00	M 05	1.00	0.00
Occupational Health Nurse	1.00	R	1.00	0.00
Senior Employee Benefits Administrator	1.00	Q	1.00	0.00
Claims Supervisor	1.00	P	1.00	0.00
Employee Benefits Administrator	1.00	P	1.00	0.00
Risk Management Analyst	1.00	O	1.00	0.00
Retirement Specialist	0.50	N	0.50	0.00
Medical Dispensary Coordinator	1.00	K	1.00	0.00
DEPARTMENT TOTAL	9.40		9.40	0.00

Fund: General
Department: Licenses and Inspections
Fiscal Year 2021

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Commissioner of Licenses and Inspections	1.00	E 09	1.00	0.00
Deputy Commissioner of Licenses and Inspections	1.00	E 07	1.00	0.00
Administrative Assistant I	1.00	E 01	1.00	0.00
Code Enforcement Supervisor	1.00	T	1.00	0.00
Zoning Manager	1.00	T	1.00	0.00
Building Code Enforcement Inspector	5.00	Q	5.00	0.00
Plans Examiner	1.00	Q	1.00	0.00
Mechanical Code Enforcement Inspector	1.00	Q	1.00	0.00
Code Enforcement Inspector	18.00	P	18.00	0.00
Code Enforcement Administrator	1.00	O	1.00	0.00
Zoning Enforcement Officer	1.00	N	1.00	0.00
Building Permit Director	1.00	M	1.00	0.00
Business Compliance Officer	1.00	M	1.00	0.00
Administrative Supervisor	1.00	L	1.00	0.00
Administrative Clerk III	1.00	I	1.00	0.00
Administrative Clerk I	5.00	G	5.00	0.00
Records Clerk	1.00	C	1.00	0.00
DEPARTMENT TOTAL	42.00		42.00	0.00

Fund: General
Department: Parks and Recreation
Fiscal Year 2021

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Parks and Recreation	1.00	E 08	1.00	0.00
Deputy Director of Parks and Recreation	1.00	E 06	1.00	0.00
Administrative Assistant I	1.00	E 01	1.00	0.00
Superintendent of Maintenance, Parks & Recreation	1.00	M 05	1.00	0.00
Superintendent of Recreation	1.00	M 05	1.00	0.00
Youth & Families Manager	1.00	M 05	1.00	0.00
Parks Maintenance Supervisor	2.00	M 04	2.00	0.00
Parks Financial Administrator	1.00	P	1.00	0.00
Nutrition Program Coordinator	1.00	N	0.60	0.40
Program and Grants Coordinator	1.00	N	1.00	0.00
Youth & Families Program Administrator	1.00	N	1.00	0.00
Activities Coordinator	1.00	M	1.00	0.00
Physical Activities Coordinator	1.00	M	1.00	0.00
Recreation Program Coordinator	2.00	M	2.00	0.00
Equipment and Transportation Assistant	1.00	K	1.00	0.00
Accounts & Program Support Coordinator	1.00	H	1.00	0.00
Labor Foreman II	5.00	H	5.00	0.00
Small Engine Mechanic	1.00	H	1.00	0.00
Maintenance Mechanic III	1.00	G	1.00	0.00
Equipment Operator IV	3.00	F	3.00	0.00
Pool Mechanic	1.00	F	1.00	0.00
Labor Foreman I	3.00	E	3.00	0.00
Clerk II	1.00	D	1.00	0.00
Equipment Operator II	3.00	D	3.00	0.00
Nursery Technician	1.00	D	1.00	0.00
General Laborer I	4.00	B	4.00	0.00
DEPARTMENT TOTAL	41.00		40.60	0.40

Fund: General
Department: Fire
Fiscal Year 2021

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Chief of Fire	1.00	E 09	1.00	0.00
Deputy Chief	2.00	E 07	2.00	0.00
Administrative Assistant II	1.00	E 02	1.00	0.00
Battalion Chief	10.00		10.00	0.00
Captain	11.00		11.00	0.00
Lieutenant	29.00		29.00	0.00
Firefighter	103.00		103.00	0.00
Fire Plans Reviewer	1.00	P	1.00	0.00
Executive Assistant to the Chief	1.00	N	1.00	0.00
Fiscal Administrator	1.00	K	1.00	0.00
Administrative Clerk II	1.00	H	1.00	0.00
DEPARTMENT TOTAL	161.00		161.00	0.00

Fund: General
Department: Police
Fiscal Year 2021

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Chief of Police	1.00	E 09	1.00	0.00
Police Policy and Communications Director	1.00	E 06	1.00	0.00
Inspector	2.00		2.00	0.00
Captain	7.00		7.00	0.00
Lieutenant	11.00		11.00	0.00
Sergeant	37.00		37.00	0.00
Patrol Officer	257.00		251.57	5.43
Victim Services Supervisor	1.00	S	1.00	0.00
Bilingual Victims Case Coordinator	1.00	Q	1.00	0.00
Cold Case Investigator	1.00	Q	1.00	0.00
Crime Analyst	2.00	Q	2.00	0.00
Domestic Violence Coordinator	1.00	P	1.00	0.00
Communications Supervisor	5.00	O	5.00	0.00
Financial Administrator	1.00	O	1.00	0.00
Youth Intervention Specialist	1.00	N	1.00	0.00
Records Supervisor	1.00	M	1.00	0.00
Information Input Specialist	1.00	K	1.00	0.00
Senior Emergency Communications Specialist	1.00	K	1.00	0.00
Criminal Records Coordinator	1.00	I	1.00	0.00
Emergency Communications Specialist	12.00	I	12.00	0.00
Administrative Clerk II	1.00	H	1.00	0.00
Emergency Call Operator	16.00	H	16.00	0.00
Administrative Clerk I	1.00	G	1.00	0.00
Communications and Data Specialist	6.00	G	6.00	0.00
Document Management Technician	1.00	G	1.00	0.00
Police Records Specialist	1.00	G	1.00	0.00
Police Reports Specialist	1.00	G	1.00	0.00
Property Technician	1.00	M	1.00	0.00
Senior Clerk	1.00	G	1.00	0.00
Vehicle Maintenance Technician	1.00	G	1.00	0.00
Teleserve Operator	4.00	F	4.00	0.00
DEPARTMENT TOTAL	379.00		373.57	5.43

Fund: General
Department: Public Works
Fiscal Year 2021

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Commissioner of Public Works	0.25	E 09	0.25	0.00
Deputy Commissioner of Public Works	0.50	E 08	0.50	0.00
Administrative Assistant I	0.25	E 01	0.25	0.00
Director of Transportation	1.00	M 07	1.00	0.00
Administrative Services Director	0.35	M 06	0.35	0.00
City Engineer	0.45	M 06	0.45	0.00
Operations Director	1.00	M 06	1.00	0.00
Transportation Engineer	1.00	T	1.00	0.00
Building Services Manager	1.00	R	1.00	0.00
Contracts & Fleet Administrator	1.00	R	1.00	0.00
Sanitation Manager	1.00	R	1.00	0.00
Construction Supervisor/RCMS MGR	0.50	Q	0.50	0.00
CADD/GIS Engineering Coordinator	1.00	Q	1.00	0.00
Transportation Administrative Supervisor	1.00	P	1.00	0.00
Engineering Records Coordinator	0.25	O	0.25	0.00
Street Cleaning Supervisor	1.00	O	1.00	0.00
Assistant Sanitation Supervisor	2.00	N	2.00	0.00
Assistant Building Services Manager	1.00	N	1.00	0.00
Constituent Services Supervisor	0.30	M	0.30	0.00
ITMS Senior Technician	1.00	M	1.00	0.00
Traffic Maintenance Foreman	1.00	M	1.00	0.00
Administrative Coordinator	0.50	M	0.50	0.00
Assistant Street Cleaning Supervisor	2.00	L	2.00	0.00
Assistant Street and Sewer Maintenance Supervisor	0.20	L	0.20	0.00
Assistant Constituent Services Supervisor	0.30	K	0.30	0.00
Purchasing Coordinator I	0.70	J	0.70	0.00
Administrative Clerk III	0.50	I	0.50	0.00
Building Services Foreman	1.00	I	1.00	0.00
Constituent Services Assistant	0.90	I	0.90	0.00
Construction Inspector	1.00	I	1.00	0.00
Account Technician	0.50	H	0.50	0.00
Equipment Operator V	1.40	H	1.40	0.00
Labor Foreman II	0.20	H	0.20	0.00
Signal Electrician	4.00	H	4.00	0.00
Building Technician I	1.00	G	1.00	0.00
Traffic Maintenance Technician II	4.00	G	4.00	0.00
Traffic Technician II	2.00	G	2.00	0.00
Equipment Operator IV	13.00	F	13.00	0.00
Sanitation Driver	15.00	E	15.00	0.00
Sanitation Worker	25.00	E	25.00	0.00
Equipment Operator II	10.00	D	10.00	0.00
General Laborer II	3.00	C	3.00	0.00
General Laborer I	17.00	B	17.00	0.00
DEPARTMENT TOTAL	120.05		120.05	0.00

Fund: Water and Sewer
Department: Public Works
Fiscal Year 2021

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Commissioner of Public Works	0.75	E 09	0.75	0.00
Deputy Commissioner of Public Works	0.50	E 08	0.50	0.00
Administrative Assistant I	0.75	E 01	0.75	0.00
Water Division Director	1.00	M 07	1.00	0.00
Administrative Services Director	0.65	M 06	0.65	0.00
Assistant Water Division Director	2.00	M 06	2.00	0.00
City Engineer	0.55	M 06	0.55	0.00
Water Quality Manager	1.00	M 05	1.00	0.00
Manager of Sustainability & Environmental Compliance	1.00	S	1.00	0.00
Civil Engineer	2.00	R	2.00	0.00
Contracts & Maintenance Supervisor	1.00	R	1.00	0.00
Forestry Programs & Operation Supervisor	1.00	R	1.00	0.00
Water Utility Project Manager	1.00	R	1.00	0.00
Construction Supervisor/RCMS MGR	0.50	Q	0.50	0.00
Water Distribution Supervisor	2.00	Q	2.00	0.00
Water Meter Supervisor	1.00	Q	1.00	0.00
Water Production Supervisor	1.00	Q	1.00	0.00
Assistant Water Distribution Supervisor	1.00	P	1.00	0.00
Assistant Water Production Supervisor	1.00	P	1.00	0.00
Water Quality Assistant	1.00	P	1.00	0.00
Wet Weather Administrator	1.00	P	1.00	0.00
Engineering Records Coordinator	0.75	O	0.75	0.00
Sewer Maintenance Supervisor	1.00	O	1.00	0.00
City Forester	1.00	N	1.00	0.00
Constituent Services Supervisor	0.70	M	0.70	0.00
GIS Technician II	1.00	M	1.00	0.00
Water Production Maintenance Foreman	2.00	M	2.00	0.00
Administrative Coordinator	0.50	M	0.50	0.00
Assistant Street and Sewer Maintenance Supervisor	0.80	L	0.80	0.00
Assistant Water Meter Supervisor	1.00	L	1.00	0.00
Water Quality Specialist	3.00	L	3.00	0.00
Chief Construction Inspector	1.00	K	1.00	0.00
Assistant Constituent Services Supervisor	0.70	K	0.70	0.00
GIS Technician I	1.00	J	1.00	0.00
Purchasing Coordinator I	1.30	J	1.30	0.00
Tree Climber II/Tree Crew Foreman	1.00	J	1.00	0.00
Water Systems Valve Technician	1.00	J	1.00	0.00
Administrative Clerk III	0.50	I	0.50	0.00
Constituent Services Assistant	2.10	I	2.10	0.00
Construction Inspector	4.00	I	4.00	0.00
Labor Foreman III	3.00	I	3.00	0.00
Account Technician	0.50	H	0.50	0.00
Equipment Operator V	4.60	H	4.60	0.00
Labor Foreman II	0.80	H	0.80	0.00

Fund: Water and Sewer (Continued)
Department: Public Works
Fiscal Year 2021

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	Revenues	
			<u>City</u>	<u>Special</u>
Plant Mechanic II	5.00	H	5.00	0.00
Plant Operator III	8.00	H	8.00	0.00
Welder	1.00	H	1.00	0.00
Maintenance Mechanic III	9.00	G	9.00	0.00
Equipment Operator IV	1.00	F	1.00	0.00
Maintenance Mechanic II	3.00	F	3.00	0.00
Tree Climber I	1.00	F	1.00	0.00
Equipment Operator III	1.00	E	1.00	0.00
Maintenance Mechanic I	1.00	E	1.00	0.00
Technical Maintenance Mechanic I	1.00	E	1.00	0.00
Equipment Operator II	2.00	D	2.00	0.00
General Laborer III	9.00	D	9.00	0.00
Equipment Operator I	1.00	C	1.00	0.00
General Laborer II	7.00	C	7.00	0.00
DEPARTMENT TOTAL	104.95		104.95	0.00

Fund: General
Department: Real Estate and Housing
Fiscal Year 2021

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Real Estate and Housing	1.00	E 08	0.60	0.40
Director of Rehabilitation	1.00	M 05	0.00	1.00
Senior Program Director	1.00	M 05	0.35	0.65
Acquisition & Disposition Manager	1.00	Q	0.50	0.50
Development Specialist	1.00	Q	0.46	0.54
Program Administrator	1.00	P	0.21	0.79
Financial Administrator	1.00	O	0.00	1.00
Senior Rehabilitation Specialist II	2.00	N	0.13	1.87
GIS Technician I	1.00	J	0.50	0.50
Administrative Clerk II	1.00	H	0.00	1.00
DEPARTMENT TOTAL	11.00		2.75	8.25

ATTACHMENT B

City of Wilmington
Executive and Managerial
Position Level Salary Structure Matrix
FY 2021

	Salary Range <u>07/01/20 - 06/30/21</u>	
<u>Level 1</u>	\$41,098	\$62,468
Administrative Assistant I Mayor's Office Receptionist		
<u>Level 2</u>	\$45,429	\$69,960
Administrative Assistant II Constituent Services Officer		
<u>Level 3</u>	\$50,078	\$78,123
Communications Assistant Community Referral Specialist		
<u>Level 4</u>	\$55,422	\$87,566
Arts & Cultural Outreach Specialist Digital & Social Media Manager Economic Development Project Manager I Human Resources Administrator Legal Office Administrator Marketing & Special Projects Coordinator Office Manager/Administrative Assistant Parks Maintenance Supervisor Special Assistant Special Assistant for Community Engagement		
<u>Level 5</u>	\$61,313	\$97,863
Best Practices/Innovation Specialist Director of Constituent Services Division Director of Rehabilitation Occupational Health, Safety & Loss Prevention Program Manager Planning Grants Coordinator Senior Financial Analyst Senior Program Director Small & Minority Business Development Manager Superintendent of Maintenance, Parks & Recreation Superintendent of Recreation Youth & Families Manager Water Quality Manager		

Salary Range
07/01/20 - 06/30/21

<u>Level 6</u>	\$68,388	\$109,419
Accounting Manager		
Administrative Services Director		
Assistant Budget Director		
Assistant Water Division Director		
Auditing Manager		
City Engineer		
Customer Service Manager		
Deputy Director of Parks & Recreation		
Director of Classification & Compensation		
Director of Cultural Affairs		
Employee Benefits Manager		
Operations Director		
Police Policy & Communications Director		
Policy Analyst		
Principal Analyst		
Procurement Manager		
Revenue Manager		
Tax Manager		
<u>Level 7</u>	\$73,789	\$118,799
Assistant City Solicitor		
Deputy Chief of Fire		
Deputy Commissioner of Licenses & Inspections		
Deputy Director of Economic Development		
Director of Employment Services		
Director of Integrated Technologies		
Director of Transportation		
Emergency Management Director		
Planning Manager		
Special Assistant to the Mayor for Employment Initiatives		
Water Division Director		
<u>Level 8</u>	\$79,534	\$127,939
Budget Director		
City Auditor		
Deputy Commissioner of Public Works		
Deputy Director of Human Resources		
Deputy Finance Director		
Director of Parks & Recreation		
Director of Planning and Development		
Director of Real Estate & Housing		
Senior Assistant City Solicitor		

	Salary Range <u>07/01/20 - 06/30/21</u>	
<u>Level 9</u>	\$85,765	\$138,081
Chief of Fire		
Chief of Police*		
Commissioner of Licenses & Inspections		
Commissioner of Public Works		
Deputy City Solicitor		
Director of Economic Development		
Director of Human Resources		
<u>Level 10</u>	\$92,363	\$148,704
City Solicitor		
Deputy Chief of Staff for Fiscal and Management Operations		
Deputy Chief of Staff for Policy and Communications		
Director of Finance		
<u>Level 11</u>	\$99,696	\$160,512
Chief of Staff		

*Declared Rate for Chief of Police increased beyond salary range per Ord #17-013

Effective: 07/01/20
Revised: 03/26/20

City of Wilmington Salary Review Matrix FY '21

	First Third	Middle Third	Top Third
Far Above Expectations	Up to 5%	Up to 5%	Up to 5%
Above Expectations	Up to 4%	Up to 4%	Up to 4%
Meets Expectations	Up to 3%	Up to 3%	Up to 3%
Below Expectations	Up to 1%	Up to 1%	Up to 1%
Far Below Expectations	0%	0%	0%

DECLARED RATES

Department Heads

FY 2021

Title	Salary
Mayor	\$150,293
Chief of Staff	\$148,050
City Treasurer	\$147,006
City Solicitor	\$147,912
Commissioner of Public Works	\$138,081
Chief of Police*	\$200,346
Director of Finance	\$148,704
Director of Human Resources	\$138,081
Chief of Fire	\$138,081
Director of Economic Development	\$138,081
Commissioner of Licenses and Inspections	\$138,081
City Auditor	\$127,939
Director of Parks and Recreation	\$127,939
Director of Planning and Development	\$127,939
Director of Real Estate and Housing	\$127,939

The Declared Rate Listing states the maximum salary for each position for each fiscal year. The actual salaries may be less than the declared rates.

*Declared Rate for Chief of Police increased beyond salary range per Ord #17-013

Revised: 03/24/20

City of Wilmington
Fiscal Year 2021
Executive and Managerial Pay Plan

	First Third	Second Third	Top Third
Level 1	\$41,098 - \$46,441	\$46,442 - \$57,125	\$57,126 - \$62,468
Level 2	\$45,429 - \$51,562	\$51,563 - \$63,826	\$63,827 - \$69,960
Level 3	\$50,078 - \$57,089	\$57,090 - \$71,111	\$71,112 - \$78,123
Level 4	\$55,422 - \$63,458	\$63,459 - \$79,529	\$79,530 - \$87,566
Level 5	\$61,313 - \$70,451	\$70,452 - \$88,725	\$88,726 - \$97,863
Level 6	\$68,388 - \$78,646	\$78,645 - \$99,160	\$99,161 - \$109,419
Level 7	\$73,789 - \$85,042	\$85,043 - \$107,546	\$107,547 - \$118,799
Level 8	\$79,534 - \$91,635	\$91,636 - \$115,837	\$115,838 - \$127,939
Level 9	\$85,765 - \$98,844	\$98,845 - \$125,001	\$125,002 - \$138,081
Level 10	\$92,363 - \$106,448	\$106,449 - \$134,618	\$134,619 - \$148,704
Level 11	\$99,696 - \$114,900	\$114,901 - \$145,307	\$145,308 - \$160,512

Revised: 03/24/20

ATTACHMENT C

Non-Union Pay Scale
07/01/20 - 06/30/21
2%

	Step I	Step II	Step III	Step IV	Step V	Step VI	Step VII
A	\$25,504.71	\$26,780.59	\$28,120.97	\$28,683.91	\$29,258.81	\$29,845.23	\$30,444.18
B	\$26,801.40	\$28,707.81	\$30,746.81	\$31,676.68	\$32,311.57	\$32,959.19	\$33,619.77
C	\$28,164.01	\$29,868.67	\$31,519.68	\$32,151.41	\$32,795.80	\$33,620.39	\$34,637.17
D	\$29,595.92	\$31,076.46	\$32,631.07	\$33,285.09	\$33,952.22	\$34,805.86	\$35,858.50
E	\$31,100.60	\$32,656.43	\$34,290.08	\$34,977.34	\$35,678.37	\$36,575.44	\$37,681.59
F	\$32,681.80	\$34,316.73	\$36,033.43	\$36,755.65	\$37,492.32	\$38,243.76	\$39,498.87
G	\$33,999.95	\$35,522.31	\$37,112.84	\$37,856.67	\$38,615.41	\$39,586.31	\$40,783.53
H	\$36,085.84	\$38,269.96	\$40,586.27	\$41,399.73	\$42,651.79	\$43,941.71	\$45,270.64
I	\$38,299.69	\$40,215.65	\$42,649.74	\$43,504.54	\$44,376.49	\$45,265.91	\$46,173.17
J	\$40,246.90	\$42,260.27	\$44,374.36	\$45,603.21	\$46,517.22	\$47,449.54	\$48,400.57
K	\$42,716.04	\$44,852.92	\$47,096.71	\$48,040.66	\$49,003.52	\$49,985.67	\$50,987.52
L	\$44,438.89	\$46,661.97	\$48,996.25	\$49,978.28	\$50,979.96	\$52,391.76	\$53,441.82
M	\$46,698.22	\$49,034.33	\$51,487.29	\$52,781.83	\$53,839.72	\$55,330.70	\$56,862.97
N	\$49,047.89	\$51,501.54	\$54,077.91	\$55,161.79	\$56,267.37	\$57,969.07	\$59,722.24
O	\$51,283.83	\$54,253.21	\$57,536.92	\$58,690.12	\$59,866.42	\$61,066.30	\$62,290.24
P	\$53,487.00	\$56,443.52	\$59,711.64	\$60,908.42	\$62,129.17	\$63,374.41	\$64,644.60
Q	\$56,065.82	\$58,870.53	\$61,815.56	\$63,054.51	\$64,639.89	\$65,935.44	\$67,256.96
R	\$58,768.99	\$61,708.93	\$64,795.96	\$66,094.64	\$67,419.36	\$68,770.63	\$70,148.95
S	\$61,448.09	\$64,522.07	\$67,749.81	\$69,107.71	\$70,492.80	\$71,905.66	\$73,346.85
T	\$67,316.52	\$72,451.16	\$77,977.45	\$79,540.33	\$81,134.52	\$82,760.67	\$84,419.42

ORDINANCE AUTHORIZING THE ISSUANCE OF THE CITY'S GENERAL OBLIGATION BOND (LED STREET LIGHTING PROJECT), SERIES OF 2020B-SEPRLF IN ORDER TO PROVIDE THE FUNDS NECESSARY FOR CAPITAL PROJECTS OF THE CITY OF WILMINGTON RELATING TO THE LED STREET LIGHTING PROJECT; PROVIDING FOR THE SALE OF THE BOND TO THE DELAWARE STATE ENERGY PROGRAM REVOLVING LOAN FUND; AND AUTHORIZING OTHER NECESSARY ACTION.

#4800

Sponsor:

Council
Member
Freel

WHEREAS, the City of Wilmington (the "City") has determined to undertake various capital projects of the City including the replacement of 1,732 lighting fixtures owned and maintained by the City with LED lamps to provide energy savings to the City, all as specified in the City's capital budget for its Fiscal Year ending June 30, 2020 (collectively, the "Project"); and

WHEREAS, in order to finance the Project and pay certain administrative costs relating to the Project, the City has determined to issue its General Obligation Bond (LED Street Lighting Project), Series of 2020B-SEPRLF (the "Bond"), in a principal amount not to exceed \$2,120,708; and

WHEREAS, the City has heretofore adopted the General Obligation Bond Ordinance, 83-019, Division 4 of Article VI of Chapter 2 of the Wilmington City Code (the "General Ordinance"), authorizing the City to issue general obligation bonds or notes secured by a pledge of the City's full faith, credit and taxing power, for the purpose of, among other things, paying the costs of capital projects; and

WHEREAS, this Ordinance is a Supplemental Ordinance adopted pursuant to the General Ordinance and provides for the issuance and sale of the Bond.

THE COUNCIL OF THE CITY OF WILMINGTON HEREBY ORDAINS:

Section 1. Defined Terms. Terms used in this Ordinance and not otherwise defined shall have the meaning specified in the General Ordinance.

Section 2. Authorization of the Bond. The City hereby authorizes the issuance of its General Obligation Bond (LED Street Lighting Project), Series of 2020B-

SEPRLF, or such other series designation as the Bond Committee (as defined herein) shall determine, in a principal amount not to exceed \$2,120,708 pursuant to and in accordance with the General Ordinance, as supplemented by this Ordinance and the Bond Committee Resolution (as defined herein) for the purpose of financing the Project. The Bond shall be sold at private negotiated sale to the Delaware State Energy Program Revolving Loan Fund (the "Fund"), acting by and through the Delaware Department of Natural Resources and Environmental Control ("DNREC"), all as determined by such Resolution of the Bond Committee.

The Bond shall be in such principal amount (not exceeding \$2,120,708), shall bear such rate or rates of interest, shall mature in such principal amounts and on such dates, shall be subject to redemption, shall be sold at such price and in such manner, and shall be in such form and contain or be subject to such other terms and conditions, as shall be determined in the Resolution (the "Bond Committee Resolution") adopted by the City of Wilmington Bond Committee (the "Bond Committee").

Section 3. Execution of the Bond. The Bond shall be executed by the manual or facsimile signatures of the Mayor, the City Treasurer and the City Auditor, and by the manual or facsimile impression of the City seal, both attested by the manual or facsimile signature of the City Clerk or Deputy City Clerk.

Section 4. Security for the Bond. The full faith, credit and taxing power of the City is hereby pledged to the prompt payment of the principal of, premium, if any, and the interest on the Bond. The Bond shall be the direct and unlimited obligation of the City, and unless paid from other sources, the City shall levy *ad valorem* taxes upon all taxable property in the City for the payment of the Bond subject to the limitation contained in applicable law.

Section 5. Further Action. The appropriate officers of the City are hereby authorized and directed to take all such action, execute, deliver, file and record all such documents, publish all notices and otherwise carry out the intent of the General Ordinance and this Ordinance in the name of and on behalf of the City.

Section 6. Inconsistent Provisions. In the event that any provision of the Bond, or any term or condition contained in any agreement relating to the Bond, shall be

inconsistent with any of the provisions of the General Ordinance, the provision of the Bond, this Ordinance and such agreement shall be controlling with respect to the Bond and such agreement.

Section 7. Relation to General Ordinance. This Ordinance is supplemental to the General Ordinance and all sections of the General Ordinance, except as modified herein in accordance therewith, are applicable to the Bond authorized hereunder. This Ordinance shall take effect immediately upon its passage by City Council and approval of the Mayor.

Section 8. Effective Date. This Ordinance shall become effective upon its passage by Council and approval by the Mayor.

First Reading.....May 7, 2020
Second Reading.....May 7, 2020
Third Reading.....

Passed by City Council,

President of City Council

ATTEST: _____
City Clerk

Approved this ____ day of _____, 2020

Mayor

SYNOPSIS: This Ordinance authorizes the issuance of a General Obligation Bond (LED Street Lighting Project), Series of 2020B-SEPRLF, in an amount not to exceed \$2,120,708, which will be sold to the Delaware State Energy Program Revolving Loan Fund in order to (i) finance capital projects of the City, specifically, the replacement of 1,732 lighting fixtures owned and maintained by the City with LED lamps to provide energy savings to the City as set forth in the City's capital budget for its Fiscal Year ending June 30, 2020; (ii) pay administrative costs relating to such capital project; and (iii) pay the costs of issuing the Bond.

**AN ORDINANCE TO AUTHORIZE AND APPROVE A MULTI-YEAR
CONTRACT RETAINING BELFINT, LYONS, & SHUMAN, P.A. AS THE
EXTERNAL AUDITOR FOR THE CITY OF WILMINGTON**

#4809

Sponsor:

**Council
Member
Adams**

Co-Sponsors:

**Council
President
Shabazz**

**Council
Member
Freel**

WHEREAS, pursuant to Section 2-308 and Section 8-200 of the City Charter, the City of Wilmington is authorized to enter into contracts for the supply of personal property or the rendering of services for a period of more than one year if approved by City Council by ordinance; and

WHEREAS, the City publicly advertised the specifications for the retention agreement with Belfint, Lyons, & Shuman, P.A. (the “Contract”) in accordance with the requirements of Section 8-200 of the City Charter, and subsequently awarded the Contract, a copy of which, in substantial form, is attached hereto and incorporated by reference herein as Exhibit “A”, to Belfint, Lyons, and Shuman, P.A. (the “Contractor”), the lowest responsible bidder; and

WHEREAS, the Contract’s initial term is for three years (2020, 2021, and 2022) with an option to extend this agreement for year four (2023) and year five (2024), on the same terms and conditions. The yearly contract amount, both for the initial three-year term and each additional year at the City’s option, is set at \$189,000 per annum; and

WHEREAS, the primary purpose of the Contract is to retain the services of an External Auditor to provide full assurance that the City’s accounting records are fair, complete and in adherence with generally accepted accounting principles, industry standards and regulatory requirements; and

WHEREAS, it is the recommendation of the City Auditor’s Office and Audit Review Committee that the City authorize this agreement for services of an External Auditor.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF WILMINGTON
HEREBY ORDAINS:**

SECTION 1. A multi-year contract between the City of Wilmington and Belfint, Lyons, & Shuman, P.A., a copy of which Contract, in substantial form, is attached hereto as Exhibit “A,” for the purposes of retaining an External Auditor, at an estimated price of One Hundred Eighty-Nine Thousand dollars and zero cents per annum (\$189,000.00) based on the terms of the contract, is hereby approved, and the Mayor or his designee is hereby authorized to exercise the City’s option, as well as all additional undertakings related thereto, as may be necessary.

SECTION 2. This Ordinance shall become effective upon its passage by City Council and approval by the Mayor.

First Reading..... May 28, 2020
Second Reading..... May 28, 2020
Third Reading.....

Passed by City Council,

President of City Council

ATTEST: _____
City Clerk

Approved this ____ day of _____, 2020.

Mayor

SYNOPSIS: This Ordinance authorizes the City to enter into a multi-year contract with Belfint, Lyons, & Shuman for the purposes of retaining an External Auditor, at an estimated price of One Hundred Eighty-Nine Thousand dollars and zero cents per annum (\$189,000.00).

The primary purpose of the Contract is to retain the services of an External Auditor to provide full assurance that the City's accounting records are fair, complete and in adherence with generally accepted accounting principles, industry standards and regulatory requirements.

FISCAL IMPACT STATEMENT: This Ordinance has no anticipated fiscal impact because the monies will be derived from already-budgeted funds.

EXHIBIT A

We are listening

Proposal to Provide Auditing Services for
Audit Cost Section

City of Wilmington, Delaware

For Fiscal Years Ending
June 30, 2020, 2021, and 2022
RFP 21002ADPS

Prepared for:
Terence J. Williams, City Auditor and
the Audit Review Committee

Prepared by:
George G. Fournaris, CPA, CGFM
gfournaris@belfint.com / 302.573.3931

Jonathan D. Moll, CPA
jmoll@belfint.com / 302.573.3937

February 20, 2020

City of Wilmington, Delaware
Professional Audit Services
RFP#21002ADPS
Belfint, Lyons & Shuman, P.A.

BLS
BELFINT • LYONS • SHUMAN
Certified Public Accountants

www.belfint.com

DE 302.225.0600 • PA 610.537.5200 • info@belfint.com



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BELFINT • LYONS • SHUMAN
Certified Public Accountants

www.belfint.com

February 20, 2020

City of Wilmington, Delaware
Louis L. Redding City/County Building
800 French Street
Wilmington, Delaware 19801-3537

RE: Professional Auditing Services for the City of Wilmington, Delaware

Belfint, Lyons & Shuman, P.A. appreciates the opportunity to submit a proposal to audit the financial statements of the City of Wilmington, Delaware. (RFP 21002ADPS.)

Our fees for the requested services are based on current accounting standards and the understanding that certain preliminary work will be conducted in-house and that your organization's staff will be available for assistance. Our fees are calculated based in part, on past experience. If the City makes significant efficiencies and improvements in internal controls, we could revisit our fees.

We are committed to providing these services at the following fee for the years ending June 30:

2020	\$189,000
2021	189,000
2022	189,000
2023	189,000*
2024	189,000*

*Based on current market conditions, at the City's discretion, the contract may be renegotiated and extended for two one-year contracts. The audit costs include:

- Assistance with adjusting journal entries for fiscal year end closing not to exceed five (5) entries. *Any entries exceeding five (5) would be billed separately as addendum services.*
- Services to assist with expediting the completion of the City's Comprehensive Annual Financial Report to include but not limited to review of statements, MD&A and notes as needed.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. We look forward to extending our association with the City of Wilmington.

Sincerely,

George G. Fournaris, CPA, CGFM
Principal

Jonathan D. Moll, CPA
Director

1011 Centre Road • Suite 310 | Wilmington • DE 19805 | Phone: 302.225.0600 | Fax: 302.225.0625

Schedule of Professional Fees and Expenses

Detailed below is the Schedule of Professional Fees and Expenses for the audit of the City of Wilmington, Delaware for the initial audit for the years ending June 30, 2020, 2021, and 2022 which supports the firm's total all-inclusive maximum cost.

Schedule of Professional Fees and Expenses Audit of the City of Wilmington, Delaware Fiscal Years Ending June 30, 2020, 2021 & 2022

Hourly Rate Standard Rates Quoted Rates	Director and Principal		Managers and Supervisors		Senior and Staff Auditors		Administrative Assistants		Subtotals	
	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost
	40	\$ 9,600	40	\$ 7,000	60	\$ 7,500	-	\$ -	140	\$ 24,100
	80	19,200	180	31,500	400	50,000	-	-	660	100,700
	40	9,600	40	7,000	60	7,500	40	3,000	180	27,100
	160	38,400	260	45,500	520	65,000	40	3,000	980	151,900
CAFR Engagement Section										
Planning	16	3,840	16	2,800	16	2,000	-	-	48	8,640
Fieldwork	4	960	24	4,200	80	10,000	-	-	108	15,160
Reporting	20	4,800	20	3,500	20	2,500	20	1,500	80	12,300
	40	\$ 9,600	60	\$ 10,500	116	\$ 14,500	20	\$ 1,500	236	36,100
Uniform Guidance Engagement Section										
Planning	16	3,840	16	2,800	16	2,000	-	-	48	8,640
Fieldwork	4	960	24	4,200	80	10,000	-	-	108	15,160
Reporting	20	4,800	20	3,500	20	2,500	20	1,500	80	12,300
	40	\$ 9,600	60	\$ 10,500	116	\$ 14,500	20	\$ 1,500	236	36,100
Other (Travel, Parking, Etc.)										1,000
Total Cost									\$	189,000

The above fee quote is based on discounted hourly rates.

Fees for Additional Services

Should you need additional services, beyond those mentioned in this proposal, we will develop an estimate and submit an addendum to the contract for approval prior to the start of any additional work. Our standards rates per hour are as follows:

	Range
Directors and Principals	\$245 - \$435
Managers	175 - 265
Supervisors	140 - 210
Senior Accountants	125 - 160
Staff Accountants	100 - 135
Administrative Staff	75 - 130

The above standard rates may be discussed depending on the amount and type of additional services required.

Wilmington, Delaware
May 28, 2020

#4810

Sponsor:

**Council
Member
Dixon**

WHEREAS, under Title I of the Housing and Community Development Act of 1974, as amended, the Secretary of the U.S. Department of Housing and Urban Development is authorized to extend financial assistance to communities in the elimination or prevention of slums or urban blight, or activities which will benefit low- and moderate-income persons or other urgent community development needs; and

WHEREAS, The Coronavirus Aid, Relief and Economic Security Act (hereinafter “the CARES Act”) of 2020 makes available supplemental Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG) and Housing for Persons with AIDS (HOPWA) funding for grants to prevent, prepare for, and respond to coronavirus (hereinafter “CDBG-CV, ESG-CV and HOPWA-CV grants, respectively”); and

WHEREAS, the U.S. Department of Housing and Urban Development has advised the City of Wilmington (hereinafter “the City”) that it is eligible to receive \$1,304,175 in CDBG, \$647,693 in ESG funding and \$116,777 in HOPWA; and

WHEREAS, Resolution 19-018 was adopted by City Council on May 16, 2019 authorizing the Mayor to submit the Annual Action Plan for Fiscal Year 2020; and

WHEREAS, the city has prepared a substantial amendment to its Fiscal Year 2020 Annual Action Plan to outline the proposed use of the CDBG-CV grants, ESG-CV and HOPWA-CV funds to prevent, prepare for, and respond to the ongoing COVID 19 crisis; and

WHEREAS, a draft of the substantial amendment was on display from May 7 through May 12, 2020, the city has held a public hearing on said substantial amendment and the

comments of various agencies, groups and citizens were taken into consideration in the preparation of the final document.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WILMINGTON:

1. That the Substantial Amendment to the Fiscal Year 2020 Annual Action Plan for the CDBG-CV, ESG-CV, and HOPWA-CV Program is hereby in all respects approved and the Secretary is hereby directed to file a copy of said Substantial Amendment with minutes of this meeting.
2. That it is cognizant of the conditions that are imposed in the undertaking and carrying out of community development activities with federal financial assistance, including those relating to (a) the relocation of site occupants and, (b) the prohibition of discrimination because of race, color, age, religion, sex, disability, familial status, or national origin, and other assurances as set forth under the certifications.
3. That the Mayor of the City of Wilmington, on behalf of the City Council, is authorized to file an application for financial assistance with the U.S. Department of Housing and Urban Development for the CARES Act Funds.
4. That the Mayor, on behalf of the City Council, is hereby authorized to provide such assurances and/or certifications as required by the Housing and Community Development Act of 1974, as Amended, the National Affordable Housing Act of 1990, and the Stewart B. McKinney Homeless Assistance Act of 1988, the as amended, the CARES Act of 2020, and also any supplemental or revised data which HUD may request in connection with the review of this Application.

5. That the Mayor is authorized to execute on behalf of the City the formal grant contracts, amendments, and other documents relating to the Substantial Amendment to the City's FY 2019 Annual Action Plan.

Passed by City Council,

ATTEST: _____
City Clerk

SYNOPSIS: This resolution approves the Substantial Amendment to the Fiscal Year 2020 Annual Action Plan for the CDBG-CV, ESG-CV, and HOPWA-CV Programs, and authorizes the Mayor to file an application for financial assistance with the U.S. Department of Housing and Urban Development for CARES Act Funds to prevent, prepare for, and respond to the COVID 19 crisis.

City of Wilmington, Georgia
SUBSTANTIAL AMENDMENT TO FY 2020 FOR CARES ACT FUNDS
CDBG, ESG, HOPWA

RATIONALE FOR AMENDMENT

“The Coronavirus Aid, Relief, and Economic Security Act,” CARES Act which was signed into law on March 27, 2020, provides funds through the CDBG, ESG and HOPWA programs. The CARES Act provides for allocations of funds to prevent, prepare for, and respond to coronavirus.

The **City of Wilmington** has taken stock of local needs and the parameters of each of the programs and determined how the funds allocated will be used in this community.

AP-12 Summary of the citizen participation process

The U.S. Department of Housing and Urban Development (HUD) granted several waivers to program procedure to expedite the use of these funds. These waivers included an ability to amend the Citizen Participation Plan and allow for a much shorter timeframe for public display, use of the internet to make the Substantial Amendment available to the public and use of virtual meetings to allow for input and comment. The City of Wilmington advertised and made the Substantial Amendment available to the public on May 7, 2020 for a period of five days and held a virtual public hearing via ZOOM on May 11, 2020 at 5 p.m. There were **(TBD)** participants in the meeting.

Comments received:

AP - 15 Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CV CDBG		Public services Economic Development	\$1,304,211			\$1,304,211	0	Funds for Covid response
CV ESG		Administration Shelter Operations Street Rapid Re-housing	\$647,693			\$647,693	0	Funds for Covid response
CV HOPWA		Administration Essential Services Rental Assistance	\$116,777			\$116,777	0	Funds for Covid response

		(STRUM) Homeless Prevention						
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AP-38 Project Summary
Project Summary Information

CDBG20-CARES Total Allocation **\$ 1,304,211.00**

CDBG-CV Homeless Prevention	\$ 793,369.00
CDBG-CV Subsistence Payments	\$ 100,000.00
CDBG-CV Health Related Support Services	\$ 50,000.00
CDBG-CV Legal Services	\$ 100,000.00
CDBG-CV Program Administration	\$ 260,842.00

ESG20-CARES Total Allocation **\$ 647,693.00**

ESG-CV Emergency Shelter Operations	\$ 380,000.00
ESG-CV Rapid Rehousing	\$ 219,116.00
ESG-CV Program Administration	\$ 48,577.00

HOPWA-CAREA Total Allocation **\$ 116,777.00**

HOPWA-CV Essential Services and Supplies	\$ 20,000.00
HOPWA-CV Nutritional Services	\$ 20,000.00
HOPWA-CV STRMU	\$ 63,274.00
HOPWA-CV Homeless Prevention	\$ 10,000.00
HOPWA Program Administration	\$ 3,503.00

1	Project Name	CDBG CV Program Administration
	Target Area	Citywide
	Goals Supported	Administration
	Needs Addressed	Administration
	Funding	\$260,842
	Description	Provide effective and efficient planning and administration of the funds and its allocation
	Target Date	December 30, 2021
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	City of Wilmington
	Planned Activities	Provide program oversight and monitoring of activities
2	Project Name	CDBG CV Covid Quarantine
	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	\$7963,369
	Description	Provision of up to 3 month's shelter and food assistance for homeless persons
	Target Date	December 30, 2021
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 65 individuals
	Location Description	City of Wilmington
	Planned Activities	Shelter and food assistance
3	Project Name	CDBG CV Subsistence Payments
	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	\$100,000
	Description	Provision of assistance with housing and utility payments
	Target Date	December 30, 2021
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 66 households
	Location Description	City of Wilmington
	Planned Activities	housing and utility payments
4	Project Name	CDBG CV Health Related Supportive Services

	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	\$50,000.00
	Description	Assistance to non-profits to purchase supplies to carry out public services related to Covid
	Target Date	December 30, 2021
	Estimate the number and type of families that will benefit from the proposed activities	50 individuals
	Location Description	City of Wilmington
	Planned Activities	Purchase of supplies to PPE and cleaning to carryout public services.
5	Project Name	CDBG CV Legal Services
	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	\$100,000.00
	Description	Legal counselors will work with clients to prevent foreclosure and eviction
	Target Date	December 30, 2021
	Estimate the number and type of families that will benefit from the proposed activities	100 individuals
	Location Description	City of Wilmington
4	Planned Activities	Legal Services
	Project Name	ESG CV
	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	\$647,693
	Description	ESG funds will be used for Rapid Re-housing, shelter operations and program administration
	Target Date	December 30, 2021
	Estimate the number and type of families that will benefit from the proposed activities	255 individuals
5	Location Description	City of Wilmington
	Planned Activities	Rapid Re-housing, shelter operations and program administration
5	Project Name	HOPWA CV Essential Services and Supplies

	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	\$20,000.00
	Description	Purchase of food, water, medicine, and medical care for persons who are living with HIV/AIDS and their families.
	Target Date	December 30, 2021
	Estimate the number and type of families that will benefit from the proposed activities	80 individuals
	Location Description	City of Wilmington
	Planned Activities	Essential services
6	Project Name	HOPWA CV – Nutrition Services
	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	\$20,000.00
	Description	Provision of food for food banks for persons who are living with HIV/AIDS and their families as well as grocery and meal deliveries.
	Target Date	December 30, 2021
	Estimate the number and type of families that will benefit from the proposed activities	400 individuals
	Location Description	City of Wilmington
7	Planned Activities	food
	Project Name	HOPWA STRMU (Short Term Rent, Mortgage and Utility assistance)
	Target Area	Citywide
	Goals Supported	Financial Assistance
	Needs Addressed	Financial Assistance
	Funding	\$63,274.00
	Description	Rent assistance
	Target Date	December 30, 2021
	Estimate the number and type of families that will benefit from the proposed activities	20 individuals
8	Location Description	City of Wilmington
	Planned Activities	Rent assistance
	Project Name	HOPWA CV – Covid Quarantine
	Target Area	Citywide
	Goals Supported	Shelter operations

	Needs Addressed	Shelter operations
	Funding	\$10,000.00
	Description	Provision of lodging and meals to quarantine HOPWA eligible persons
	Target Date	December 30, 2021
	Estimate the number and type of families that will benefit from the proposed activities	100 individuals
	Location Description	City of Wilmington
	Planned Activities	Lodging and meals
9	Project Name	HOPWA CV Program Administration
	Target Area	Citywide
	Goals Supported	Administration
	Needs Addressed	Administration
	Funding	\$3,503
	Description	Provide effective and efficient planning and administration of the funds and its allocation
	Target Date	December 30, 2021
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	City of Wilmington
	Planned Activities	Provide program oversight and monitoring of activities

Wilmington, Delaware
May 28, 2020

#4811

Sponsor:

**Council
Member
Dixon**

WHEREAS, the City of Wilmington is an Entitlement Community for purposes of the Community Development Block Grant (CDBG), HOME Partnership Program (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons With AIDS (HOPWA); and

WHEREAS, the United States Department of Housing and Urban Development (“HUD”) regulations require a consolidated application process for funds for the Community Development Block Grant (CDBG), HOME Partnership Program (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons With AIDS (HOPWA); and

WHEREAS, the Council desires that the City of Wilmington participate in HUD’s Consolidated Plan process; and

WHEREAS, City Council’s Community Development and Urban Planning Committee has completed its review of the proposed Fiscal Year 2021 Annual Action Plan, pursuant to a determination that such review should be completed prior to, and, in effect, be separate from the enactment of the City’s Fiscal Year 2021 Annual Operating Budget; and

WHEREAS, the Community Development and Urban Planning Committee and the Mayor’s Office have reached a consensus with respect to specific categories of spending and the amount of funds to be allocated to each such category, as set forth in the Fiscal Year 2021 Annual Action Plan Budget, a copy of which is attached hereto as Exhibit “A”; and

WHEREAS, the Community Development and Urban Planning Committee and the Mayor's Office have agreed further that any substantial changes as defined in the Consolidated Plan regulations in the aforesaid categories and funding amounts will be reviewed in full by the Mayor's Office with the Community Development and Urban Planning Committee before implementation; and

WHEREAS, the referenced HUD regulations require that funding applications for the above-referenced funding sources must meet the public action requirements of the Consolidated Plan; and

WHEREAS, additionally, as a HUD entitlement community, the City is required to prepare a five-year consolidated plan in order to implement any federal programs that fund housing, community development and economic development within the community; and

WHEREAS, the City has prepared a Consolidated Strategy for Housing and Community Development Plan for Fiscal Years 2020-2024 identifying the goals and objectives for the use of federal funds for the next five year period, a copy of which is attached hereto as Exhibit "B."

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WILMINGTON that Mayor Michael S. Purzycki, or his designee, is hereby authorized to submit the Annual Action Plan for Fiscal Year 2021 to the U.S. Department of Housing and Urban Development, which Plan allocates \$2,260,258 for the Community Development Block Grant (CDBG); \$187,831 for Emergency Solutions Grants (ESG); \$564,024 for HOME Investment Partnerships (HOME); and \$802,435 for Housing

Opportunities for Persons With AIDS (HOPWA), which together will comprise a total Fiscal Year 2021 Annual Action Plan Budget of \$3,814,548.

BE IT FURTHER RESOLVED that the City Council hereby endorses the specific enumeration of categories and amounts set forth in the Fiscal Year 2021 Annual Action Plan Budget, a copy of which is attached hereto as Exhibit “A” and made a part hereof, and so endorses said enumeration, with the understanding that the Mayor’s Office will expend funds and administer the funding program in a manner consistent with said enumeration and will review substantial changes, as defined by the Consolidated Plan regulations, in the enumeration of categories and amounts with the Community Development and Urban Planning Committee of City Council prior to the implementation of any such changes.

BE IT FURTHER RESOLVED, that the Consolidated Strategy for Housing and Community Development Plan for Fiscal Years 2020-2024, a copy of which is attached hereto as Exhibit “B”, is hereby approved by the Council of the City of Wilmington.

BE IT FURTHER RESOLVED that Michael S. Purzycki, Mayor of the City of Wilmington, or his designee, is hereby authorized to execute and submit to the United States Department of Housing and Urban Development the Annual Action Plan for Federal Fiscal Year 2021 and the Consolidated Strategy for Housing and Community Development Plan for Fiscal Years 2020-2024, and he is hereby further authorized to certify to such matters as the U.S. Secretary of Housing and Urban Development may require with the application, to provide additional information as may be required, to execute all forms, certifications, subrecipient agreements and other documents relating to this funding, and to administer and expend such funds as are received or become available in accordance with

the Consolidated Plan regulations and the regulations governing Community Development Block Grant (CDBG), HOME Partnership Program (HOME), Emergency Solutions Grants (ESG), and Housing Opportunities for Persons with AIDS (HOPWA).

Passed by City Council,

ATTEST: _____
City Clerk

SYNOPSIS: This Resolution authorizes the Mayor or his designee to file the Fiscal Year 2021 Annual Action Plan with the U.S. Department of Housing and Urban Development, including funding for the Community Development Block Grant (CDBG), HOME Improvement Program (HOME), Emergency Solutions Grants (ESG), and Housing Opportunities for Persons With AIDS (HOPWA), and the Consolidated Strategy for Housing and Community Development Plan for Fiscal Years 2020-2024.

W110213

EXHIBIT A

HOPWA GRANT TOTAL ALLOCATION	\$	802,435
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Catholic Charities, Inc.	\$	10,213
Cecil County Health De	\$	36,768
Delaware HIV Services	\$	660,351
Ministry of Caring, Inc.	\$	71,030
HOPWA Administration	\$	24,073

HOME PROGRAM TOTAL ALLOCATION	\$	564,024
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Program Income - \$915,366

Todmorden Foundation	\$	310,744
Be Ready CDC	\$	100,000
Central Baptist	\$	200,000
Interfaith Community Housing	\$	150,000
Cinnaire Solutions	\$	100,000
Penrose LLC	\$	212,244
Habitat for Humanity	\$	150,000
Our Youth Inc.	\$	200,000
HOME Administration	\$	56,402

ESG TOTAL ALLOCATION	\$	187,831
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Family Promise - Shelter	\$	17,212
Family Promise - Rapid Rehousing	\$	2,404
Housing Alliance of DE Intake	\$	19,236
Housing Alliance of DE - CMIS	\$	17,981
Ministry of Caring House of Joseph I	\$	2,000
Ministry of Caring Mary Mother Hope I	\$	13,187
Ministry of Caring Mary Mother Hope II,III	\$	10,124
Salvation Army - Emergency Housing	\$	13,640
YWCA of DE - Rapid Re-Housing	\$	77,960
ESG Administration	\$	14,087

CDBG HOUSING RELATED PUBLIC SERVICES	\$	232,539
Catholic Charities - Bayard	\$	20,000
Catholic Charities - Homeless	\$	10,000
Habitat for Humanity	\$	10,000
HOND	\$	5,000
Interfaith Community Housing	\$	5,000
LACC - Homeless Prevention	\$	10,000
Lutheran Community Services	\$	20,000
Neighborhood House - Counseling	\$	7,500
Neighborhood House - Homeless	\$	10,000
Sojourner's Place	\$	22,500
STEHM, Inc - Case Management	\$	13,414
Salvation Army	\$	6,000
HOPE Commission	\$	10,000
United Way	\$	5,000
WENH - Life Lines	\$	12,500
Wilmington Senior Center	\$	25,000
YMCA - Supportive Housing	\$	20,000
YWCA Home Life Management	\$	20,625

CDBG YOUTH PUBLIC SERVICES	\$	100,000
Christiana Cultural Arts - Heart Under the Hoodie	\$	5,000
Christiana Cultural Arts	\$	10,000
Delaware Futures	\$	5,000
Duffy's Hope	\$	6,000
FCCSP - St Pauls	\$	10,000
Interfaith Community Housing	\$	2,500
LACC - Youth Ambassadors	\$	2,500
Tech Impact	\$	9,000
Teen Warehouse	\$	5,000
Challenge Program	\$	15,000
Urban Pike Project	\$	10,000
Urban Promise	\$	10,000
WENH - Above Xpectations	\$	3,000
YMCA - Teen Engagement	\$	7,000

CDBG REAL ESTATE AND HOUSING PROGRAM TOTALS	\$	857,000
CDBG Property Repair Program	\$	300,000
CDBG Downpayment and Closing Costs	\$	100,000
CDBG Public Facilities and Site Improvement	\$	211,000
Ingelside Housing Project (Incl. Delivery)	\$	80,000
Fair Housing	\$	10,000
DE Center for Horticulture	\$	156,000
CDBG REAL ESTATE AND HOUSING SALARIES/MSE	\$	1,070,719
CDBG Admin Salaries and MS&E	\$	566,105
CDBG Disposition Program Delivery	\$	82,632
CDBG Home Repair Program Delivery	\$	369,062
Planning Department - 106 Reviews	\$	32,920
Rehabilitation Division	\$	20,000
Total Fiscal Year 2021 Annual Action Plan Budget	\$	3,814,548

EXHIBIT B

2020-2024 CONSOLIDATED PLAN & ANNUAL ACTION PLAN



Department of Real Estate and Housing
800 N. FRENCH ST, 7TH FLOOR, Wilimington, DE 19801

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Executive Summary

ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

promulgated by the U.S. Department of Housing and Urban Development (HUD) for the City of Wilmington to receive federal funding for affordable housing and community development initiatives benefitting primarily low- and moderate-income persons. This Con Plan consolidates into a single document the planning and application requirements for the Community Development Block Grant (CDBG) program.

Con Plans must be prepared and submitted to HUD every three to five years. The City of Wilmington uses a five-year Con Plan cycle; this plan covers fiscal years 2020-2024. The purpose of the City's Con Plan is to:

- Assess the City's affordable housing and community development needs;
- Analyze the City's housing markets;
- Articulate the City's priorities, goals, and strategies to address identified needs; and
- Describe the actions the City will take to implement strategies for affordable housing and community development.

The Con Plan for FY 2020 – FY 2024 provides data on trends and conditions related to the City's current and future affordable housing and community development needs. The analysis of this data has been used to establish priorities, strategies, and actions that the City will undertake to address these needs over the next five years. Annually, the City will develop its Action Plan in which it will describe the planned investment of federal resources to implement specific activities.

The City of Wilmington anticipates receiving \$2,216,928 in CDBG funds, \$564,024 in HOME funds, \$187,831 in ESG, and \$802,435 in HOPWA in FY 2020.

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

Housing needs among residents of the City of Wilmington were determined by analyzing housing problems by income level, tenure, and households with special needs. For the Con Plan, sources included the Comprehensive Housing Affordability Strategy (CHAS) dataset, which is based on the 2011-2015 American Community Survey Five-Year Estimates. This source analyzes households with one or more housing problems (overcrowding, lacking adequate kitchen or plumbing facilities), and households experiencing cost burden and severe cost burden.

The most significant housing issue identified was cost burden, defined as spending between 30-50% of household income on housing costs such as mortgage and rent payments, and severe cost-burden,

Demo

defined as households spending more than 50% of their income on housing costs. According to CHAS data, 39.2% of households in the City are cost burdened, particularly households with incomes between 30-80% AMI. An even higher proportion of Wilmington households are severely cost-burdened, consisting 20.8% of households, particularly households with incomes between 0-50% AMI.

To address the identified housing needs, the City has established the following goals and outcomes to be achieved through the investment of its CDBG and HOME resources in the first year:

Goal Name	Goal Outcome Indicator
Improve quality of existing housing stock	Homeowner Housing Added: 10 housing units Homeowner Housing Rehabilitated: 45 housing units
Increase supply of existing housing stock	Rental Units Constructed: 108 housing units Homeowner Housing Added: 18 housing units
Improve public infrastructure	Public Facility or Infrastructure for Low/Moderate Income Housing Benefit: 102 households
Improve public facilities	Not funded this year
Provide housing/services to the homeless and near-homeless population	Public Facility or Infrastructure for Low/Moderate Income Housing Benefit: 1049 households Tenant-based rental assistance/Rapid Rehousing: 15 households Homeless Person Overnight Shelter: 200 persons Homelessness Prevention: 3714 persons
Provide housing/services to the HIV/AIDS population	HIV/AIDS Housing Operations: 175 households
Provide housing/services to other special needs populations	Public Facility or Infrastructure for Low/Moderate Income Housing Benefit: 1954 households Homelessness Prevention: 31 persons
Provide projects/activities for eligible youth and families	Public Facility or Infrastructure for Low/Moderate Income Housing Benefit: 1414 households Public Services activities for Low/Moderate Income Housing Benefit: 76 households

3. Evaluation of past performance

Demo

The summary of past performance reported below was taken from the City's most recently completed Consolidated Annual Plan Evaluation Report completed for fiscal year 2018 and submitted to HUD. The numbers reflect progress made toward the 2015-2019 Consolidated Plan during the first four years of the plan.

Goal Name	Goal Outcome Indicator
Expand Supply of quality affordable rental housing	Rental units rehabilitated: 3 household housing unit Public service activities other than Low/Moderate Income Housing Benefit: 789 persons assisted Homeowner housing added: 14 household housing units Homeowner housing rehabilitated: 8 household housing units
Housing and services for the HIV/AIDS population	Tenant-based rental assistance/ Rapid Rehousing: 218 households assisted Jobs created/ retained: 4 jobs HIV/AIDS housing operations: 36 household housing units
Housing options and services for the homeless	Public service activities other than Low/Moderate Income Housing Benefit: 3,215 persons assisted Tenant-based rental assistance/ Rapid Rehousing: 170 households assisted Homeless person overnight shelter: 1,565 persons assisted Homelessness prevention: 210 persons assisted
Improve the quality of the existing housing stock	Homeowner housing rehabilitated: 77 household housing units
Mitigate blight from neglected/ vacant properties	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 10 households assisted Homeowner housing rehabilitated: 22 household housing units
Projects/activities for eligible youth and families	Public service activities other than Low/Moderate Income Housing Benefit: 13,767 persons assisted Homeless person overnight shelter: 268 persons assisted Homelessness prevention: 19 persons assisted

4. Summary of citizen participation process and consultation process

Stakeholder Interviews – A series of seven stakeholder meetings and interviews were conducted between January 7-9, 2020 in partnership with New Castle County to discuss issues and opportunities related to housing and community development needs. Individuals representing government and policy makers, nonprofit organizations, affordable housing providers, and other interested parties were invited to participate to ensure that as many points-of-view as possible were heard. Participants are listed in PR-10.

Public Needs Hearing – One public needs hearings was held on January 7th at the Woodlawn Library at 2020 W 9th Street in Wilmington to educate residents and organizations about the CDBG programs and obtain input on housing and community development needs.

Web-based Citizen Survey - The City conducted a web-based survey for the general public from January 8th, 2020 to February 14th, 2020, generating 106 responses in total. Questions focused on housing and community development needs.

Consolidated Plan Public Comment Period – A draft of the Consolidated Plan for FY 2020-2024 and the Annual Plan for FY 2020 was placed on public display for 30 days beginning March 30 through April 29, 2020.

Public Hearing – The City held a public hearing on January 30th, 2020 at the City Offices located at 800 N French Street to obtain final comments on the proposed Consolidated Plan for FY 2020-2024 and the proposed use of funds for FY 2020.

5. Summary of public comments

Major needs highlighted during the public participation process include:

Affordable housing options

- Increasing affordable housing options was the most cited priority at the stakeholder workshops and public meetings.
- From a residential perspective, poor credit history, outstanding bills, and criminal records serve as major barriers to attaining housing.
- Developers cite that high land and construction costs offset incentives for building new affordable housing.
- In cases where rehabilitation is not possible, the cost of demolition and remediation of the site also serve as major barriers for developers.
- Stakeholders found that landlords are very selective in terms of willingness to take Housing Choice Vouchers.

Preservation of existing housing

- New construction is expensive and time-consuming, making it inaccessible to many Wilmington residents and difficult for developers.
- Stakeholders repeatedly mentioned the need for home repairs, rehabilitation, and home modifications to allow for aging-in-place.
- Many stakeholders providing home repair services work with homeowners that do not qualify for home improvement loans to lack of home insurance or timeliness issues with mortgage payments.
- Repairs for roofs for leaks and HVAC are common services as a result of the City's older housing stock. However, many individuals receiving these repairs are unwilling to run HVAC due to high utility costs.

Homeless services

- Both transitional housing and permanent supportive housing were considered major needs by stakeholders.
- Populations most commonly facing risk of homelessness, according to stakeholders, are victims of domestic violence, justice-involved individuals, and individuals aging out of the foster care system.
- The need for permanent supportive housing is exacerbated by the loss of forty permanent supportive housing beds for the chronically homeless from the Central YMCA in November 2019.
- Stakeholders mentioned that evictions are also a major cause of homelessness.

Special needs services

- Several special needs service programs were indicated as priorities, especially for re-entry, educational/vocational services, and mental health services.
- Landlords are very selective in terms of criminal history, source of income, and providing vital documents, such as birth certificates or Social Security number, that these individuals may have difficulty accessing.
- The lack of literacy and soft skills are major barriers for these individuals in terms of finding jobs with livable wages.
- While there are free educational programs available, there was skepticism in terms of the inability to guarantee program participants a job.
- Households with children have difficulty accessing educational services due to the lack of affordable childcare. The limited English proficiency (LEP) population faces similar barriers.

Public services communication

- A major concern for stakeholders is the need to better disseminate information to the public.
- Stakeholders have suggested monthly newsletters to advertise programs the City and local nonprofits have to offer along with providing a centralized resource for information.
- Specific mentions were made regarding repair services, homeless services, and rental assistance.
- Improved collaboration between the City and local organizations to support community needs was also suggested by stakeholders, which is currently provided by Delaware 211 and Unite Us.
- More frequent updates on upcoming projects and public meetings on the City's website were also suggested by stakeholders to keep funding recipients accountable and prevent redundant services from being provided.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments and views were accepted. Comments outside the scope of the plan were not addressed.

7. Summary

In summary, the Consolidated Plan and Annual Action Plan have been developed with community input and reflect the needs of the City.

The Process

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	WILMINGTON	Department of Real Estate and Housing
HOPWA Administrator	WILMINGTON	Department of Real Estate and Housing
HOME Administrator	WILMINGTON	Department of Real Estate and Housing
ESG Administrator	WILMINGTON	Department of Real Estate and Housing

Table 1 – Responsible Agencies

Narrative

Consolidated Plan Public Contact Information

Mr. Alan Matas
 Senior Program Director, Department of Real Estate and Housing
 800 French Street, 7th Floor
 Wilmington, DE 19801
 Phone: (302) 576-3021
 Fax: (302) 573-5588
ajmatas@wilmingtonde.gov

PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)

1. Introduction

The City of Wilmington developed an outreach effort to maximize input from a large cross-section of stakeholders. The outreach effort included public meetings, stakeholder meetings, published meeting notices, and a web survey conducted in both English and Spanish.

Several housing, social service agencies, and other organizations serving the City of Wilmington were consulted during the development of this Consolidated Plan. The City held stakeholder meetings from January 7-9, 2020. Participants included affordable housing providers, neighborhood organizations, homeless and social service providers, and city staff members.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).

The City of Wilmington encourages public communication and agency consultation to demonstrate its commitment to identifying priority needs and engaging the participation of citizens, public agencies, and nonprofit organizations in a positive and collaborative manner. A list of stakeholders and affordable housing providers was developed and included public agencies and private nonprofit organizations whose missions include the provision of affordable housing and human services to low- and moderate-income households and persons. These stakeholders were invited to participate in group interviews held for the purpose of developing the Con Plan. The list of stakeholders is included in the Citizen Participation Comments section.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

The Delaware Continuum of Care and Delaware HIV Consortium both have interagency agreements with the City of Wilmington to manage a select amount of federal entitlement activities supported by ESG and HOPWA, respectively. Close cooperation exists between the City, the CoC, the HIV Consortium, local nonprofit agencies, homeless service providers, and regional organizations to enhance coordination.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

Service providers that work with persons experiencing homelessness participated in stakeholder meetings as described above. As mentioned previously, The Delaware Continuum of Care has an interagency agreement with the City of Wilmington to manage a select amount of federal entitlement activities supported by ESG. Homeless services funded by CDBG dollars follow the priorities and review process set by the Delaware CoC when evaluating CoC funding from HUD.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

Demo

1	Agency/Group/Organization	City of Wilmington
	Agency/Group/Organization Type	Other government - City
	What section of the Plan was addressed by Consultation?	Non-homeless special needs Housing Needs Assessment Homelessness Strategy Economic Development Anti-poverty Strategy
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Public outreach and consultation, participation in stakeholder meetings.
2	Agency/Group/Organization	New Castle County
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Non-homeless special needs Housing Needs Assessment Homelessness Strategy Economic Development Anti-poverty Strategy
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Collaboration with public outreach efforts and consultation.
3	Agency/Group/Organization	Salvation Army
	Agency/Group/Organization Type	Services - Homeless Services - Education Services - Elderly Persons Non-Homeless Special Needs
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
4	Agency/Group/Organization	Edgemoor Revitalization Cooperative
	Agency/Group/Organization Type	Non-Homeless Special Needs
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.

Demo

5	Agency/Group/Organization	State of Delaware, Division of Human Relations
	Agency/Group/Organization Type	Other government - State
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
6	Agency/Group/Organization	Good Neighbors Home Repair
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
7	Agency/Group/Organization	HDC Midatlantic
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
8	Agency/Group/Organization	Habitat for Humanity of New Castle County
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
9	Agency/Group/Organization	Woodlawn Trustees
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.

Demo

10	Agency/Group/Organization	Catholic Charities
	Agency/Group/Organization Type	Services - Homeless Services - Food Assistance Non-Homeless Special Needs
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
11	Agency/Group/Organization	REACH Riverside
	Agency/Group/Organization Type	Services - Housing Services - Education Non-Homeless Special Needs
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
12	Agency/Group/Organization	Interfaith Community Housing of Delaware
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
13	Agency/Group/Organization	2 Fish Home Renovations
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
14	Agency/Group/Organization	First State Community Action Agency
	Agency/Group/Organization Type	Services - Housing Services - Homeless Services - Education Services - Employment

Demo

	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Homelessness Strategy Homeless Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
15	Agency/Group/Organization	Leon N. Weiner & Associates
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
16	Agency/Group/Organization	NCALL Research
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
17	Agency/Group/Organization	Delaware State Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Market Analysis
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
18	Agency/Group/Organization	Breckstone Architecture
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
19	Agency/Group/Organization	Brandywine Counseling

Demo

	Agency/Group/Organization Type	Services - Homeless Services - Education Services - Victims of Domestic Violence Non-Homeless Special Needs
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
20	Agency/Group/Organization	Family Promise of Northern New Castle County
	Agency/Group/Organization Type	Services - Homeless Homeless needs - Families with children
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs Assessment Anti-poverty Strategy
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
21	Agency/Group/Organization	Cinnaire
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
22	Agency/Group/Organization	Battle Cry Ministry
	Agency/Group/Organization Type	Services - Homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
23	Agency/Group/Organization	Central Baptist CDC
	Agency/Group/Organization Type	Services - Housing Services - Employment Non-Homeless Special Needs

Demo

	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Anti-poverty Strategy
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
24	Agency/Group/Organization	Housing Alliance Delaware
	Agency/Group/Organization Type	CoC Services - Homeless
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Homelessness Strategy Homeless Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
25	Agency/Group/Organization	Henrietta Johnson Medical Center
	Agency/Group/Organization Type	Services - Health
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
26	Agency/Group/Organization	United Way of Delaware
	Agency/Group/Organization Type	Services - Education Services - Homeless Non-Homeless Special Needs
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Homelessness Strategy Homeless Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
27	Agency/Group/Organization	The Ministry of Caring
	Agency/Group/Organization Type	Services - Housing Services - Homeless Services - Food Assistance

Demo

	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Homelessness Strategy Homeless Needs Assessment Anti-poverty Strategy
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
28	Agency/Group/Organization	Wilmington Neighborhood Conservancy Land Bank
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
29	Agency/Group/Organization	Sacred Heart Housing
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
30	Agency/Group/Organization	New Castle County Board of Realtors
	Agency/Group/Organization Type	Business Leaders Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Needs AssessmentMarket Analysis
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
31	Agency/Group/Organization	Delaware Transit Corporation
	Agency/Group/Organization Type	Other government - State
	What section of the Plan was addressed by Consultation?	Economic Development Market Analysis
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.

Demo

32	Agency/Group/Organization	Delaware Center for Horticulture
	Agency/Group/Organization Type	Services - Employment
	What section of the Plan was addressed by Consultation?	Economic Development Non-Homeless Special Needs
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
33	Agency/Group/Organization	Lutheran Community Services
	Agency/Group/Organization Type	Services - Food Assistance Services - Housing Non-Homeless Special Needs
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Non-Homeless Special Needs Anti-poverty Strategy
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
34	Agency/Group/Organization	YWCA Delaware
	Agency/Group/Organization Type	Services - Housing Services - Victims of Domestic Violence Services - Education Non-Homeless Special Needs
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
35	Agency/Group/Organization	Warriors Helping Warriors
	Agency/Group/Organization Type	Services - Veterans Non-Homeless Special Needs
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
36	Agency/Group/Organization	West End Neighborhood House

Demo

	Agency/Group/Organization Type	Services - Education Services - Employment Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Economic Development Anti-poverty Strategy
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
37	Agency/Group/Organization	Food Bank of Delaware
	Agency/Group/Organization Type	Services - Food Assistance
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
38	Agency/Group/Organization	University of Delaware, Center for Community Research & Service
	Agency/Group/Organization Type	Services - Education
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
39	Agency/Group/Organization	Wilmington Alliance
	Agency/Group/Organization Type	Civic leaders
	What section of the Plan was addressed by Consultation?	Economic Development Market Analysis
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
40	Agency/Group/Organization	ACLU - Delaware
	Agency/Group/Organization Type	Civic leaders
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

Demo

	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
41	Agency/Group/Organization	STEHM
	Agency/Group/Organization Type	Services - Housing Services - Homeless Services - Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
42	Agency/Group/Organization	Delaware Center for Homeless Veterans
	Agency/Group/Organization Type	Services - Housing Services - Homeless Services - Veterans
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
43	Agency/Group/Organization	Neighborhood House
	Agency/Group/Organization Type	Services - Housing Services - Education
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs Assessment
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
44	Agency/Group/Organization	Amerihealth Caritas - LTSS Housing
	Agency/Group/Organization Type	Services - Housing Services - Health
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs Assessment Non-Homeless Special Needs

Demo

	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
45	Agency/Group/Organization	Mid-County Center
	Agency/Group/Organization Type	Services - Elderly Persons
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs Assessment Non-Homeless Special Needs
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
46	Agency/Group/Organization	Saint Patrick's Center
	Agency/Group/Organization Type	Services - Homeless Services - Food Assistance Non-Homeless Special Needs
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs Assessment Non-Homeless Special Needs
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
47	Agency/Group/Organization	Connections CSP
	Agency/Group/Organization Type	Services - Housing Services - Health Services - Employment
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Homeless Needs Assessment Non-Homeless Special Needs
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
48	Agency/Group/Organization	Wilminvest
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Non-Homeless Special Needs

	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
49	Agency/Group/Organization	Daughters of Zion Inc.
	Agency/Group/Organization Type	Services - Housing Services - Homeless
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Homeless Needs Assessment Non-Homeless Special Needs
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
50	Agency/Group/Organization	Brightfield Inc.
	Agency/Group/Organization Type	Services - Housing Non-Homeless Special Needs
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Non-Homeless Special Needs Market Analysis
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
51	Agency/Group/Organization	DCRAC - The Money School
	Agency/Group/Organization Type	Services - Education
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Market Analysis
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.
52	Agency/Group/Organization	Housing Opportunities of Northern Delaware
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Market Analysis
	How was the Agency/Group Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination	Attended stakeholder meetings.

Table 2 – Agencies, groups, organizations who participated

Identify any Agency Types not consulted and provide rationale for not consulting

All relevant entities were considered for consultation.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Wilmington 2028 – Comprehensive Plan	City of Wilmington	The affordable housing and anti-poverty goals and strategies of both plans align.
Comprehensive Economic Development Strategy	Delaware Economic Development Office	Economic and workforce development strategies of both plans align.

Table 3 – Other local / regional / federal planning efforts

PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

Stakeholder Interviews – A series of seven stakeholder meetings and interviews were conducted between January 7-9, 2020 in partnership with New Castle County to discuss issues and opportunities related to housing and community development needs. Individuals representing government and policy makers, nonprofit organizations, affordable housing providers, and other interested parties were invited to participate to ensure that as many points-of-view as possible were heard. Participants are listed in PR-10.

Public Needs Hearing – Two public needs hearings were held on January 7th at the Bear Library at 101 Governors Place in Bear, DE and the Woodlawn Library at 2020 W 9th Street in Wilmington to educate residents and organizations about the CDBG programs and obtain input on housing and community development needs.

Web-based Citizen Survey - The City conducted a web-based survey for the general public from January 8th, 2020 to February 14th, 2020, generating 106 responses in total. Questions focused on housing and community development needs.

Consolidated Plan Public Comment Period – A draft of the Consolidated Plan for FY 2020-2024 and the Annual Plan for FY 2020 was placed on public display for 30 days beginning March 30 through April 29, 2020.

Public Hearing – The City held a public hearing on January 30th, 2020 at the City Offices located at 800 N French Street to obtain final comments on the proposed Consolidated Plan for FY 2020-2024 and the proposed use of funds for FY 2020.

During the development of this Consolidated Plan, the novel coronavirus COVID-19 pandemic wreaked havoc on the County, resulting in public places being closed to the general public, a prohibition on large public group gatherings, and a stay at home order mandated by the Governor of Pennsylvania. As a result, in-person public participation during the final stages of the Plan development was extraordinarily limited. Nevertheless, the City made its Plan available via multiple electronic means, including offers to email or mail via USPS copies of the Plan to interested parties. In addition, a copy of the Plan was placed on display in the first floor of the City/County Building. The City also conducted virtual public hearings

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Online Survey	Non-targeted/ broad community Non-English Speaking - Spanish	106 respondents	See Survey Results in Citizen Participation Comments	None	https://www.surveymonkey.com/r/NewCastle-Wilmington https://es.surveymonkey.com/r/NewCastle-Wilmington-Sp
2	Public Needs Hearings	Non-targeted/ broad community	14 attendees	See comments in Citizen Participation Comments	None	
3	Stakeholder Meetings	Non-targeted/ broad community	112 attendees	See comments in Citizen Participation Comments	None	
4	Public Hearing	Non-targeted/ broad community		Need for more affordable housing; address transportation access to help with access to employment.	None	
5	Public Display Period	Non-targeted/ broad community	TBD			

Table 4 – Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

The needs assessment is based on an analysis of housing problems in the City of Wilmington, DE by income level among renters, owners, and households with special needs. Needs were also identified through a comprehensive public outreach process that included stakeholder consultation, public hearings, neighborhood meetings, an online resident survey, and a review process designed to meaningfully engage citizens.

Data in the section was primarily drawn from HUD's Comprehensive Housing Affordability Strategy (CHAS) data set, which is a special tabulation of 2011-2015 American Community Survey (ACS) data from the Census Bureau. The CHAS data describes housing problems such as overcrowding or incomplete kitchen and/or plumbing facilities as well as cost burden. Cost burden is defined as when a household pays more than 30% of its gross income on housing costs. Severe cost burden occurs when a household pays more than 50% of its gross income on housing costs.

Supplemental data was drawn from the 2011-2015 ACS 5-Year Estimates and other sources to provide additional context when needed.

NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

Summary of Housing Needs

High housing costs reduce economic opportunities and access to prosperity, especially among lower-income households in Wilmington. Real incomes in the area have declined while housing costs have risen, resulting in an increase in the need for affordable housing options. Between 2010 and 2017, the median income for City residents decreased by 6.5% after adjusting for inflation, while median home values decreased by 17.7%. Median rent grew slightly by 3.4% after adjusting for inflation during this time period. The decline in both income and home values may be a sign of overall disinvestment in the City of Wilmington. Disinvested areas see fewer businesses and fewer opportunities to build wealth. While encouraging investment is important to revitalizing the community, caution should be taken to avoid gentrification and displacement.

As the data below shows, the most significant housing issue identified is cost burden, defined as spending over 30% of household income on housing costs such as mortgage and rent payment. According to CHAS data, 39.2% of all households are cost burdened. Similarly, severe cost burden is defined as spending over 50% of household income on housing. In Wilmington, 20.8% of households are severely cost-burdened.

Demographics	Base Year: 2009	Most Recent Year: 2015	% Change
Population	70,851	71,550	1%
Households	30,379	28,880	-5%
Median Income	\$39,130.00	\$40,465.00	3%

Table 5 - Housing Needs Assessment Demographics

Data Source: 2005-2009 ACS (Base Year), 2011-2015 ACS (Most Recent Year)

Housing Costs Table (SUPPLEMENTAL)

	Base Year: 2010	Most Recent Year: 2017	% Change
Median Home Value	\$179,200 <i>(\$200,827 in 2017 dollars)</i>	\$165,300	-8.2% <i>(-17.7% adjusted)</i>
Median Contract Rent	\$688 <i>(\$771 in 2017 dollars)</i>	\$797	+15.8% <i>(+3.3% adjusted)</i>

Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	7,710	4,630	4,995	2,650	8,895
Small Family Households	2,280	1,810	2,060	1,090	4,255
Large Family Households	495	275	460	105	390
Household contains at least one person 62-74 years of age	1,680	775	955	470	1,525
Household contains at least one person age 75 or older	1,200	645	345	205	370
Households with one or more children 6 years old or younger	1,350	935	915	310	1,080

Table 6 - Total Households Table

Data 2011-2015 CHAS

Source:

Housing Needs Summary Tables**1. Housing Problems (Households with one of the listed needs)**

	Renter					Owner				
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	135	115	35	0	285	25	0	20	0	45
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	20	10	4	0	34	0	0	0	0	0

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	115	80	100	0	295	40	0	20	10	70
Housing cost burden greater than 50% of income (and none of the above problems)	3,135	570	125	0	3,830	980	525	265	20	1,790
Housing cost burden greater than 30% of income (and none of the above problems)	800	1,485	935	195	3,415	125	460	725	195	1,505
Zero/negative Income (and none of the above problems)	875	0	0	0	875	200	0	0	0	200

Table 7 – Housing Problems Table

Data 2011-2015 CHAS
Source:

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen

or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	3,400	775	265	0	4,440	1,045	525	305	25	1,900
Having none of four housing problems	1,840	2,280	2,430	1,125	7,675	345	1,050	1,995	1,500	4,890
Household has negative income, but none of the other housing problems	875	0	0	0	875	200	0	0	0	200

Table 8 – Housing Problems 2

Data 2011-2015 CHAS
Source:

3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	1,335	935	445	2,715	315	515	420	1,250
Large Related	375	170	25	570	30	45	0	75
Elderly	1,170	350	144	1,664	620	170	210	1,000
Other	1,250	750	460	2,460	215	260	385	860
Total need by income	4,130	2,205	1,074	7,409	1,180	990	1,015	3,185

Table 9 – Cost Burden > 30%

Data 2011-2015 CHAS
Source:

4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	1,160	265	20	1,445	295	230	15	540
Large Related	325	95	0	420	30	15	0	45
Elderly	845	95	4	944	540	95	80	715
Other	990	180	100	1,270	185	190	175	550
Total need by income	3,320	635	124	4,079	1,050	530	270	1,850

Table 10 – Cost Burden > 50%

Data 2011-2015 CHAS
Source:

5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	100	80	95	0	275	0	0	0	0	0
Multiple, unrelated family households	35	15	8	0	58	40	0	20	10	70
Other, non-family households	0	0	0	0	0	0	0	0	0	0
Total need by income	135	95	103	0	333	40	0	20	10	70

Table 11 – Crowding Information – 1/2

Data 2011-2015 CHAS
Source:

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present								

Table 12 – Crowding Information – 2/2

Describe the number and type of single person households in need of housing assistance.

According to the 2017 ACS 5-Year Estimates, there are a total of 11,614 households consisting of only single person households, consisting of 40.8% of all households and 73.1% of non-family households. Individuals over the age of 65 years and older make up 27.9% of single person households. Median non-family household income in Wilmington is \$30,057 according to 2011-2015 CHAS data, lower than the city-wide median household income of \$40,465. As a result, single-family households are at a higher risk of being cost-burdened.

Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.

According to the 2013-2017 ACS, the overall disability rate in Wilmington is 13.0%, slightly higher than the national average of 12%. The incidence of disabilities increases as age increases. Among persons aged 65-74 and above 75, the rates are significantly higher, sitting at 29.5% and 52.1%, respectively. The most common disability types are ambulatory difficulties (7.6%), cognitive difficulties (5.9%), and independent living difficulties (5.6%). These disabilities could require modifications to housing units to allow a person with a disability to remain housed in their home.

YWCA provides emergency and transitional housing for victims of domestic violence through their Home Life Management Center. According to their 2018 annual report, 287 homeless families were sheltered and provided life skills training to support themselves while stabilizing their income along with individual case management. Of these families, 90% transitioned from the shelter to safe and stable homes.

Additionally, 1,240 survivors of domestic or sexual violence used their services in 2018. Services include a 24/7 sexual assault helpline, medical and legal accompaniment, trauma-informed counseling, case management, and support group aftercare services. These services are based in nearby Newark but are available to all New Castle County residents, including Wilmington.

What are the most common housing problems?

The most common housing problem in Wilmington is cost burden, with 39.2% of all households considered cost-burdened. There are 7,635 renter-occupied households (49.8% of all renter-occupied households) and 3,445 owner-occupied households (26.5% of all owner-occupied households) with housing costs greater than 30% of their income. Unsurprisingly, cost-burden decreases as income increases. Cost-burden is disproportionately higher among 0-30% AMI households (68.3% cost-burdened) and 30-50% AMI households (68.6% cost-burdened). Of

cost-burdened households, 53.0% are severely cost-burdened, paying more than 50% of their household income on housing costs.

Are any populations/household types more affected than others by these problems?

According to CHAS data, 39.2% of all households in Wilmington are cost burdened. While there are no households that meet HUD's definition of disproportionately impacted groups (rates over 10% above the rate of the total population), the following household types show higher rates of cost-burden: elderly non-family households (45.0%), large families (43.4%), Black households (45.2%), and Hispanic households (47.6%).

Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance

According to stakeholders, the most common characteristics and barriers that near-homeless individuals and families face are a combination of financial factors. This includes poor credit history, outstanding bills and debt, and unemployment/ poor employment opportunities. Additionally, these financial issues are compounded by needs related to mental health, substance abuse, domestic violence, and/or prior experiences of being homeless or incarcerated.

Homeless service providers in Wilmington embrace a housing first philosophy, providing access to housing before providing assistance and support. While this is successful in the short-term, stakeholders frequently voiced a need for wraparound services to maintain permanent housing for individuals previously at-risk of homelessness. Wraparound services include individualized support and services outside of housing (e.g., mental health care and life skills training) to allow individuals and families maintain their homes.

If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:

There is no available definition or estimate of the size of the at-risk population in Wilmington.

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness

Stakeholders frequently mentioned that evictions are a major cause of homelessness in Wilmington. The Eviction Lab at Princeton University supports this; the City of Wilmington's

eviction rates are among the highest in the nation, ranking 45th out of 1,858 mid-sized cities (populations between 20,000 and 100,000). Additionally, stakeholder providing homeless services for these individuals found that only 2% of renters had legal counsel at their eviction hearings, often for owing amounts less than \$600.

NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

HUD defines a disproportionately greater housing need when a racial or ethnic group experiences housing problems at a rate over 10 percentage points more than that of the corresponding income level as a whole. The data table below summarizes the percentage of each racial/ethnic group experiencing housing problems by HUD Adjusted Median Family Income (HAMFI) levels, as defined in the overview. Housing problems include:

- Housing units lacking complete kitchen facilities and/or complete plumbing facilities
- Overcrowding (more than one person per room)
- Housing costs greater than 30% of income (i.e. cost burden)

White, Black, and Hispanic households earning less than 80% AMI are almost equally likely to experience at least one of the four housing problems, around 65%. However, when taking into account all income levels, 45.2% of Black households and 47.6% of Hispanic households are more likely to be cost burdened compared to 29.6% of White households. Asian households experience the lowest rates of cost burden at 7.5%.

There are two household types disproportionately impacted by housing problems: 0-30% AMI Hispanic households and 50-80% AMI White households. At 0-30% AMI, 69.7% of all households experience one or more housing problems compared to 79.9% of Hispanic households at this income level. Similarly, 44.7% of all households at 50-80% AMI have one or more housing problems compared to 55.2% of White households at this income level.

0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	5,375	1,260	1,075
White	1,155	365	145
Black / African American	3,470	785	835
Asian	25	14	0
American Indian, Alaska Native	4	10	0
Pacific Islander	0	0	0
Hispanic	635	65	95

Table 13 - Disproportionally Greater Need 0 - 30% AMI

Data 2011-2015 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	3,245	1,385	0
White	840	385	0
Black / African American	1,855	820	0
Asian	4	45	0
American Indian, Alaska Native	0	8	0
Pacific Islander	0	0	0
Hispanic	530	120	0

Table 14 - Disproportionally Greater Need 30 - 50% AMI

Data 2011-2015 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,235	2,765	0
White	825	670	0
Black / African American	1,175	1,600	0
Asian	4	35	0
American Indian, Alaska Native	20	0	0
Pacific Islander	0	0	0
Hispanic	130	400	0

Table 15 - Disproportionally Greater Need 50 - 80% AMI

Data 2011-2015 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	420	2,235	0
White	235	785	0
Black / African American	125	1,195	0
Asian	0	35	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	40	200	0

Table 16 - Disproportionally Greater Need 80 - 100% AMI

Data 2011-2015 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

Discussion

NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

HUD defines a disproportionately greater housing need with severe housing problems when a racial/ethnic group experiences housing problems at a rate over 10 percentage points more than that of the corresponding income level as a whole. The data table below summarizes the percentage of each racial/ethnic group experiencing housing problems by various income levels. Severe housing problems include:

- Housing units lacking complete kitchen facilities and/or complete plumbing facilities
- Severe overcrowding (more than 1.5 person per room)
- Housing costs greater than 50% of income (i.e. severe cost burden)

Groups disproportionately experiencing housing problems include 0-30% AMI Hispanic households and 30-50% AMI Hispanic households. At 0-30% AMI, Hispanic households experience one or more severe housing problems at a rate of 70.4% compared to 57.7% of all households at the same income level. Similarly, 46.5% of 30-50% AMI Hispanic households experience one more severe housing problem compared to 28% of all households at the same income level.

0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	4,445	2,185	1,075
White	950	575	145
Black / African American	2,840	1,415	835
Asian	4	34	0
American Indian, Alaska Native	4	10	0
Pacific Islander	0	0	0
Hispanic	560	140	95

Table 17 – Severe Housing Problems 0 - 30% AMI

Data 2011-2015 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,300	3,330	0
White	400	825	0
Black / African American	580	2,100	0
Asian	0	50	0
American Indian, Alaska Native	0	8	0
Pacific Islander	0	0	0
Hispanic	300	345	0

Table 18 – Severe Housing Problems 30 - 50% AMI

Data 2011-2015 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	570	4,425	0
White	290	1,205	0
Black / African American	250	2,525	0
Asian	4	35	0
American Indian, Alaska Native	10	10	0
Pacific Islander	0	0	0
Hispanic	19	510	0

Table 19 – Severe Housing Problems 50 - 80% AMI

Data 2011-2015 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	25	2,625	0
White	10	1,010	0
Black / African American	20	1,300	0
Asian	0	35	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	0	235	0

Table 20 – Severe Housing Problems 80 - 100% AMI

Data 2011-2015 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

Discussion

NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction:

HUD defines a disproportionately greater housing need when a racial or ethnic group experiences housing problems at a rate over 10 percentage points more than that of the corresponding income level as a whole. Cost burden is defined as paying more than 30% of income on housing expenses, and severely cost burdened is defined as paying greater than 50% of income on housing.

The data table below summarizes the percentage of each racial/ethnic group experiencing cost burden at various income levels. Based on these definitions, American Indian/ Alaska Native households are disproportionately cost burdened and disproportionately have no/negative income. However, it is important to note that American Indian/ Alaska Native population make up only 0.14% of the population. Furthermore, Hispanic households are nearly disproportionately affected by severe cost burden at 30.4% compared to 21.5% of households in the aggregate.

SUPPLEMENTAL TABLE: Percent Housing Cost Burden

	Less than 30% (No Cost Burden)	30-50%	More than 50%	No/ negative income (not computed)
Racial/ Ethnic Group		% with housing cost burden		%
Jurisdiction as a Whole	59.20%	19.26%	21.54%	4.07%
White	68.76%	16.01%	15.23%	1.40%
Black/ African American	52.68%	22.11%	25.22%	6.40%
Asian	90.91%	7.13%	1.97%	0.00%
American Indian, Alaska Native	48.72%	51.28%	0.00%	10.26%
Pacific Islander	N/A	N/A	N/A	N/A
Hispanic	50.66%	18.90%	30.43%	3.59%

Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	16,425	5,345	5,975	1,130
White	7,110	1,655	1,575	145
Black / African American	7,280	3,055	3,485	885
Asian	370	29	8	0
American Indian, Alaska Native	19	20	0	4
Pacific Islander	0	0	0	0
Hispanic	1,340	500	805	95

Table 21 – Greater Need: Housing Cost Burdens AMI

Data 2011-2015 CHAS
Source:

Discussion:

NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)

Are there any income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?

The impact of housing problems in the City of Wilmington varies primarily by income level. However, the following income tiers experienced problems at a rate of at least ten percentage points higher than the City as a whole:

Housing Problems

- 0-30% AMI Hispanic households
- 50-80% AMI White households

Severe Housing Problems

- 0-30% AMI Hispanic households
- 30-50% AMI Hispanic households

Cost Burden

- American Indian/ Alaska Native households

If they have needs not identified above, what are those needs?

The general needs among race/ethnicities are indicated above. Income categories have more general needs as described in NA-10. Some stakeholders involved managing affordable housing developments, specifically for those in the 30-60% AMI range, mentioned that many tenants have financial issues related to staying employed and keeping their units/property maintained.

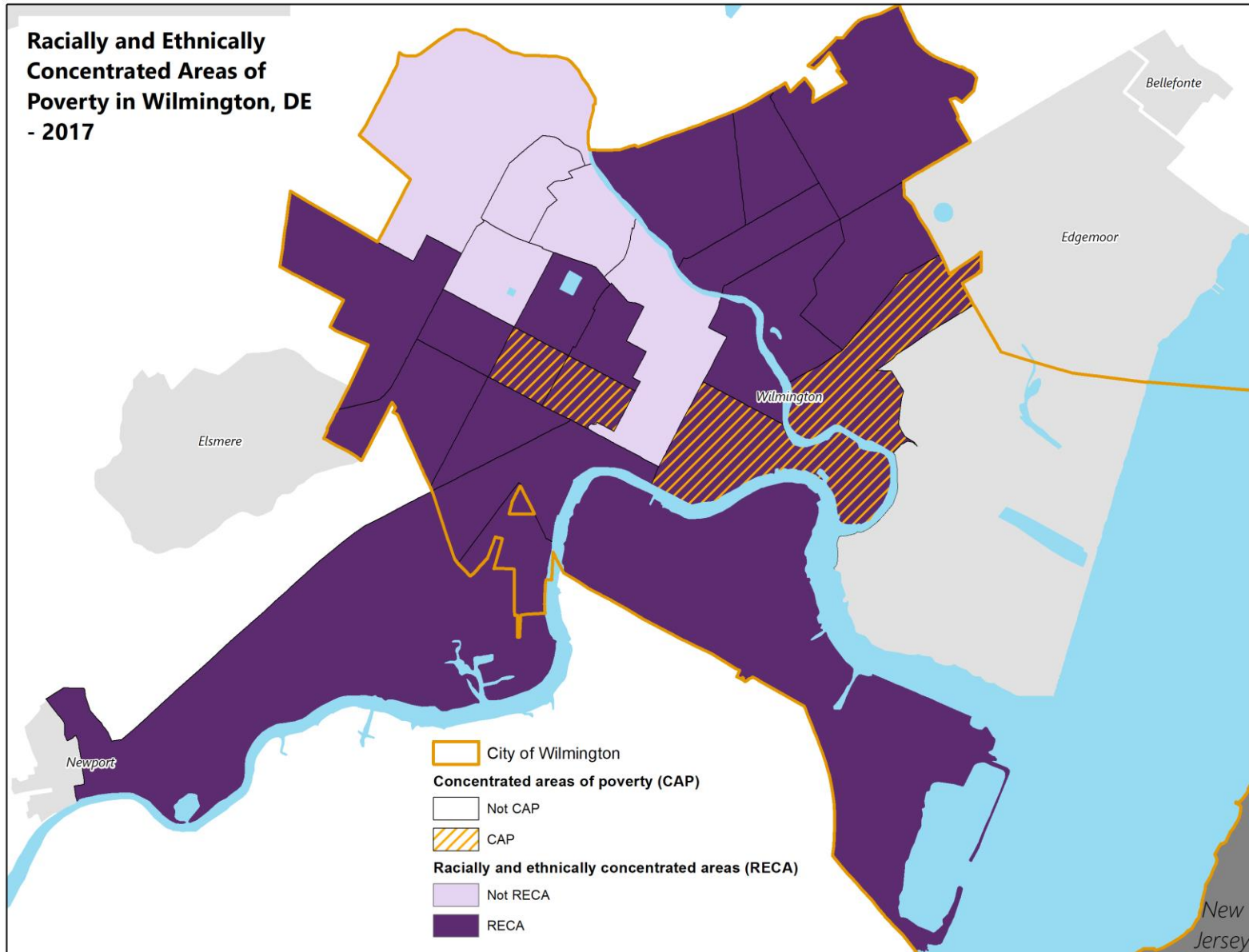
Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?

HUD defines racially and ethnically concentrated areas poverty (R/ECAP) as census tracts where more than half the population is non-White and 40% or more of the population is in poverty or where the poverty rate is greater than three times the average poverty rate in the area, whichever is smaller. According the 2013-2017 ACS, the city-wide poverty rate is 17.6%, making the poverty rate threshold 40%.

Wilmington is a minority-majority city, with only 28.3% of its population being White. As a result, most areas in Wilmington are racially and ethnically concentrated; areas with less than 50% minority population can be found in the northwestern section of the City and downtown. However, there are only pockets of concentrated poverty, located primarily on the eastern side

Demo

of the City along Route 13 and west of Downtown Wilmington. The following map visually displays racially and ethnically concentrated areas of poverty in the City of Wilmington.



NA-35 Public Housing – 91.205(b)

Introduction

Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	42	0	1,252	1,548	21	1,484	9	0	21

Table 22 - Public Housing by Program Type

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

Characteristics of Residents

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher	
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program
Average Annual Income	5,649	0	12,621	12,988	12,397	12,901	11,110	0
Average length of stay	1	0	9	6	0	7	1	0
Average Household size	1	0	2	2	1	2	1	0
# Homeless at admission	2	0	11	0	0	0	0	0

Demo

Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers				
				Total	Project - based	Tenant - based	Special Purpose Voucher	
							Veterans Affairs Supportive Housing	Family Unification Program
# of Elderly Program Participants (>62)	2	0	266	305	18	265	4	0
# of Disabled Families	8	0	326	351	1	343	3	0
# of Families requesting accessibility features	42	0	1,252	1,548	21	1,484	9	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

Table 23 – Characteristics of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Race of Residents

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	6	0	94	67	1	63	0	0	3
Black/African American	36	0	1,144	1,469	20	1,409	9	0	18
Asian	0	0	6	6	0	6	0	0	0

Demo

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
American Indian/Alaska Native	0	0	5	1	0	1	0	0	0
Pacific Islander	0	0	3	5	0	5	0	0	0
Other	0	0	0	0	0	0	0	0	0
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 24 – Race of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Ethnicity of Residents

Program Type									
Ethnicity	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	3	0	76	48	0	47	1	0	0
Not Hispanic	39	0	1,176	1,500	21	1,437	8	0	21
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 25 – Ethnicity of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:

Section 504 of the Rehabilitation Act of 1973 and 24 CFR Part 8 requires that 5% of all public housing units be accessible to persons with mobility impairments. Another 2% of public housing units must be accessible to persons with sensory impairments. The Uniform Federal Accessibility Standards (UFAS) is the standard against which residential and non-residential spaces are judged to be accessible.

While WHA is not currently required to increase the number of accessible units by a Section 504 Voluntary Compliance agreement, WHA currently has 55 accessible units. Within the past twelve months as of February 2020, only four reasonable accommodation requests have been requested, all of which were fulfilled.

Most immediate needs of residents of Public Housing and Housing Choice voucher holders

The most immediate needs of public housing residents and HCV holders are supportive and wraparound services to allow for residents of assisted housing to find independent and permanent housing. According to stakeholders, many assisted housing residents have special needs, facing issues such as domestic violence, substance abuse, or mental and/or physical disabilities. These circumstances compound barriers such as obtaining decent employment, outstanding bills, and poor credit history. Self-sufficiency programs teaching these individuals employable job skills, life skills, along with supportive services such as childcare, individualized case management, counseling, and healthcare and treatment were cited as major needs to allow them to obtain and maintain permanent housing.

How do these needs compare to the housing needs of the population at large

The needs of public housing residents and HCV holders are overall more dire than the population at large. Households residing in assisted housing typically are facing special circumstances, such as domestic violence, substance abuse, or mental and/or physical disabilities that require supportive services. Additionally, these residents have difficulties obtaining independent, permanent housing due to outstanding bills or credit history compounded by their special needs.

NA-40 Homeless Needs Assessment – 91.205(c)

Introduction:

According to Delaware 2-1-1, central resource for access to health and human service organizations, over 46,000 requests were made using their service. Housing and shelter were the most requested service types between January 16, 2019 and January 15, 2020, consisting 30.8% of all requests. The most frequent housing and shelter service requests were rental assistance (34.7%) and low-cost housing (17.4%).

The following data was provided by Housing Alliance Delaware, the lead agency for the Delaware Continuum of Care and was available at the County level. The count estimated that 722 people in Wilmington experience homelessness on a given night. Of the homeless population, 9.4% were estimated to be unsheltered.

If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):

Demo

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Persons in Households with Adult(s) and Child(ren)	254	0	724	156	101	140
Persons in Households with Only Children	2	0	3	1	0	125
Persons in Households with Only Adults	249	35	310	227	80	92
Chronically Homeless Individuals	2	9	100			
Chronically Homeless Families	0	2	30			
Veterans	30	2	51			
Unaccompanied Child	13	0	3	1	0	
Persons with HIV	4	1	7			
Severely Mentally Ill	42	4	269			
Chronic Substance Abuse	26	12	48			
Victims of Domestic Violence	32	3	78			

Nature and Extent of Homelessness: (Optional)

Race:	Sheltered:	Unsheltered
White	155	19
Black or African American	299	16
Asian	1	0
American Indian or Alaska Native	1	0
Pacific Islander	0	0
Ethnicity:	Sheltered:	Unsheltered
Hispanic	43	3
Not Hispanic	429	30

Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

The Point in Time count estimates that of the 722 individuals experiencing homelessness, 254 of these individuals are in family households with children, making up 35.4% of the estimated homeless population. It was estimated that there were 32 veterans experiencing homelessness.

Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.

Racial group information was provided for 491 homeless individuals. The majority of homeless individuals are Black or African American (64.2%) followed by White individuals (35.4%).

Information on ethnicity was provided for 505 homeless individuals. Only 9.1% of homeless individuals are Hispanic.

Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.

Of the homeless individuals within the count, 68 individuals were unsheltered, making up 9.4% of the estimated homeless population. In terms of days experiencing homelessness, households with adult(s) and child(ren) were estimated to experience homelessness for the longest amount of time at 140 days, followed by children-only households (125 days) and adult-only households (92 days). The PIT estimated only two individuals were chronically homeless.

Discussion:

NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)

Introduction:

Persons with special needs include the elderly and frail elderly, persons with severe mental illness, persons with developmental disabilities, persons with physical disabilities, and persons with alcohol/other drug addictions. Additionally, many persons with such special needs have very low incomes.

HOPWA

Current HOPWA formula use:	
Cumulative cases of AIDS reported	146
Area incidence of AIDS	5.3
Rate per population	204.8 per 100,000
Number of new cases prior year (3 years of data)	118
Rate per population (3 years of data)	165.5 per 100,000
Current HIV surveillance data:	
Number of Persons living with HIV (PLWH)	1,317
Area Prevalence (PLWH per population)	604.6 per 100,000
Number of new HIV cases reported last year	92

Table 26 – HOPWA Data

Data Source: CDC HIV Surveillance

HIV Housing Need (HOPWA Grantees Only)

Type of HOPWA Assistance	Estimates of Unmet Need
Tenant based rental assistance	57
Short-term Rent, Mortgage, and Utility	22
Facility Based Housing (Permanent, short-term or transitional)	15

Table 27 – HIV Housing Need

Data Source: HOPWA CAPER and HOPWA Beneficiary Verification Worksheet

Describe the characteristics of special needs populations in your community:

Elderly

Elderly persons are more likely to live on fixed, very low incomes or require special supportive service to complete their daily routines. This means elderly residents, especially need affordable housing options and easy access to service providers.

According to ACS 2013-2017 estimates, 13.2% of Wilmington residents are aged 65 years or over. In addition, the Census reported that 38.2% of persons 65 years and over had at least one disability in 2017 compared to 13.0% in the total population. The most common disabilities of the elderly population are related to ambulatory difficulty (26.9% of disabilities) and independent living difficulty (15.5%). Stakeholders frequently cited a need for home modification and repair programs for elderly persons to allow them to age-in-place.

Persons with Mental, Physical, and/or Other Developmental Disabilities

As mentioned in NA-10, the overall disability rate in Wilmington is 13.0%, slightly higher than the national average of 12%, according to the 2013-2017 ACS. The incidence of disabilities increases as age increases. Among persons aged 65-74 and above 75, the rates are significantly higher, sitting at 29.5% and 52.1%, respectively. The most common disability types are ambulatory difficulties (7.6%), cognitive difficulties (5.9%), and independent living difficulties (5.6%). These disabilities could require modifications to housing units to allow a person with a disability to remain housed in their home.

In the City of Wilmington, 27.0% of the population lives below the poverty line. However, there are differences in the incidence of poverty by disability status. For individuals over the age of 16, 31.2% with a disability live below the poverty line as compared to 23.1% of those without a disability.

Individuals who have special needs are typically extremely low income and face tremendous challenges finding housing that they can afford. Individuals with special needs also require supportive services in addition to housing that they can afford. Public and private sources have limited funds available for these purposes, making it difficult for non-profit organizations to develop and operate housing and supportive service programs

According to the stakeholder survey, mental health services was the top priority for special needs and services activities. Stakeholders also mentioned stigmatization of individuals with mental health or drug/substance abuse issues as a major barrier for these populations to attain housing. Landlords perceive these individuals as unable to maintain their properties. Wraparound services to support obtaining and maintaining housing for special needs individuals was frequently mentioned as a need in Wilmington.

Persons Experiencing Re-entry

Special needs service programs were indicated as priority needs for persons experiencing re-entry, especially as it relates to educational/vocational services and mental health services. Re-entry for single males coming out of prison and youth aging out of foster care is difficult in both obtaining and maintaining housing. There is very little assistance or awareness of available re-entry services for individuals transitioning back into society. Additionally, landlords are very

selective in terms of criminal history, source of income, and providing vital documents, such as birth certificates or Social Security number, that these individuals may have difficulty accessing. Youth centers were considered the highest priority community facility in the stakeholder survey.

Additionally, the lack of literacy and soft skills are major barriers in terms to accessing human and social services for individuals re-entering society trying to find employment. Additional job training and literacy programs were mentioned by stakeholders as a way to achieve this. However, there was skepticism in terms of the inability to guarantee program participants a job. Additionally, households with children have difficulty accessing educational services due to the lack of affordable childcare.

What are the housing and supportive service needs of these populations and how are these needs determined?

Please refer to the previous question.

Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:

According to a 2018 report conducted by the Delaware Department of Health and Social Services, a total of 1,317 people living with HIV reside in the Wilmington metropolitan area. Here, the Wilmington metropolitan area is defined as city boundaries, distinguishing it from the rest of New Castle County. Of these individuals, 814 live with Stage 3 HIV (AIDS). Wilmington accounts for 58% of HIV cases in New Castle County and 38% of all cases in Delaware. The prevalence rate of HIV in Wilmington is 604.6 per 100,000 persons. This is relatively high compared to Delaware's three counties: 404.1 in New Castle County, 265.2 in Kent County, and 326.9 in Sussex County.

African Americans and men in Wilmington are disproportionately affected by HIV, with prevalence rates of 1693.5 and 878.6 per 100,000 individuals. Persons between the ages of 25 and 44 make up 64% of those living with HIV. The leading exposure risks are men who have sex with men (MSM contact) and heterosexual contact, each at 32.6% of all exposure modes. Injecting drug user makes up 24.4% of exposure modes.

Discussion:

NA-50 Non-Housing Community Development Needs – 91.215 (f)

Describe the jurisdiction's need for Public Facilities:

Through CDBG funds, the City of Wilmington can fund the construction, rehabilitation, or installation of public facilities. Eligible public facilities include neighborhood facilities (such as educational centers, parks, recreation centers, and libraries) and facilities for special needs populations (such as homeless shelters, elderly facilities, or centers for people with disabilities).

The need for homeless facilities was a major recurring issue brought up by stakeholders and was ranked as a major priority for special needs services and activities. Both transitional housing and permanent supportive housing were considered major needs by stakeholders. Populations most commonly facing risk of homelessness, according to stakeholders, are victims of domestic violence, justice-involved individuals, and individuals aging out of the foster care system. Many stakeholders feel that the current inventory is not enough, especially with many individuals not falling under HUD's definition of homelessness being undocumented. The need for permanent supportive housing is exacerbated by the loss of forty permanent supportive housing beds for the chronically homeless from the Central YMCA.

Finally, the limited English proficiency (LEP) population faces similar barriers to the needs of individuals experiencing re-entry, as outline in NA-45. According to stakeholders, LEP individuals have difficulty accessing documents due to lack of interpretation services and translated documents and are at-risk of becoming victims of predatory landlords. The Spanish-speaking LEP population of Wilmington meets the safe harbor threshold. However, there does not appear to be a Language Access Plan (LAP) in place for the City of Wilmington. The Delaware State Housing Authority has a LAP that the City could model from. Overall, additional wraparound services are necessary to keep individuals with special needs safely housed for the long-term.

How were these needs determined?

The needs were determined through public meetings, stakeholder sessions and an online survey that was open to the entire City.

Describe the jurisdiction's need for Public Improvements:

Through CDBG funds, the City of Wilmington can also fund the construction, rehabilitation, or installation of public improvements. Public improvements include, but are not limited to, street and sidewalk improvements, water and sewer installation, and maintenance and ADA compliance construction and rehabilitation.

While not exclusive to public properties, stakeholders linked affordable housing to the preservation of existing infrastructure as a critical priority. New construction is expensive and time-consuming, making it inaccessible to many Wilmington residents and difficult for developers. Stakeholders repeatedly mentioned the need for home repairs, rehabilitation, and home modifications to allow for aging-in-place. A concentration of home repairs is being observed on the eastern portion of the City along Route 9 and Route 13. Rehabilitation is especially important in this area as it consists of a mixture of industrial properties and older housing stock with many zoning variances and is prone to flooding due to its proximity to major waterways.

Many stakeholders providing home repair services work with homeowners that do not qualify for home improvement loans to lack of home insurance or timeliness issues with mortgage payments. Repairs for roofs for leaks and HVAC are common services as a result of the City's older housing stock. However, many individuals receiving these repairs are unwilling to run HVAC due to high utility costs. Additionally, like many cities across the nation, the City's population is becoming increasingly older. Many of these individuals, along with veterans and persons with disabilities, need financial assistance or home modifications to allow them to age-in-place. Stakeholders mentioned that Christiana Care often refers patients to organizations providing home repair and modification services who landed in the ER as a result of in-home injuries. Major barriers for implementing home repair services are funding, administrative barriers, and burdensome compliance requirements.

The land bank recently started a Homesteader program in summer 2019, allowing for homebuyers committed to renovating a home and using it for personal use for a period of at least five years. Homes can be purchased for as little as \$1 and can receive up to \$20,000 in rehabilitation assistance.

In terms of public infrastructure, sidewalk, street, and alley improvements were among the top three neighborhood and revitalization activities as ranked by the stakeholder survey. Road improvements and reconstruction was considered the highest priority public infrastructure project according to the same survey. Specific reference was made toward the Department of Public Works (DPW), with stakeholders emphasizing the importance of the City's Urban Forestry Program. Shade trees mitigate utility costs, which many stakeholders found to be very high for low- and moderate-income individuals. Additionally, due to older housing stock, tree pruning removal services are necessary due to the relatively large size of trees along streets and on properties. Tree planting was ranked the third highest priority public infrastructure project.

How were these needs determined?

The needs were determined through public meetings, stakeholder sessions and an online survey that was open to the entire City.

Describe the jurisdiction's need for Public Services:

Through CDBG funds, the City of Wilmington can fund an array of public services. Eligible public services include, but are not limited to, homeless services, education and workforce development programs, homebuyer counseling, elderly care and programs, and childcare and health services for low- and moderate-income households.

A major concern for stakeholders is the need to better disseminate information to the public. Stakeholders have suggested monthly newsletters to advertise programs the City and local nonprofits have to offer along with providing a centralized resource for information. Specific mentions were made regarding repair services, homeless services, and rental assistance.

Improved collaboration between the City and local organizations to support community needs was also suggested by stakeholders. Delaware 211, operated by the United Way of Delaware, offers free human service referrals and community resources, allowing for extensive filtering in terms of geographic access and tracking individual referral history. ChristianaCare has recently partnered with Unite Us to connect health and social care providers to ensure patients receive necessary non-medical support such as housing, clothing, or food. Improved awareness of these referral services can bridge this gap. More frequent updates on upcoming projects and public meetings on the City's website was also suggested by stakeholders to keep funding recipients accountable and preventing redundant services from being provided.

It should be noted that while stakeholders felt that public transit in New Castle County is a major need, especially in rural areas, the City of Wilmington is generally considered to have good access. However, there are accessibility issues for residents working non-standard hours, as transit services tend to begin around 5 AM at the earliest and end at midnight at the latest.

How were these needs determined?

The needs were determined through public meetings, stakeholder sessions and an online survey that was open to the entire City.

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

According to the 2013-2017 ACS, the housing stock in Wilmington is mostly single unit, attached structures (52.5%) and renter-occupied (54.5%). The median house value throughout the City was \$165,300; the median gross rent was \$957. This analysis identifies the need to preserve existing affordable housing opportunities while advancing efforts to create a diverse supply of additional affordable units.

MA-10 Number of Housing Units – 91.210(a)&(b)(2)

Introduction

Wilmington had 34,168 housing units according the 2013-2017 ACS, 16.6% of which was considered vacant. Single family homes comprised of most of Wilmington's housing units at 63.9%; attached homes made up 81.8% of single-family units. The remaining units are multifamily dwellings, typically on the smaller side of 2-4 units or larger than 20 units. Most housing units consisted of three bedrooms (43.0%).

All residential properties by number of units

Property Type	Number	%
1-unit detached structure	3,955	11%
1-unit, attached structure	18,395	53%
2-4 units	4,085	12%
5-19 units	2,875	8%
20 or more units	5,110	15%
Mobile Home, boat, RV, van, etc	115	0%
Total	34,535	100%

Table 28 – Residential Properties by Unit Number

Data Source: 2011-2015 ACS

Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	55	0%	725	5%
1 bedroom	460	3%	5,055	33%
2 bedrooms	2,385	18%	4,330	28%
3 or more bedrooms	10,425	78%	5,445	35%
Total	13,325	99%	15,555	101%

Table 29 – Unit Size by Tenure

Data Source: 2011-2015 ACS

Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

According to a draft version of Wilmington's 2019 Consolidated Annual Performance and Evaluation Report (CAPER), federal funds helped rehabilitated 118 housing units (three rental 115 homeowner housing units), add 50 homeowner housing units, and assisted 408 special needs households. Of the special needs households, 238 households had at least one member with HIV/AIDS and 170 were used for TBRA/Rapid Re-Housing for homeless individuals. Federal funding sources include CDBG, HOME, HOPWA, and ESG.

Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.

Many assisted housing sites through the City have been long-term vacant due to poor physical quality. WHA is currently in the process of pursuing rehabilitation when feasible (addressed in MA-25). Lost affordable units are intended to be replaced through additional Section 8 vouchers, rehabilitation, or new construction.

Does the availability of housing units meet the needs of the population?

The currently supply of housing units does not meet the needs of the population, and there is significant need for affordable housing. Developers struggle to increase supply through new construction due to limited funding sources and high land costs.

Describe the need for specific types of housing:

Due to land scarcity, there is need for increased density in order to increase the supply of housing. This will require multi-family housing and smaller lots for single-family housing. There is also a need for housing affordable to households below the median household income. Vacant areas originally unsuitable for housing need to be rehabilitated.

Discussion

MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

Introduction

Cost of Housing

	Base Year: 2009	Most Recent Year: 2015	% Change
Median Home Value	172,100	167,500	(3%)
Median Contract Rent	678	739	9%

Table 30 – Cost of Housing

Data Source: 2005-2009 ACS (Base Year), 2011-2015 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	4,460	28.7%
\$500-999	8,375	53.9%
\$1,000-1,499	2,085	13.4%
\$1,500-1,999	470	3.0%
\$2,000 or more	164	1.1%
Total	15,554	100.0%

Table 31 - Rent Paid

Data Source: 2011-2015 ACS

Housing Affordability

% Units affordable to Households earning	Renter	Owner
30% HAMFI	2,680	No Data
50% HAMFI	6,750	1,955
80% HAMFI	12,555	5,030
100% HAMFI	No Data	6,835
Total	21,985	13,820

Table 32 – Housing Affordability

Data Source: 2011-2015 CHAS

Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	840	992	1,200	1,503	1,715
High HOME Rent	840	992	1,200	1,503	1,708
Low HOME Rent	788	845	1,013	1,171	1,307

Table 33 – Monthly Rent

Is there sufficient housing for households at all income levels?

According to 2011-2015 CHAS data, there is an insufficient supply of housing affordable to 0-80% HAMFI households. There are 17,335 households in the 0-80% HAMFI bracket but only 11,835 units affordable to them. However, most of these units are affordable only to those making above 50% HAMFI; there are 12,340 households at 0-50% HAMFI but only 2,680 housing units affordable to them.

How is affordability of housing likely to change considering changes to home values and/or rents?

Given the decrease in home values and increase in contract rent between 2009 and 2015, homeownership in the City will become more affordable, but renting will become less affordable. Stakeholders involved in the development of affordable housing cite difficulties in trying to meet affordable housing standards while keeping construction costs down; otherwise the quality of the home begins to suffer. Other stakeholders cite that extremely low-income residents will not be able to continue to afford rent due to the lack of quality jobs and lack of funding for rental assistance.

How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

HOME rents are reported by HUD for the Philadelphia-Camden-Wilmington MSA. The high HOME rents are determined as the lesser of the Fair Market Rent or 30% of the income of a household earning 65% AMI. With all unit sizes except for four-bedroom units having high HOME rents equal to the FMR, the rates indicate that most units are affordable to households earning 65% AMI. However, it should be noted that households earning between 0-50% AMI are most in need of affordable housing, as previously mentioned.

Discussion

MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

Introduction

The following data provides an overview on the condition of housing in Wilmington, DE. The following housing problems are included in the data that follow: 1) lacking complete plumbing facilities, 2) lacking complete kitchen facilities, 3) overcrowding (more than one person per room), and 4) cost burden (more than 30% of household income spend on housing).

Definitions

Standard Condition: No major structural defects; adequate plumbing and kitchen facilities; appearance which does not create a blighting influence; and the house meets additional, more stringent, local standards and building codes, including lead-based paint clearance.

Substandard Condition: A housing unit lacking complete kitchen and/or plumbing facilities.

Substandard Condition but Suitable for Rehabilitation: The nature of the substandard condition makes rehabilitation both financially and structurally feasible.

Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	3,690	28%	7,570	49%
With two selected Conditions	40	0%	395	3%
With three selected Conditions	45	0%	20	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	9,550	72%	7,565	49%
Total	13,325	100%	15,550	101%

Table 34 - Condition of Units

Data Source: 2011-2015 ACS

Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	955	7%	1,355	9%
1980-1999	1,620	12%	1,715	11%
1950-1979	2,925	22%	5,280	34%
Before 1950	7,830	59%	7,200	46%
Total	13,330	100%	15,550	100%

Table 35 – Year Unit Built

Data Source: 2011-2015 CHAS

Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	10,755	81%	12,480	80%
Housing Units build before 1980 with children present	1,095	8%	460	3%

Table 36 – Risk of Lead-Based Paint

Data Source: 2011-2015 ACS (Total Units) 2011-2015 CHAS (Units with Children present)

Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units			
Abandoned Vacant Units			
REO Properties			
Abandoned REO Properties			

Table 37 - Vacant Units

Need for Owner and Rental Rehabilitation

While 3,690 (28%) of owner-occupied units and 7,570 renter-occupied units reported having one of the four selected housing conditions, this is primarily attributed to cost-burden. According to 2011-2015 CHAS data, 3,445 owner-occupied units and 11,080 rental units are cost burdened. This indicates that rehabilitation for incomplete plumbing and kitchen facilities is not in demand.

Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards

The following supplemental table, derived from CHAS data, indicates that there are 1,444 low- and moderate-income households with one or more child under the age of six and living in a housing unit built before 1980; this is equivalent to 11.6% of all households.

HAMFI	Households			
	Owners	Renters	Total	%
0-30%	110	940	1050	72.7%
30-50%	80	635	715	81.3%
50-80%	225	260	485	76.4%
80-100%	200	99	299	83.3%
>100%	580	155	735	73.5%
Total	1195	2089	3284	76.0%

MA-25 Public and Assisted Housing – 91.210(b)

Introduction

Totals Number of Units

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project -based	Tenant -based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available	37	0	1,557	1,586	33	1,553	284	0	1,237
# of accessible units									
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 38 – Total Number of Units by Program Type

Data Source: PIC (PIH Information Center)

Describe the supply of public housing developments:

The WHA manages and maintains 1,816 units, with 1,390 units occupied. While most of these properties are in areas of concentrated poverty and/or minorities, most of Wilmington also falls within these categories. Demand for public housing far outweighs supply of housing; the waiting list for public housing is closed. WHA is looking at other financing sources and housing opportunities to fulfill the demand for affordable housing.

The WHA is responsible for one HOPE VI development in the city, Eastlake HOPE VI, which was completed in 2004 and located in the northeastern portion of Wilmington. The Eastlake project, which is serviced by bus routes along Governor Printz Boulevard, East 26th Street, and Thatcher Street, created new interior streets but none that established new bus route stops.

Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:

HUD's Real Estate Assessment Center conducts physical property inspections of properties that are owned, insured or subsidized by HUD, including public housing. Inspections are conducted to ensure that assisted families have housing that is decent, safe, sanitary and in good repair. The scores on the next page for WHA public housing properties are up-to-date as of March 2019. A passing score for a REAC Physical Inspection is 60 or above.

The only sites to receive failing scores are Crestview Apartments, Northeast (Riverside), Scattered Sites North, and Scattered Sites South. Many of the scattered sites have been long-term vacant, and WHA is currently planning to renovate these sites through HUD approved Phase 3 Energy Performance Contracting in 2020. The 297 units at Riverside are in the process of redevelopment through RAD conversion or demolition. Lost affordable units are intended to be replaced through additional Section 8 vouchers, rehabilitation, or new construction.

Public Housing Condition

Public Housing Development	Average Inspection Score
22 nd and Heald Street	84
New Village of Eastlake	89
Lincoln Towers	90
Southbridge	85
Crestview Apartments	58
Northeast	51
Scattered Sites South	47
Mid City	65
Scattered Sites North	46
Baynard Apartments	66

Table 39 - Public Housing Condition

Describe the restoration and revitalization needs of public housing units in the jurisdiction:

WHA is currently implementing a HUD-approved Phase 3 Energy Performance Contract to install energy conservation measures at many of their public housing sites. WHA recently completed a 1.15 MW Solar Park at their Southbridge site. Planned projects included substantially rehabilitating 47 units of long-term vacant scattered sites. Improvements included updating HVAC systems, façade improvements, and window replacements. Accessibility modifications and infrastructure repair are also provided throughout the year.

Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:

The following strategies were outlined in WHA's most recent updated to their five-year and annual plan, last updated in January 2020:

- Maximize the number of affordable units available to the PHA within its current resources by expediting repairs, constant monitoring, implementing energy efficiency programs, expedite the issuing, processing, and transition of HCV holders, and setting reasonable payment standards and occupancy standards
- Increase the number of affordable housing units by applying for additional Section 8 units should they become available, pursue housing resources other than public housing or Section 8, replace units lost through the Section 32 Homeownership Program and mixed finance development, and use Replacement Housing Factor funds to construct/purchase new affordable housing
- Target available assistance to families by continuing admissions preferences aimed at working families, enforcing rent policies supporting and encouraging work, apply for special-purpose vouchers for the elderly and persons with disabilities, carry out

modifications based on Section 504 needs, and affirmatively marketing to local nonprofits that assist families with disabilities

- Conduct activities to affirmatively further fair housing by joining the Delaware State Consortium on Affirmatively Furthering Fair Housing, counseling and assisting Section 8 tenants on units available outside of racially and ethnically concentrated areas of poverty (R/ECAPs), and market the Section 8 program to owners residing outside of R/ECAPs.

MA-30 Homeless Facilities and Services – 91.210(c)

Introduction

Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	140	70	117	184	0
Households with Only Adults	280	0	142	848	0
Chronically Homeless Households	0	0	0	0	0
Veterans	16	0	15	204	0
Unaccompanied Youth	4	0	0	0	0

Table 40 - Facilities and Housing Targeted to Homeless Households

Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons

The Ministry of Caring is a “community-based nonprofit organization that provides a network of social, health and support services for those living in poverty, including the homeless and working poor, in the greater Wilmington, Delaware area.” In addition to emergency shelter for men and women with/without children, the Ministry operates three child care centers with hours meeting the needs of working parents, a Job Placement Center to develop employment skills and obtain work, and basic dental and medical services both in their own facility and in a custom medical care van that travels throughout the City. More specialized services provided by the Ministry of Caring are addressed in MA-35.

Connections Community Support Programs (CSP) provides “a comprehensive array of health care, housing, and employment opportunities that help individuals and families to achieve their goals and enhance [their] communities.” Connections’ main services are focused on the treatment of mental health and substance abuse issues. Medical care, lab services, and therapy are provided. Additionally, Connections also provides employment services for clients and supportive services for families of veterans and families affected by substance use disorders.

List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.

Families

Family Promise of Northern New Castle County (FPNNCC) is a nonprofit with a mission of preventing and ending homelessness for families. Their primary goals to transition the families using their services to permanent housing in less than sixty days. In November 2018, FPNNCC opened their Hospitality Center, providing temporary shelter for up to six families (or 20 individuals). FPNNCC’s other facility, the Day Center, can also house six families. Strongly volunteer-driven, services include mentorship, case management, financial literacy courses, job assistance, housing assistance, and advocacy.

Veterans

The Delaware Center for Homeless Veterans (DCHV) provides safe and affordable permanent housing for veterans. DCHV also provides supportive services to reintegrate and educate homeless veterans and their families to obtain recovery, self-sufficiency, independence, and

community integration. Additionally, outreach for recruiting more landlords willing to accept HCVs is conducted to expand housing options for veterans.

Unaccompanied Youth

CHILD, Inc is a nonprofit serving dependent, neglected, and abused children and their parents since 1963. The mission of their Governor Terry Children's Center is to "reduce the possibility, incidence, or reoccurrence of child abuse or neglect by providing an emergency home, food, clothing and age-appropriate counseling to children, ages six through seventeen years." The Center offers 10-beds for a maximum 30-day stay. Supportive services include psychosocial assessment, individual counselling, advocacy, referrals, collateral involvement, and therapeutic family interactions. Transportation to and from school, group activities, evening study time, and recreational activities are offered to help provide a home-like environment. CHILD, Inc also operates an anger management program for youth, a specialized foster care program, 24-hour runaway and homeless youth hotline, and counseling and mediation services for families dealing with divorce, separation, custody, or visitation issues.

MA-35 Special Needs Facilities and Services – 91.210(d)

Introduction

HOPWA Assistance Baseline Table

Type of HOWA Assistance	Number of Units Designated or Available for People with HIV/AIDS and their families
TBRA	0
PH in facilities	0
STRMU	0
ST or TH facilities	0
PH placement	0

Table 41– HOPWA Assistance Baseline

Data Source: HOPWA CAPER and HOPWA Beneficiary Verification Worksheet

Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs

The Delaware HIV Consortium operates a statewide rental voucher program providing rental assistance for low-income persons living with HIV/AIDS and their families. This program primarily funded by HOPWA and the Ryan White CARE Act. The Consortium estimates that approximately 150 households receive rental assistance annually. Supportive services include HIV medications and treatment, case management, transportation, food programs, and wellness counseling.

Ministry of Caring operates two supportive housing facilities for adults living with HIV/AIDS. Their House of Joseph II facility has offered supportive housing for sixteen men and women living with HIV and AIDS in a communal setting since 1997. Round-the-clock care is provided by certified nursing assistants supervised by a registered nurse and a physician from St. Francis Hospital serves as medical director in coordinating admissions. Meals, snacks, housekeeping services, and personal care are also provided for residents. Ministry of Caring also sponsors Mother Theresa House, offering independent housing for six low-income adults living with HIV/AIDS, sharing the same supportive services as House of Joseph II.

Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing

Connections CSP operates the state’s Projects for Assistance in Transition from Homelessness Program. The program focuses on “primary outreach services to homeless persons with serious mental illness or co-occurring disorders with the aim of engaging them and linking them with the mainstream treatment and support services.” Key components include:

- Walk-in clinics providing physical and behavioral health assessments, initial treatment, and case-managed referrals to follow-up services.
- Coordinated services with Community Mental Health Centers (CMHC) and Community Continuum of Care Programs (CCCP).
- Six transitional housing to provide safe and supportive living arrangements for homeless persons with severe mental health conditions and are not affiliated with a community provider of long-term services such as a group home or CCCPs.

Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)

The following activities have been selected to address housing and supportive services needs during FY 2020:

Sort Order	Project	Project Description
1	Catholic Charities, Inc. - Bayard House Residential Maternity Program	The Bayard House Program is the only licensed residential maternity program in Delaware providing 24-hour, seven days a week service to at-risk, homeless, pregnant, and newly parenting adolescents, young women, and their children. Supportive services address the root issues contributing to their risk of homelessness, such as domestic abuse, neglect, single parenthood, and poverty.
2	Catholic Charities, Inc. - Homeless Prevention Service	Provide a short-term safety net for Delaware families whose housing is threatened by a financial crisis, such as under- or unemployment, medical emergencies, mismanagement of debt, or other causes.
3	Delaware Center For Horticulture - Wilmington Neighborhood Street Tree and greening Program	The Neighborhood Street Tree & Greening Program serves to reduce and eliminate urban blight by managing and restoring the urban tree canopy by focusing efforts on low-income areas, which also typically have less trees. Plantings will be timed and coordinated with the completion of housing construction and redevelopment projects to provide equal access to trees as a shared community resource. A strategy to determine best green locations will also be utilized via GIS, taking into account income levels, MVA market indicators, impervious surfaces, current tree canopy, asthma rates, flood claims, major roads, vacant lots, local institutions, public amenities, and public green space.
4	Delaware Center For Horticulture - Branches to Chances Re-Entry Program	The Branches to Chances (BTC) program is a public service job training program that provides economic opportunities for low- and moderate-income individuals, including ex-offenders. Through direct services, BTC hires and trains unemployed, underemployed, and/or previously incarcerated individuals for entry-level positions in the horticulture industry.
5	Habitat for Humanity of New Castle County - A Brush With Kindness	A Brush With Kindness (ABWK) provides critical repairs and façade improvements to owner-occupied, low- to moderate-income households. Improvements include, but are not limited to, repaired or replaced exterior lights and windows, repairs to roofs, and other work to keep a home warm, safe, and dry.

6	Housing Opportunities of Northern Delaware - Predatory Lending and Fair Housing Counseling/Law	The project will provide Fair Housing Law education through outreach activities, workshops, presentation to media, printed materials, forums and face-to-face and group housing counseling sections to City residents, public officials, real estate professionals, landlords, tenants, and City Housing-related Departments.
7	Ingleside Homes, Inc. - Rehab	The project addresses home repairs and safety modifications essential for older homeowners that will enable them to remain independent. Services include home safety inspections, home repairs, fall prevention measures, and social services.
8	Interfaith Community Housing of Delaware - Housing Counselling	A "one-stop-shop" for HUD-approved affordable housing counseling, financial literacy training, foreclosure prevention, and other housing-related programs for low- to moderate-income first-time homebuyers and existing homebuyers.
9	Latin American Community Center - Homeless Prevention	The Latin American Community Center's Homelessness Prevention services targets individuals who are at-risk of becoming homeless if they do not receive financial support. Clients must show evidence of financial need such as an overdue utility bill, letter from landlord/mortgage holder, or eviction notice. Services include short- and medium-term rental assistance, security deposits, advance payment of previous month's rent, and utility deposits and payments. Wraparound services will also be provided, such as job search and placement assistance, English as a Second Language classes, and referrals to the United Way's Stand By Me Financial Literacy Program to establish long-term financial stability.
10	Lutheran Community Services - Homeless Prevention	Homelessness prevention program designed to assist low-income Wilmington residents who are facing possible eviction and homelessness because they are behind in their rent, mortgage or utilities, and to help them secure decent housing and out of an unhealthy situation by providing a security deposit. Services in addition to financial assistance include financial education and periodic monitoring of program participants who no longer receive assistance.
11	Neighborhood House, Inc. - Housing Intervention and Outreach Counseling	Comprehensive housing counseling services in the areas of: pre-purchase, homebuyer education workshops, foreclosure intervention and prevention, rental counseling, and Financials Empowerment sessions and workshops. Services are provided in-house and off-site and in English and Spanish to meet the needs of the consumer.
12	Neighborhood House, Inc. - Homeless Prevention and Family Services	Program assisting low- to moderately low-income households with crisis alleviation to prevent eviction and utility shutoffs. Additional services, such as a food pantry, after-school programs, financial empowerment workshops and daycare help address immediate needs. Homes in foreclosure will enter Neighborhood House's housing counseling division.
13	Sojourners Place - Sojourners' Place Transitional Housing	Long-term transitional housing to homeless adults providing comprehensive services addressing issues such as addiction, mental/physical health, incarceration, and a combination of these factors. Housing, meals, intensive case-management, job readiness/training/ placement, education, and life skills trainings are provided to prevent future homelessness.
14	STEHM, Inc. - Direct Case Management Services	Provide emergency and transitional housing and case management services for low-income homeless persons in the City of Wilmington. Training and counseling are provided to transition clients into independent living situations. Motel vouchers in dire need of emergency shelter are provided through the Motel Ministry program.

15	The Salvation Army - Code Purple	The program addresses immediate needs of homeless men, women, and families when the weather meets certain criteria, such as extreme cold and/or snow, ice, and winds that are judged as severe.
16	The Wilmington HOPE Commission, Inc. - Re-Entry Services	A comprehensive range of evidence-based services to individuals released from prison to ensure their successful reentry into the 19801, 19802, and 19805 zip codes. Supportive services include utility assistance, housing security deposits, driver's license fees, GED tests fees, birth certificate fees, transportation assistance, assistance with fines and fees, and a workforce development program.
17	United Way - Stand By Me	A financial empowerment program established as a public-private partnership between the Delaware Department of Health and Social Services and the United Way of Delaware. The program includes multi-sector participation from state agencies, nonprofit organizations, businesses, and educational institutions to provide free personal financial coaching to low- and moderate-income residents.
18	West End Neighborhood House Inc - Life Lines	Life Lines serve to improve the quality of life for emancipated foster care youth by offering a safe, nurturing home environment while empowering residents by teaching them the tools needed to be self-sufficient adults. Services include intensive case management and support using Trauma Informed Care methodology, educational assistance, employment preparation and placement assistance, mental health and drug and alcohol treatment resources and support.
19	Wilmington Senior Center - Building Capacity	The Wilmington Senior Center serves to provide life-sustaining and life-enriching services, opportunities, and partnerships that have a positive impact on older adults' well-being. Programs being supported include Social Support Services for Seniors and the GrandFamilies Program, a monthly networking program for grandparents, relative caregivers, and their children to network and support one another. Social Support services include the Caregiver Resource Center for core senior services, Savvy Caregiver for caregivers caring for those with Alzheimer's and dementia, and the Grandparent Resource Center for grandparents raising grandchildren.
20	YMCA of Delaware - Central YMCA Male Supportive Housing Program	The Central YMCA Male Supportive Housing Program provides 180 single-occupancy units for men of all walks of life in need of safe and stable housing. Supportive programs provide needs for low-income veterans, homeless men, men with mental health and/or substance abuse issues, and other disabling conditions. Services include financial assistance, social services, partnerships with healthcare provider to provide education and workshops, and other services to set clients on the path to self-sufficiency.
21	YWCA Delaware, Inc. - Home-Life Management Center	YWCA Delaware's Home-Life Management Center (HLMC) provides quality emergency and transitional housing, coupled with comprehensive case management and supportive wraparound services, to homeless families and those escaping domestic and sexual violence in the City of Wilmington.

For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))

See above.

MA-40 Barriers to Affordable Housing – 91.210(e)

Negative Effects of Public Policies on Affordable Housing and Residential Investment

Most of Wilmington is zoned for denser housing development, particularly row houses. By promoting denser housing development, affordable housing becomes a possibility in the City. This is supported by the lower cost of housing in the City (\$165,300 median home value; \$957 median gross rent) compared to New Castle County (\$248,100 median home value; \$1,104 median gross rent). However, this does not provide information on the quality of housing available.

The areas in the eastern sections of the City are primarily manufacturing and industrial. With two of Wilmington's R/ECAPs located in these areas, there is a lack of investment in housing and poor environmental health outcomes. Stakeholders frequently mentioned that many homes on this side of the City are in dire need of home repairs along with observations that there may be issues with dumping from local industries there.

MA-45 Non-Housing Community Development Assets – 91.215 (f)

Introduction

In determining priorities for the allocation of federal funds, Wilmington has recognized the need to foster a competitive local economy that expands economic opportunities for residents. This section describes the local workforce, the nature of current employment and related activities.

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	177	0	1	0	-1
Arts, Entertainment, Accommodations	3,329	3,349	12	7	-5
Construction	860	1,496	3	3	0
Education and Health Care Services	7,029	8,983	25	18	-7
Finance, Insurance, and Real Estate	3,870	14,034	14	28	15
Information	437	509	2	1	-1
Manufacturing	1,145	2,727	4	5	1
Other Services	844	1,491	3	3	0
Professional, Scientific, Management Services	2,482	10,114	9	20	12
Public Administration	0	0	0	0	0
Retail Trade	3,343	2,012	12	4	-8
Transportation and Warehousing	1,261	954	4	2	-3
Wholesale Trade	730	573	3	1	-1
Total	25,507	46,242	--	--	--

Table 42 - Business Activity

Data Source: 2011-2015 ACS (Workers), 2015 Longitudinal Employer-Household Dynamics (Jobs)

Labor Force

Total Population in the Civilian Labor Force	35,105
Civilian Employed Population 16 years and over	31,295
Unemployment Rate	10.87
Unemployment Rate for Ages 16-24	36.12
Unemployment Rate for Ages 25-65	6.84

Table 43 - Labor Force

Data Source: 2011-2015 ACS

Occupations by Sector	Number of People
Management, business and financial	6,990
Farming, fisheries and forestry occupations	1,420
Service	4,550
Sales and office	8,075
Construction, extraction, maintenance and repair	1,415
Production, transportation and material moving	1,255

Table 44 – Occupations by Sector

Data Source: 2011-2015 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	22,450	75%
30-59 Minutes	5,725	19%
60 or More Minutes	1,785	6%
Total	29,960	100%

Table 45 - Travel Time

Data Source: 2011-2015 ACS

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	2,510	495	2,940

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
High school graduate (includes equivalency)	7,915	1,125	4,530
Some college or Associate's degree	6,845	735	1,560
Bachelor's degree or higher	9,240	355	1,310

Table 46 - Educational Attainment by Employment Status

Data Source: 2011-2015 ACS

Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	295	515	485	795	825
9th to 12th grade, no diploma	1,130	1,495	820	1,835	1,380
High school graduate, GED, or alternative	2,665	3,595	3,550	6,425	3,120
Some college, no degree	1,625	2,255	1,885	3,375	1,205
Associate's degree	95	455	425	750	450
Bachelor's degree	525	2,540	1,385	2,500	990
Graduate or professional degree	105	1,505	1,125	1,870	885

Table 47 - Educational Attainment by Age

Data Source: 2011-2015 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	19,491
High school graduate (includes equivalency)	27,244
Some college or Associate's degree	31,821
Bachelor's degree	50,533
Graduate or professional degree	62,865

Table 48 – Median Earnings in the Past 12 Months

Data Source: 2011-2015 ACS

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

The three largest employment sectors in Wilmington in terms of jobs are Finance, Insurance; Professional, Scientific, Management Services; and Education and Health Care Services. These

sectors make up two-thirds of all jobs in Wilmington, with some of the largest employers in the City being Christiana Care Health Services, DuPont, and Bank of America. While these sectors generally have higher wages, only half of Wilmington residents work in these sectors.

Almost one-quarter of Wilmington residents work in Retail Trade and Arts, Entertainment, Accommodations sectors combined. These sectors have some of the lowest median earnings in the City according to 2013-2017 ACS data: \$23,597 for Retail Trade and \$18,618 for Arts, Entertainment, Accommodations. Additionally, these sectors only make up 11.0% of the job share in the City, implying they are likely working outside of Wilmington.

Describe the workforce and infrastructure needs of the business community:

As previously mentioned, there is a need for diverse employment opportunities, such as blue-collar jobs, and a push to increase educational opportunities and training to meet local workforce needs. Training includes not only job skills for existing industries, but also entrepreneurial training to promote innovation and small, local businesses. According to the stakeholder survey, the top three economic development priorities in descending order are job creation and retention, work force development programs, and literacy and GED preparedness programs.

Additionally, while downtown is a strong business district supported by successful investments, these benefits do not easily spread to other neighborhoods. Successful programs should be scaled and replicated at the neighborhood level to improve opportunities throughout the City.

Finally, there is a need to attract and retain residents, employers and investment. Potential strategies include nurturing a local business network, beautifying City gateways and public spaces, and increasing investment in local arts and cultural institutions.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.

Rodney Square Works a multi-phase revitalization project renovating an iconic public space in the heart of Wilmington. The space suffered from deferred maintenance, resulting in a need for major aesthetic and infrastructure overhaul. Estimated to cost between \$6 to \$8 million, the project serves to improve aesthetics, increase public accessibility, and accommodate a wider range of community-based activities. This is especially important due to its centralized location near major employers and institutions; adjacent building tenants include the Wilmington Public Library, Bank of America's credit card headquarters, and other businesses and law firms.

Investment in Rodney Square will help attract new jobs and businesses and provide more options for Wilmington families to enjoy. The project broke ground in September 2019.

The South Wilmington Wetlands Park project repurposes land predominantly used for commercial and industrial use near the riverfront, converting it into a new park. The project is tied to increasing the livability of South Wilmington and encourages and promotes the recreational and commercial potential of the waterfront. A wide boardwalk and pathways will increase local walkability and access to nearby jobs and retail. Additionally, the park has a practical use in reducing flooding issues in the City, which will be address in MA-65. The project broke ground in June 2019 and is expected to complete in early summer of 2020. Residential, mixed-use, and commercial development will follow once these flooding mitigation measures have been implemented. This project is the first step in creating new job and business opportunities in South Wilmington.

Just recently launched in January 2020, the Warehouse by REACH Riverside engages teens by providing them with a diverse array of supervised programming that fosters their academic interests and promoting career readiness in a centralized space. Programming includes recreation, education, arts, career, and health programs. Over 25 partner organizations offer their services in the facility, with four utilizing the site as their primary location for offices and operations. The Warehouse will help foster workforce development growth and opportunities through local youth.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

The workforce of Wilmington is relatively evenly distributed among individuals with only a high school education, an Associate's degree or some college, or a Bachelor's degree or higher. However, as previously mentioned, the share of jobs in Wilmington is geared toward potential employees with higher levels of education, with 50% of the jobs in the City falling in Finance, Insurance; Professional, Scientific, Management Services; or Education and Health Care Services. Job opportunities for residents with a high school diploma or less may need to look outside of the City for employment.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

The Delaware Workforce Development Board (DWDB) "ensures the citizens of Delaware are provided with occupational training and employment service opportunities to help them achieve employment sustaining them and their families." A major initiative undertaken by DWDB is Delaware Pathways, which serves to realize the "Delaware Promise," a commitment

that 65% of Delaware's workforce will earn a 2- or 4-year degree or professional certificate. This is intended to match the percentage of Delaware jobs requiring these levels of education. The initiative prioritizes providing work-based learning experiences for youth and engaging employers, educators, and service providers to support the initiative. This initiative aligns with the priority need to help all residents meet basic social and economic needs.

Additionally, please refer to ZipCode Wilmington in the next section regarding initiatives undertaken with the Delaware CEDS.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

Wilmington participates in the Delaware Comprehensive Economic Development Strategy, which was last updated December 20, 2014.

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

As part of the Delaware CEDS, the following goals and projects are currently in progress in the City of Wilmington:

Goal: Upgrade the workforce of Delaware through enhanced education and training driven by and focused on the needs of Delaware's core business sectors.

ZipCode Wilmington is a nonprofit coding bootcamp established in 2015 providing students twelve weeks of intensive training with Java and JavaScript coding. The curriculum serves to address increasing demand for software developers along with providing individuals the opportunity to gain real-life experience and develop a professional portfolio. Job placement assistance is also provided with ZipCode Wilmington's corporate partners, which includes companies such as Bank of America, JP Morgan Chase, Delaware State University, and more. Although tuition is \$3,000, needs-based scholarships and stipends are provided to households earning less than 200% of the national poverty level. Students can also receive tuition forgiveness if a corporate partner hires the student or agrees to repay the remainder of the student tuition.

According to their 2019 Audited Outcomes Report, 81 out of 87 students graduated from the program between April 2017 and April 2018. The average age of these students was 30 years old. Out of these students, 88% were placed in paid employment within three months after completing the program and 93% within six months. All jobs were full-time and ultimately

resulted in direct hire roles. On average, student salaries started at \$33,778 before participating in the program and increased to \$74,134 after program completion.

Goal: Preserve critical state assets supporting economic development while enhancing the state's quality of life.

At the time of the CEDS implementation, the State and the City were looking to evaluate potential partnerships for private and public investments to expand the Port of Wilmington's ability to accommodate larger and heavier exports/imports. In 2018, the State reached a 50-year lease agreement to GT USA to operate the port. Expecting to invest \$700 million into the port's expansion, GT USA has already invested \$100 million in new equipment to facilitate the movement of containers. Additionally, \$7.1 million in royalties based on the amount of cargo moved has already been paid since the signing of the lease, suggesting that payments are on track to meet or exceed expectations. Expansion and construction of existing and new shipping terminals are also planned along with building up trade volume by reaching out to untapped markets. The Port of Wilmington is currently the largest importer of fresh fruits, bananas, and juice concentrate.

On January 11, 2015, Wilmington was designated as one of three Downtown Development Districts (DDD) in Delaware. The program seeks to revitalize the central business district of cities through economic and other incentives to spur capital investment, stimulate job growth, improve commercial vitality, improve housing opportunities, and strengthen adjacent neighborhoods. The largest incentive is a rebate of 20% of the construction costs from the State of Delaware for qualifying construction projects over \$25,000.

Particularly, the Wilmington DDD is looking to diversify its downtown areas and initiated reinvestment into a large number of structures intended for housing and mixed-use spaces. Public infrastructure investments include Complete Streets enhancements to major north-south and east-west corridors. These projects will serve to improve physical linkages to Wilmington's commercial core and increase accessibility to the amenities and services in Downtown. The Wilmington DDD expanded in February 2019 to extend the boundaries of the area by 25 acres.

Goal: Provide assistance to entrepreneurs and small businesses to grow their businesses.

NextFab opened a makerspace in partnership with the Wilmington Renaissance Corporation in 2017, providing residents access to tools, technology, education, events and services for makers of any skill level. Departments at the Wilmington location includes woodworking, laser cutting and engraving, electronics, design software, 3D printing and scanning, and 2D printing and photography. Membership, available for as low as \$25, gives access to classes, tools, computers, and spaces provided they have taken the proper training and classes. Desk and

office space are also offered at low cost to startups business incubator and accelerator applicants.

Additionally, co-working spaces for the startup community are being offered by The Mill. Community, desk, and office space is offered along with other office amenities such as conference rooms, virtual office services, and dedicated phone lines.

MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")

As mentioned in NA-20, there are very few households in Wilmington with multiple housing problems. Cost-burden is the single, most-common housing problem throughout the City.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

The City of Wilmington has four census tracts of racially and ethnically concentrated areas of poverty (R/ECAP): census tracts 21, 22, 29, and 30.02. Using HUD's definition, an R/ECAP is a census tract with greater than 50% non-White population and greater than 40% poverty rate. The R/ECAPs are located directly east and west of Downtown Wilmington.

What are the characteristics of the market in these areas/neighborhoods?

The R/ECAPs primarily consist of dense residential housing, mostly single-family row houses. According to the 2013-2017 ACS, the median home value in these areas ranged between \$89,100 to \$145,700. Median gross rent ranged between \$452 and \$953. These values are all below that of the City's median home value (\$165,300) and gross rent (\$957). Non-residential areas comprise of most of the land in the western-most areas of the R/ECAPs near Brandywine Creek. These areas are zoned for general industry and waterfront commercial and manufacturing.

Are there any community assets in these areas/neighborhoods?

There are a number of organizations providing community services, amenities, and opportunities in these areas, with some targeting minority and special needs populations:

- Latin American Community Center in the Hilltop neighborhood (Census Tract 22) provides family support services, short- and long-term case management, substance abuse prevention, advocacy for victims of crime, adult education including financial empowerment and ESL classes, and youth education programs for children of all ages.
- The William "Hicks" Anderson Community Center (WHACC) opened in 1972 and provides individual and family services, including after-school programs, elderly services through its Adult Center, food and nutrition assistance, a clothes closet, crisis services, health programming, and organized sports leagues and events.
- People's Settlement Association works with the community by providing activities and event spaces for residents and organizations. Activities include after-school programs and a senior center, providing trips to drama plays and musicals, museums, boat rides,

and casinos. Peoples Settlement also serves as the meeting space for the Wilmington NAACP and the Eastside Civic Association.

- St. Michael's School & Nursery has served the City for over 129 years providing early childhood education and childcare for families from a wide variety of socioeconomic backgrounds. Services are offered year-round and financial assistance is available for families that qualify.
- Delaware Technical Community College has a Wilmington campus near downtown. In addition to academic services, the location offers childcare and workforce training in fields such as healthcare, computer hardware and software, water system operation, HVAC and more.

Are there other strategic opportunities in any of these areas?

Neighborhood House is a multi-purpose nonprofit organization in South Wilmington providing housing services to LMI households. Comprehensive services include include a Five Star Early Learning Center, Family Services and Crisis Alleviation, year-round Youth Development Programs, and Comprehensive Housing Counseling that includes credit building and first-time home buyer's support and foreclosure counseling. Neighborhood House has recently started the Neighborhood Empowerment Center, where workforce development programs, credit building workshops, and classes on computer skills are conducted.

MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)

Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.

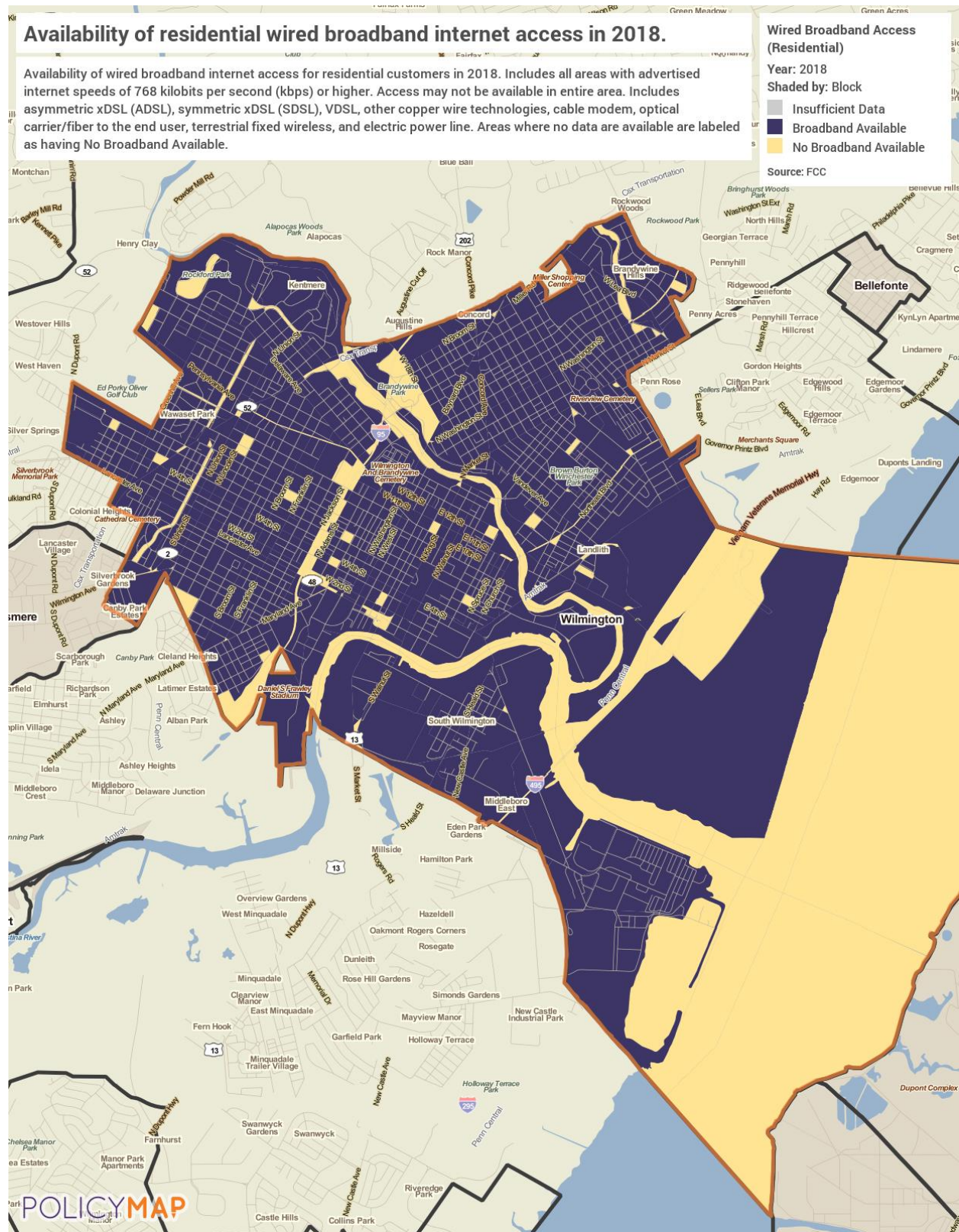
The FCC defines broadband as a minimum of 25 Mbps download and 3 Mbps upload. Broadband access is not a luxury today; it is a necessity need to access and maintain employment opportunities, education, and healthcare. Individuals without fast Internet access may lack digital literacy and habits prevalent today, creating a digital divide between those who have Internet and those who do not. This divide can be created as a result of income, educational attainment, and/or race.

According to the FCC's Fixed Broadband Deployment data on residential wired broadband access, there are few residential areas in Wilmington in which broadband is not available, as shown on the following map generated by PolicyMap. All areas with inadequate broadband access are either greenspace, waterways, or non-residential industrial areas (highlighted in yellow on the map below). The FCC estimates that 96.9% of Wilmington residents have Internet speeds fast enough to be considered broadband, all of which also have access to speeds of at least 25/25 download/upload speeds. HUD cites a 2013 study by the Organisation for Economic Co-operation and Development member countries that found that a speed increase of 4 Mbps was associated with a \$2,100 gain in household income. It is important to note, however, that higher speeds tend to result in higher costs. As a result, low- and moderate-income households may not be able to afford higher speed broadband.

Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.

For many places, availability of Internet is not the issue for the digital divide; the lack of affordability serves as a major factor. Having access to more than one broadband Internet service provider not only creates more affordable, competitive pricing but also can improve the speed and quality of Internet available and accessible to residents.

According to the Federal Communications Commission's Fixed Broadband Deployment data, last updated December 2018, 96.9% of Wilmington residents have access to three or more fixed residential broadband providers; the same as those with access to broadband.



MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)

Describe the jurisdiction's increased natural hazard risks associated with climate change.

The City of Wilmington utilizes the 2015 All-Hazards Mitigation Plan for New Castle County, which was adopted February 2015. Hazards were prioritized based on the probability of occurrence and the potential impact of the occurrence. Wilmington was considered at high risk of flooding with moderate risk of coastal winds, winter storms, thunderstorms, and earthquakes.

Flooding is the most frequent and costly natural hazard the United States. It is generally the result of excess precipitation. Between 1993 and 2014, New Castle County reported 182 flood events resulting in four deaths, six injuries, and approximately \$27.16 million in property damage. According to New Castle County's most recent flood map, 21.3% of the County's land is within a 100-year floodplain, which includes 3.9% of all property parcels. Wilmington's location along the Delaware and Christina Rivers makes the City especially vulnerable to flooding with a potential annualized loss of \$188,722,177.

As outlined in the plan, the City of Wilmington completed most of their local mitigation actions, which includes review and amendment of local policies, developing plans in case of emergency, and implementing infrastructure to mitigate flood damage. At the time of the writing of the plan, the development of an evacuation and sheltering plan specifically for the area bounded by East 12th Street, Marsh Land, and I495 to Rosemont was still ongoing.

Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.

Based on the R/ECAPs defined in NA-30, low- and moderate-income households are at high risk of flooding due to their location at the confluence of the Christina River and Brandywine Creek. Additionally, these areas are also close to industrial zones, placing LMI households at-risk of exposure to hazardous materials and poor environmental quality.

Strategic Plan

SP-05 Overview

Strategic Plan Overview

The federal CDBG funds are intended to provide low- and moderate-income households with viable communities, including decent housing, a suitable living environment and expanded economic opportunities. Eligible activities include community facilities and improvements, housing rehabilitation and preservation, affordable housing development activities, public services, economic development, planning, and administration.

SP-10 Geographic Priorities – 91.215 (a)(1)

Geographic Area

Area Name	Area Type
CDBG-eligible areas	Other
City-wide	Local target area

Table 49 - Geographic Priority Areas

General Allocation Priorities

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)

Not all the housing and community development needs identified in this plan can be addressed over the next five years due primarily to the limited resources available. The selection of non-housing community development priorities within income-eligible areas reflects the County's desire to create appreciable and lasting living environment improvements. Housing priorities reflect the need to affirmatively further fair housing and to broadening the supply of affordable housing in high opportunity areas.

The system for establishing the priority for the selection of these projects is predicated upon the following criteria:

- Meeting the statutory requirements of the CDBG Programs;
- Meeting the needs of low- and moderate-income residents;
- Focusing on low- and moderate-income areas or neighborhoods;
- Coordination and leveraging of resources;
- Response to expressed needs;
- Sustainability and/or long-term impact; and
- The ability to demonstrate measurable progress and success.

SP-25 Priority Needs - 91.215(a)(2)

Priority Needs

Priority Need Name	Improve Access to Affordable Housing
Priority Level	High
Population	<ul style="list-style-type: none"> • Extremely Low Income • Low Income • Moderate Income • Large Families • Families with Children • Elderly Families • Public Housing Residents • Elderly • Frail Elderly • Persons with Mental Disabilities • Persons with Physical Disabilities • Persons with Developmental Disabilities • Persons with Alcohol or Other Addictions • Persons with HIV/AIDS and their Families • Victims of Domestic Violence
Geographic Areas Affected	<p>City-wide</p> <p>CDBG-eligible areas</p>
Associated Goals	<p>Improve quality of existing housing stock</p> <p>Increase supply of quality affordable housing</p>
Description	Provide assistance to homeowners and renters to increase housing supply and housing affordability programs, reduce the impact of neglected and vacant properties, and improve housing conditions for LMI residents.
Basis for Relative Priority	High housing costs reduce economic opportunities and access to prosperity as prices in the sales and rental markets are outpacing wage growth.
Priority Need Name	Public Facilities and Infrastructure Improvement

Priority Level	Medium
Population	<ul style="list-style-type: none"> Extremely Low Income Low Income Moderate Income Non-housing Community Development
Geographic Areas Affected	City-wide
Associated Goals	<p>Improve public infrastructure</p> <p>Improve public facilities</p>
Description	Improvements to public facilities and infrastructure and facilities that deliver public services. Infrastructure improvements include solid waste disposal, flood drains, water/sewer, streets, sidewalks, streetscapes, neighborhood facilities, and parks and recreational facilities. Public facilities include those that serve youth/children, abused and neglected children, seniors, persons with disabilities and other vulnerable populations.
Basis for Relative Priority	There is a need to make improvements, particularly in low- and moderate-income areas and for elderly residents, in which the local jurisdictions are less able to leverage resources or attract investments that are necessary to improve the quality of life. Sidewalk improvements was also a top priority for public infrastructure initiatives along with neighborhood and commercial district improvements.
Priority Need Name	Public Services
Priority Level	High

Population	<p>Families with Children</p> <p>Elderly Families</p> <p>Elderly</p> <p>Frail Elderly</p> <p>Persons with Mental Disabilities</p> <p>Persons with Physical Disabilities</p> <p>Persons with Developmental Disabilities</p> <p>Persons with Alcohol or Other Addictions</p> <p>Persons with HIV/AIDS and their Families</p> <p>Victims of Domestic Violence</p>
Geographic Areas Affected	<p>City-wide</p> <p>CDBG-eligible areas</p>
Associated Goals	<p>Provide housing/services to the homeless and near-homeless population</p> <p>Provide housing/services to the HIV/AIDS population</p> <p>Provide housing/services to other special needs population</p>
Description	<p>Provide support for facilities and services individuals with special needs. This includes homeless persons, near-homeless persons, elderly, youth transitioning out of foster care, victims of domestic violence, justice-involved individuals facing re-entry, and individuals with HIV/AIDS. Services encompass childcare services, health and mental health services, broadband access, transportation, non-homeless special needs and employment training.</p>
Basis for Relative Priority	<p>Housing services for homeless persons, elderly, and youth transitioning discussed as a priority by stakeholders. These individuals have difficulties getting into stable housing or are most susceptible to facing homelessness. Domestic violence, youth foster care transition, and justice-involved individuals facing re-entry are also major priorities within this category.</p>
Priority Need Name	<p>Help all residents meet basic social and economic needs</p>
Priority Level	<p>Medium</p>

Population	Extremely Low Income Low Income Moderate Income Families with children Non-housing Community Development
Geographic Areas Affected	City-wide CDBG-eligible areas
Associated Goals	Provide projects/activities for eligible youth and families
Description	Activities include economic development financial assistance, microenterprise assistance, technical assistance, vocational services, life skills training, education assistance, financial literacy programs, and program delivery.
Basis for Relative Priority	There is a connection between the lack of affordable housing and the need for more stable, good paying jobs and business retention. Stakeholders communicated that many of their clients lack the education, training, and soft skills need to gain employment. Potential programs include vocational services, life skills training, education assistance programs, and financial literacy programs for both adults and youth. Childcare was also cited as a major impediment to accessing these services.
Priority Need Name	Planning/Administration
Priority Level	High
Population	Other
Geographic Areas Affected	City-wide
Associated Goals	Planning/Administration
Description	The City of Wilmington will provide effective administration of the CDBG, HOME, ESG, and HOPWA programs to ensure compliance with all federal regulations.

Basis for Relative Priority	Planning and administration of the CDBG, HOME, ESG, and HOPWA programs continues to be a high priority.
Priority Need Name	Economic Development
Priority Level	High
Population	Other
Geographic Areas Affected	City-wide CDBG-eligible areas
Associated Goals	Economic development assistance
Description	Activities include economic development financial assistance, microenterprise assistance, technical assistance, job assistance, commercial/industrial improvements, historic preservation, and program delivery, and more.
Basis for Relative Priority	There is a connection between the lack of affordable housing and the need for more stable, good paying jobs and business retention. Increasing economic opportunities, especially for low- and moderate-income households, will ease pressure on housing affordability. Job creation, workforce development, and literacy programs/GED preparedness was emphasized as major priorities by stakeholders.
Priority Need Name	Provide Facilities/Services for COVID-19 Recovery
Priority Level	High
Population	Extremely Low Income Low Income Moderate Income Elderly Frail Elderly Non-housing Community Development
Geographic Areas Affected	City-wide CDBG-eligible areas

Associated Goals	Provide facilities/services for COVID-19 Recovery
Description	In light of the increasing severity of the COVID-19 pandemic, the City of Wilmington will make available CDBG funding for eligible projects and activities. To assist in providing public facilities (new, expanded, retrofitted, etc.), special economic development assistance to businesses, public services and/or planning (in some limited cases) that could enhance our community's response to the impact of the pandemic, our community will place a high priority on providing facilities and services in support of a coordinated pandemic response.
Basis for Relative Priority	Response to and recovery from the COVID-19 pandemic is a high priority for the County.

Table 50 – Priority Needs Summary

Narrative (Optional)

SP-30 Influence of Market Conditions – 91.215 (b)

Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	High market-rate rents relative to average wages in Wilmington may limit the ability of Housing Choice Voucher holders and holders of other forms of TBRA to successfully obtain rental housing. It is also very difficult for voucher holders to find a landlord who will accept their voucher. The Wilmington administers the Section 8 program for tenant assistance in the City of Wilmington. While the City does not plan to utilize funds for Tenant Based Rental Assistance, the moratorium on evictions as a result of the COVID-19 pandemic may create a need to provide interim assistance to avoid homelessness.
TBRA for Non-Homeless Special Needs	See above.
New Unit Production	The current housing market of Wilmington makes housing rehabilitation a much more impactful option than new unit production. Additionally, the cost of new construction is relatively much higher compared to rehabilitation. Therefore, focus will be put on rehabilitation in order to increase the supply of affordable housing
Rehabilitation	The data from the Needs Assessment and Market Analysis reveals the increasing gap in housing affordability. Rehabilitation of existing units has been one tool the City will continue to use over the next five years. Keeping housing affordable by providing owner-occupied rehabilitation services is an effective way to maintain decent and affordable housing in the community. The housing rehabilitation program will continue to be a focus for Wilmington. The program aims to eliminate substandard living conditions and prolong the useful life of the housing stock occupied by low- and moderate-income households. However, the increasing costs of rehabilitation may result in a reduction in the annual number of homeowner repairs completed despite high levels of need in the City's LMI areas.
Acquisition, including preservation	While median sales prices have largely recovered to their pre-crash levels, the volume of sales is still lagging despite historically low interest rates. Tighter lending restrictions combined with uncertainty in the job market are contributing to the slow recovery of homebuyer acquisition activity. Acquisition is a low priority due to the larger needs of rehabilitation of affordable housing. However, the City may engage in acquisition over the next five years if it is preferable for providing extensive rehabilitation or reconstruction.

Table 51 – Influence of Market Conditions

SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)

Anticipated Resources

Please refer to the table on the following page:

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public - federal	Acquisition Admin & Planning Econ Development Housing Public Improve. Public Services	\$2,216,928	\$0	\$0	\$2,216,928	\$8,867,712	Funds for housing and non-housing community development needs. Remainder available is approximately four times projected annual allocation and anticipated annual program income.
HOME	Public - federal	Acquisition Homebuyer Asst. Homeowner Rehab. Rental New Constr. Rental Rehab. New Const. for Ownership TBRA	\$564,024	\$1,000,000	\$0	\$1,564,024	\$6,256,096	Funds for rehabilitation of rental and homeowner housing units and rehabilitation. Remainder available is approximately four times projected annual allocation and anticipated annual program income.

ESG	Public - federal		\$187,831	\$0	\$0	\$187,831	\$751,324	Funds for homeless services including Centralized Intake, transitional housing/ Rapid Rehousing, emergency shelters, and in-house supportive services.
HOPWA	Public - federal		\$802,435	\$0	\$0	\$802,435	\$3,209,740	Funds for housing services for people with HIV/AIDS, including financial assistance, case management, medical care, TBRA, and permanent supportive housing.

Table 52 - Anticipated Resources

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Additional resources will be leveraged from the Delaware State Housing Authority and local and regional foundations.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City of Wilmington works closely with the Wilmington Neighborhood Conservancy Land Bank to reclaim vacant, blighted, and abandoned properties in the City. Land acquired by the land bank is donated to the City when deemed appropriate to further this mission.

SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
City of Wilmington, Department of Real Estate and Housing	City Government	Housing rehabilitation and homebuyer assistance program management, planning, administration	City of Wilmington
Wilmington Housing Authority	Housing Authority	Public housing	City of Wilmington
Delaware Continuum of Care	Continuum of Care	Homelessness prevention, rapid re-housing, supportive housing, emergency housing, substance abuse treatment	State of Delaware
De-Lead Wilmington	City Government	Lead abatement and remediation	City of Wilmington
DCRAC	Nonprofit	Foreclosure prevention, first-time homeownership counseling	City of Wilmington
Lutheran Community Services	Nonprofit	Food and basic needs assistance, rent and utility assistance, financial literacy	City of Wilmington
InterFaith Community Housing of Delaware	Nonprofit	Low-income rental and owner housing, homeownership counseling	State of Delaware, concentrated in Wilmington
Delaware State Housing Authority	State Government	Housing tax credit financing, low-income housing financing	State of Delaware
City of Wilmington, City Planning	City Government	Planning, historic preservation, environmental review record, public facilities and services management	City of Wilmington

YWCA	Nonprofit	Workforce development, readiness training, emergency housing	National
City of Wilmington, Office of Economic Development	City Government	Economic development, minority business opportunity financing	City of Wilmington
Salvation Army	Nonprofit	Mental health services, other health and human services, substance abuse treatment	City of Wilmington
Challenge Program	City Government	Workforce development, youth outreach, housing rehabilitation	City of Wilmington
Delaware HIV Consortium	Nonprofit	HIV outreach and prevention, housing opportunities for persons with HIV/AIDS	State of Delaware
Catholic Charities	CoC Member, Nonprofit	Homelessness prevention, rapid re-housing, supportive housing, emergency housing, substance abuse treatment, mental health services, social services	National

Table 53 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

The Department of Real Estate and Housing is responsible for the coordination and implementation of housing and community development programs in the City of Wilmington. While the Department takes the lead role in strategy development, many other organizations, including private and public agencies, non-profit and for-profit organizations, and citizens, are actively involved in the planning process.

The largest gaps in the delivery system are related to limited funding and housing options. There is a lack of available funding and resources to adequately address the needs of the City's low- and moderate-income residents and increasing demand for funding from service providers. The waiting list for Section 8 HCVs is closed, but public housing remains open. However, WHA reported that demand for public housing is very high, receiving over 8,000 applications in one day for affordable housing.

Funding is the main gap in the City's service delivery system to address the City's various housing and community development needs for underserved communities. Additionally, most federal funding received for revitalization is restricted to the housing and economic development needs of low- to moderate-income households. While the City of Wilmington recognizes that this is a very great need, the City also understands that development of additional low-income housing is not the only answer to the revitalization needs of City neighborhoods.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	X	X	X
Legal Assistance	X		
Mortgage Assistance	X		
Rental Assistance	X	X	X
Utilities Assistance	x	X	X
Street Outreach Services			
Law Enforcement	X		
Mobile Clinics			
Other Street Outreach Services	X	X	X
Supportive Services			
Alcohol & Drug Abuse	X	X	X
Child Care	X		
Education	X	X	X
Employment and Employment Training	X	X	
Healthcare	X		X
HIV/AIDS	X	X	X
Life Skills	X	X	
Mental Health Counseling	X	X	
Transportation	X		
Other			
Other			

Table 54 - Homeless Prevention Services Summary

Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

The Delaware HIV Consortium operates a statewide rental voucher program providing rental assistance for low-income persons living with HIV/AIDS and their families. This program primarily funded by HOPWA and the Ryan White CARE Act. The Consortium estimates that

approximately 150 households receive rental assistance annually. Supportive services include HIV medications and treatment, case management, transportation, food programs, and wellness counseling.

Ministry of Caring operates two supportive housing facilities for adults living with HIV/AIDS. Their House of Joseph II facility has offered supportive housing for sixteen men and women living with HIV and AIDS in a communal setting since 1997. Round-the-clock care is provided by certified nursing assistants supervised by a registered nurse and a physician from St. Francis Hospital serves as medical director in coordinating admissions. Meals, snacks, housekeeping services, and personal care are also provided for residents. Ministry of Caring also sponsors Mother Theresa House, offering independent housing for six low-income adults living with HIV/AIDS, sharing the same supportive services as House of Joseph II.

Additionally,

Connections CSP operates the state's Projects for Assistance in Transition from Homelessness Program. The program focuses on "primary outreach services to homeless persons with serious mental illness or co-occurring disorders with the aim of engaging them and linking them with the mainstream treatment and support services." Key components include:

- Walk-in clinics providing physical and behavioral health assessments, initial treatment, and case-managed referrals to follow-up services.
- Coordinated services with Community Mental Health Centers (CMHC) and Community Continuum of Care Programs (CCCP).
- Six transitional housing to provide safe and supportive living arrangements for homeless persons with severe mental health conditions and are not affiliated with a community provider of long-term services such as a group home or CCCPs.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

The City will continue to cooperate with various non-profit agencies and developers to implement its Five-Year Strategy and to address the specific needs of special needs populations identified in the plan. One of the strengths of the delivery system is the existing collaborative network of service providers and housing providers. This includes the CoC, nonprofit and private developers, and other government agencies. In addition, the Department of Real Estate and Housing provides an experienced staff and well-organized program for initiating public programs that can be affirmatively marketed to special needs populations and persons experiencing homelessness.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

To address the shortage of affordable housing options, both the City and WHA are pursuing options to increase supply. The City is continuing rehabilitation and home repair efforts along with partnerships with local developers to efficiently make use of federal and non-federal dollars. WHA is planning to apply for additional Section 8 units should they become available, pursue other housing resources besides public housing or Section 8 tenant-based vouchers, replace lost public housing units using the Section 32 Homeownership Program and mixed finance development, and use Replacement Housing Factor funds for acquisition and new construction.

SP-45 Goals Summary – 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Improve quality of existing housing stock	2020	2024	Affordable housing	City-wide	Improve Access to Affordable Housing	CDBG: \$3,895,310 HOME: \$1,000,000	Homeowner Housing Added: 50 housing units Homeowner Housing Rehabilitated: 225 housing units
2	Increase supply of existing housing stock	2020	2024	Affordable housing Public Housing	City-wide	Improve Access to Affordable Housing	CDBG: \$913,160 HOME: \$6,547,960	Rental Units Constructed: 540 housing units Homeowner Housing Added: 140 housing units
3	Improve public infrastructure	2020	2024	Non-Housing Community Development	City-wide	Public Facilities and Infrastructure Improvement	CDBG: \$780,000	Public Facility or Infrastructure for Low/Moderate Income Housing Benefit: 510 households
4	Improve public facilities	2020	2024	Non-Housing Community Development	City-wide	Public Facilities and Infrastructure Improvement	CDBG: \$1,055,000	Public Facility or Infrastructure for Low/Moderate

								Income Housing Benefit: 5,245 households
5	Provide housing/services to the homeless and near-homeless population	2020	2024	Homeless	City-wide	Services for Special Needs	CDBG: \$662,695 ESG: \$868,720	Tenant-based rental assistance/Rapid Rehousing: 75 households Homeless Person Overnight Shelter: 1000 persons Homelessness Prevention: 168,570 persons
6	Provide housing/services to the HIV/AIDS population	2020	2024	Homeless Non-Homeless Special Needs	City-wide	Services for Special Needs	HOPWA: \$3,891,810	HIV/AIDS Housing Operations: 875 households housing units
7	Provide housing/services to other special needs population	2020	2024	Non-Homeless Special Needs	City-wide	Services for Special Needs	CDBG: \$350,000	Public Facility or Infrastructure for Low/Moderate Income Housing Benefit: 9,365 households Homelessness Prevention: 155 persons

8	Provide projects/activities for eligible youth and families	2020	2024	Non-Homeless Special Needs	City-wide	Help all residents meet basic social and economic needs	CDBG: \$500,000	Public Facility or Infrastructure for Low/Moderate Income Housing Benefit: 7,070 households Public Services activities for Low/Moderate Income Housing Benefit: 380 households
9	Planning/Administration	2020	2024	Admin	City-wide	Planning/Administration	CDBG: \$2,880,525 HOME: \$282,010 ESG: \$70,435 HOPWA: \$120,365	

Table 55 – Goals Summary

Goals Descriptions

1	Goal Name	Improve quality of existing housing stock
	Goal Description	Extend the useful life of existing affordable housing through weatherization, repair, and rehabilitation programs.
2	Goal Name	Increase supply of existing housing stock
	Goal Description	Fund activities that expand the supply and improve the condition of housing affordable to lower income households, including new construction and leveraging other public and private resources such as Low Income Housing Tax Credits to make housing more available to low- and moderate-income households.
3	Goal Name	Improve public infrastructure

	Goal Description	The City will use CDBG funds to make improvements to streets, sidewalks, stormwater infrastructure, water and sewer infrastructure, and other public infrastructure over the next several years.
4	Goal Name	Improve public facilities
	Goal Description	The City will use CDBG funds to make improvements to public facilities such as senior centers, homeless facilities, facilities for persons with special needs, youth centers, neighborhood facilities, parks, child care centers, health facilities, and other public buildings over the next several years.
5	Goal Name	Provide housing/services to the homeless and near-homeless population
	Goal Description	The City will use CDBG and ESG funds to support shelter and housing operations. Acquisition, construction, or rehabilitation of temporary shelters and transitional housing for the homeless, including victims of domestic violence, veterans, disaster victims, families with children, unaccompanied youth, drug offenders, and formerly incarcerated persons. Provide funding to increase permanent supportive housing opportunities and work to create a stronger network of providers of supportive and mainstream services to homeless clients.
6	Goal Name	Provide housing/services to the HIV/AIDS population
	Goal Description	The City will use HOWPA funds to address the housing needs of people living with HIV/AIDS. Activities include TBRA, STRMU, permanent housing, supportive services, case management, and medical services.
7	Goal Name	Provide housing/services to other special needs population
	Goal Description	The City will use CDBG to fund activities addressing the needs of other special needs populations. This includes but is not limited to elderly, youth transitioning out of foster care, victims of domestic violence, and justice-involved individuals facing re-entry. Services encompass childcare services, health and mental health services, broadband access, transportation, non-homeless special needs and employment training.
8	Goal Name	Provide projects/activities for eligible youth and families

	Goal Description	The City will provide support for services serving non-homeless youths and families in need of assistance to improve their quality of life. Activities include vocational services, life skills training, education assistance programs, and financial literacy programs for both adults and youth.
9	Goal Name	Planning/Administration
	Goal Description	Support administration and delivery of CDBG activities.
10	Goal Name	Economic development
	Goal Description	The City will use CDBG funds to support economic development activities such as financial assistance, technical assistance, job assistance, microenterprise assistance, commercial/industrial improvements, historic preservation, and program delivery.
11	Goal Name	Provide facilities/services for COVID-19 Recovery
	Goal Description	In light of the increasing severity of the COVID-19 pandemic, the City of Wilmington will make available CDBG funding for eligible projects and activities. To assist in providing public facilities (new, expanded, retrofitted, etc.), special economic development assistance to businesses, public services and/or planning (in some limited cases) that could enhance our community's response to the impact of the pandemic, our community will place a high priority on providing facilities and services in support of a coordinated pandemic response.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

Of extremely low-income, low-income, and moderate-income families expected to benefit from HOME funds, 136 households are expected to benefit from these activities. Of these households, 108 are expected to benefit from affordable rental housing and the remaining to benefit from affordable homeownership. Additionally, 117 low- to moderate-income households are expected to benefit from CDBG-funded public services improving access to affordable housing, which includes home repairs and modifications and fair housing initiatives.

SP-50 Public Housing Accessibility and Involvement – 91.215(c)

Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)

While WHA is not currently required to increase the number of accessible units by a Section 504 Voluntary Compliance agreement, WHA currently has 55 accessible units. Within the past twelve months as of February 2020, only four reasonable accommodation requests have been requested, all of which were fulfilled.

Activities to Increase Resident Involvements

Each public housing property has a resident advisory board to discuss and make recommendations on PHA plans. Additionally, WHA has a Resident Services Department that partners with community agencies to provide vital services for clients at Crestview Apartments. Services include a job-resource library, hands-on instruction in using computers, financial literacy, homeownership counseling, and access to health and social service professionals. These services serve to give clients the opportunity share information, network, and grow as individuals to become employable and live independently.

Is the public housing agency designated as troubled under 24 CFR part 902?

Wilmington Housing Authority is not designated as troubled.

Plan to remove the ‘troubled’ designation

N/A

SP-55 Barriers to affordable housing – 91.215(h)

Barriers to Affordable Housing

According to stakeholders, the lack of quality jobs and homes makes affordable housing unobtainable for many Wilmington residents. Other needs such as childcare, physical disabilities, and mental disabilities further restrict affordable housing options for many residents.

Developers cite high costs for new construction as their biggest barrier to developing affordable housing. Wilmington is almost entirely developed, making new construction costly. There is a need for sufficient secondary subsidies if the City wants to pursue new construction. As a result, rehabilitation will be the primary focus for generating new affordable housing options, especially due to the age of housing in the City. It is also important to note that funding is limited in terms of quantity and flexibility. The City is look for additional funding sources to expand the scope of projects they can pursue. For HCV holders, It is also difficult for voucher holders to find quality affordable housing in high-opportunity areas in the private real estate market, and many port out of Wilmington as a result.

Strategy to Remove or Ameliorate the Barriers to Affordable Housing

In Wilmington’s 2028 Comprehensive Plan, the City sets forth a goal to “ensure all residents have access to quality housing that is affordable and offers choice.” The goal identifies a need to both retain and attract diverse residents, with lower income residents facing difficulties in securing and maintaining housing. To strengthen their communities, Wilmington looks to not only promote pathways to maintain and improve homeownership, but also provide a broader range of housing choices through new affordable housing development, new housing products, and promoting incentives and programs for the purchase and rehabilitation of existing housing stock.

The City’s Department of Real Estate and Housing offers a Home Repair Loan Program for families below 80% AMI who are looking to improve their homes by bringing them up to code. The loan can be used for heating, roofing, plumbing, electrical, handicapped facilities, and any other emergency needs. A similar program is offered for exterior code violation repairs, which has a maximum value of \$4,999 but will be forgiven after one year if there is no change in property ownership. As previously mentioned, the City will also pursue rehabilitation and infill development for affordable rental and owner-occupied housing in partnership with CHDOs and other developers.

SP-60 Homelessness Strategy – 91.215(d)

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

During the next five years, the City's federal funds will continue to support programs to provide decent and safe living environments for homeless and those at risk of becoming homeless, through funding such activities as emergency shelter operations, housing rehabilitation, and other critical expenses, and rapid re-housing.

The City maintains support for the YMCA, YWCA, Catholic Charities, Ministry of Caring, Homeless Planning Council, Family Promise, Connection CSP and Salvation Army, which work together to provide outreach to the homeless population, including unsheltered persons. Several of the nonprofit social and human service agencies that provide services to the homeless and those at risk of becoming homeless leverage additional private funds used to operate emergency shelters, transitional housing facilities, and supportive housing facilities within Wilmington. These funds are also used to provide supportive services such as case management, counseling, job training, and life skills classes.

Addressing the emergency and transitional housing needs of homeless persons

Wilmington is a member of the Delaware Continuum of Care (CoC), the primary program in the State addressing homelessness led by Housing Alliance Delaware. In their most recent 2019 report on "The State of Housing in the First State," Housing Alliance Delaware identified that 68% of homeless individuals that experienced homelessness in 2018 were homeless for the first time.

Housing Alliance Delaware administers Centralized Intake services to coordinate access to emergency shelter, rapid re-housing, and permanent supportive housing. The CoC practices a Housing First model, providing shelter for individuals regardless of personal hardships or circumstances. Homeless services can be accessed through the Delaware 211 hotline, State Service Centers, or local homeless service providers such as a shelter or day center. According to Housing Alliance Delaware's CI Annual Report FY2018, over 30,000 unduplicated inquiries for assistance were made with 211 calls being the most common method of access (28,140 inquiries). Additionally, according to the stakeholder survey, transitional and permanent housing for individuals experiencing homelessness was the second highest priority housing activity.

In FY2018, 21,637 referrals were made to emergency shelters. However, only 62% of referrals saw clients entering shelters. Cancelled or denied referrals were primarily a result of referred

persons not arriving on the site of the shelter. This may indicate gaps in addressing special needs, safety concerns, or strict shelter policies and hours.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

Housing Alliance Delaware identified that 46% of homeless households in the State exited permanently to housing between 2015 and 2018. As mentioned in MA-30 supportive services including health, mental health, and employment services are provided for a wide range of special needs through various homeless service providers in Wilmington. These programs serve to not only provide immediate shelter but also help homeless individuals obtain future permanent housing by providing job and life skills training, case management services, educational opportunities, and other supportive services that allow them to pursue these opportunities. For more detailed information on supportive service provision for homeless persons with special needs, please refer to MA-30.

Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs

The highest risk of returning to homelessness after moving into housing occurs in the first twelve according to Housing Alliance Delaware's most recent report. As a result, availability of services is most critical in the first year after returning to housing. The services mentioned previously also serve to help formerly individuals from becoming homeless again and maintain permanent housing. Additionally, stakeholders frequently mentioned the need for wraparound services to prevent homeless individuals from re-entering the system.

SP-65 Lead based paint Hazards – 91.215(i)

Actions to address LBP hazards and increase access to housing without LBP hazards

On September 30, 2019, new Castle County was awarded \$3.3 million through HUD's Lead-Hazard Reduction Grant Program and a \$300,000 supplemental grant for a Healthy Homes Program. These grants will allow New Castle County to conduct lead abatement on over 130 homes. Priority will be given to households with pregnant women or children under the age of six, low- and moderate-income households, homes built before 1978, properties already confirmed to contain lead-based paint hazards, and six specific zip codes identified to be at high risk of lead-based paint hazards. Zip codes in Wilmington include: 19801/Southbridge, 19802/Northeast, 19805/West Side/Hilltop, and 19806/West Wilmington. The remaining two zip codes, 19703/Claymont and 19720/New Castle, border Wilmington's city limits.

Eligible families will receive a Lead Risk Assessment for their homes. If the home is tested positive for lead, the program will relocate the family for up to ten days while the lead paint is being removed, along with fixing any additional health hazards found during the assessment. Each zip code will contain fully furnished units to accommodate relocated families.

How are the actions listed above related to the extent of lead poisoning and hazards?

According to 2011-2015 CHAS data, the City of Wilmington has 3,284, or 76.0% of, families with children at risk of lead-based paint exposure, living in homes built before 1979. This distribution is relatively even at all income levels.

How are the actions listed above integrated into housing policies and procedures?

CDBG funds for lead abatement will be used to cover actual lead-based paint hazard reduction interim controls and abatement activities, environment reviews, and regulatory reviews. The Lead Program will be conducted through New Castle County's Community Development and Housing Division and will complement other local programs such as the Home Repair Loan Program and the Wilmington Housing Partnership.

SP-70 Anti-Poverty Strategy – 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

Poverty can compound other neighborhood indicators such as vacancy, cost-burden, and crime. The City of Wilmington and local service providers have developed goals, programs, and policies to reduce poverty and improve access to affordable housing. In Wilmington's 2028 Comprehensive Plan, which was updated in July 2019, the City set forth a goal area for the creation of "Strong and Safe Neighborhoods." Goals under this umbrella addressing poverty and its effects include promoting walkable neighborhoods to improve access to jobs, services, and amenities; increasing access to quality housing that is affordable and offers choice; reducing neighborhood blight and crime; ensuring neighborhoods have access to high quality, welcoming public spaces and recreation; and supporting neighborhood character cohesion and pride. Established programs that will be continued or created to address this goal include the Neighborhood Stabilization Program, the Wilmington Community Advisory Committee, and partnerships with between local businesses, institutions, and organizations.

The Wilmington HOPE Commission serves to reduce "the impact of violence and promote well-being in [the Wilmington] communities by advocating for, supporting, empowering, and assisting ex-offenders to positively integrate back into [their] communities." Re-entry services are important to re-integrating justice-involved individuals who are more likely to face economic and life-altering burdens as a result of a criminal record, along with returning to their original circumstances that led to their criminal record.

Programs offered by the HOPE Commission include the Enhanced Workforce Development Program (EWFD), and the Winner's Circle. EWFD is a free twelve-week comprehensive program teaching basic workforce development skills such as presentation, interview skills, and resume writing along with how to maintain employment and other key employment skills. The Winner's Circle is a peer-led, peer-drive support group that draws on real experience to motivate others during the re-entry process.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan

These poverty reducing measures serve improve access to affordable housing choice by preventing and mitigating the effects of poverty. Stakeholders mention high eviction rates and inability to obtain quality employment and wages as major barriers to obtaining affordable housing. The HOPE Commission's re-entry programs directly mitigate these barriers for the formerly incarcerated, and the RISE programs serves to prevent these effects through youth engagement. The City is looking to develop new measures and strategies to create more resilient communities, as outlined in their comprehensive plan.

SP-80 Monitoring – 91.230

Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City of Wilmington has instituted monitoring systems that ensure the City complies with regulatory requirements associated with Federal funding sources, including the Community Development Block Grant (CDBG) program, the Home Investment Partnerships (HOME) program, the Emergency Shelter Grants (ESG) program, and the Housing Opportunities for People with AIDS (HOPWA) program. Specifically, the City has a detailed process of contracting that includes setting priorities and benchmarks. These priorities and benchmarks drive the monitoring process and set the standard for goals and outcomes to be achieved.

Through the Department of Real Estate and Housing, the City of Wilmington reviews anticipated and planned projects and activities to make determinations on fundability and eligibility. A team of experts in compliance, rehabilitation, and finance from the Department is assigned to the program and coordinates payments. Furthermore, the Department of Real Estate and Housing does not act independently. Any new development requires both an environmental review and a historic preservation review and must comply with the Department of Planning's defined standards.

The City is held accountable for achieving its projected goals. As such, all activities administered by City departments as well as projects contracted to subrecipients are reviewed annually to ensure that review procedures and compliance standards are being met. City-administered housing activities that are funded through Federal, state, local, and private resources are tracked internally. The City's monitoring system is comprehensive and consists of a written monitoring handbook, file checklists, and monitoring checklists for each type of project administered by the City. Subrecipients are required to submit monthly and annual reports summarizing program performance and financial activity. City staff is responsible for on-site monitoring of all Federal programs for compliance. In addition, City staff is responsible for the review of every payment request for adequate supporting documents, including eligible expenditures under the contract. The City Auditor reviews audits of all subrecipients required to have an audit on an annual basis.

In the City of Wilmington, the use of HOME funds is monitored individually. A HOME Monitoring Log is used to establish frequency of on-site Wilmington City Housing Code inspections of HOME rental units and annual tenant income certification reviews. All completed projects require annual tenant income certification, review of HOME rents, and Wilmington City Housing Code inspections everyone to three years. A Rehabilitation Specialist, trained in the City's Housing Code, conducts annual inspections. The reviews of annual income and rent determinations are conducted by the Program Administrator.

The HOME Program Administrator conducts annual income/rent determinations, while a trained Rehabilitation Specialist inspects all units for compliance with City Housing Code Standards. There are

currently no outstanding findings regarding City of Wilmington Housing Code compliance or Income-Rent determinations for the monitored projects.

The City of Wilmington developed a Home Monitoring Log Tickler System to establish frequency of on-site HQS inspections of HOME rental units and annual tenant income certification reviews. All completed units must meet City of Wilmington Housing Code Inspection standards and obtain a C of 0 from the Department of Licenses and Inspections. As part of ongoing, long-term HOME compliance, all units are monitored annually for tenant income determination eligibility, HOME rents. City of Wilmington Housing Code Standards inspections are conducted everyone to three years, according to the number of units in the project. Additionally, the City of Wilmington has reviewed the recent HOME regulation changes and is incorporating the necessary language into our contracts and other documents as deemed appropriate to be in compliance.

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public - federal	Acquisition Admin & Planning Econ Development Housing Public Improve. Public Services	\$2,216,928	\$0	\$0	\$2,216,928	\$8,867,712	Funds for housing and non-housing community development needs. Remainder available is approximately four times projected annual allocation and anticipated annual program income.
HOME	Public - federal	Acquisition Homebuyer Asst. Homeowner Rehab. Rental New Constr. Rental Rehab. New Const. for Ownership TBRA	\$564,024	\$1,000,000	\$0	\$1,564,024	\$6,256,096	Funds for rehabilitation of rental and homeowner housing units and rehabilitation. Remainder available is approximately four times projected annual allocation and anticipated annual program income.

ESG	Public - federal		\$187,831	\$0	\$0	\$187,831	\$751,324	Funds for homeless services including Centralized Intake, transitional housing/ Rapid Rehousing, emergency shelters, and in-house supportive services.
HOPWA	Public - federal		\$802,435	\$0	\$0	\$802,435	\$3,209,740	Funds for housing services for people with HIV/AIDS, including financial assistance, case management, medical care, TBRA, and permanent supportive housing.

Table 56 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Additional resources will be leveraged from the Delaware State Housing Authority and local and regional foundations

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City of Wilmington works closely with the Wilmington Neighborhood Conservancy Land Bank to reclaim vacant, blighted, and abandoned properties in the City. Land acquired by the land bank is donated to the City when deemed appropriate to further this mission.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Improve quality of existing housing stock	2020	2024	Affordable housing	City-wide	Improve Access to Affordable Housing	CDBG: \$779,062 HOME: \$200,000	Homeowner Housing Added: 10 housing units Homeowner Housing Rehabilitated: 45 housing units
2	Increase supply of existing housing stock	2020	2024	Affordable housing Public Housing	City-wide	Improve Access to Affordable Housing	CDBG: \$182,632 HOME: \$1,309,592	Rental Units Constructed: 108 housing units Homeowner Housing Added: 28 housing units
3	Improve public infrastructure	2020	2024	Non-Housing Community Development	City-wide	Public Facilities and Infrastructure Improvement	CDBG: \$156,000	Public Facility or Infrastructure for Low/Moderate Income Housing

								Benefit: 102 households
4	Improve public facilities	2020	2024	Non-Housing Community Development	City-wide	Public Facilities and Infrastructure Improvement	CDBG: \$211,000	
5	Provide housing/services to the homeless and near-homeless population	2020	2024	Homeless	City-wide	Services for Special Needs	CDBG: \$132,539 ESG: \$173,744	Public Facility or Infrastructure for Low/Moderate Income Housing Benefit: 1049 households Tenant-based rental assistance/Rapid Rehousing: 15 households Homeless Person Overnight Shelter: 200 persons Homelessness Prevention: 3714 persons
6	Provide housing/services to the HIV/AIDS population	2020	2024	Homeless Non-Homeless Special Needs	City-wide	Services for Special Needs	HOPWA: \$778,362	HIV/AIDS Housing Operations: 175 households housing units

7	Provide housing/services to other special needs population	2020	2024	Non-Homeless Special Needs	City-wide	Services for Special Needs	CDBG: \$70,000	Public Facility or Infrastructure for Low/Moderate Income Housing Benefit: 1873 households Homelessness Prevention: 31 persons
8	Provide projects/activities for eligible youth and families	2020	2024	Non-Homeless Special Needs	City-wide	Help all residents meet basic social and economic needs	CDBG: \$100,000	Public Facility or Infrastructure for Low/Moderate Income Housing Benefit: 1414 households Public Services activities for Low/Moderate Income Housing Benefit: 76 households
9	Planning/Administration	2020	2024	Admin	City-wide	Planning/Administration	CDBG: \$576,105 HOME: \$56,402 ESG: \$14,087 HOPWA: \$24,073	

Table 57 – Goals Summary

Goal Descriptions

1	Goal Name	Improve quality of existing housing stock
	Goal Description	Extend the useful life of existing affordable housing through weatherization, repair, and rehabilitation programs.
2	Goal Name	Increase supply of existing housing stock
	Goal Description	Fund activities that expand the supply and improve the condition of housing affordable to lower income households, including new construction and leveraging other public and private resources such as Low Income Housing Tax Credits to make housing more available to low- and moderate-income households.
3	Goal Name	Improve public infrastructure
	Goal Description	The City will use CDBG funds to make improvements to streets, sidewalks, stormwater infrastructure, water and sewer infrastructure, and other public infrastructure over the next several years.
4	Goal Name	Improve public facilities
	Goal Description	The City will use CDBG funds to make improvements to public facilities such as senior centers, homeless facilities, facilities for persons with special needs, youth centers, neighborhood facilities, parks, child care centers, health facilities, and other public buildings over the next several years.
5	Goal Name	Provide housing/services to the homeless and near-homeless population
	Goal Description	The City will use CDBG and ESG funds to support shelter and housing operations. Acquisition, construction, or rehabilitation of temporary shelters and transitional housing for the homeless, including victims of domestic violence, veterans, disaster victims, families with children, unaccompanied youth, drug offenders, and formerly incarcerated persons. Provide funding to increase permanent supportive housing opportunities and work to create a stronger network of providers of supportive and mainstream services to homeless clients.
6	Goal Name	Provide housing/services to the HIV/AIDS population

	Goal Description	The City will use HOWPA funds to address the housing needs of people living with HIV/AIDS. Activities include TBRA, STRMU, permanent housing, supportive services, case management, and medical services.
7	Goal Name	Provide housing/services to other special needs population
	Goal Description	The City will use CDBG to fund activities addressing the needs of other special needs populations. This includes but is not limited to elderly, youth transitioning out of foster care, victims of domestic violence, and justice-involved individuals facing re-entry. Services encompass childcare services, health and mental health services, broadband access, transportation, non-homeless special needs and employment training.
8	Goal Name	Provide projects/activities for eligible youth and families
	Goal Description	The City will provide support for services serving non-homeless youths and families in need of assistance to improve their quality of life. Activities include vocational services, life skills training, education assistance programs, and financial literacy programs for both adults and youth.
9	Goal Name	Planning/Administration
	Goal Description	Support administration and delivery of CDBG activities.

Projects

AP-35 Projects – 91.220(d)

Introduction

The following is a list of CDBG, HOME, ESG and HOPWA activities that the City of Wilmington will undertake in FY 2020.

Projects

#	Project Name
1	RE&H CDBG Property Repair Program
2	RE&H CDBG Down payment and Closing Costs
3	RE&H CDBG Public Facilities and Site Improvement
4	RE&H HOME CHDO Set-aside
5	RE&H CDBG Home Repair Program Delivery
6	RE&H CDBG Disposition Program Delivery
7	RE&H Rehab Division MS&Es
8	RE&H CDBG Admin Salaries
9	RE&H CDBG Admin MS&Es
10	RE&H Fair Housing
11	RE&H HOME Administration
12	RE&H HOPWA Administration
13	RE&H ESG Administration
14	Planning & Development - Rehab Delivery - Compton Towne Apartments
15	Planning & Development - Rehab Delivery - Cornerstone West CDC
16	Planning & Development - Rehab Delivery - Pennrose LLC
17	Catholic Charities, Inc. - Bayard House Residential Maternity Program
18	Catholic Charities, Inc. - Homeless Prevention Service
19	Delaware Center For Horticulture - Wilmington Neighborhood Street Tree and Greening Program and Branches to Chances Re-Entry Program
20	Habitat for Humanity of New Castle County - A Brush With Kindness
21	Housing Opportunities of Northern Delaware - Predatory Lending and Fair Housing Counseling/Law
22	Ingleside Homes, Inc. - Rehab
23	Interfaith Community Housing of Delaware - Housing Counseling
24	Latin American Community Center - Homeless Prevention
25	Neighborhood House, Inc. - Housing Intervention and Outreach Counseling
26	Neighborhood House, Inc. - Homeless Prevention and Family Services
27	Sojourners Place - Sojourners' Place Transitional Housing
28	STEHM, Inc. - Direct Case Management Services
29	The Salvation Army - Code Purple
30	The Wilmington HOPE Commission, Inc. - Re-Entry Services
31	United Way - Stand By Me
32	West End Neighborhood House Inc - Life Lines
33	Wilmington Senior Center - Building Capacity
34	YMCA of Delaware - Central YMCA Male Supportive Housing Program
35	YWCA Delaware, Inc. - Home-Life Management Center
36	Christiana Cultural Arts Center, Inc. - Heart Under The Hoodie, Youth Violence Prevention Program
37	Christiana Cultural Arts Center, Inc. - Future Entrepreneurs in Creative Industries Program

#	Project Name
38	Delaware Futures - One Student At A Time
39	Duffy's Hope - Youth Ambassador Program
40	Family Counseling Center of St. Paul (FCCSP) - Healing Families, Transforming Communities- Expanding the Continuum of Care through Trauma-based Services
41	Interfaith Community Housing of Delaware - Youth Ambassador
42	Latin American Community Center - Youth Prevention
43	Tech Impact - IT Works Technology Job Training Program for At-Risk Young Adults
44	Teen Warehouse - Teens In Motion
45	The Challenge Program - Construction Training Program
46	Urban Bike Project - Youth Expansions
47	Urban Promise - Street Leaders
48	West End Neighborhood House Inc - Above Xpectatons
49	YMCA of Delaware - Teen Engagement
50	Family Promise of Northern New Castle County, Inc. - ESG Essential Services- Hospitality Shelter Network
51	Family Promise of Northern New Castle County, Inc. - ESG RRH- Hospitality Center- Transitional/ Rapid Re-Housing
52	Housing Alliance Delaware-HAD - Centralize Intake
53	Housing Alliance Delaware-HAD - Delaware Community Management Information Systems
54	Ministry of Caring - House of Joseph I
55	Ministry of Caring - Mary Mother of Hope House I
56	Ministry of Caring - Mary Mother of Hope House II & III
57	Salvation Army - Emergency Housing
58	YWCA Delaware, Inc. - Rapid Re-Housing
59	Catholic Charities, Inc. - HIV Service
60	Cecil County Health Department - The Cecil County Housing Assistance Program
61	Delaware HIV Services - Delaware Housing Assistance Program (DHAP)
62	Ministry of Caring - House of Joseph II
63	Todmorden Foundation - The Flats Phase IV
64	Be Ready CDC - Solomon's Court
65	Central Baptist CDC - CHDO Operating/Project
66	Interfaith Community Housing – Ninth Street Project - WCC
67	Cinnaire Solutions - 8th Street Stabilization
68	Pennrose LLC - Riverside Redevelopment Phase II
69	Habitat for Humanity - Eastside Neighborhood Revitalization
70	Our Youth, Inc.

Table 58 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The majority of Wilmington’s projects, including public service, housing, public facility, and public infrastructure activities, are selected through a competitive process. All CDBG projects and programs funded in 2020 were chosen because they address the high priority needs identified through the Needs Assessment. Projects selected for CDBG funding were prioritized on efficient utilization of non-CDBG funds and ability to serve the largest number of beneficiaries.

AP-38 Project Summary

Project Summary Information

1	Project Name	RE&H CDBG Property Repair Program
	Target Area	City-wide
	Goals Supported	Improve quality of existing housing stock
	Needs Addressed	Improve Access to Affordable Housing
	Funding	CDBG: \$300,000
	Description	Rectify existing exterior code violations which have been determined by a City of Wilmington Housing Inspector and formalized in an individual housing report, are allowable rehabilitation costs.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 14A, 14B
2	Project Name	RE&H CDBG Downpayment and Closing Costs
	Target Area	City-wide
	Goals Supported	Increase supply of existing housing stock
	Needs Addressed	Improve Access to Affordable Housing
	Funding	\$100,000
	Description	Program providing homeowner assistance in the form of financial assistance with down payments and closing costs for first-time and income-eligible homeowners.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 13B
3	Project Name	RE&H CDBG Public Facilities and Site Improvement
	Target Area	City-wide
	Goals Supported	Improve public facilities

	Needs Addressed	Public Facilities and Infrastructure Improvement
	Funding	CDBG: \$211,000
	Description	"Grantees may only have one public facility in an activity. Grantees must set up a separate activity for each public facility. When two or more related activities are funded with CDBG, the grantee needs to set up a separate activity for each facility or improvement. "
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 03
4	Project Name	RE&H HOME CHDO Set-aside
	Target Area	City-wide
	Goals Supported	Increase supply of existing housing stock
	Needs Addressed	Improve Access to Affordable Housing
	Funding	HOME: \$86,604
	Description	At least 15 percent of HOME Investment Partnerships Program (HOME) funds must be set aside for specific activities to be undertaken by a special type of nonprofit called a Community Housing Development Organization (CHDO). A CHDO is a private nonprofit, community-based organization that has staff with the capacity to develop affordable housing for the community it serves.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code:
5	Project Name	RE&H CDBG Home Repair Program Delivery
	Target Area	City-wide
	Goals Supported	Improve quality of existing housing stock
	Needs Addressed	Improve Access to Affordable Housing
	Funding	CDBG: \$369,062

	Description	Repairs for heating, roofing, plumbing, electrical, handicapped facilities where needed, and any condition where an emergency need exists to provide safe and decent living quarters.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code:
6	Project Name	RE&H CDBG Disposition Program Delivery
	Target Area	City-wide
	Goals Supported	Increase supply of existing housing stock
	Needs Addressed	Improve Access to Affordable Housing
	Funding	CDBG: \$82,632
	Description	Disposition program to return vacant or abandoned properties to constructive use.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 02
7	Project Name	RE&H Rehab Division MS&Es
	Target Area	City-wide
	Goals Supported	Planning/Administration
	Needs Addressed	Planning/Administration
	Funding	CDBG: \$20,000
	Description	Admin costs for Rehab Division's materials, supplies, and equipment.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 21A
8	Project Name	RE&H CDBG Admin Salaries

	Target Area	City-wide
	Goals Supported	Planning/Administration
	Needs Addressed	Planning/Administration
	Funding	CDBG: \$370,505
	Description	Admin costs for administrator salaries.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 21A
9	Project Name	RE&H CDBG Admin MS&Es
	Target Area	City-wide
	Goals Supported	Planning/Administration
	Needs Addressed	Planning/Administration
	Funding	CDBG: \$195,600
	Description	Admin costs for admin materials, supplies, and equipment.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 21A
10	Project Name	RE&H Fair Housing
	Target Area	City-wide
	Goals Supported	Planning/Administration
	Needs Addressed	Planning/Administration
	Funding	CDBG: \$10,000
	Description	Activities to affirmatively further fair housing.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 21D

11	Project Name	RE&H HOME Administration
	Target Area	City-wide
	Goals Supported	Planning/Administration
	Needs Addressed	Planning/Administration
	Funding	HOME: \$56,402
	Description	Program administration costs for HOME-funded projects.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 21A
12	Project Name	RE&H HOPWA Administration
	Target Area	City-wide
	Goals Supported	Planning/Administration
	Needs Addressed	Planning/Administration
	Funding	HOPWA: \$14,087
	Description	Program administration costs for HOPWA-funded projects.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 31B
13	Project Name	RE&H ESG Administration
	Target Area	City-wide
	Goals Supported	Planning/Administration
	Needs Addressed	Planning/Administration
	Funding	ESG: \$24,073
	Description	Program administration costs for ESG-funded projects.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	City-wide

	Planned Activities	See description. HUD CDBG Matrix Code: 21A
14	Project Name	Planning & Development - Rehab Delivery - Compton Towne Apartments
	Target Area	City-wide
	Goals Supported	Improve quality of existing housing stock
	Needs Addressed	Improve Access to Affordable Housing
	Funding	HOME: \$150,000
	Description	Rehabilitation delivery costs related to Compton Towne Apartments
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code:
15	Project Name	Planning & Development - Rehab Delivery - Cornerstone West CDC
	Target Area	City-wide
	Goals Supported	Improve quality of existing housing stock
	Needs Addressed	Improve Access to Affordable Housing
	Funding	HOME: \$110,000
	Description	Rehabilitation delivery costs related to Cornerstone West CDC
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code:
16	Project Name	Planning & Development - Rehab Delivery - Pennrose LLC
	Target Area	City-wide
	Goals Supported	Improve quality of existing housing stock
	Needs Addressed	Improve Access to Affordable Housing
	Funding	HOME: \$120,798
	Description	Rehabilitation delivery costs related to Pennrose LLC
	Target Date	7/1/2021

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 14H
17	Project Name	Catholic Charities, Inc. - Bayard House Residential Maternity Program
	Target Area	City-wide
	Goals Supported	Provide housing/services to the homeless and near-homeless population
	Needs Addressed	Services for Special Needs
	Funding	CDBG: \$20,000
	Description	The Bayard House Program is the only licensed residential maternity program in Delaware providing 24-hour, seven days a week service to at-risk, homeless, pregnant, and newly parenting adolescents, young women, and their children. Supportive services address the root issues contributing to their risk of homelessness, such as domestic abuse, neglect, single parenthood, and poverty.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	40 households - primarily at-risk, homeless, pregnant, and newly parenting adolescents, young women, and their children
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 05Z
18	Project Name	Catholic Charities, Inc. - Homeless Prevention Service
	Target Area	City-wide
	Goals Supported	Provide housing/services to the homeless and near-homeless population
	Needs Addressed	Services for Special Needs
	Funding	CDBG: \$10,000
	Description	Provide a short-term safety net for Delaware families whose housing is threatened by a financial crisis, such as under- or unemployment, medical emergencies, mismanagement of debt, or other causes.
	Target Date	7/1/2021

	Estimate the number and type of families that will benefit from the proposed activities	40 family households
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 03T
19	Project Name	Delaware Center For Horticulture - Wilmington Neighborhoods Street Tree and Greening Program and Branches to Chances Re-Entry Program
	Target Area	City-wide
	Goals Supported	Improve public infrastructure
	Needs Addressed	Public Facilities and Infrastructure Improvement
	Funding	CDBG: \$156,000
	Description	The Neighborhood Street Tree & Greening Program serves to reduce and eliminate urban blight by managing and restoring the urban tree canopy by focusing efforts on low-income areas, which also typically have less trees. Plantings will be timed and coordinated with the completion of housing construction and redevelopment projects to provide equal access to trees as a shared community resource. A strategy to determine best green locations will also be utilized via GIS, taking into account income levels, MVA market indicators, impervious surfaces, current tree canopy, asthma rates, flood claims, major roads, vacant lots, local institutions, public amenities, and public green space.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	90 households
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 03N
20	Project Name	Habitat for Humanity of New Castle County - A Brush With Kindness
	Target Area	City-wide
	Goals Supported	Improve quality of existing housing stock
	Needs Addressed	Improve Access to Affordable Housing
	Funding	CDBG: \$10,000

	Description	A Brush With Kindness (ABWK) provides critical repairs and façade improvements to owner-occupied, low- to moderate-income households. Improvements include, but are not limited to, repaired or replaced exterior lights and windows, repairs to roofs, and other work to keep a home warm, safe, and dry.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	10 low- to moderate-income homeowner households
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 05U
21	Project Name	Housing Opportunities of Northern Delaware - Predatory Lending and Fair Housing Counseling/Law
	Target Area	City-wide
	Goals Supported	Improve quality of existing housing stock
	Needs Addressed	Improve Access to Affordable Housing
	Funding	CDBG: \$5,000
	Description	The project will provide Fair Housing Law education through outreach activities, workshops, presentation to media, printed materials, forums and face-to-face and group housing counseling sections to City residents, public officials, real estate professionals, landlords, tenants, and City Housing-related Departments.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	82 households
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 05J, 05U
22	Project Name	Ingleside Homes, Inc. - Rehab
	Target Area	City-wide
	Goals Supported	Improve quality of existing housing stock
	Needs Addressed	Improve Access to Affordable Housing
	Funding	CDBG: \$80,000

	Description	The project addresses home repairs and safety modifications essential for older homeowners that will enable them to remain independent. Services include home safety inspections, home repairs, fall prevention measures, and social services.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	40 homeowner households
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 14A
23	Project Name	Interfaith Community Housing of Delaware - Housing Counseling
	Target Area	City-wide
	Goals Supported	Provide housing/services to other special needs populations
	Needs Addressed	Services for Special Needs
	Funding	CDBG: \$5,000
	Description	A "one-stop-shop" for HUD-approved affordable housing counseling, financial literacy training, foreclosure prevention, and other housing-related programs for low- to moderate-income first-time homebuyers and existing homebuyers.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	400 low- to moderate-income households, including both first-time homebuyers and existing homebuyers
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 13A
24	Project Name	Latin American Community Center - Homeless Prevention
	Target Area	City-wide
	Goals Supported	Provide housing/services to the homeless and near-homeless population
	Needs Addressed	Services for Special Needs
	Funding	CDBG: \$10,000

	Description	The Latin American Community Center's Homelessness Preevntion services targets individuals who are at-risk of becoming homeless if they do not receive financial support. Clients must show evidence of financial need such as an overdue utility bill, letter from landlord/mortgage holder, or eviction notice. Services include short- and medium-term rental assistance, security deposits, advancy payment of previous month's rent, and utility deposits and payments. Wraparound services will also be provided, such as job search and placement assistance, English as a Second Language classes, and referrals to the United Way's \$tand By Me Financial Literacy Program to establish long-term financial stability.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	49 households at-risk of homelessness
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 03T
25	Project Name	Neighborhood House, Inc. - Housing Intervention and Outreach Counseling
	Target Area	City-wide
	Goals Supported	Provide housing/services to other special needs populations
	Needs Addressed	Services for Special Needs
	Funding	CDBG: \$7,500
	Description	Comprehensive housing counseling services in the areas of: pre-purchase, homebuyer education workshops, foreclosure intervention and prevention, rental counseling, and Financials Empowerment sessions and workshops. Services are provided in-house and off-site and in English and Spanish to meet the needs of the consumer.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	33 households
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 05U, 13A
26	Project Name	Neighborhood House, Inc. - Homeless Prevention and Family Services
	Target Area	City-wide

	Goals Supported	Provide housing/services to the homeless and near-homeless population
	Needs Addressed	Services for Special Needs
	Funding	CDBG: \$10,000
	Description	Program assisting low- to moderately low-income households with crisis alleviation to prevent eviction and utility shutoffs. Additional services, such as a food pantry, after-school programs, financial empowerment workshops and daycare help address immediate needs. Homes in foreclosure will enter Neighborhood House's housing counseling division.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	1,000 low- to moderately low-income households
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 03T, 19E
27	Project Name	Sojourners Place - Sojourners' Place Transitional Housing
	Target Area	City-wide
	Goals Supported	Provide housing/services to the homeless and near-homeless population
	Needs Addressed	Services for Special Needs
	Funding	CDBG: \$22,500
	Description	Long-term transitional housing to homeless adults providing comprehensive services addressing issues such as addiction, mental/physical health, incarceration, and a combination of these factors. Housing, meals, intensive case-management, job readiness/ training/ placement, education, and life skills trainings are provided to prevent future homelessness.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	70 homeless adults
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 03T
28	Project Name	STEHM, Inc. - Direct Case Management Services
	Target Area	City-wide
	Goals Supported	Provide housing/services to the homeless and near-homeless population

	Needs Addressed	Services for Special Needs
	Funding	CDBG: \$13,414
	Description	Provide emergency and transition housing and case management services for low-income homeless persons in the City of Wilmington. Training and counseling are provided to transition clients into independent living situations. Motel vouchers in dire need of emergency shelter are provided through the Motel Ministry program.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	14 low-income homeless persons
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 03T
29	Project Name	The Salvation Army - Code Purple
	Target Area	City-wide
	Goals Supported	Provide housing/services to the homeless and near-homeless population
	Needs Addressed	Services for Special Needs
	Funding	CDBG: \$6,000
	Description	The program addresses immediate needs of homeless men, women, and families when the weather meets certain criteria, such as extreme cold and/or snow, ice, and winds that are judged as severe.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	200 homeless men, women, and families
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 03T
30	Project Name	The Wilmington HOPE Commission, Inc. - Re-Entry Services
	Target Area	City-wide
	Goals Supported	Provide housing/services to other special needs populations
	Needs Addressed	Services for Special Needs
	Funding	CDBG: \$ 10,000

31	Description	A comprehensive range of evidence-based services to individuals released from prison to ensure their successful reentry into the 19801, 19802, and 19805 zip codes. Supportive services include utility assistance, housing security deposits, driver's license fees, GED tests fees, birth certificate fees, transportation assistance, assistance with fines and fees, and a workforce development program.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	285 justice-involved individuals
	Location Description	19801, 19802, and 19805 zip codes
	Planned Activities	See description. HUD CDBG Matrix Code: 05Z
	Project Name	United Way - Stand By Me
	Target Area	City-wide
	Goals Supported	Provide housing/services to other special needs populations
	Needs Addressed	Services for Special Needs
	Funding	CDBG: \$5,000
	Description	A financial empowerment program established as a public-private partnership between the Delaware Department of Health and Social Services and the United Way of Delaware. The program includes multi-sector participation from state agencies, nonprofit organizations, businesses, and educational institutions to provide free personal financial coaching to low- and moderate-income residents.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	600 low- and moderate-income households
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 05X
32	Project Name	West End Neighborhood House Inc - Life Lines
	Target Area	City-wide
	Goals Supported	Provide housing/services to other special needs populations
	Needs Addressed	Services for Special Needs
	Funding	CDBG: \$12,500

	Description	Life Lines serve to improve the quality of life for emancipated foster care youth by offering a safe, nurturing home environment while empowering residents by teaching them the tools needed to be self-sufficient adults. Services include intensive case management and support using Trauma Informed Care methodology, educational assistance, employment preparation and placement assistance, mental health and drug and alcohol treatment resources and support.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	31 emancipated foster care youth
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 05D
33	Project Name	Wilmington Senior Center - Building Capacity
	Target Area	City-wide
	Goals Supported	Provide housing/services to other special needs populations
	Needs Addressed	Services for Special Needs
	Funding	CDBG: \$25,000
	Description	The Wilmington Senior Center serves to provide life-sustaining and life-enriching services, opportunities, and partnerships that have a positive impact on older adults' well-being. Programs being supported include Social Support Services for Seniors and the GrandFamilies Program, a monthly networking program for grandparents, relative caregivers, and their children to network and support one another. Social Support servies include the Caregiver Resource Center for core senior services, Savvy Caregiver for caregivers caring for those with Alzheimer's and dementia, and the Grandparent Resource Center for grandparents raising grandchildren.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	555 households consisting of grandparents, relative caregivers, and their children
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 05A
34	Project Name	YMCA of Delaware - Central YMCA Male Supportive Housing Program

	Target Area	City-wide
	Goals Supported	Provide housing/services to other special needs populations
	Needs Addressed	Services for Special Needs
	Funding	CDBG: \$20,000
	Description	The Central YMCA Male Supportive Housing Program provides 180 single-occupancy units for men of all walks of life in need of safe and stable housing. Supportive programs provide needs for low-income veterans, homeless men, men with mental health and/or substance abuse issues, and other disabling conditions. Services include financial assistance, social services, partnerships with healthcare provider to provide education and workshops, and other services to set clients on the path to self-sufficiency.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	300 low-income veterans, homeless men, men with mental health and/or substance abuse issues, and other disabling conditions
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 03T,05O
35	Project Name	YWCA Delaware, Inc. - Home-Life Management Center
	Target Area	City-wide
	Goals Supported	Provide housing/services to other special needs populations
	Needs Addressed	Services for Special Needs
	Funding	CDBG: \$20,625
	Description	YWCA Delaware's Home-Life Management Center (HLMC) provides quality emergency and transitional housing, coupled with comprehensive case management and supportive wraparound services, to homeless families and those escaping domestic and sexual violence in the City of Wilmington.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	80 homeless families and individuals escaping domestic and sexual violence.
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 05G

36	Project Name	Christiana Cultural Arts Center, Inc. - Heart Under The Hoodie, Youth Violence Prevention Program
	Target Area	City-wide
	Goals Supported	Provide projects/activities for eligible youth and families
	Needs Addressed	Help all residents meet basic social and economic needs
	Funding	CDBG: \$5,000
	Description	The after school youth program provides youth a platform to explore and develop critical life and social skills through the arts. The four-week program provides structured, educational activities including improv, yoga/mindfulness, and a choice of two art forms - music, dance, writing/journaling, or visual art.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	115 youths
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 05D
37	Project Name	Christiana Cultural Arts Center, Inc. - Future Entrepreneurs in Creative Industries Program
	Target Area	City-wide
	Goals Supported	Provide projects/activities for eligible youth and families
	Needs Addressed	Help all residents meet basic social and economic needs
	Funding	CDBG: \$10,000
	Description	The program provides at-risk youth between the ages of 16 to 18 years with workforce development and lifeskills, including a paid internship providing hands-on experience that may lead to permanent placement. Arts workshops in music, dance, writing, and visual arts are also offered in the fall, along with quarterly community service projects.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	5 at-risk youth between the ages of 16 to 18 years-old
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 05D
38	Project Name	Delaware Futures - One Student At A Time

	Target Area	City-wide
	Goals Supported	Provide projects/activities for eligible youth and families
	Needs Addressed	Help all residents meet basic social and economic needs
	Funding	CDBG: \$5,000
	Description	Success, One Student At A Time provides academic, social, and motivational support and cultural enrichment that empowers economically disadvantaged high school students to recognize and fulfill their unrealized potential. Funds will be used for tutors and instructors to deliver high quality academic enrichment, as well as funds to support college tours, group mentoring and parent education sessions, community service, cultural exploration, program supplies, and refreshments.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	60 economically disadvantaged high school students
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 05D
39	Project Name	Duffy's Hope - Youth Ambassador Program
	Target Area	City-wide
	Goals Supported	Provide projects/activities for eligible youth and families
	Needs Addressed	Help all residents meet basic social and economic needs
	Funding	CDBG: \$6,000
	Description	The Youth Ambassador Program assists children of predominately single-parent or grandparent head of households by providing a structured after-school program centered on prevention, mentoring, and support to lead them toward a productive future
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	50 children of predominately single-parent or grandparent head of households
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 05D

40	Project Name	Family Counseling Center of St. Paul (FCCSP) - Healing Families, Transforming Communities- Expanding the Continuum of Care through Trauma-based Services
	Target Area	City-wide
	Goals Supported	Provide projects/activities for eligible youth and families
	Needs Addressed	Help all residents meet basic social and economic needs
	Funding	CDBG: \$10,000
	Description	The project will address the severe shortage of bilingual (Spanish-speaking) culturally-responsive mental and behavioral health counseling and case management services available to treat residents of underserved, impoverished, uninsured, or under-insured communities in Wilmington.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	203 limited English proficiency households,underserved, impoverished, uninsured, or under-insured communities in Wilmington.
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 05D
41	Project Name	Interfaith Community Housing of Delaware - Youth Ambassador
	Target Area	City-wide
	Goals Supported	Provide projects/activities for eligible youth and families
	Needs Addressed	Help all residents meet basic social and economic needs
	Funding	CDBG: \$2,500
	Description	The Youth Ambassadors Program is a part-time, summer employment and out-of-school, community based service participation program with the intent to directly impact future employment opportunities and successes. Cultural and educational series are also provided in the program.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	20 youths
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 05D
42	Project Name	Latin American Community Center - Youth Prevention

	Target Area	CDBG-eligible areas
	Goals Supported	Provide projects/activities for eligible youth and families
	Needs Addressed	Help all residents meet basic social and economic needs
	Funding	CDBG: \$2,500
	Description	The Youth Achievement Center serves youth ages 12-18 years from low-income, inner-city, minority households considered at-risk of gang recruitment, bullying, substance use, and dropping out of school. This program provides a safe haven for these youth through educational, enrichment, and physical activities. Hot meals, tutoring and homework help, workforce development training, and activities supporting other interests are provided.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	75 youths ages 12-18 years from low-income, inner-city minority households
	Location Description	CDBG-eligible areas
	Planned Activities	See description. HUD CDBG Matrix Code: 05D
43	Project Name	Tech Impact - IT Works Technology Job Training Program for At-Risk Young Adults
	Target Area	CDBG-eligible areas
	Goals Supported	Provide projects/activities for eligible youth and families
	Needs Addressed	Help all residents meet basic social and economic needs
	Funding	CDBG: \$9,000
	Description	Tech Impact is an innovative technology education and job training program addressing the unemployment and underemployment of young adults at-risk for lifelong poverty. The free program provides at-risk young adults educational career training opportunities in both hard and soft skills to become gainfully employed.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	21 young adults at-risk of lifelong poverty
	Location Description	CDBG-eligible areas
44	Planned Activities	See description. HUD CDBG Matrix Code:
	Project Name	Teen Warehouse - Teens In Motion

	Target Area	City-wide
	Goals Supported	Provide projects/activities for eligible youth and families
	Needs Addressed	Help all residents meet basic social and economic needs
	Funding	CDBG: \$5,000
	Description	The Warehouse serves teens aged 13 to 19 with a range of programs that encourage discovery, empowerment, and ambition to help prepare teens for the workforce and higher education opportunities.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	55 teens aged 13-19 years
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 05D
45	Project Name	The Challenge Program - Construction Training Program
	Target Area	CDBG-eligible areas
	Goals Supported	Provide projects/activities for eligible youth and families
	Needs Addressed	Help all residents meet basic social and economic needs
	Funding	CDBG: \$15,000
	Description	The Challenge Program provides education and job training for high-risk youth ages 17-24 years from low-income communities. Trainees participate in hands-on, paid construction training on projects which including rehabbing residential properties and greening of vacant lots to eliminate blight and increase affordable housing options in low-income communities.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	40 youths ages 17-24 years from low-income communities
	Location Description	CDBG-eligible areas
46	Planned Activities	See description. HUD CDBG Matrix Code: 05D
	Project Name	Urban Bike Project - Youth Expansions
	Target Area	City-wide
	Goals Supported	Provide projects/activities for eligible youth and families
	Needs Addressed	Help all residents meet basic social and economic needs
	Funding	CDBG: \$10,000

	Description	Funding will be used to hire a Youth Program Coordinator, hire youth who have been engaged long-term with the organization to offer mentorship of the new program, and evaluation of the program.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	235 youths
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 05D
47	Project Name	Urban Promise - Street Leaders
	Target Area	City-wide
	Goals Supported	Provide projects/activities for eligible youth and families
	Needs Addressed	Help all residents meet basic social and economic needs
	Funding	CDBG: \$10,000
	Description	The StreetLeader Job Training Program employs high school teens in Wilmington and provides a workforce development program for urban youth (ages 14-19) with paid, on-the-job training, tutoring, mentoring, college preparation, and cultural activities to train youth to be successful students, employees, and community leaders.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	66 youths ages 14-19 years
	Location Description	City-wide
48	Planned Activities	See description. HUD CDBG Matrix Code: 05D, 05H
	Project Name	West End Neighborhood House Inc - Above Xpectatons
	Target Area	City-wide
	Goals Supported	Provide projects/activities for eligible youth and families
	Needs Addressed	Help all residents meet basic social and economic needs
	Funding	CDBG: \$3,000

	Description	Above Xpectations provides young people from disadvantaged circumstances the opportunity to compete in world class track and field competitions and, more importantly, prepare them for post-secondary education. The program reaches out to parents of the current team members and periodically conducts instructional and training workshops at local schools.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	145 young people from disadvantaged circumstances
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 05D
49	Project Name	YMCA of Delaware - Teen Engagement
	Target Area	City-wide
	Goals Supported	Provide projects/activities for eligible youth and families
	Needs Addressed	Help all residents meet basic social and economic needs
	Funding	ESG: \$7,000
	Description	Year-round youth programming for Wilmington teens ages 13-18 at the Walnut Street YMCA. Opportunities include enrichment programs for homework help, step club, drumline, workforce development, Black Achievers, Youth in Government, and more. During the Summer, free access to the YMCA Teen Center is provided along with teen programming that includes field trips, worksite visits, and on-the-job experience.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	400 teens ages 13-18 years
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 05D
50	Project Name	Family Promise of Northern New Castle County, Inc. - ESG Essential Services- Hospitality Shelter Network
	Target Area	City-wide
	Goals Supported	Provide housing/services to the homeless and near-homeless population
	Needs Addressed	Services for Special Needs

	Funding	ESG: \$17,212
	Description	The Hospitality Shelter Network provides emergency shelter for families with children to secure permanent housing in less than 39 days. The Network can serve a total of ten families or 34 individuals at a time.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	30 family households
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 03T
51	Project Name	Family Promise of Northern New Castle County, Inc. - ESG RRH- Hospitality Center- Transitional/ Rapid Re-Housing
	Target Area	City-wide
	Goals Supported	Provide housing/services to the homeless and near-homeless population
	Needs Addressed	Services for Special Needs
	Funding	ESG: \$2,404
	Description	The Hospitality Center provides temporary shelter for six families or twenty individuals at a time. Meals and hospitality are provided to clients. Each unit contains a bathroom, washer/.dryers, a computer room, a common area, and a kitchen area. Wraparound case management services are also provided to help families secure permanent housing in the future.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	40 households for families or individuals
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 03T
52	Project Name	Housing Alliance Delaware-HAD - Centralize Intake
	Target Area	City-wide
	Goals Supported	Provide housing/services to the homeless and near-homeless population
	Needs Addressed	Services for Special Needs
	Funding	ESG: \$19,236

	Description	The CI program facilitates access to housing and social services for people experiencing homeless by providing a centralized point of contact to disseminate information and referrals. CI helps streamline procedures to decrease the length of homelessness and improve efficiency of assessing the needs of clients.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	2,500 persons or households experiencing homelessness
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 03T
53	Project Name	Housing Alliance Delaware-HAD - Delaware Community Management Information Systems
	Target Area	City-wide
	Goals Supported	Provide housing/services to the homeless and near-homeless population
	Needs Addressed	Services for Special Needs
	Funding	ESG: \$17,981
	Description	CMIS is a critical means for enhancing service coordination, increasing provider understanding of clients' needs, and expediting clients' access to needed services. Newly HUD-mandated Coordinated Entry data elements will be implemented starting April 1, 2020, which involves the implementation of a new module, Contact Center.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 03T
54	Project Name	Ministry of Caring - House of Joseph I
	Target Area	City-wide
	Goals Supported	Provide housing/services to the homeless and near-homeless population
	Needs Addressed	Services for Special Needs
	Funding	ESG: \$2,000

	Description	House of Joseph I is an emergency shelter for homeless single men providing safe immediate shelter as well as wraparound supportive services to assist men in their transition from homelessness to permanent housing and self-sufficiency. Services include addiction and mental health counseling, medical and dental care, one-to-one job placement, financial literacy education and coaching, transportation support, and resources to re-establish a stable household (furniture, cooking utensils, clothing, etc.).
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	80 homeless, single men
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 03T
55	Project Name	Ministry of Caring - Mary Mother of Hope House I
	Target Area	City-wide
	Goals Supported	Provide housing/services to the homeless and near-homeless population
	Needs Addressed	Services for Special Needs
	Funding	ESG: \$13,187
	Description	Mary Mother of Hope House I is Ministry of Caring's first emergency housing program, providing safe immediate shelter combined with wrap around services to fully assist women in their transition from homelessness to self-sufficiency and housing stability. Funds will be used to provide a quantifiable increase in the level of service by partner in-house services with an evolving list service providers to ensure clients achieve independence.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	140 homeless women
	Location Description	City-wide
56	Planned Activities	See description. HUD CDBG Matrix Code: 03T
	Project Name	Ministry of Caring - Mary Mother of Hope House II & III
	Target Area	City-wide
	Goals Supported	Provide housing/services to the homeless and near-homeless population

	Needs Addressed	Services for Special Needs
	Funding	ESG: \$10,124
	Description	Mary Mother of Hope House II & III provide a full-service shelter program with the goal of providing long-term stability and self-sufficiency for families with children experiencing homelessness in Wilmington. Services also include educational workshops for parents and their children, specialized counseling, skill development, and care centers to address the challenges that children and their parents face while homeless.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	175 families with children
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 03T
57	Project Name	Salvation Army - Emergency Housing
	Target Area	City-wide
	Goals Supported	Provide housing/services to the homeless and near-homeless population
	Needs Addressed	Services for Special Needs
	Funding	ESG: \$13,640
	Description	The Salvation Army Emergency Housing Residence targets single women and single/two-parent families who are homeless, in a low- to moderate-income brack, and living in New Castle County. Temporary housing is provided for up to 90 days. Food and service referrals are provided.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	150 single women or families
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 03T
58	Project Name	YWCA Delaware, Inc. - Rapid Re-Housing
	Target Area	City-wide
	Goals Supported	Provide housing/services to the homeless and near-homeless population
	Needs Addressed	Services for Special Needs

	Funding	ESG: \$77,960
	Description	The YWCA Rapid Re-housing program provides individualized case management to create a housing plan for clients to become economically and residentially stable. Supportive services include identifying and resolving barriers to become lease-ready, benefits evaluations for qualifying programs such as TANF or SNAP, Medicaid, job training, financial coaching, and housing placement.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	15 homeless individuals
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 03T
59	Project Name	Catholic Charities, Inc. - HIV Service
	Target Area	City-wide
	Goals Supported	Provide housing/services to the HIV/AIDS population
	Needs Addressed	Services for Special Needs
	Funding	HOPWA: \$10,213
	Description	Catholic Charities HIV Service supports housing options for persons living with HIV/AIDS (PWA), and provides a short-term safety net for these families when housing is threatened by a financial crisis such as sudden under- or unemployment, medical emergency, mismanagement of debt, or other causes.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	40 persons living with HIV/AIDS and their families
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code:
60	Project Name	Cecil County Health Department - The Cecil County Housing Assistance Program
	Target Area	City-wide
	Goals Supported	Provide housing/services to the HIV/AIDS population
	Needs Addressed	Services for Special Needs
	Funding	HOPWA: \$36,768

	Description	Prevent homelessness in clients that are HIV positive or People With AIDS (PWAs) and keep them in stable housing in Cecil County, Maryland. Clients are offered supportive services that include prevention education and housing information through long-term TBRA, short-term housing assistance (STRMU), and Permanent Housing Placement (PHP).
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	10 households with persons living with HIV/AIDS
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 31-HOPWA
61	Project Name	Delaware HIV Services - Delaware Housing Assistance Program (DHAP)
	Target Area	City-wide
	Goals Supported	Provide housing/services to the HIV/AIDS population
	Needs Addressed	Services for Special Needs
	Funding	HOPWA: \$660,351
	Description	HOPWA funding would reduce the waiting time for rental assistance and increase the number of households being served. DHAP is also seeking to use HOPWA funding for security deposit for low-income households entering the rental assistance program.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	109 households with persons living with HIV/AIDS
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 31-HOPWA
62	Project Name	Ministry of Caring - House of Joseph II
	Target Area	City-wide
	Goals Supported	Provide housing/services to the HIV/AIDS population
	Needs Addressed	Services for Special Needs
	Funding	HOPWA: \$71,030

	Description	House of Joseph II provides permanent housing and essential supportive services for homeless men and women living with HIV/AIDS who are in need of ongoing nursing care to live as fully and independently as possible. Serves include case management services, food service, and comprehensive medical care.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	16 households with persons living with HIV/AIDS
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 31-HOPWA
63	Project Name	Todmorden Foundation - The Flats Phase IV
	Target Area	City-wide
	Goals Supported	Increase supply of existing housing stock
	Needs Addressed	Improve Access to Affordable Housing
	Funding	HOME: \$310,744
	Description	The Flats, Phase IV is a proposed 52-unit general occupancy new construction affordable housing community to be located on the 600 block of Ferris Street and Bayard Avenue. The buildings currently onsite pose a structure hazard to residents and need development. On-site management, on-call maintenance, in-unit washer and dryer, a gazebo, Wi-Fi, parking, and raised garden beds and a large community room will be provided.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	52 renting households
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 12
64	Project Name	Be Ready CDC - Solomon's Court
	Target Area	City-wide
	Goals Supported	Increase supply of existing housing stock
	Needs Addressed	Improve Access to Affordable Housing
	Funding	HOME: \$100,000

	Description	Solomon's Court is a mixed-use development in Wilmington's West Side that will create six affordable rental units and 1,600 square feet of ground floor commercial space. It is part of the resident-driven West Side Revitalization Plan, intending to reduce vacancy and blight and increase housing and economic opportunities.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	6 renting households
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 12
65	Project Name	Central Baptist CDC - CHDO Operating/Project
	Target Area	City-wide
	Goals Supported	Improve quality of existing housing stock
	Needs Addressed	Improve Access to Affordable Housing
	Funding	HOME: \$200,000
	Description	The Eastside Rising Development Initiative effort will consist of the rehabilitation of ten vacant properties for homeownership, eight of which are from the Wilmington Neighborhood Conservancy Land Bank. These properties are concentrated on E. 7th and 8th Streets in an 8-square block area. Rehabilitation efforts will help stabilize the neighborhood and improve connectivity to the Central Business District.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	10 homeowner households
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 14A
66	Project Name	Interfaith Community Housing - NinthStreet Project - WCC
	Target Area	City-wide
	Goals Supported	Increase supply of existing housing stock
	Needs Addressed	Improve Access to Affordable Housing
	Funding	HOME: \$150,000

	Description	The West Center City (WCC) 9th Street Project will transform two vacant parcels into three affordable homes and help rebuild the real-state market to promote the continued and sustained revitalization in Wilmington's West Center City neighborhood. The three new affordable housing units will be constructed for first-time homebuyers with household incomes under 80% AMI.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	3 homeowner households
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 12
67	Project Name	Cinnaire Solutions - 8th Street Stabilization
	Target Area	City-wide
	Goals Supported	Increase supply of existing housing stock
	Needs Addressed	Improve Access to Affordable Housing
	Funding	HOME: \$100,000
	Description	HOME funds will be used for the first two homes to be built in the 600 block of West 8th Street in Wilmington's west side in partnership with Delaware Valley Development Company. The properties are in a transitional area and have sat vacant for more than ten years. This project will build upon the strength of the city's Neighborhood Stabilization program to bring more owner-occupants to the neighborhood.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	2 homeowner households
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 12
68	Project Name	Pennrose LLC - Riverside Redevelopment Phase II
	Target Area	City-wide
	Goals Supported	Increase supply of existing housing stock
	Needs Addressed	Improve Access to Affordable Housing
	Funding	HOME: \$212,244

	Description	The second phase of the Riverside Initiative includes the construction of 67 new units of high-quality rental housing, and outdoor amenities including green space, a gazebo, a tot lot, and raised gardening plots. Fifty units will be income-restricted housing under the Low Income Housing Tax Credit program and 17 will be "Workforce Housing" underwritten to be affordable to households under 80% AMI but not income restricted. HOME funds will be used to construct the 50 units of affordable housing, 25 of which are subsidized by Project Based Vouchers and 25 of which are subsidized by Rental Assistance Demonstration vouchers through the Wilmington Housing Authority.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	50 low- or moderate-income households
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 12
69	Project Name	Habitat for Humanity - Eastside Neighborhood Revitalization
	Target Area	City-wide
	Goals Supported	Increase supply of existing housing stock
	Needs Addressed	Improve Access to Affordable Housing
	Funding	HOME: \$150,000
	Description	Support the construction of nine new homes on the 900 block of Bennett Street in the Eastside section of Wilmington. The program will identify nine income-qualified, first-time homebuyers to purchase the homes through a 0% mortgage. Additionally, the potential homeowners must complete the HFHNCC Homeownership program to prepare for homeownership and the home-buying process.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	9 first-time homeowner households
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code:12
70	Project Name	Our Youth, Inc. -
	Target Area	City-wide

	Goals Supported	Increase supply of existing housing stock
	Needs Addressed	Improve Access to Affordable Housing
	Funding	HOME: \$200,000
	Description	Full construction and development of new homes on the East Side.
	Target Date	7/1/2021
	Estimate the number and type of families that will benefit from the proposed activities	4 homeowner households
	Location Description	City-wide
	Planned Activities	See description. HUD CDBG Matrix Code: 12

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Geographic Distribution

Target Area	Percentage of Funds
CDBG-eligible areas	0.01%
City-wide	99.99%

Table 59 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Use of funds specifically directed to CDBG-eligible areas is limited. However, the majority of city-wide projects are intended to provide benefits to low- and moderate-income households. Additionally, areas of higher opportunity are selected for certain projects to deconcentrate poverty and improve access to opportunities for low- and moderate-income households.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

One Year Goals for the Number of Households to be Supported	
Homeless	15
Non-Homeless	181
Special-Needs	0
Total	196

Table 60 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	15
The Production of New Units	136
Rehab of Existing Units	45
Acquisition of Existing Units	0
Total	196

Table 61 - One Year Goals for Affordable Housing by Support Type

AP-60 Public Housing – 91.220(h)

Introduction

The WHA manages and maintains 1,816 units, with 1,390 units occupied. While most of these properties are in areas of concentrated poverty and/or minorities, most of Wilmington also falls within these categories. Demand for public housing far outweighs supply of housing; the waiting list for public housing is closed. WHA is looking at other financing sources and housing opportunities to fulfill the demand for affordable housing.

Actions planned during the next year to address the needs to public housing

The following strategies were outlined in WHA's most recent updated to their five-year and annual plan, last updated in January 2020:

- Maximize the number of affordable units available to the PHA within its current resources by expediting repairs, constant monitoring, implementing energy efficiency programs, expedite the issuing, processing, and transition of HCV holders, and setting reasonable payment standards and occupancy standards
- Increase the number of affordable housing units by applying for additional Section 8 units should they become available, pursue housing resources other than public housing or Section 8, replace units lost through the Section 32 Homeownership Program and mixed finance development, and use Replacement Housing Factor funds to construct/purchase new affordable housing
- Target available assistance to families by continuing admissions preferences aimed at working families, enforcing rent policies supporting and encouraging work, apply for special-purpose vouchers for the elderly and persons with disabilities, carry out modifications based on Section 504 needs, and affirmatively marketing to local nonprofits that assist families with disabilities
- Conduct activities to affirmatively further fair housing by joining the Delaware State Consortium on Affirmatively Furthering Fair Housing, counseling and assisting Section 8 tenants on units available outside of racially and ethnically concentrated areas of poverty (R/ECAPs), and market the Section 8 program to owners residing outside of R/ECAPs.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

Each public housing property has a resident advisory board to discuss and make recommendations on PHA plans. Additionally, WHA has a Resident Services Department that partners with community agencies to provide vital services for clients at Crestview Apartments. Services include a job-resource library, hands-on instruction in using computers, financial

literacy, homeownership counseling, and access to health and social service professionals. These services serve to give clients the opportunity share information, network, and grow as individuals to become employable and live independently.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

WHA is not designated as troubled.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Addressing the emergency shelter and transitional housing needs of homeless persons

Wilmington is a member of the Delaware Continuum of Care (CoC), the primary program in the State addressing homelessness led by Housing Alliance Delaware. In their most recent 2019 report on “The State of Housing in the First State,” Housing Alliance Delaware identified that 68% of homeless individuals that experienced homelessness in 2018 were homeless for the first time.

Housing Alliance Delaware administers Centralized Intake services to coordinate access to emergency shelter, rapid re-housing, and permanent supportive housing. The CoC practices a Housing First model, providing shelter for individuals regardless of personal hardships or circumstances. Homeless services can be accessed through the Delaware 211 hotline, State Service Centers, or local homeless service providers such as a shelter or day center. According to Housing Alliance Delaware’s CI Annual Report FY2018, over 30,000 unduplicated inquiries for assistance were made with 211 calls being the most common method of access (28,140 inquiries). Additionally, according to the stakeholder survey, transitional and permanent housing for individuals experiencing homelessness was the second highest priority housing activity.

In FY2018, 21,637 referrals were made to emergency shelters. However, only 62% of referrals saw clients entering shelters. Cancelled or denied referrals were primarily a result of referred persons not arriving on the site of the shelter. This may indicate gaps in addressing special needs, safety concerns, or strict shelter policies and hours.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Housing Alliance Delaware identified that 46% of homeless households in the State exited

permanently to housing between 2015 and 2018. As mentioned in MA-30 supportive services including health, mental health, and employment services are provided for a wide range of special needs through various homeless service providers in Wilmington. These programs serve to not only provide immediate shelter but also help homeless individuals obtain future permanent housing by providing job and life skills training, case management services, educational opportunities, and other supportive services that allow them to pursue these opportunities. The following agencies address the homeless, special needs population by subpopulation:

Families

Family Promise of Northern New Castle County (FPNNCC) is a nonprofit with a mission of preventing and ending homelessness for families. Their primary goals to transition the families using their services to permanent housing in less than sixty days. In November 2018, FPNNCC opened their Hospitality Center, providing temporary shelter for up to six families (or 20 individuals). FPNNCC's other facility, the Day Center, can also house six families. Strongly volunteer-driven, services include mentorship, case management, financial literacy courses, job assistance, housing assistance, and advocacy.

Veterans

The Delaware Center for Homeless Veterans (DCHV) provides safe and affordable permanent housing for veterans. DCHV also provides supportive services to reintegrate and educate homeless veterans and their families to obtain recovery, self-sufficiency, independence, and community integration. Additionally, outreach for recruiting more landlords willing to accept HCVs is conducted to expand housing options for veterans.

Unaccompanied Youth

CHILD, Inc is a nonprofit serving dependent, neglected, and abused children and their parents since 1963. The mission of their Governor Terry Children's Center is to "reduce the possibility, incidence, or reoccurrence of child abuse or neglect by providing an emergency home, food, clothing and age-appropriate counseling to children, ages six through seventeen years." The Center offers 10-beds for a maximum 30-day stay. Supportive services include psychosocial assessment, individual counselling, advocacy, referrals, collateral involvement, and therapeutic family interactions. Transportation to and from school, group activities, evening study time, and recreational activities are offered to help provide a home-like environment. CHILD, Inc also operates an anger management program for youth, a specialized foster care program, 24-hour runaway and homeless youth hotline, and counseling and mediation services for families dealing with divorce, separation, custody, or visitation issues.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The highest risk of returning to homelessness after moving into housing occurs in the first twelve according to Housing Alliance Delaware's most recent report. As a result, availability of services is most critical in the first year after returning to housing. The services mentioned previously also serve to help formerly individuals from becoming homeless again and maintain permanent housing. Additionally, stakeholders frequently mentioned the need for wraparound services to prevent homeless individuals from re-entering the system. Many of the projects providing homelessness prevention services for the upcoming program year intend to implement wraparound services

AP-70 HOPWA Goals - 91.220 (I)(3)

One-year goals for the number of households to be provided housing through the use of HOPWA for:	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	40
Tenant-based rental assistance	109
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	16
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	10
Total	175

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

According to stakeholders, the lack of quality jobs and homes makes affordable housing unobtainable for many Wilmington residents. Other needs such as childcare, physical disabilities, and mental disabilities further restrict affordable housing options for many residents.

Developers cite high costs for new construction as their biggest barrier to developing affordable housing. Wilmington is almost entirely developed, making new construction costly. There is a need for sufficient secondary subsidies if the City wants to pursue new construction. As a result, rehabilitation will be the primary focus for generating new affordable housing options, especially due to the age of housing in the City. It is also important to note that funding is limited in terms of quantity and flexibility. The City is look for additional funding sources to expand the scope of projects they can pursue. For HCV holders, It is also difficult for voucher holders to find quality affordable housing in high-opportunity areas in the private real estate market, and many port out of Wilmington as a result.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

In Wilmington's 2028 Comprehensive Plan, the City sets forth a goal to "ensure all residents have access to quality housing that is affordable and offers choice." The goal identifies a need to both retain and attract diverse residents, with lower income residents facing difficulties in securing and maintaining housing. To strengthen their communities, Wilmington looks to not only promote pathways to maintain and improve homeownership, but also provide a broader range of housing choices through new affordable housing development, new housing products, and promoting incentives and programs for the purchase and rehabilitation of existing housing stock.

The City's Department of Real Estate and Housing offers a Home Repair Loan Program for families below 80% AMI who are looking to improve their homes by bringing them up to code. The loan can be used for heating, roofing, plumbing, electrical, handicapped facilities, and any other emergency needs. A similar program is offered for exterior code violation repairs, which has a maximum value of \$4,999 but will be forgiven after one year if there is no change in property ownership. As previously mentioned, the City will also pursue rehabilitation and infill development for affordable rental and owner-occupied housing in partnership with CHDOs and other developers.

AP-85 Other Actions – 91.220(k)

Introduction:

Over the next year, Wilmington plans the following actions to help address the housing and community development needs of City residents, especially low and moderate-income residents.

Actions planned to address obstacles to meeting underserved needs

The City will continue to cooperate with various non-profit agencies and developers to implement its Five-Year Strategy and to address the specific needs of special needs populations identified in the plan. One of the strengths of the delivery system is the existing collaborative network of service providers and housing providers. This includes the CoC, nonprofit and private developers, and other government agencies. In addition, the Department of Real Estate and Housing provides an experienced staff and well-organized program for initiating public programs that can be affirmatively marketed to special needs populations and persons experiencing homelessness. Assistance to support recovery from the COVID-19 pandemic will also be provided.

Actions planned to foster and maintain affordable housing

In FY 2020, HOME funds are allocated toward the rehabilitation of rental and homeowner housing units and new construction. Additionally, CDBG funds will be used to facilitate implementation of the City's commercial and residential façade program, home rehabilitation, demolition/disposition, and other programs to help maintain affordable housing.

Actions planned to reduce lead-based paint hazards

On September 30, 2019, new Castle County was awarded \$3.3 million through HUD's Lead-Hazard Reduction Grant Program and a \$300,000 supplemental grant for a Healthy Homes Program. These grants will allow New Castle County to conduct lead abatement on over 130 homes. Priority will be given to households with pregnant women or children under the age of six, low- and moderate-income households, homes built before 1978, properties already confirmed to contain lead-based paint hazards, and six specific zip codes identified to be at high risk of lead-based paint hazards. Zip codes in Wilmington include: 19801/Southbridge, 19802/Northeast, 19805/West Side/Hilltop, and 19806/West Wilmington. The remaining two zip codes, 19703/Claymont and 19720/New Castle, border Wilmington's city limits.

Eligible families will receive a Lead Risk Assessment for their homes. If the home is tested positive for lead, the program will relocate the family for up to ten days while the lead paint is

being removed, along with fixing any additional health hazards found during the assessment. Each zip code will contain fully furnished units to accommodate relocated families.

Actions planned to reduce the number of poverty-level families

The City of Wilmington and local service providers have developed goals, programs, and policies to reduce poverty and improve access to affordable housing. In Wilmington's 2028 Comprehensive Plan, which was updated in July 2019, the City set forth a goal area for the creation of "Strong and Safe Neighborhoods." Goals under this umbrella addressing poverty and its effects include promoting walkable neighborhoods to improve access to jobs, services, and amenities; increasing access to quality housing that is affordable and offers choice; reducing neighborhood blight and crime; ensuring neighborhoods have access to high quality, welcoming public spaces and recreation; and supporting neighborhood character cohesion and pride. Established programs that will be continued or created to address this goal include the Neighborhood Stabilization Program, the Wilmington Community Advisory Committee, and partnerships with between local businesses, institutions, and organizations.

The Wilmington HOPE Commission serves to reduce "the impact of violence and promote well-being in [the Wilmington] communities by advocating for, supporting, empowering, and assisting ex-offenders to positively integrate back into [their] communities." Re-entry services are important to re-integrating justice-involved individuals who are more likely to face economic and life-altering burdens as a result of a criminal record, along with returning to their original circumstances that led to their criminal record.

Programs offered by the HOPE Commission include the Enhanced Workforce Development Program (EWFD), and the Winner's Circle. EWFD is a free twelve-week comprehensive program teaching basic workforce development skills such as presentation, interview skills, and resume writing along with how to maintain employment and other key employment skills. The Winner's Circle is a peer-led, peer-drive support group that draws on real experience to motivate others during the re-entry process.

These poverty reducing measures serve improve access to affordable housing choice by preventing and mitigating the effects of poverty. Stakeholders mention high eviction rates and inability to obtain quality employment and wages as major barriers to obtaining affordable housing. The HOPE Commission's re-entry programs directly mitigate these barriers for the formerly incarcerated, and the RISE programs serves to prevent these effects through youth engagement. The City is looking to develop new measures and strategies to create more resilient communities, as outlined in their comprehensive plan.

Actions planned to develop institutional structure

To address the shortage of affordable housing options by improving service delivery, both the City and WHA are pursuing options to increase supply. The City is continuing rehabilitation and home repair efforts along with partnerships with local developers to efficiently make use of federal and non-federal dollars. WHA is planning to apply for additional Section 8 units should they become available, pursue other housing resources besides public housing or Section 8 tenant-based vouchers, replace lost public housing units using the Section 32 Homeownership Program and mixed finance development, and use Replacement Housing Factor funds for acquisition and new construction

Actions planned to enhance coordination between public and private housing and social service agencies

The City will continue to cooperate with various non-profit agencies and developers to implement its Five-Year Strategy and to address the specific needs of special needs populations identified in the plan. One of the strengths of the delivery system is the existing collaborative network of service providers and housing providers. This includes the CoC, nonprofit and private developers, and other government agencies. In addition, the Department of Real Estate and Housing provides an experienced staff and well-organized program for initiating public programs that can be affirmatively marketed to special needs populations and persons experiencing homelessness.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	0
5. The amount of income from float-funded activities	0
Total Program Income	0

Other CDBG Requirements

1. The amount of urgent need activities

None.

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(l)(2)

1. *A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:*

The City of Wilmington does not intend to use other forms of investment to fund HOME programs.

2. *A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:*

The City of Wilmington imposes resale restrictions on the total HOME investment, which includes direct acquisition, construction, or development contributions, soft costs, and project delivery costs (if any) made to both the developer and the homebuyer. Resale restrictions require deed restrictions and covenants, which are attached to the property and restrict the homeowner's sale of the property (during the period of affordability) only to a low-income family that will use the property as their principle residence. The term "low income family" shall mean a family whose gross

annual income does not exceed 80% of the median family income for the geographic area as published annually by HUD. As a guideline, the purchasing family should pay no more than 30% of its gross family income towards principal, interest, taxes, and insurance for a property on a monthly basis. The housing must remain affordable to a reasonable range of low-income buyers for the period described in the HOME regulations. At a minimum, the subsequent property owner will be subject to the remaining affordability period on the property. Resale guidelines are allowed in situations where there is a development subsidy only. If the homeowner receives a homebuyer subsidy, then the recapture guidelines must be followed. The original homebuyer, now the seller, must receive a “fair return” on their investment, which is defined as the homebuyer’s initial investment of down payment and settlement costs and the cost of any capital improvements.

Recapture Guidelines

The amount of HOME funds subject to recapture is based on the amount of HOME assistance that enabled the homebuyer to buy the dwelling unit. This includes any assistance that reduced the purchase price from the fair market value to an affordable price, but excludes the amount between the cost of producing the unit and the market value (development subsidy). For first-time homeowner loans, the City of Wilmington has adopted the recapture method, with forgiveness, based on the length of time the homebuyer occupies the home in relation to the affordability period.

Lease Purchase

The City of Wilmington has adopted a lease/purchase policy for the federally funded projects including CDBG and HOME. A copy of the policy is available for public inspection at the City of Wilmington Department of Real Estate and Housing.

In addition, information may be received from The Department of Real Estate and Housing’s HOME Policy and Procedure manual.

3. *A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:*

See previous question.

4. *Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:*

Not applicable. The City does not plan to refinance any existing debt secured by multi-family housing that is being rehabilitated with HOME funds.

**Emergency Solutions Grant (ESG)
Reference 91.220(l)(4)**

1. *Include written standards for providing ESG assistance (may include as attachment)*

See attached written standards and the RFP process in the Appendix.

2. *If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.*

Beginning in 2014, all communities receiving homeless assistance funds from the U.S. Department of Housing and Urban Development (HUD) are required to have a coordinated process by which households experiencing homelessness are assessed and prioritized for services and housing. Housing Alliance Delaware administers Centralized Intake in partnership with a variety of homeless assistance providers throughout the state. Centralized intake services can be accessed through the following methods:

- Direct phone call to CI staff at Housing Alliance DE
- Delaware 211 hotline
- State service center
- Local shelters or day centers

Clients are assessed in-person using VI-SPDATs (Vulnerability-Index Service Prioritization Decision Assistance Tool) as a triage tool to determine the most appropriate housing intervention. Assessment prioritizations are conducted as follows according to *CI Policies and Procedures*:

A. Emergency Shelter

Entry into emergency shelter, is not prioritized based on the severity of service needs of clients/households. Any client who is literally homeless can be referred for an opening at a shelter. No vulnerability assessment is needed for referral to emergency shelter.

Entry into emergency shelter is prioritized for households who are currently sleeping in a place not meant for human habitation (car, park, abandoned building, tent, street, etc). Intake staff keep a daily log of households that report living in an unsheltered situation and follow up with those clients each day to determine if they are still in need of shelter and offer open shelter beds to those households first each day.

B. Permanent Housing Resources

Entry into Rapid Rehousing (RRH) and Permanent Supportive Housing (PSH) programs is prioritized by severity of service need. Centralized Intake refers directly to Rapid Re-Housing (RRH) and Permanent Supportive Housing (PSH) resources in all 3 counties in Delaware. The VI-SPDAT (Vulnerability Index - Service Prioritization Decision Assistance Tool) is Delaware's standard assessment tool. Clients and households are prioritized for RRH and PSH in Delaware based on the severity of their service needs - as determined by the VI-SPDAT - and

in alignment with the Delaware CoC's RRH and PSH program standards. Once HAD staff receives the VI-SPDAT the score is recorded, along with identifying information, client location, household composition, veteran status, and other pertinent information as necessary. HAD staff reviews responses in the VI-SPDAT and all other available information, including the client's profile in CMIS, to assess if the client may meet the criteria for chronic homelessness (as defined by HUD). All PSH resources in Delaware are prioritized or dedicated to serving people experiencing chronic homelessness. If the client appears to meet the criteria for chronic homelessness, the client will be assessed by a Housing Specialist to see if they are indeed chronically homeless. If they are, they are added to the Permanent Supportive Housing (PSH) priority list in CMIS. Housing Specialists work to assist these clients with obtaining the proper documentation to verify their chronic homeless status. In some cases, full documentation is not required in order to be referred to a PSH program. Any household that is not chronically homeless is added to the RRH prioritization list.

C. Transitional Housing

Entry into Transitional Housing (TH) is prioritized by severity of service need, which is determined – in part – by VI-SPDAT score. Centralized Intake refers directly to two TH providers in New Castle County that serve households with minor children. Households are identified as potential candidates for open units of TH from the RRH by-name priority list.

3. *Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).*

See attached written standards and the RFP process in the Appendix.

4. *If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.*

See attached written standards and the RFP process in the Appendix.

5. *Describe performance standards for evaluating ESG.*

Each program is reviewed for meeting project goals and benchmarks during:

- Desk Audits
- Performed when draw requests are made
- Monthly Performance and Direct Beneficiary Reports
- Tracks and evaluates program performance outcomes
- Onsite HUD compliance reviews
- Conducted annually and includes review of supporting documentation

In addition, working with the Continuum of Care and other Emergency Solutions Grant recipients in the

state, Quarterly Project Performance Report have been created to review 7 components for performance.

Appendixx - Alternate/Local Data Sources

Wilmington, Delaware
May 28, 2020

#4812

Sponsor:

**Council
Member
Dixon**

WHEREAS, under 24 CFR Part 91 Sec 91.105, the U.S. Department of Housing and Urban Development (HUD) requires that each jurisdiction participating in the Community Planning and Development Programs adopt a Citizen Participation Plan that sets forth the jurisdiction's policies and procedures for citizen participation; and

WHEREAS, the Council of the City of Wilmington seeks to adopt a Citizen Participation Plan which outlines the City's responsibilities for engaging the public during preparation of the Consolidated Plan, Annual Action Plans, and the Comprehensive Annual Performance and Evaluation Report (CAPER) and any future HUD applications. The new plan also outlines changes that will be in effect for shortened display and virtual meetings in time of emergency per guidance from HUD; and

WHEREAS, the Citizen Participation Plan was placed on display from May 7 to May 12, 2020 and advertised in the newspaper and on the City's website, the City held a public hearing on said Citizen Participation Plan and the comments of various agencies, groups and citizens were taken into consideration in the preparation of the final document.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE
CITY OF WILMINGTON:**

1. That the Citizen Participation Plan is hereby in all respects approved and the Secretary is hereby directed to file a copy of said Citizen Participation Plan with minutes of this meeting.

Passed by City Council,

ATTEST: _____
City Clerk

SYNOPSIS: This resolution approves the Citizen Participation Plan that outlines the City's responsibilities for engaging the public during preparation of the Consolidated Plan, Annual Action Plans, and the Comprehensive Annual Performance and Evaluation Report (CAPER) and any future HUD applications.

AMENDED CITIZEN PARTICIPATION PLAN (CCP)

for the

**CITY OF WILMINGTON, DELAWARE
DEPARTMENT OF REAL ESTATE & HOUSING**

**RELATING TO THE ADMINISTRATION OF
THE COMMUNITY PLANNING & DEVELOPMENT PROGRAMS
OF THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)**

Public Comment Period from May 7, 2020 to May 12, 2020

Public Hearing on May 11, 2020

Adopted _____

**AMENDED CITIZEN PARTICIPATION PLAN (CCP) FOR THE
CITY OF WILMINGTON, DE**

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AMENDED CITIZEN PARTICIPATION PLAN (CCP) FOR THE CITY OF WILMINGTON, DE

A. Introduction

Purpose

Pursuant to the citizen participation requirements of 24 CFR Part 91 and 24 CFR Part 5, the City of Wilmington Department of Real Estate and Housing set forth the following amended Citizen Participation Plan (the “Plan”) as it relates to the administration of the Community Planning and Development (CPD) programs funded by the U.S. Department of Housing and Urban Development (HUD).

The City of Wilmington, DE is an Entitlement Grantee under the federal Community Development Block Grant (CDBG) Program, the HOME Investment Partnerships Program (HOME), Emergency Solutions Grant Program (ESG) and Housing for Person with HIV/AIDS (HOPWA). The City’s Department Real Estate and Housing is responsible for the statutory and regulatory requirements for each of these programs and is also the Programs’ administration.

The Plan presents City’s intent for providing for and encouraging all citizens to participate in the development, revision, amendment, adoption, and implementation of:

- 1) The Citizen Participation Plan
- 2) The Analysis of Impediments to Fair Housing (AI)
- 3) The Consolidated Plan (CP)
- 4) The Annual Action Plan (AAP)
- 5) The Consolidated Annual Performance and Evaluation Report (CAPER), and
- 6) The Section 108 Loan Guarantee Program

Lead Agency

The City of Wilmington Department of Real Estate and Housing is the lead agency responsible for the administration of the CDBG, HOME, ESG and HOPWA Programs for the City.

Contact Person

All communication regarding the documents covered by this Plan, comments, complaints, reasonable accommodation for disabled persons, translation services, or other elements shall be directed to:

Mr. Alan Matas
Louis L. Redding City/County Building

Department of Real Estate and Housing
800 N. French Street, 7th Floor
Wilmington, DE 19801
Phone: 302-576-3000
Fax: 302-573-5588
ajmatas@wilmingtonde.gov

Effective Date

Subsequent to approval of this amended Citizen Participation Plan by the Wilmington City Council, the Plan shall be effective until it is amended or otherwise replaced.

B. Encouragement of Citizen Participation

General

The City provides for and encourages citizens to participate in the development, revision, amendment, adoption and implementation of the Citizen Participation Plan, the Analysis of Impediments to Fair Housing, the Consolidated Plan, the Annual Action Plan, and the CAPER. The City encourages participation by low- and moderate-income persons, particularly those living in areas designated as revitalization areas or in slum and blighted areas and in areas where HUD funds are proposed to be used, and by residents of predominantly low- and moderate- income neighborhoods. With respect to the public participation initiatives included in this Plan, the City will take appropriate actions to encourage the participation of all citizens, including minorities, non-English speaking persons, and persons with disabilities, as described below.

Non-English Speakers

Where a significant number of non-English speaking residents can be reasonably expected to participate in a public meeting, an interpreter will be provided upon written request to the City's Department Real Estate and Housing no later than 48 weekday hours prior to the day of a public meeting.

To encourage these residents to participate in the development of the Analysis of Impediments to Fair Housing, the Consolidated Plan, and the Annual Action Plan, the City will undertake the following initiatives in addition to publishing advertisements in the *News Journal* for these activities:

- At least one stakeholder interview or focus group session will be scheduled during the stakeholder consultation process for each and will focus on persons with limited English proficiency, and
- The City will provide a Spanish version of meeting agendas, handouts and surveys at meetings and stakeholder interviews conducted for each planning process if requested.

Persons with Disabilities

Persons with disabilities requiring special accommodations to participate in public meetings should call the Contact Person, or a designee, no later than 48 weekday hours prior to the day of a meeting.

The City will conduct all public meetings in locations that are handicapped-accessible, when available. If requested, the City will mail copies of public meeting notices to persons who are homebound and request such accommodation no less than seven days prior to the public meeting.

Low- and Moderate-Income Persons

The City will conduct at least one public meeting in a neighborhood that contains at least 51% low- and moderate-income residents, based on current HUD data, during the development of the Analysis of Impediments to Fair Housing, the Consolidated Plan, and the Annual Action Plan.

Organizations and Agencies

The City encourages the participation of local and regional institutions, the Continuum of Care, businesses, developers, nonprofit organizations, philanthropic organizations, and community-based and faith-based organizations in the process of developing, revising, amending, adopting and implementing all documents covered by this Plan. This will be achieved through stakeholder interviews, focus groups and/or public meetings.

Local Public Housing Authority

The City encourages, in consultation with the Wilmington Housing Authority, the participation of residents of any public housing development located within the City, in the process of developing, revising, amending, adopting and implementing the documents covered by this Plan. The City will provide information to the executive director of the public housing authority about the Analysis of Impediments to Fair Housing, its affirmatively furthering fair housing strategy, and Consolidated Plan activities related to the public housing developments and communities so that the City public housing authority can make this information available at the annual public hearings required for their Housing Authority Agency Plan.

The City encourages participation by resident advisory boards and resident councils of the City public housing authority. This will be carried out by providing information on public meetings, surveys and other outreach initiatives related to the documents covered by this Plan.

Public Notices

Public review/comment periods and public hearings held in the process of developing, revising, amending, adopting and implementing the documents covered by this Plan shall be advertised in the *News Journal* no less than one day before the public review and comment period commences and no less than seven days before a public hearing is held.

Public Hearings

All public hearings will be scheduled at times and locations that are reasonably convenient for potential and actual program beneficiaries, and with accommodation for persons with disabilities and non-English Spanish speakers in accordance with this Plan.

Technical Assistance

The staff of the Department Real Estate and Housing is available to assist organizations and other eligible entities that are interested in submitting a proposal to obtain funding through the

CDBG/HOME/ESG/HOPWA programs. All potential applicants are strongly encouraged to contact the Contact Person, or a designee, for technical assistance before initiating a funding request application.

Online Access

The City will post draft copies and final copies of all documents covered by this Plan on its website accessible at: <https://www.wilmingtonde.gov>

Other Engagement Techniques

The Plan may be amended as the City continues to gain access to technology that improves the avenues of participation by its residents.

C. The Citizen Participation Plan

Plan Development

The City shall follow the following procedure when amending its Citizen Participation Plan.

a. Public Review of the Draft Plan

The draft Citizen Participation Plan will be made available for public review for a 15-day period prior to the City Council consideration and adoption and may be done concurrently with the public review and comment process for the Consolidated Plan. Copies of the draft Citizen Participation Plan will be made available for review at the following locations:

- City Hall - Department of Real Estate and Housing -800 N. French Street, 7th Floor
- Wilmington Public Library - 10 E 10th St
- Wilmington Housing Authority- 400 North Walnut Street- Wilmington, DE
- City website: <https://www.wilmingtonde.gov/government/city-departments/departments-of-real-estate-and-housing>

b. Public Hearing

The City will conduct a public hearing to accept comments on the amended Citizen Participation Plan prior to its approval and submittal to HUD. This public hearing may be held concurrently with the public hearing held in conjunction with the Consolidated Plan.

c. Comments Received on the Draft Plan

Written comments will be accepted by the Contact Person, or a designee, during the 15-day public review period. The City will consider any comments or views of residents received in writing, or orally at the public hearing, in preparing the final Plan. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final Plan for submission to the City Council and to HUD.

d. City Council Action

Following the public hearing, the Plan will be presented to the City Council for consideration and formal action. A summary of all written comments and those received orally during the public hearing, as well as the City's responses to all written comments, will be attached to the Plan prior to submission to the City Council.

e. Submission to HUD

The Plan will be approved as a stand-alone document and submitted to HUD with a summary of all written comments and those received orally during the public hearing as well as the City's responses to written comments and proof of compliance with the 15-day public review and comment period requirement. A summary of any comments or views not accepted and the reasons therefore shall be supplied to HUD as well.

Amendments to the Approved Citizen Participation Plan

The City shall follow the following procedure to amend its approved Citizen Participation Plan, as needed.

a. Amendment Considerations

The City will amend the Plan, as necessary, to ensure adequate engagement and involvement of the public in making decisions related to its HUD programs. Substantial amendments to the Citizen Participation Plan may be required should a provision of the Plan be found by the City to conflict with HUD regulations, or when changes in HUD regulations occur. Edits to the Plan that only include updated contact information or editorial changes for clarity will not be placed for a formal public review and comment period, nor will a public hearing or City Council action be required.

b. Draft Amended Plan Review

The draft Amended Plan will be made available for public review for a 15-day period prior to the City Council consideration and adoption and may be done concurrently with the public review and comment process for the Consolidated Plan. Copies of the draft Amended Plan will be made available for review at the following locations:

- City Hall - Department of Real Estate and Housing -800 N. French Street, 7th Floor
- Wilmington Public Library - 10 E 10th St
- Wilmington Housing Authority- 400 North Walnut Street- Wilmington, DE
- City website: <https://www.wilmingtonde.gov/government/city-departments/departments-of-real-estate-and-housing>

c. Comments Received on Draft Amended Plan

Written comments will be accepted by the Contact Person, or a designee, during the 15-day public review period.

d. Public Hearing

The City will conduct a public hearing to review and accept public comments on the draft Amended Plan prior to its approval and submittal to HUD. This public hearing may be held concurrently with the public hearing held in conjunction with the Consolidated Plan.

e. City Council Action

Following the public hearing, the Plan will be presented to the City Council for consideration and formal action.

f. Submission to HUD

A copy of the Amended Citizen Participation Plan, including a summary of all written comments and those received during the public hearing as well as the City's responses and proof of compliance with the minimum 15-day public review and comment period requirement, will be submitted to HUD. A summary of any comments or views not accepted and the reasons therefore shall be supplied to HUD as well.

Plan Access

The approved Amended Citizen Participation Plan will be kept on file at the City's Department of Real Estate and Housing. The plan can be accessed online at . Hard copies can be made available to those requesting the approved Amended Plan by contacting the Contact Person, or a designee.

D. Analysis of Impediments to Fair Housing (AI)

Plan Development

The City will follow the process and procedures described below in the development of its Analysis of Impediments to Fair Housing (AI).

a. HUD-approved Data for Public Review

The City will make available to the general public the HUD-approved data and other supplemental information that the City plans to incorporate into its AI. The City will make this data available no later than 30 days after the initiation of the AI document. The data will be made available online and accessible <https://www.wilmingtonde.gov>. This may include a link to HUD's website where the data can be readily accessed. The data will also be made available during the stakeholder consultation and citizen outreach initiatives conducted during the preparation of the AI.

b. Stakeholder Consultation and Citizen Outreach

In the development of the AI, the City will consult with other public and private agencies including, but not limited to, the following:

- Wilmington Housing Authority
- Other assisted housing providers
- Social service providers including those focusing on services to minorities, families with children, the elderly, persons with disabilities, persons with HIV/AIDS and their families, homeless persons, and other protected classes
- Community-based and regionally-based organizations that represent protected class members and organizations that enforce fair housing laws
- Regional government agencies involved in metropolitan-wide planning and transportation responsibilities
- Other related entities.

A variety of mechanisms may be utilized to solicit input from these entities. These include telephone or in-person interviews, mail surveys, internet-based feedback and surveys, focus groups, and/or consultation workshops.

c. Public Meeting and Public Hearing

To obtain the views of the general public on AI related data and affirmatively furthering fair housing in the City's housing and community development programs, the City will conduct at least one public meeting prior to the draft AI being adopted, and will solicit input on fair housing issues.

The City will conduct a public hearing on the AI during or after the 30-day public comment period during which the City will address identified factors contributing to fair housing issues and proposed fair housing goals and priorities for affirmatively furthering fair housing.

d. Public Display and Comment Period

The draft AI will be placed on display for a period of no less than 30 days to encourage public review and comment. The public notice shall include a brief summary of the content and purpose of the draft AI, the dates of the public display and comment period, the locations where copies of the draft document can be examined, how comments will be accepted and when the document will be considered for action by the City Council. Copies of the draft AI will be made available for public review at the following locations:

- City Hall - Department of Real Estate and Housing -800 N. French Street, 7th Floor
- Wilmington Public Library - 10 E 10th St
- Wilmington Housing Authority- 400 North Walnut Street- Wilmington, DE
- City website: <https://www.wilmingtonde.gov/government/city-departments/departments-of-real-estate-and-housing>

In addition, the City will make available a reasonable number of free copies of the proposed document to residents and groups that formally request them in writing.

e. Comments Received on the Draft Analysis of Impediments

Written comments will be accepted by the Contact Person, or a designee, during the 30-day public display and comment period. The City will consider any comments or views of City residents received in writing, or orally at the public hearings, in preparing the final AI. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final AI for submission to the City Council.

f. City Council Action

Following the public hearing, the AI will be presented to the City Council for consideration and formal action.

Revisions to the AI

The City shall follow the following procedure to revise its AFH, as needed.

a. Revision Considerations

The City will revise its AI previously accepted by HUD under the following circumstances:

- A material change occurs. A material change is a change in circumstances in the City that affects the information on which the AI is based to the extent that the analysis, the fair housing contributing factors, or the priorities and goals of the AI no longer reflect actual circumstances. Examples include, but are not limited to:
 - Presidentially declared disasters, under Title IV of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5121 *et seq.*), in the City that are of such a nature as to significantly impact the steps the City may need to take to affirmatively further fair housing
 - Significant demographic changes
 - New significant contributing factors in the City, and
 - Civil rights findings, determinations, settlements (including voluntary compliance agreements), or court orders
- Upon HUD's written notification specifying a material change that requires the revision.

b. Public Display and Comment Period

The draft Revised AI will be placed on display for a period of no less than 30 days to encourage public review and comment. The public notice shall include a brief summary of the revisions, the dates of the public display and comment period, the locations where copies of the proposed revised plan can be examined, how comments will be accepted and when the document will be considered for action by the City Council. Copies of the draft Revised AI will be made available for review at the following locations:

- City Hall - Department of Real Estate and Housing -800 N. French Street, 7th Floor
- Wilmington Public Library - 10 E 10th St
- Wilmington Housing Authority- 400 North Walnut Street- Wilmington, DE
- City website: <https://www.wilmingtonde.gov/government/city-departments/department-of-real-estate-and-housing>

In addition, the City will make available a reasonable number of free copies of the proposed revised document to residents and groups that request it.

c. Comments Received on the Draft Revised Analysis of Impediments to Fair Housing

Written comments will be accepted by the Contact Person, or a designee, during the 30-day public display and comment period. The City will consider any comments or views of City residents received in writing, or orally at public hearings, in preparing the final Revised AI. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final Revised AI.

d. City Council Action

Following the public hearing, the Revised AI will be presented to City Council for consideration and formal action.

Plan Access

The AI will be kept on file at the City's Department of Real Estate and Housing. The plan can be accessed online at <https://www.wilmingtonde.gov>. Hard copies can be made available to those requesting the approved Amended Plan by contacting the Contact Person, or a designee.

E. The Consolidated Plan (CP)

Plan Development

The City will follow the process and procedures described below in the development of its Consolidated Plan (CP).

a. Stakeholder Consultation and Citizen Outreach

In the development of the CP, the City will consult with other public and private agencies including, but not limited to, the following:

- Wilmington Housing Authority
- Other assisted housing providers
- Social service providers including those focusing on services to minorities, families with children, the elderly, persons with disabilities, persons with HIV/AIDS and their families, homeless persons, and other protected classes
- Community-based and regionally-based organizations that represent protected class members and organizations that enforce fair housing laws
- Regional government agencies involved in metropolitan-wide planning and transportation responsibilities
- Broadband internet service providers, organizations engaged in narrowing the digital divide
- Agencies whose primary responsibilities include the management of flood prone areas, public land or water resources
- Emergency management agencies
- Other related organizations and agencies

When preparing the portion of the CP concerning lead-based paint hazards, the City shall consult with local or state health and child welfare agencies and examine existing data related to lead-based paint hazards and poisonings, including health department data on the addresses of housing units in which children have been identified as lead-poisoned.

When preparing the description of priority non-housing community development needs, the City will notify adjacent units of local government, to the extent practicable. This shall involve, at a minimum, the City sending a letter to the chief elected official of each adjacent unit of government notifying them of the draft CP and how to access a copy online for review and comment.

A variety of mechanisms may be utilized to solicit input from these persons/service providers/agencies/entities. These include written letters, telephone or in-person interviews, mail surveys, internet-based feedback and surveys, focus groups, and/or consultation workshops.

b. Public Hearings

The City will conduct at least two public hearings on the development of the CP. The first public hearing will be conducted before the draft CP is published for public comment, during which time the City will address housing and community development needs, development of proposed activities, the amount of assistance the City expects to receive (including grant funds and program income), the range of activities that may be undertaken, including the estimated amount that will benefit low- and moderate-income residents, and a review of program performance.

The second public hearing will be conducted during or after the 30-day public comment period during which the City will address identified housing and community development needs, proposed eligible activities, and proposed strategies and actions for affirmatively furthering fair housing consistent with the Analysis of Impediments to Fair Housing.

c. Potential Displacement of Persons

Although the City does not anticipate any residential displacement to occur in the foreseeable future, it is required to describe its plans to minimize the displacement of persons and to assist any persons displaced. When displacement is unavoidable on a temporary or permanent basis, the City will comply with the federal Uniform Relocation Act. Should displacement of residents be necessary as a result of the use of funds covered by this Plan, the City shall compensate residents who are actually displaced in accordance with *HUD Handbook No. 1378, Tenant Assistance, Relocation and Real Property Acquisition*. This resource is accessible online at http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/hudclips/handbooks/cpd/13780.

d. Public Display and Comment Period

The draft CP will be placed on display for a period of no less than 30 days to encourage public review and comment. The public notice shall include a brief summary and purpose of the CP; the anticipated amounts of funding (including program income, if any); proposed activities likely to result in displacement, if any; plans for minimizing the displacement of persons as a result of CDBG activities, if any; plans to assist persons actually displaced by the project, if any; the dates of the public display and comment period; the locations where copies of the draft CP can be examined; how comments will be accepted; when the document will be considered for action by the City Council; and, the anticipated submission date to HUD. Copies of the draft CP will be made available for review at the following locations:

- City Hall - Department of Real Estate and Housing -800 N. French Street, 7th Floor
- Wilmington Public Library - 10 E 10th St
- Wilmington Housing Authority- 400 North Walnut Street- Wilmington, DE
- City website: <https://www.wilmingtonde.gov/government/city-departments/departments-of-real-estate-and-housing>

In addition, the City will make available a reasonable number of free copies of the draft document to residents and groups that request them in writing.

e. Comments Received on the Draft Consolidated Plan

Written comments will be accepted by the Contact Person, or a designee, during the 30-day public display and comment period. The City will consider any comments or views of City residents received in writing, or orally at the public hearings, in preparing the final CP. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final CP for submission to HUD.

f. City Council Action

Following the public hearing, the CP will be presented to the City Council for consideration and formal action.

g. Submission to HUD

The CP will be submitted to HUD no less than 45 days before the start of the City's five-year program cycle.

Revisions to the Consolidated Plan

The City shall follow the following procedure to revise its CP, as needed.

a. Revision Considerations

There are two types of amendments that may occur with the CP: minor amendments and substantial amendments. An amendment to the approved CP is considered substantial under the following circumstances:

- An activity or strategy is added to or deleted from the Consolidated Plan
- A change in the purpose, scope, location, or beneficiaries of an activity previously described
- A fifty (50) percent change in federal funding where the project is \$25,000 or less, and/or
- A twenty-five (25) percent change in federal funding where the project is more than \$25,000

All other changes that do not meet the criteria defined above will be considered minor amendments, will be reviewed and approved by the City's Real Estate and Housing Department and will not be subject to public comments. These changes will be fully documented and signed by the Director of the City's Department of Real Estate and Housing.

The City may choose to submit a copy of each amendment to the CP to HUD as it occurs, or at the end of the program year. Letters transmitting copies of amendments will be signed by the Director of the City's Department of Real Estate and Housing.

b. Public Display and Comment Period

The draft Revised CP will be placed on display for a period of no less than 30 days to encourage public review and comment. The public notice shall include a brief summary of the revisions, the dates of the public display and comment period, the locations where copies of the proposed revised CP can be examined, how comments will be accepted, when the document will be considered for action by the City Council, and the anticipated submission date to HUD. Copies of the draft Revised CP will be made available for review at the following locations:

- City Hall - Department of Real Estate and Housing -800 N. French Street, 7th Floor
- Wilmington Public Library - 10 E 10th St
- Wilmington Housing Authority- 400 North Walnut Street- Wilmington, DE
- City website: <https://www.wilmingtonde.gov/government/city-departments/department-of-real-estate-and-housing>

In addition, the City will make available a reasonable number of free copies to residents and groups that request them in writing.

c. Comments Received on the Draft Revised Consolidated Plan

Written comments will be accepted by the Contact Person, or a designee, during the 30-day public display and comment period. The City will consider any comments or views of City residents received in writing, or orally at public hearings, in preparing the final Revised CP. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final Revised CP for submission to HUD.

d. City Council Action

Following the public hearing, the Revised CP will be presented to the City Council for consideration and formal action.

e. Submission to HUD

The Revised CP will be submitted to HUD upon City Council approval.

In the Event of a Disaster

In the event of a local, state or federally declared disaster or emergency where public places may be closed to the public or in-person participation may not be feasible or large gatherings may be considered a public health risk, the City will conduct public hearings and meetings virtually via conference call or live web-streaming with the ability to ask questions and provide comment in real time. Accommodations will be made for persons with disabilities and non-English speaking persons upon request, such as sign language or language interpretation services. Documents for public review will be shared via the City's website. Copies of the document will may be mailed or e-mailed upon request.

Additionally, where program funds covered by this Plan may be expended to carry out eligible activities to address the City's disaster response, the City's requirements under this Plan will be streamlined to include:

- A 15-day public display and comment period to amend the CP or a period of public as outlined and directed by HUD or the State of Delaware.
- A minimum of one public hearing shall be held to receive comments on the revised CP.
- Following the public hearing, the Revised CP will be presented to the City Council for consideration and

formal action.

- The revised CP will be submitted to HUD upon City Council approval.

Plan Access

The Revised CP will be kept on file at the City's Department of Real Estate and Housing. The plan can be accessed online at <https://www.wilmingtonde.gov>. Hard copies can be made available to those requesting the approved Amended Plan by contacting the Contact Person, or a designee.

F. The Annual Action Plan (AAP)

The Annual Action Plan (AAP) is a component of the CP, and it describes the City's proposed use of available federal and other resources to address the priority needs and specific objectives in the CP for each program year; the City's method for distributing funds to local non-profit organizations; and, the geographic areas of the City to which it will direct assistance.

Plan Development

The City will follow the process and procedures described below in the development of its AAP.

a. Public Hearings

The City will conduct at least two public hearings during the development of the AAP. The first public hearing will be conducted before the AAP draft is published for public comment, during which the City will address housing and community development needs, development of proposed activities, the amount of assistance the City expects to receive (including grant funds and program income), the range of activities that may be undertaken, including the estimated amount that will benefit low- and moderate-income residents, and a review of program performance.

The second public hearing will be conducted during or after the 30-day public comment period during which the City will address identified housing and community development needs, proposed eligible activities, and proposed strategies and actions for affirmatively furthering fair housing consistent with the AI.

b. Public Display and Comment Period

The draft AAP will be placed on display for a period of no less than 30 days to encourage public review and comment. The public notice shall include a brief summary of the AAP, the anticipated amounts of funding (including program income, if any), the dates of the public display and comment period, the locations where copies of the draft AAP can be examined, how comments will be accepted, when the document will be considered for action by the City Council and the anticipated submission date to HUD. Copies of the draft AAP will be made available for review at the following locations:

- City Hall - Department of Real Estate and Housing -800 N. French Street, 7th Floor
- Wilmington Public Library - 10 E 10th St
- Wilmington Housing Authority- 400 North Walnut Street- Wilmington, DE
- City website: <https://www.wilmingtonde.gov/government/city-departments/department-of-real-estate-and-housing>

In addition, the City will make available a reasonable number of free copies to residents and groups that request them in writing.

c. Comments Received on the Draft Annual Action Plan

Written comments will be accepted by the Contact Person, or a designee, during the 30-day public display and comment period. The City will consider any comments or views of City residents received in writing, or orally at the public hearings, in preparing the final AAP. A summary of these comments

or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final AAP for submission to HUD.

d. City Council Action

Following the public hearing, the AAP will be presented to the City Council for consideration and formal action.

e. Submission to HUD

The AAP will be submitted to HUD no less than 45 days before the start of the City's annual program year.

Revisions to the Annual Action Plan

The City shall follow the following procedure to revise its AAP, as needed.

a. Revision Considerations

There are two types of amendment that may occur with the AAP: minor amendments and substantial amendments. An amendment to the approved AAP is considered substantial under the following circumstances:

- When an eligible activity is added or deleted
- When a change occurs in the purpose, location, or beneficiaries of an activity previously approved
- When a 50 percent change in federal funding occurs where the project is \$25,000 or less
- When a 25 percent change in federal funding occurs where the project is more than \$25,000

All other changes to funding allocations or approved eligible activities that do not meet the criteria defined above will be considered minor amendments, will be reviewed and approved by the Director of the City's Department of Real Estate and Housing and will not be subject to public comments. These changes will be fully documented and signed by the Director of the City's Department of Real Estate and Housing.

The City may choose to submit a copy of each amendment to the AAP to HUD as it occurs, or at the end of the program year. Letters transmitting copies of amendments will be signed by the Director of the City's Department of Real Estate and Housing.

b. Public Display and Comment Period

The draft Revised AAP will be placed on display for a period of no less than 30 days to encourage public review and comment. The public notice shall include a brief summary of the revisions, the dates of the public display and comment period, the locations where copies of the draft AAP can be examined, how comments will be accepted, when the document will be considered for action by the City Council, and the anticipated submission date to HUD. Copies of the draft Revised AAP will be made available for review at the following locations:

- City Hall - Department of Real Estate and Housing -800 N. French Street, 7th Floor
- Wilmington Public Library - 10 E 10th St

- Wilmington Housing Authority- 400 North Walnut Street- Wilmington, DE
- City website: <https://www.wilmingtonde.gov/government/city-departments/departments-of-real-estate-and-housing>

In addition, the City will make available a reasonable number of free copies to residents and groups that request them in writing.

c. Comments Received on the Draft Revised Annual Action Plan

Written comments will be accepted by the Contact Person, or a designee, during the 30-day public display and comment period. The City will consider any comments or views of City residents received in writing, or orally at public hearings, in preparing the final Revised AAP. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final Revised AAP for submission to HUD.

d. City Council Action

Following the public hearing, the Revised AAP will be presented to the City Council for consideration and formal action.

e. Submission to HUD

The Revised AAP will be submitted to HUD upon the City Council approval.

In the Event of a Disaster

In the event of a local, state or federally declared disaster or emergency where public places may be closed to the public or in-person participation may not be feasible or large gatherings may be considered a public health risk, the City will conduct public hearings and meetings virtually via conference call or live web-streaming with the ability to ask questions and provide comment in real time. Accommodations will be made for persons with disabilities and non-English speaking persons upon request, such as sign language or language interpretation services. Documents for public review will be shared via the City's website. Copies of the document will may be mailed or e-mailed upon request.

Additionally, where program funds covered by this Plan may be expended to carry out eligible activities to address the City's disaster response, the City's requirements under this Plan will be streamlined to include:

- A 15-day public display and comment period to amend the AAP or a period of public as outlined and directed by HUD or the State of Delaware.
- A minimum of one public hearing shall be held to receive comments on the Revised AAP.
- Following the public hearing, the Revised AAP will be presented to the City Council for consideration and formal action.
- The Revised AAP will be submitted to HUD upon the City Council approval.

Plan Access

The Revised AAP will be kept on file at the City's Department of Real Estate and Housing. The plan can be accessed online <https://www.wilmingtonde.gov>.

Hard copies can be made available to those requesting the approved Amended Plan by contacting the Contact Person, or a designee.

G. Consolidated Annual Performance and Evaluation Report (CAPER)

Report Development

The City shall follow the following procedure in the drafting and adoption of its Consolidated Annual Performance and Evaluation Report (CAPER).

a. Report Considerations

The City will evaluate and report the accomplishments and expenditures of the previous program year for CDBG, HOME and ESG and draft the CAPER in accordance with HUD requirements.

b. Public Display and Comment Period

The draft CAPER will be placed on display for a period of no less than 15 days to encourage public review and comment. Public notice of the display and comment period will be published in the Tribune Review no less than one day before the period begins with accommodation for persons with disabilities and non-English Spanish speakers in accordance with this Plan. The public notice shall include a brief summary and purpose of the CAPER, a summary of program expenditures, a summary of program performance, the dates of the public display and comment period, the locations where copies of the draft CAPER can be examined, how comments will be accepted, and the anticipated submission date to HUD. Copies of the draft CAPER will be made available for review at the following locations:

- City Hall - Department of Real Estate and Housing -800 N. French Street, 7th Floor
- Wilmington Public Library - 10 E 10th St
- Wilmington Housing Authority- 400 North Walnut Street- Wilmington, DE
- City website: <https://www.wilmingtonde.gov/government/city-departments/departments-of-real-estate-and-housing>

c. Comments Received on the Draft CAPER

Written comments will be accepted by the City Contact Person, or a designee, during the 15-day public display and comment period. The City will consider any comments or views of City residents received in writing in preparing the final CAPER. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final CAPER for submission to HUD.

d. Submission to HUD

The CAPER will be submitted to HUD within 90 days following the end of the City's program year.

H. Section 108 Loan Guarantee Program

Development of Section 108 Loan Guarantee Application

Applications for assistance filed by the City for Section 108 Loan Guarantee assistance authorized under HUD regulation 24 CFR Part 570, Subpart M, are subject to all provisions set forth within this Plan. Such applications for Section 108 assistance may be included as part of the Consolidated Planning process, or may be undertaken separately anytime during the City's program year.

Before the City submits an application for Section 108 loan guarantee assistance, the City will make available to citizens, public agencies and other interested parties information that includes the amount of assistance the City expects to be made available (including program income), the range of activities that may be undertaken, the estimated amount that will benefit persons of low- and moderate-income, and any activities likely to result in displacement.

Public Display and Comment Period

The City will publish its proposed Section 108 loan application for review and comment. The public notice shall include a summary describing the contents and purpose of the application and listing the locations where the entire application may be examined. An application for Section 108 Loan Guarantee funding shall be made available for public review for a 30-day period prior to consideration and submission to HUD and may be done concurrently with the public review and comment process for the Consolidated Plan.

Copies of the proposed Section 108 loan application will be made available for review at the following locations:

- City Hall - Department of Real Estate and Housing -800 N. French Street, 7th Floor
- Wilmington Public Library - 10 E 10th St
- Wilmington Housing Authority- 400 North Walnut Street- Wilmington, DE
- City website: <https://www.wilmingtonde.gov/government/city-departments/department-of-real-estate-and-housing>

Comments Received on the Proposed Section 108 Application

Written comments will be accepted by the Contact Person, or a designee, during the 30-day public display and comment period. The City will consider any comments or views of City residents received in writing in preparing the final application. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final application for submission to HUD.

Submission to HUD

The Section 108 Loan Application will be submitted to HUD.

I. Complaints

Residents may register complaints regarding any aspect of the CDBG, HOME, ESG or HOPWA programs by contacting the Contact Person, or a designee. All written complaints received will be addressed in writing within 15 days.

Residents wishing to object to HUD approval of the final CP may send written objections to the HUD Philadelphia Field Office at U.S. Department of Housing and Urban Development, the Wanamaker Building, 100 Penn Square East, Philadelphia, PA 19107-3380. Objections should be made within 30 days after the City has submitted the CP to HUD. Any objections made will only be submitted to HUD for the following reasons:

- The applicant's description of needs and objectives is plainly inconsistent with available facts and data
- The activities to be undertaken are plainly inappropriate to meeting the needs and objectives identified by the applicant
- The application does not comply with the requirements of the CDBG, HOME or ESG programs or other applicable laws
- The application proposed activities which are otherwise ineligible under the program regulations.

Objections shall include both an identification of requirements not met and available facts and data.

Wilmington, Delaware
May 28, 2020

#4813

Sponsor:

**Council
Member
Walsh**

**Co-Sponsor:
Council
Member
Johnson**

WHEREAS, pursuant to Section 2-363 of the City Code, the Council deemed it necessary and proper to specify the requirements for review and approval of City-sponsored grant applications and proposals, including authorization for expedited grant applications when necessary prior to Council's approval by resolution; and

WHEREAS, the City, through the Wilmington Police Department ("WPD"), has submitted grant applications to the State of Delaware, Department of Justice for funding from the Special Law Enforcement Assistance Fund ("SLEAF") in the amount of \$37,800; and

WHEREAS, the proposed grant funds would be used purchase MorphoDent fingerprint scanners, mobile devices that are used by patrol officers and various other WPD divisions and units to provide instant identity checks on arrestees who are unable to be identified; and

WHEREAS, the outdated devices that are currently being used by personnel are reaching the end of their life span, with some of the devices failing altogether and others experiencing battery or part failure – with limited options for repair due to the age of the devices; and

WHEREAS, the proposed grant funds would also be used to purchase a multi-purpose platform trailer to assist personnel in the course of training initiatives by allowing for the transportation of four motorcycles and the towing of a full-sized SUV; and

WHEREAS, no matching funds are required; and

WHEREAS, the Council deems it necessary and proper to authorize the grant application, for the aforesaid purpose.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WILMINGTON that the Wilmington Police Department's grant applications to the State of Delaware, Department of Justice in the total amount of \$37,800.00 are hereby authorized.

BE IT FURTHER RESOLVED that the Chief of Police, or his designee, shall be authorized to take all necessary actions to accept any and all funds associated with the grant application and to fulfill the grant requirements.

Passed by City Council,

ATTEST: _____
City Clerk

SYNOPSIS: This Resolution authorizes the Wilmington Police Department's grant applications to the State of Delaware, Department of Justice in the total amount of \$37,800. The proposed grant funds would be used to purchase MorphoDent fingerprint scanners and a multi-purpose platform trailer for training. No local matching funds are required.

FISCAL IMPACT STATEMENT: There is no negative fiscal impact to the City as no local matching funds are required by the grants.

Wilmington, Delaware
May 28, 2020

#4814

Sponsor:

**Council
Member
Walsh**

**Co-Sponsor:
Council
Member
Johnson**

WHEREAS, pursuant to Section 2-363 of the City Code, the Council deemed it necessary and proper to specify the requirements for review and approval of City-sponsored grant applications and proposals, including authorization for expedited grant applications when necessary prior to Council's approval by resolution; and

WHEREAS, the City, through the Wilmington Police Department ("WPD"), is submitting a grant application to the United States Department of Justice, Bureau of Justice Assistance (BJA), for funding to support implementation of a body-worn camera program; and

WHEREAS, the three-year grant requires a 50% local match, and personnel costs are not eligible for grant funding. The WPD intends to apply for funding to cover half of the cost of the body-worn camera program, excluding personnel costs – resulting in potential funding of up to \$2,000 per camera for a total of up to \$630,000; and

WHEREAS, the final amount of funding that could be provided through this grant, if the WPD is awarded funds, will be determined by the BJA and could be based upon the competitiveness of the grant application process and the availability of federal funding; and

WHEREAS, in applying for this grant, the Wilmington Police Department seeks to secure outside funding to help defray the significant costs of implementing a body-worn camera program, and to mitigate the impact on the City budget and the tax burden on residents of Wilmington; and

WHEREAS, the Council deems it necessary and proper to authorize the grant application, for the aforesaid purpose.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WILMINGTON that the Wilmington Police Department's grant application to the United States Department of Justice, Bureau of Justice Assistance, for funding to support implementation of a body-worn camera program is hereby authorized.

BE IT FURTHER RESOLVED that the Chief of Police, or his designee, shall be authorized to take all necessary actions to accept any and all funds associated with the grant application and to fulfill the grant requirements.

Passed by City Council,

ATTEST: _____
City Clerk

SYNOPSIS: This Resolution authorizes the Wilmington Police Department's grant application to the United States Department of Justice, Bureau of Justice Assistance, for funding to support implementation of a body-worn camera program. The grant requires a 50% local match.

FISCAL IMPACT STATEMENT: Depending upon the availability of federal funds and the competitiveness of this application process, it is anticipated that the City would be required to fund at least half of the cost of implementing a body-worn camera program in the first three years of the program, the full cost in subsequent years, and personnel costs for a sergeant and three police officers to administer the program, which are not eligible for funding under this grant.