



NEW CASTLE COUNTY COUNCIL ADMINISTRATIVE-FINANCE COMMITTEE MEETING

**Co-Chair George Smiley, Seventh District
Co-Chair John Cartier, Eighth District**

**February 14, 2023
5:00 PM**

VIRTUAL ZOOM WEBINAR MEETING &
LOUIS L. REDDING CITY/COUNTY BUILDING
1ST FLOOR COUNCIL CHAMBERS
800 N. FRENCH STREET, WILMINGTON, DE 19801**

AGENDA

A. Call To Order/Roll Call

B. Approval of Minutes

C. Review/Discussion of Resolution(s)

R23-038: UPDATING MEMBERSHIP OF THE TASK FORCE ESTABLISHED BY NEW CASTLE COUNTY COUNCIL TO REVIEW AND CONSIDER ISSUES RELATING TO CONDOMINIUMS AND OTHER COMMON INTEREST COMMUNITY BUILDINGS AND STRUCTURES IN NEW CASTLE COUNTY Introduced by: Mr. Cartier, Ms. Kilpatrick, Mr. Sheldon

R23-039: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH THE ARC OF DELAWARE TO ASSIST WITH THE DEVELOPMENT OF AFFORDABLE HOUSING FOR THOSE WITH INTELLECTUAL AND DEVELOPMENTAL DISABILITIES FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$114,500.00 Introduced by: Mr. Smiley, Mr. Cartier

D. Review/Discussion of Ordinance(s)

E. New Castle County Grant Requests/Community Events

F. Expense and Revenue Round Table

G. Other

H. Public Comment

I. Adjournment

AGENDA POSTED: DATE

*The agenda is posted (7) seven days in advance of the scheduled meeting in compliance with 29 *Del. C.* Section 10004(e)(2). The meeting may go into Executive Session to address issues that arise at the time of the meeting.

**Under Title 29, Section 10006A of *Delaware Code*, New Castle County Council is holding this meeting as a

telephone and video conference, utilizing  Webinar. In addition, this meeting is open to the public in Council Chambers (800 N. French Street, Wilmington, DE 19801). The link to join the meeting via computer, smart device, or smart phone is : <https://zoom.us/j/377322142> You may also call into the meeting (audio) using the following call in numbers: 1-312-626-6799 or +1-646-558-8656 or +1-346-248-7799 or +1-669-900-9128 or +1-253-215-8782 or +1-301-715-8592. Then enter the Webinar ID: 377 322 142. If you do not have a good connection with one, please try the others. Additional information regarding phone functionality during the meeting is available at: <https://support.zoom.us/hc/en-us/articles/360029527911-Live-Training-Webinars>

Meeting materials, including a meeting agenda, legislation to be addressed during the meeting, and other materials related to the meeting are electronically accessible at <https://www.nccde.org/2351/Agendas-and-Minutes> Members of the public joining the meeting may be provided an opportunity to make comments in real time. A comment period will be administered by a moderator to ensure everyone may have an opportunity to comment.

If permitted to comment, you will not be able to speak until called upon by the moderator. For those appearing virtually, there are functions in the program that allow you to do this. Please see the link in the previous paragraph.

Introduced by: Mr. Cartier, Ms. Kilpatrick,
Mr. Sheldon
Date of introduction: February 14, 2023

RESOLUTION NO. 23-038

**UPDATING MEMBERSHIP OF THE TASK FORCE ESTABLISHED BY NEW CASTLE
COUNTY COUNCIL TO REVIEW AND CONSIDER ISSUES RELATING TO
CONDOMINIUMS AND OTHER COMMON INTEREST COMMUNITY BUILDINGS AND
STRUCTURES IN NEW CASTLE COUNTY**

WHEREAS, New Castle County Council approved the formation of a task force to consider issues relating to common interest community buildings and structures, including condominiums, that may present a concern regarding the health, welfare, or safety of residents of the County, and to develop strategies to consider and address these issues; and

WHEREAS, it has become necessary to make minor updates to membership of the task force.

NOW, THEREFORE, BE IT RESOLVED by and for the County Council of New Castle County that County Council hereby makes minor updates to membership of the task force established by County Council to study and make findings and recommendations concerning the safety and related inspections of condominiums and other common interest community buildings and structures in New Castle County as more fully identified in Resolution No. 22-203, as indicated by strikethroughs and underlines below:

...

8. Mitch Frumkin, PE, RS and ~~Peter B. Miller, RS~~ as reserve specialist; ...

12. ~~Roger Fons MBA CNCA AMS~~ Lisa Bolin, and Buzz Quillen as condominium/common interest community managers; ...

Adopted by County Council of New
Castle County

President of County Council
of New Castle County

SYNOPSIS: This Resolution provides minor updates to the membership of the task force established by New Castle County Council to study and make findings and recommendations concerning safety and related issues regarding common interest community buildings and structures, including condominiums, in New Castle County.

FISCAL NOTE: No discernable fiscal note.

Introduced by: Mr. Smiley, Mr. Cartier
Date of introduction: February 14, 2023

RESOLUTION NO. 23-039

**AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH THE ARC OF DELAWARE
TO ASSIST WITH THE DEVELOPMENT OF AFFORDABLE HOUSING FOR THOSE WITH
INTELLECTUAL AND DEVELOPMENTAL DISABILITIES FOR THE DEPARTMENT OF
COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN
THE AMOUNT OF \$114,500.00**

WHEREAS, *New Castle County Code* § 2.02.004 requires that all contracts involving expenditures of funds in excess of \$50,000.00 in aggregate to one vendor in a fiscal year, which are not competitively bid, be approved by Resolution of County Council; and

WHEREAS, this contract is an agreement between New Castle County and The Arc of Delaware in an amount not to exceed \$114,500.00 in Home Investment Partnership Program (HOME) funds; and

WHEREAS, these funds will be used to assist with the development of affordable housing for those with intellectual and developmental disabilities who earn less than 30% of the area median income in New Castle County.

NOW, THEREFORE, BE IT RESOLVED by and for the County Council of New Castle County that County Council hereby approves the contract listed on the attached Exhibit "A," entitled "New Castle County Purchase Requisition/Justification Form," as a valid contract in excess of \$50,000.00 pursuant to *New Castle County Code* § 2.02.004.

Adopted by County Council of
New Castle County on:

President of County Council
of New Castle County

SYNOPSIS: This Resolution approves the execution of the listed contract.

Department of Community Services, Division of Community Development and Housing

The Arc of Delaware \$114,500.00

FISCAL IMPACT: This Resolution authorizes the execution of one contract totaling \$114,500.00. Funding is included in the FY2023 Approved Grant Budget in the FY2020 Home Investment Partnership Program Grant.

Michael Smith
Chief Financial Officer

REQUISITIONER INFORMATION				VENDOR INFORMATION				
NAME	Vincent Garlick			FISCAL YR	2023	NAME	The Arc of Delaware	
DEPARTMENT	COMMUNITY_SERVICES_40			FUND	110 GRANTS	ADDRESS	2 Augustine Street	
ORGANIZATION	11400601 CS - GRANTS						Wilmington, DE 19804	
PHONE	302-395-5673			REQ#	2308182			
DELIVERY LOCATION								
SEND VENDOR PO	☒ YES		☐ NO			CONTACT NAME	Susannah Eaton-Ryan	
CURRENT VENDOR	☒ YES		☐ NO			PHONE	302-996-9400	EXT
VENDOR #	100724					EMAIL		FAX #

ADDITIONAL NOTES	

I. What is the purpose of the requisition or advice of change?

To assist with the development of affordable housing for those with Intellectual and Developmental Disabilities who earn less than 30% of the area median income.

This is for the creation and stabilization of housing for those with Intellectual and Developmental Disabilities who earn less than 30% of the area median income in New Castle County who based on income are in need of this type of assistance.

Individuals with Intellectual and Developmental Disabilities who earn less than 30% of the area median income would be highly challenged to age in place without the needed upgrades.

VI. OTHER, PLEASE EXPLAIN

12/6/2022