NEIGHBORHOOD BUILDING BLOCK INITIATIVE

June 29, 2017

BOARD MEMBERS PRESENT
Acting Cabinet Secretary, Cerron Cade, DEDO, Chair NBBF
Ms. Connie Holland, Director, OSPC
Mr. Matthew Lintner, DOJ
Mr. Gregory Patterson, DOJ
Ms. LaKresha Roberts, DOJ
Hon. Jim Sills

STAFF PRESENT
Mr. A.J. Roop, DOJ
Ms. Dorothy Morris, OSPC
Mrs. Diane Laird, DEDO
Mr. Lawrence Lewis, DOJ
Ms. Emily Baird, DEDO

ALSO PRESENT
Mr. Coley Harris, Out of the Ashes, LLC
Mr. Wilmer Abbott, Town of Smyrna
Mr. William Wagner II, Smyrna Main Street Association
Ms. Sandra Smithers, New Castle Prevention Coalition, Inc.
Mr. William Mayer, New Castle Prevention Coalition, Inc.
Ms. Rashmi Rangan, DCRAC/SSC FCU
Mr. Ahmarr Melton, Out of the Ashes, LLC
Mr. A. J. English, English Lessons/Harvest Community Development Corporation
Ms. Carol Scott, University of Delaware 4H Youth Development

LOCATION: Delaware Economic Development Office, Carvel State Office, 820 North French Street, 10th Floor, Office of Management and Budget Training Room #10043, Wilmington, Delaware.

CALL TO ORDER:
The meeting was called to order at 9:35 p.m., Thursday, June 29, 2017, by Acting Secretary Cade. A quorum was present.

OLD BUSINESS:

Review of April 25, 2017, and May 23, 2017, meeting minutes. No corrections were noted.

Upon motion duly made by Mr. Patterson and seconded by Ms. Roberts, the Board unanimously agree to accept the April 25, 2017, and May 23, 2017, meeting minutes.

Mrs. Laird presented updates on several of the applicants whose conditional approvals at the March 9, April 6, April 25, and May 23, 2017, NBBF meetings required responses to conditions. Board discussion followed each:

1. **(NCPC-12-16-Smithers) New Castle Prevention Coalition, Inc.:**
   There were previous requests for clarification of the identification of veterans associated with the project and recruitment of youth to the program. Ms. Smithers of NCPC, Inc., stated that four veterans attached to the project have been identified, and that, as a member of the community and in association with local organizations and community centers, it is easy to identify youth for the program. It was noted that the application had been previously conditionally approved following responses to the above-mentioned questions. There was nothing further to vote upon for this applicant.

2. **(OOA-12-16-Melton) Out of the Ashes, LLC:**
   There were previous requests for a breakdown of costs associated with the project, an indication of who will be compensated and the amounts, and an outline of the plan to ensure that children will attend the program. Mr. Melton stated that the program included himself, his wife, and his son, with a compensation in the amount of $25,000 for the whole organization. He added that the program intends to attract area youth via connections with community centers in Wilmington, and draw from a network of neighborhood contacts. Mr. Patterson asked what would be the number of shows produced with a revised budget of $13,000. Mr. Melton indicated that the revised budget would allow for six shows. Acting Director Cade stated that the original board vote was for the initial budget of $25,000, and would require a new vote for the revised budget of $13,500.

   Motion: Made by Mr. Patterson, to approve application in the amount of $13,500, based on conditions and quantifiable metrics.
   Motion seconded by: Mr. Lintner
   Unanimous agreement by the Board.

NEW BUSINESS:

Initial review of the following applications by the Board of Directors:

1. **(CWCDC-12-16-Willauer) Cornerstone West CDC:**
   Office of State Planning Coordination (OSPC) reviewing agency: The Wilmington Parks Revitalization Project intends to implement resident-driver designs for new playgrounds located at Fourth Street Park, Connell Street Park, and Father Tucker Parks in the Wilmington Hilltop and Little Italy neighborhoods. OSPC recommends approval of requested amount of $92,427.

   Program Metrics:
   - ✓ Parks completed as per proposed specifications
     And
   - ✓ Receipts and documents as construction is completed

   Board Discussion:
   It was noted that construction for this project is currently underway, with an estimated completion date of July 2017.

   Motion: Made by Mr. Lintner, to approve application in the amount of $92,427, based on conditions and quantifiable metrics.
   Motion seconded by: Mr. Patterson

Unanimous agreement by the Board.

2. **(SMSA-12-16-Wagner) Smyrna Main Street Association DBA Smyrna Downtown Renaissance Association:**
Office of State Planning Coordination (OSPC) reviewing agency: The Smyrna Main Street Association intends to implement three proposed projects, 1) convert a vacant lot central to the DDD area into a pocket park and greenspace; 2) add CCTV surveillance to address criminal activity within the DDD; and 3) install wayfinding signage at a gateway point on Delaware Route 13 to lead vehicular passerby to the historic downtown Smyrna DDD business district, thereby increasing economic opportunity for small business. OSPC recommends approval of requested amount of $80,500.

Program Metrics:
- ✓ Six month status update;
- ✓ Final update following completion of the project;
  And
- ✓ Receipts for completion of the project.

Board Discussion:
It was noted that there is a proposed match of $22,500 associated with this project, and an estimated completion date of December 2017. Acting Director Cade indicated that the request for signage is an economic development matter. Mr. Patterson stated that there should be a reduction in the approved amount minus the signage.

Public Comments:
Mr. Wagner of the Smyrna Main Street Association provided a brief history of the Town of Smyrna, indicating the economic decline of the town following changing traffic routes through time. Mr. Abbott of the Town of Smyrna stated that the intention of the project is to reduce crime in the town, and be more attractive to people to visit and live.

Condition: Reduction of $12,500, amount for the signage, for a total of $68,000.

Motion: Made by Mr. Patterson, to approve application in the amount of $68,000, based on conditions and quantifiable metrics.
Motion seconded by: Ms. Holland
Unanimous agreement by the Board.

3. **(COD-12-16-Townshend) City of Dover:**
Department of Justice (DOJ) reviewing agency: The program seeks to install lamp post style street lights on several key downtown streets, including South Kirkwood, South Queen, Reed, and North New Streets, to correspond with locations of new homes currently under construction, in order to address crime and safety. DOJ recommends approval with conditions, and a reduction of half the amount with a request for funding commitment from the City of Dover, to a total of $94,643.

Board Discussion:
It was noted that there is proposed match of $21,000 associated with this project. Mr. Linter stated that as this project proposes infrastructure support, there should be more of a financial commitment from the City of Dover. Acting Director Cade asked if the City of Dover would

be willing to accept the reduced amount, or if the project would be scaled down as a result. Mrs. Laird indicated that she will contact the City of Dover for more information.

Condition: Reduction to $94,643, half the requested amount, contingent upon an equal match from the City of Dover.

Motion: Made by Mr. Patterson, to approve application in the amount of $94,643, based on conditions and quantifiable metrics.
Motion seconded by: Hon. Sills
Unanimous agreement by the Board.

4. **(HCDC-12-16-English) Harvest Community Development Corporation:**
Department of Justice (DOJ) reviewing agency: The project will enable mentoring of up to 100 at-risk youth to increase reading, intrapersonal, life-coping and employment skills through mentorship, tutoring, cultural exposure, and life skills training, thereby enabling them to achieve sustainable employment. DOJ recommends approval with conditions, and a reduction of $22,500, the amount allocated for salaries as outlined in the program budget, to a total of $77,500.

Board Discussion:
An initial motion was made to approve the reduced amount of $77,500. Following further discussion, there was a clarification from Mr. Lewis that stipulations of the Fund do not have a strict prohibition regarding the consulting fee, and Mr. Lintner proposed a new motion to fund the full requested amount.

Public Comments:
Mr. English of English Lessons stated that it was important for him to be able to give back to the community.

Motion: Made by Mr. Lintner, to approve application in the amount of $100,000, based on conditions and quantifiable metrics.
Motion seconded by: Ms. Roberts
Six ayes from the Board, with 1 nay, Ms. Holland.

5. **(GCDC-12-16-Cuthbertson) Global Community Development Corporation:**
Department of Justice (DOJ) reviewing agency: The project intends to provide low income families access to computers, before- and after-care, health and wellness classes, and other neighborhood-enhancing activities. DOJ recommends approval with conditions, and a reduction of $20,000, the amount allocated for capital expenditures, to a total of $30,000.

Condition: Reduction of $20,000, amount for capital expenditures, for a total of $30,000.

Motion: Made by Ms. Holland, to approve application in the amount of $30,000 based on conditions and quantifiable metrics.
Motion seconded by: Mr. Lintner
Unanimous agreement by the Board.

6. **(BBBSD-12-16-Fox) Big Brothers Big Sisters of Delaware:**

Department of Justice (DOJ) reviewing agency: The program proposes funding the expansion of mentoring services at two of Wilmington's "priority" schools, Bancroft Elementary and Stubbs Elementary, to help at-risk students improve academically, personally, and socially, and also to help fund Mentor Coordinators at each school to recruit, screen, and train additional mentors to work with students in the 2017-18 school year. DOJ recommends denial of the application as presented, as the amount requested would be for salaries, which is unsupported by the Fund's stipulations.

Board Discussion:
It was noted that the Board would prefer to hear from the program directors before final vote of the applications.

Motion: Made by Ms. Holland, to table the discussion until a further time when the program directors can speak before the Board.
Motion seconded by: Hon. Sills
Unanimous agreement by the Board.

7. **(DCRAC-12-16-Rangan) DE CRA Council, Inc.:**
Department of Justice (DOJ) reviewing agency: The project intends to assist with banking transactions for those who live, work, worship, or study in the City of Wilmington, and considered the "unbanked" and "underbanked," by providing access to a vehicle that will mobilize information, education, and provide the ability to open a bank account with a minimum balance of as little as $5. DOJ recommends approval of requested amount of $50,000.

Program Metrics:
- ✓ Accurate records on all cameras;
- ✓ Status report in six months following start of program;
  And
- ✓ Final report at the end of twelve months.

Board Discussion:
It was noted that this service is important to the community, and it was asked as to how the program would encourage participation.

Public Comments:
Ms. Rangan stated that the mobile bank will be the model for engagement, providing an opportunity for the community to ask questions, open accounts on the street, and issue ATM cards.

Motion: Made by Mr. Lintner, to approve application in the amount of $50,000 based on conditions and quantifiable metrics.
Motion seconded by: Ms. Holland
Unanimous agreement by the Board.

Motion: Made by Mr. Lintner, to adjourn meeting
Motion seconded by: Mr. Patterson
Unanimous agreement by the Board.

ADJOURNMENT: Meeting adjourned 11:25 a.m.

NEXT MEETING: Thursday, September 7, 2017, 9:30 a.m., Delaware Economic Development Office, Carvel State Office, 820 North French Street, 10th Floor, DEDO Conference Room, Wilmington, Delaware.

Respectfully submitted,
Emily Baird
Delaware Economic Development Office

cc: Board Members of Neighborhood Building Blocks Fund