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**Sponsor:**

**Council  
Member  
Oliver**

**WHEREAS**, the City of Wilmington is committed to fostering stable, thriving neighborhoods. Maintaining and revitalizing the City’s housing stock requires deliberate study of local conditions, resources, limitations, and legislative structures that impact housing affordability and availability; and

**WHEREAS**, the Wilmington City Council recognizes the need for a specialized body to assess local housing concerns, review existing housing policy, coordinate with the Administration and key stakeholders, and propose legislative recommendations that foster effective solutions for Wilmington’s current and future residents; and

**WHEREAS**, unprecedented challenges related to housing costs, production, public-private partnerships, and other concerns are not unique to the City of Wilmington. Numerous municipalities across the United States have responded by creating dedicated housing “strike forces,” task forces, or other collaborations to coordinate policy solutions, mobilize resources, and accelerate housing production. The City of Atlanta established a mayoral Housing Strike Force to coordinate agencies and mobilize public and private resources to expand affordable housing and streamline housing development. The City of Pittsburgh developed an Affordable Housing Task Force to bring together government, nonprofit, and private-sector stakeholders to advance strategies that preserve and expand affordable housing opportunities. Other municipalities, including Kingston, New York and Fayetteville, Arkansas, have also convened housing task forces to study housing shortages, housing affordability, and tenant protections and to recommend legislative and policy solutions; and

**WHEREAS**, these approaches have demonstrated that coordinated leadership and focused policy development can accelerate housing solutions, improve housing access for residents, and guide legislative approaches that are informed by local contexts and needs; and

**WHEREAS**, the Community Development and Urban Planning Committee is a standing committee of the Wilmington City Council that facilitates dialogue and legislative actions, including, but not limited to, neighborhood revitalization, code enforcement, and housing development. This Council deems it necessary to establish a Housing Subcommittee to undertake a focused analysis and provide recommendations related to housing availability and affordability, neighborhood stability, the Wilmington Neighborhood Conservancy Land Bank, as well as other strategies and mechanisms to ensure that Wilmington's neighborhoods remain attractive places to live and build community; and

**WHEREAS**, the Subcommittee shall consist of nine (9) members appointed by the President of the Council of the City of Wilmington. The membership shall be composed of community stakeholders from housing nonprofits, tenant advocacy organizations, affordable housing developers, financial institutions, and other individuals with education, experience, or demonstrated interest in real property, housing policy, and related domains; and

**WHEREAS**, the Subcommittee's responsibilities entail: reviewing existing housing policies, zoning regulations, and development processes affecting housing supply and affordability in Wilmington; identifying strategies to increase the development and preservation of affordable housing; coordinating with state and federal housing initiatives and funding sources; engaging community stakeholders and housing experts; evaluating how existing resources could be optimally leveraged; and providing guidance on legislative and policy recommendations to support housing availability and affordability; and

**WHEREAS**, the Subcommittee meetings will be convened at least quarterly, with additional meetings as warranted. Members shall select a chair, vice chair, and secretary from among themselves to facilitate meetings in accordance with the requirements of the Freedom of Information Act (FOIA) and the State of Delaware's open meetings statutes, guide the Subcommittee in adhering to the timelines for submitting a preliminary and final report, and liaise with the Council on matters pertinent to the purpose and mission of this Subcommittee; and

**WHEREAS**, the Subcommittee shall provide an initial report within 180 calendar days of its first meeting to the Community Development and Urban Planning Committee outlining key areas of focus and preliminary recommendations, with a final report to be issued within one calendar year proposing legislative, regulatory, and funding strategies to address Wilmington's housing challenges.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WILMINGTON** that this Legislative body authorizes the establishment of a Housing Subcommittee as a subcommittee of the Wilmington City Council Community Development and Urban Planning standing committee.

**BE IT FURTHER RESOLVED** that the Subcommittee shall select from among its members a chairperson, vice-chairperson, and secretary, to facilitate compliance with the stipulations of this Resolution, as well as all other applicable laws, including, but not limited to, the federal Freedom of Information Act (FOIA) and Title 29 of the Delaware State Code. Their responsibilities shall include organizing the times and locations of meetings, developing meeting agendas for posting, documenting the outcomes of convenings, and liaising with the members of Council and other relevant entities on behalf of the group.

**BE IT FURTHER RESOLVED** that within one year of its initial meeting, the Housing Subcommittee will submit its final report to the Community Development and Urban Planning Committee detailing actionable recommendations for improving the City’s housing stock and increasing accessibility for all residents, current and future.

Passed by City Council,

ATTEST: \_\_\_\_\_  
City Clerk

**SYNOPSIS:** This Resolution authorizes the establishment of a Housing Subcommittee as a subcommittee of the Wilmington City Council Community Development and Urban Planning standing committee. The Subcommittee shall provide an initial report within 180 days of its first meeting to the Community Development and Urban Planning Committee outlining key areas of focus and preliminary recommendations, with a final report to be issued within one year proposing legislative, regulatory, and funding strategies to address Wilmington’s housing challenges.

**FISCAL IMPACT:** This legislation requires the Housing Subcommittee to meet at least quarterly, produce a preliminary report within 180 days, and a final report within one calendar year.

Quarterly meetings of one to two hours duration would require three to four hours of preparation prior to meetings to:

- Confirm a meeting location
- Communicate with Subcommittee members on agenda items
- Meet agenda posting deadlines
- Coordinate with any presenters
- Provide meeting materials, including previous meeting minutes for review
- Secure a quorum

Housing Subcommittee meetings would require light to moderate technical assistance to:

- Operate the virtual platforms
- Ensure that FOIA (Freedom of Information Act) and State of Delaware Open Meeting laws are followed
- Ensure that meeting minutes include all necessary information and are provided to the Clerk for the official record-keeping

- Document any action steps planned by the Subcommittee
- Production of a preliminary and final report may require technical writing and/or research assistance.

Based on ZipRecruiter, estimates of rates for independent consultants, a group meeting facilitator costs would range from \$20 to \$30 per hour.

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