

**MINUTES**  
**Administrative Committee-Finance Committee**  
**May 8, 2018**

- I. Administrative-Finance Committee Co-chair John Cartier convened the Administrative-Finance Committee meeting at 1:30 p.m. on 5/08/18 in the 8th Floor Council Conference Room.
- II. Council members present were: Mr. Bell, Mr. Cartier, Ms. Diller, Mr. Hollins, Ms. Hartley-Nagle, Mr. Sheldon, Mr. Smiley, Mr. Street, Mr. Tackett, and Mr. Woods.  
  
Absent were: Ms. Kilpatrick, Mr. Powers, & Mr. Weiner.
- III. Mr. Smiley made a motion to accept the minutes from the 4/24/2018 meeting of the Administrative-Finance Committee. Ms. Diller seconded the motion and the motion passed unanimously.
- IV. Mr. Smiley made a motion to go out of order to discuss Expense and Revenue Roundtable, seconded by Mr. Sheldon, and passed unanimously (see below under section of same name). Mr. Smiley motioned to return to regular order after the discussion, seconded by Ms. Diller, and the motion passed unanimously.
- V. Discussion of Resolutions & Ordinances

Resolutions: None.

Ordinances: None.

VI. Item J, Item K & Item L – None.

VII. Other Business –

- **Discussion of Council Archiving Project**
  - Mr. Smiley made a motion for approval to spend up to \$45,000 on the archiving project
  - There was brief discussion
  - Ms. Diller seconded and it passed unanimously.
- **New Castle County Council Grant Requests/Community Events**

**5/8/18 FINANCE COMMITTEE MEETING GRANT REQUESTS**

GRANT APPLICANT	AMOUNT REQUESTED/ AMOUNT PROPOSED	INTENDED USE OF GRANT	Standard Accounting Practices/Non-Discrimination Policy	PRIOR COUNCIL GRANTS IN CURRENT FISCAL YEAR	COUNCIL MEMBER/MOTION/SECOND
Everett Theatre	\$2,375/\$2,375	Repair steam pipe leaks in boiler.	Yes/Yes	No	Powers/Bell /Sheldon

NCC Cooperative Extension (4H Afterschool Program)	\$2,500/\$1,500	Assist in creating community programs for underserved youth.	Yes/Yes	No	Powers/Bell /Sheldon
Southern New Castle County Rotary Club	\$600/\$300 Bell \$300 Powers	Assistance with the Flags for Heroes program.	Yes/Yes	No	Bell/Diller
Roseville Park Civic Association	\$600/\$600	Aid with expenses in maintaining main entrance area.	Yes/No	No	Sheldon/Diller
Epilepsy Foundation of Delaware	\$1,000/\$1,000	Additional funding for the Freedom from Seizures 5K	Yes/Yes	No	Sheldon/Diller
Newark Arts Alliance	\$2,000/\$2,000	Funding for the Art To-Go program and for the scholarship program.	Yes/Yes	No	Diller/Sheldon
Naamans Creek Watershed	\$350/\$350	Funding for the annual Creek Clean-up	No/Yes	No	Cartier/Diller

Amounts highlighted in yellow are final totals.

**Council Members Present for Vote**

- Bell
- Cartier
- Diller
- Hartley-Nagle
- Hollins
- Kilpatrick
- Powers
- Sheldon
- Smiley
- Street
- Tackett
- Weiner
- Woods

**Vote Count**

<b>Yes</b>	8
<b>No</b>	0
<b>Not Voting</b>	1 (Smiley)
<b>Absent</b>	4

- **Expense & Revenue Round Table-**
  - Brian Maxwell, CFO, and Karen Smalls of the Finance Department discussed the adjustment to the CAFR due to the deletion of the \$3M receivable line from DBOT.
  - There was brief discussion.
  - The floor was opened to the public for comments, of which there were none.
  
- **Comments by Executive Office-**
  - Brian Boyle, Policy Director for the administration, discussed gave an update on the lodging tax legislation and first time homebuyer amendment being considered in the Delaware General Assembly, as well as an update on the town halls.
  
- **Other-**
  - Mr. Sheldon and Mr. Smiley reviewed funding for community clean-ups in the Council Events budget line.
  - Mr. Bell discussed the use of technologically during town hall meetings.
  - Council President Hartley-Nagle discussed Student Government Day
  - The floor was opened to the public for comment, of which there was none.

VIII. Mr. Smiley made a motion to adjourn, seconded by Ms. Diller. The meeting was adjourned at 2:17 PM.

*A recording of the meeting is available upon request. Respectfully submitted by Brian Holajter, Legislative Aide to Administrative-Finance Committee Co-Chair John Cartier.*