

MINUTES
Administrative Committee-Finance Committee
June 12, 2018

- I. Administrative-Finance Committee Co-chair John Cartier convened the Administrative-Finance Committee meeting at 1:30 p.m. on 6/12/18 in the 8th Floor Council Conference Room.
- II. Council members present were: Mr. Cartier, Ms. Diller, Mr. Hollins, Ms. Hartley-Nagle, Ms. Kilpatrick, Mr. Powers, Mr. Sheldon, Mr. Smiley, Mr. Street, Mr. Tackett, and Mr. Woods.

Absent were: Mr. Bell, & Mr. Weiner.
- III. Mr. Smiley made a motion to accept the minutes from the 5/22/2018 meeting of the Administrative-Finance Committee. Ms. Kilpatrick seconded the motion and the motion passed unanimously.
- IV. Discussion of Resolutions & Ordinances

Resolutions:

R18-082: APPROVING THE REFUND OF A DUPLICATE TAX PAYMENT ON 7450 LANCASTER PIKE, TAX PARCEL NUMBER 08-007.40-036 AND TAXES PAID IN ERROR ON 2351 GLASGOW AVENUE, TAX PARCEL NUMBER 11-026.00-075. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Cartier read the resolution and David Gregor, Acting Chief Financial Officer, explained it.
- There was no discussion.
- The floor was opened to the public for comment, of which there was none.

R18-083: AUTHORIZING THE FILING OF AN APPLICATION FOR FEDERAL ASSISTANCE WITH THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT UNDER THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974, AS AMENDED, AND THE CRANSTON-GONZALEZ NATIONAL AFFORDABLE HOUSING ACT, AS AMENDED. Introduced by: Mr. Hollins, Ms. Diller

- Mr. Cartier read the resolution and Mr. Hollins explained it.
- There was no discussion.
- The floor was opened to the public for comment, of which there was none.

R18-052: (STATUS: TABLED) ADOPTING THE NEW CASTLE COUNTY CAPITAL PROGRAM FOR FISCAL YEAR 2019 THROUGH 2024. Introduced by: Mr. Smiley, Mr. Cartier

- Remaining tabled pending the outcome of the budget ordinances.

Ordinances:

°18-053: AMEND THE GRANTS BUDGET: APPROPRIATE \$2,318,157 FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT AND \$350,000 IN ESTIMATED PROGRAM INCOME TO THE COMMUNITY DEVELOPMENT BLOCK GRANT FY2019, WHICH WILL BE ADMINISTERED BY THE DEPARTMENT OF COMMUNITY SERVICES. Introduced by: Mr. Hollins, Ms. Diller

- Mr. Cartier read the resolution and Mr. Hollins explained it.
- There was no discussion.
- The floor was opened to the public for comment, of which there was none.

°18-054: AMEND THE GRANTS BUDGET: APPROPRIATE \$47,830.31 IN FUNDING FROM THE STATE OF DELAWARE, DEPARTMENT OF LABOR – DELAWARE WORKFORCE INVESTMENT BOARD TO THE 2018 STATE SUMMER YOUTH EMPLOYMENT PROGRAM – CITY OF WILMINGTON GRANT TO BE ADMINISTERED BY THE DEPARTMENT OF COMMUNITY SERVICES. Introduced by: Mr. Hollins, Ms. Diller

- Mr. Cartier read the resolution and Mr. Hollins explained it.
- There was no discussion.
- The floor was opened to the public for comment, of which there was none.

°18-055: AMEND THE GRANTS BUDGET: FOR FY2019, APPROPRIATE FEDERAL FUNDS OF \$187,215 FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) TO THE EMERGENCY SOLUTIONS GRANT FY2019, WHICH WILL BE ADMINISTERED BY THE DEPARTMENT OF COMMUNITY SERVICES. Introduced by: Mr. Hollins, Ms. Diller

- Mr. Cartier read the resolution and Ms. Diller explained it.
- There was no discussion.
- The floor was opened to the public for comment, of which there was none.

°18-056: AMEND THE GRANTS BUDGET: APPROPRIATE \$104,975 IN FUNDING FROM THE STATE OF DELAWARE, DEPARTMENT OF LABOR – DELAWARE WORKFORCE INVESTMENT BOARD TO THE 2018 STATE SUMMER YOUTH EMPLOYMENT PROGRAM – SUBURBAN NEW CASTLE GRANT TO BE ADMINISTERED BY THE DEPARTMENT OF COMMUNITY SERVICES. Introduced by: Mr. Hollins, Ms. Diller

- Mr. Cartier read the resolution and Ms. Diller explained it.
- There was no discussion.
- The floor was opened to the public for comment, of which there was none.

°18-057: AMEND THE GRANTS BUDGET: FOR FY2019, APPROPRIATE FEDERAL FUNDS OF \$991,978 FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT AND ESTIMATED PROGRAM INCOME OF \$75,000 TO THE FY2019 HOME INVESTMENT PARTNERSHIP PROGRAM (HOME) AS FOLLOWS: APPROPRIATE \$106,698 TO HOME ADMINISTRATION FY2019; \$811,483 TO HOME INVESTMENT PARTNERSHIP PROGRAM SUBGRANTEES AND HOME REHAB FY2019; AND \$148,797 TO HOME INVESTMENT PARTNERSHIP PROGRAM COMMUNITY HOUSING DEVELOPMENT ORGANIZATION

(“CHDO”) FY2019 WHICH ARE ADMINISTERED BY THE DEPARTMENT OF COMMUNITY SERVICES. Introduced by: Mr. Hollins, Ms. Diller

- Mr. Cartier read the resolution and Mr. Hollins explained it.
- There was no discussion.
- The floor was opened to the public for comment, of which there was none.

°18-060: TO AMEND SECTION 2.03.006 OF THE *NEW CASTLE COUNTY CODE* TO ESTABLISH PARITY AMONG ROW OFFICES FOR ASSESSMENT OF TECHNOLOGY FEES AND MAINTENANCE OF TECHNOLOGY ESCROW ACCOUNTS. Introduced by: Mr. Sheldon

- Mr. Cartier read the resolution and Mr. Sheldon and Ciro Poppiti, Register of Wills, explained it.
- There was in-depth discussion.
- The floor was opened to the public for comment, of which there was one commenter.

SUBSTITUTE NO. 1 TO °18-061: THE ANNUAL REVENUE ORDINANCE OF NEW CASTLE COUNTY FOR FISCAL YEAR 2019 BEGINNING JULY 1, 2018. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Cartier read the resolution and Mr. Smiley explained it.
- There was in-depth discussion.
- The floor was opened to the public for comment, of which there was one commenter.

AMENDMENT NO. 1 TO °18-028: ADOPT THE ANNUAL OPERATING BUDGET OF NEW CASTLE COUNTY FOR THE FISCAL YEAR BEGINNING JULY 1, 2018. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Cartier read the resolution and Mr. Smiley explained it.
- There was no discussion.
- The floor was opened to the public for comment, of which there was none.

°18-026: (STATUS: TABLED) AN ORDINANCE AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OF NEW CASTLE COUNTY FOR THE PURPOSE OF FINANCING CERTAIN CAPITAL PROJECTS APPROVED IN THE FISCAL YEAR 2019 CAPITAL BUDGET. Introduced by: Mr. Smiley, Mr. Cartier

- Tabled.

°18-027: (STATUS: TABLED) THE CAPITAL BUDGET ORDINANCE OF NEW CASTLE COUNTY FOR THE FISCAL YEAR BEGINNING JULY 1, 2018. Introduced by: Mr. Smiley, Mr. Cartier

- Tabled.

18-028: (STATUS: TABLED) ADOPT THE ANNUAL OPERATING BUDGET OF NEW CASTLE COUNTY FOR THE FISCAL YEAR BEGINNING JULY 1, 2018. Introduced by: Mr. Smiley, Mr. Cartier

- Tabled.
- V. Item J, Item K & Item L – None.
- VI. Other Business –
 - **Discussion On Vacant Housing Monitions & Associated Costs**
 - Aundria Almond and Sanjay Bhatnagar from the administration lead the presentation.
 - There was discussion
 - The floor was opened to the public for comment, of which there was none.
 - **Travel Request by County Auditor:**
 - Nellie Hill, Clerk of Council presented request.
 - Ms. Kilpatrick motioned for approval, seconded by Ms. Diller, and unanimously approved.
 - **New Castle County Council Grant Requests/Community Events**

6/12/18 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
1	Village of Ardencroft	\$1,872/ \$1,872	Security for Village meetings.	Yes/Yes	No	Cartier/Diller
2	Brennan Estates Maintenance Corp. **	\$2,500/ \$1,300	Lighting for common area Gazebo	Yes/No *	No	Powers/Sheldon
3	Chesapeake Meadow Maintenance Corp. **	\$2,500/ \$1,300	Common area maintenance.	Yes/No	No	Powers/Kilpatrick
4	Dickerson Farm Service Corp.	\$2,500/ \$1,300	Purchase park benches.	Yes/No	No	Powers/Kilpatrick
5	Millwood Service Corp.	\$1,000/ \$1,000	Refurbish children's playset.	Yes/No	No	Powers/Sheldon
6	Meadow Glen Maintenance Corp.	\$1,000/ \$1,000	Landscape entrance.	Yes/No	No	Powers/Kilpatrick
7	Concord Rowing	\$2,500/ \$2,500	PRA compliance	Yes/No	No	Weiner/Cartier/Kilpatrick
8	Hope Dining Room, Inc.	\$1,500/ \$1,500	Purchase kitchen and dining room supplies.	Yes/Yes	No	Diller/Kilpatrick
9	Stop The Violence Prayer Foundation	\$2,500/ \$2,500	Purchase program supplies, food, and education summer field trips.	Yes/Yes	No	Hartley-Nagle/Kilpatrick
10	Beau Biden Foundation for the Protection of	\$2,500/ \$2,300	Child Sexual Abuse Program for Adults.	Yes/Yes	Yes-\$200 on 9/16/17 (only eligible for	Hartley-Nagle/Kilpatrick

	Children				\$2,300	
11	Delaware Juneteenth Association (DEJA)	\$1,000/\$500	Supplement Juneteenth Freedom Gala Scholarship Fund reaching underserved populations.	Yes/No	No	Hollins/Diller
12	Goodwill Fire Co.	\$10,500/\$10,500	Assist in purchase of new utility truck.	Yes/No	No	Bell/Smiley ¹ /Tackett

*No explanation for checking “No” on non-discrimination policy.

**Budget worksheet and/or funding source section are blank.

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	1	2	3	4	5	6	7	8	9	10	11	12
Yes	10	10	10	10	10	10	10	10	10	10	10	9
No	0	0	0	0	0	0	0	0	0	0	0	0
Not Voting	1 (Smiley)	1 (Smiley)	1 (Smiley)	1 (Smiley)	1 (Smiley)	1 (Smiley)	1 (Smiley)	1 (Smiley)	1 (Smiley)	1 (Smiley)	1 (Smiley)	1 (Smiley, Diller)
Absent	2	2	2	2	2	2	2	2	2	2	2	2

- **Expense & Revenue Round Table-**
- **Comments by Executive Office-** None.
- **Other-**
 - Mr. Smiley motioned to allow the remainder of funds in Council grants to be given to County programs, contingent upon the acceptance from these programs and the departments that oversee them.
 - The motion was seconded by Ms. Kilpatrick and passed unanimously.

VII. Ms. Kilpatrick made a motion to adjourn, seconded by Mr. Tackett. The meeting was adjourned at 3:30 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.

¹ Mr. Smiley motioned to suspend the rules and remove the cap on grant amounts and allow “up to” \$10,500 with \$8,000 from Mr. Bell and \$2,000 from Ms. Hartley-Nagle. Any further contributors should approach Mr. Boyle and Ms. Hill. Mrs. Diller seconded and it passed.