



NEW CASTLE COUNTY COUNCIL ADMINISTRATIVE-FINANCE COMMITTEE MEETING

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

August 30, 2022
5:00 PM

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

MINUTES

A. Call To Order/Roll Call

-Co-Chair Smiley called the meeting to order at 5:25 pm. Council members present were: Mr. Bell, Mr. Carter, Mr. Cartier, Ms. Diller, Ms. Durham, Ms. Hartley-Nagle, Mr. Hollins, Ms. Kilpatrick, Mr. Sheldon, Mr. Street, Mr. Tackett, and Mr. Woods.

B. Approval of Minutes - July 26, 2022

- A motion was made by Mr. Cartier and seconded by Mr. Bell to approve the minutes. All in favor.

C. Review/Discussion of Resolution(s)

R22-151: CONSENTING TO THE APPOINTMENT OF KIMBERLY MARKLE FOR THE POSITION OF HOPE CENTER ASSISTANT MANAGING DIRECTOR FOR NEW CASTLE COUNTY Introduced by: Mr. Smiley, Mr. Cartier

-Mr. Smiley read the title and explained the Resolution.
-No questions or discussion from Council.
-No public comment.

R22-152: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER FOR AZTECA SYSTEMS HOLDINGS LLC FOR LICENSE AND SUPPORT FOR CITYWORKS® SOFTWARE FOR THE OFFICE OF TECHNOLOGY AND ADMINISTRATIVE SERVICES IN THE AMOUNT OF \$72,500.00 Introduced by: Mr. Smiley, Mr. Cartier

-Mr. Smiley read the title and explained the Resolution.
-No questions or discussion from Council.
-No public comment.

R22-153: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT WITH INFOR PUBLIC SECTOR INC. TO RENEW THE HANSEN SOFTWARE ANNUAL TECHNICAL SERVICES MAINTENANCE CONTRACT FOR THE DEPARTMENT OF ADMINISTRATION, OFFICE OF TECHNOLOGY AND ADMINISTRATIVE SERVICES IN THE AMOUNT OF \$190,385.73 Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title and explained the Resolution.
- No questions or discussion from Council.
- No public comment.

R22-154: AUTHORIZING THE EXECUTION OF A SUBAWARD AGREEMENT WITH KAPPA MAINSTREAM LEADERSHIP, INC., FOR THE AMOUNT OF \$150,000.00 Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title and explained the Resolution.
- No questions or discussion from Council.
- No public comment.

R22-155: AUTHORIZING THE EXECUTION OF A SUBAWARD AGREEMENT WITH YWCA DELAWARE, INC., FOR THE AMOUNT OF \$97,000.00 Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title and explained the Resolution.
- No questions or discussion from Council.
- No public comment.

R22-156: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH CATHOLIC CHARITIES INC. FOR BAYARD HOUSE RESIDENTIAL MATERNITY FACILITY OPERATING COSTS FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$20,000.00 Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title and explained the Resolution.
- No questions or discussion from Council.
- No public comment.

R22-157: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH CATHOLIC CHARITIES INC. FOR HOMELESS PREVENTION SERVICES FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$30,000.00 Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title and explained the Resolution.
- No questions or discussion from Council.
- No public comment.

R22-158: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH THE CITY OF NEWARK TO PROVIDE A PASS-THROUGH GRANT FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$284,268.40 Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title and explained the Resolution.
- No questions or discussion from Council.
- No public comment.

R22-159: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH DUFFY'S HOPE INC. TO ASSIST WITH DEVELOPMENT OF AFFORDABLE HOUSING FOR YOUTH AGING OUT OF FOSTER CARE FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$150,000.00 Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title and explained the Resolution.
- No questions or discussion from Council.
- No public comment.

R22-160: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH FAMILY PROMISE OF NORTHERN NEW CASTLE COUNTY TO ASSIST WITH SHELTER DIVERSION FOR HOMELESS FAMILIES WITH CHILDREN FOR THE DEPARTMENT OF COMMUNITY

SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$20,000.00 Introduced by: Mr. Smiley, Mr. Cartier

-Mr. Smiley read the title and explained the Resolution.

-Questions from Mr. Carter and Mr. Street.

-Carrie Casey, General Manager, Community Services, answered the questions.

-No public comment.

R22-161: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH FAMILY PROMISE OF NORTHERN NEW CASTLE COUNTY FOR HOSPITALITY CENTER TRANSATIONAL FACILITY OPERATING COSTS FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$20,000.00 Introduced by: Mr. Smiley, Mr. Cartier

-Mr. Smiley read the title and explained the Resolution.

-No questions or discussion from Council.

-No public comment.

R22-162: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH FAMILY PROMISE OF NORTHERN NEW CASTLE COUNTY TO OPERATE THE RAPID RE-HOUSING PROGRAM FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$111,044.00 Introduced by: Mr. Smiley, Mr. Cartier

-Mr. Smiley read the title and explained the Resolution.

-No questions or discussion from Council.

-No public comment.

R22-163: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH FAMILY PROMISE OF NORTHERN NEW CASTLE COUNTY FOR ESSENTIAL SERVICES CASE MANAGEMENT FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$15,000.00 Introduced by: Mr. Smiley, Mr. Cartier

-Mr. Smiley read the title and explained the Resolution.

-No questions or discussion from Council.

-No public comment.

R22-164: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH HABITAT FOR HUMANITY OF NEW CASTLE COUNTY INC. TO ASSIST WITH DEVELOPMENT OF AFFORDABLE HOUSING ALONG ROUTE 9 CORRIDOR FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$61,000.00 Introduced by: Mr. Smiley, Mr. Cartier

-Mr. Smiley read the title and explained the Resolution.

-Mr. Street asked to be added as a co-sponsor.

-No questions or discussion from Council.

-No public comment.

R22-165: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH HABITAT FOR HUMANITY OF NEW CASTLE COUNTY INC. TO ASSIST WITH DEVELOPMENT OF AFFORDABLE HOUSING ALONG EAST LAKE STREET IN MIDDLETOWN, DELAWARE FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$644,640.00 Introduced by: Mr. Smiley, Mr. Cartier

-Mr. Smiley read the title and explained the Resolution.

-Mr. Carter had questions and concerns about how many units would be developed on S. Lake Street.

-Carrie Casey, General Manager, Community Services, commented 4 units and the Town of

Middletown is aware.

-No public comment.

R22-166: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH INTERFAITH HOUSING DELAWARE INC. TO ASSIST WITH DEVELOPMENT OF AFFORDABLE HOUSING ALONG THE ROUTE 9 CORRIDOR FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$168,316.50 Introduced by: Mr. Smiley, Mr. Cartier

-Mr. Smiley read the title and explained the Resolution.

-Mr. Street asked to added as Co-Sponsor.

-No questions or discussion from Council.

-No public comment.

R22-167: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH INTERFAITH HOUSING DELAWARE INC. TO ASSIST WITH DEVELOPMENT OF AFFORDABLE HOUSING IN TOWNSEND, DELAWARE FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$528,273.50 Introduced by: Mr. Smiley, Mr. Cartier

-Mr. Smiley read the title and explained the Resolution.

-No questions or discussion from Council.

-No public comment.

R22-168: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH LIVING GRACE WORSHIP CATHEDRAL TO PROVIDE TRANSPORTATION SERVICES FOR HOPE CENTER RESIDENTS FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$250,000.00 Introduced by: Mr. Smiley, Mr. Cartier

-Mr. Smiley read the title and explained the Resolution.

-No questions or discussion from Council.

-No public comment.

R22-169: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH WARRIORS HELPING WARRIORS INC. TO ASSIST WITH DEVELOPMENT OF AFFORDABLE HOUSING IN MIDDLETOWN, DELAWARE FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$32,500.00 Introduced by: Mr. Smiley, Mr. Cartier

-Mr. Smiley read the title and explained the Resolution.

-Mr. Carter had questions regarding the Resolution.

-Carrie Casey, General Manager, Community Services, answered the questions.

-Mr. Sheldon asked to be added as Co-Sponsor.

-No public comment.

R22-170: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH WILMINGTON INSTITUTE LIBRARY (MAIN AND NORTH BRANCH) TO PROVIDE LIBRARY SERVICES FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF LIBRARIES IN THE AMOUNT OF \$1,809,265.00 Introduced by: Mr. Smiley, Mr. Cartier

-Mr. Smiley read the title and explained the Resolution.

-No questions or discussion from Council.

-No public comment.

R22-171: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH THE NEW CASTLE CONSERVATION DISTRICT FOR THE DEPARTMENT OF PUBLIC WORKS, DIVISION OF SEWER OPERATIONS ADMINISTRATION IN THE AMOUNT OF \$45,000.00 Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title and explained the Resolution.
- No questions or discussion from Council.
- No public comment.

R22-172: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT WITH THE STATE OF DELAWARE OFFICE OF MANAGEMENT AND BUDGET FOR THE DEPARTMENT OF PUBLIC WORKS, DIVISION OF PLANT OPERATIONS IN THE AMOUNT OF \$69,012.57 Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title and explained the Resolution.
- No questions or discussion from Council.
- No public comment.

R22-173: AUTHORIZING THE EXECUTION OF A SUBAWARD AGREEMENT WITH LONGWOOD FOUNDATION, INC., FOR THE AMOUNT OF \$3,000,000 Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title and explained the Resolution.
- Charuni Patibanda, Economic Development, introduced Samantha Mignotte, Social Finance, who explained the program in detail.
- Questions and Discussion by Council.
- No public comment.

D. Review/Discussion of Ordinance(s)

°22-098: AMEND THE FY2023 CAPITAL PROGRAM AND BUDGET: APPROPRIATE \$822,800 IN FUNDING FROM THE U.S. DEPARTMENT OF COMMERCE TO THE DEPARTMENT OF PUBLIC WORKS, GREENWAY SYSTEMS CAPITAL PROJECT Introduced by: Mr. Sheldon, Mr. Woods

- Mr. Smiley read the title of the Ordinance.
- Mr. Woods explained the Ordinance.
- No questions or discussion from Council.
- No public comment.

°22-099: AMEND THE FY2023 APPROVED OPERATING BUDGET: TRANSFER FUNDING FROM THE GRANTS AND FIXED CHARGES BUDGET LINE ITEM OF COUNTY COUNCIL TO THE CONTRACTUAL SERVICES BUDGET LINE ITEM OF THE DEPARTMENT OF LAND USE, DIVISION OF CUSTOMER RELATIONS AND ENFORCEMENT TO PROVIDE FUNDING TO ASSIST WITH RODENT CONTROL IN VACANT PROPERTIES Introduced by: Mr. Smiley

- Mr. Smiley read and explained the Ordinance.
- Mr. Cartier and Mr. Bell commented.
- No public comment.

°22-100: TO AMEND THE PAY PLAN AND RATES OF PAY FOR CLASSIFIED SERVICE EMPLOYEES REPRESENTED BY AFSCME LOCAL 459 AND AFSCME LOCAL 1607 Introduced by: Ms. Hartley-Nagle

- Mr. Smiley read the title of the Ordinance.
- Ms. Hartley-Nagle requested someone from the Administration to explain the Ordinance.
- Tarcy Surles, General Manager, Public Works explained the Ordinance.
- Mr. Bell commented on the Ordinance.
- No public comment.

E. New Castle County Grant Requests/Community Events

Grant Matrix - 8/30/22

GRANT APPLICANT	SPONSOR	AMOUNT APPROVED	COUNCILMEMBER FIRST/SECOND	VOTE
Delaware HIV Services, Inc.	Cartier	\$500	Cartier/Kilpatrick	12 - Yes 1 - not voting
Sherwood Park Swim Club*	Sheldon	\$1,500	Sheldon/Kilpatrick	12 - Yes 1 - not voting
Naaman's Little League	Durham	\$2,500	Durham/Kilpatrick	12 - Yes 1 - not voting
The Afro-American Historical Society of Delaware, Inc.**	Hartley-Nagle	\$2,500	Hartley-Nagle/ Carter	12 - Yes 1 - not voting

**Sherwood Park Swim Club- Witness Signature and a copy of their Non-discrimination Policy is missing. This grant will not be processed until all missing items are received.*

***The Afro-American Historical Society of DE Grant – Question #9 is missing. This grant will not be processed until the missing question is received.*

F. Travel Request Approval

--2022 University of Delaware Municipal Clerks Institute (Legislative Assistants Zara and Murphy)

-Mr. Carter made a motion, seconded by Ms. Kilpatrick to approve the Travel Request for Rachel Zara and Marylee Murphy, Legislative Assistants. All in favor.

G. Expense and Revenue Round Table

-None

H. Other

--Approval to hire Legislative Aide to the Council President

-Ms Hartley-Nagle requested approval to hire a Legislative Assistant.

-The approval was denied.

I. Public Comment

-None

J. Adjournment

-A motion was made by Mr. Bell, seconded by Mr. Carter and unanimously carried to adjourn the meeting at 6:40 pm.

- Respectfully submitted by Christine Roberts, Legislative Assistant, to Mr. Smiley, Co-Chair of the Finance Committee. The meeting was also taped and available online.