



NEW CASTLE COUNTY COUNCIL ADMINISTRATIVE-FINANCE COMMITTEE MEETING

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

December 13, 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

B. Approval of Minutes

- Mr. Smiley moved and Mr. Street seconded to approve the minutes of the November 29, 2022 Ad-Finance meeting.
- Approval unanimous.

C. Review/Discussion of Resolution(s)

R22-225: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH HABITAT FOR HUMANITY OF NEW CASTLE COUNTY TO ASSIST WITH DEVELOPMENT OF AFFORDABLE HOUSING IN WILMINGTON, DELAWARE FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$200,000.00 Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Cartier read the resolution.
- NCC General Manager, Department of Community Services Carrie Casey explained.
- Mr. Cartier commented.
- No public comment.

R22-226: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH MINISTRY OF CARING TO ASSIST WITH DEVELOPMENT OF AFFORDABLE HOUSING IN WILMINGTON, DELAWARE 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. Cartier read the resolution.
- NCC General Manager, Department of Community Services Carrie Casey explained.
- No public comment.

R22-227: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH NATIONAL ALLIANCE MENTAL ILLNESS TO ASSIST WITH DEVELOPMENT OF AFFORDABLE HOUSING IN NEW CASTLE, DELAWARE FOR THE DEPARTMENT OF COMMUNITY SERVICES,

DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$1,352,000.00 Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Cartier read the resolution.
- NCC General Manager, Department of Community Services Carrie Casey explained.
- No public comment.

R22-228: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH SETTING PROPERTIES TO ASSIST WITH DEVELOPMENT OF AFFORDABLE HOUSING IN WILMINGTON, DELAWARE FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$3,000,000.00 Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Cartier read the resolution.
- NCC General Manager, Department of Community Services Carrie Casey explained.
- Members of council and Ms. Casey discussed the resolution.
- No public comment.

R22-229: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH WILMINGTON NEIGHBORHOOD CONSERVANCY TO ASSIST WITH DEVELOPMENT OF AFFORDABLE HOUSING IN WILMINGTON, DELAWARE FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$500,000.00 Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Cartier read the resolution.
- NCC General Manager, Department of Community Services Carrie Casey explained.
- Mr. Street commented.
- Land Bank representative Bud Freel commented.
- Mr. Street commented.
- No public comment.

R22-230: AUTHORIZING THE EXECUTION OF A SERVICES AGREEMENT WITH KIZZY BLACKWELL FOR THE AMOUNT OF \$60,000.00 Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Cartier read the resolution.
- Mr. Carter explained.
- NCC General Manager, Department of Community Services Carrie Casey further explained.
- Mr. Cartier commented.
- No public comment.

R22-231: AUTHORIZING THE EXECUTION OF A SERVICES AGREEMENT WITH ZANORA BERRY-EL, FOR THE AMOUNT OF \$60,000.00 Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Cartier read and explained the resolution.
- NCC General Manager, Department of Community Services Carrie Casey commented.
- No public comment.

R22-232: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH DOCUMENT TECHNOLOGY SYSTEMS FOR THE DEPARTMENT OF ADMINISTRATION, OFFICE OF TECHNOLOGY AND ADMINISTRATIVE SERVICES IN THE AMOUNT OF \$31,500.00 Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Cartier read and explained the resolution.
- No public comment.

R22-235: AUTHORIZING THE CHIEF ADMINISTRATIVE OFFICER TO ACCEPT A DONATION OF PLAYGROUND EQUIPMENT WITH INSTALLATION FROM CONCORD PRESCHOOL & CHILDCARE Introduced by: Ms. Durham

- Mr. Cartier read the resolution.
- Ms. Durham explained the resolution.
- Mr. Cartier further explained.
- No public comment.

D. Review/Discussion of Ordinance(s)

°22-141: AMEND THE FY2023 APPROVED OPERATING BUDGET: APPROPRIATE \$700,000 FROM THE GENERAL FUND TAX STABILIZATION RESERVE ACCOUNT TO THE DEPARTMENT OF COUNTY EXECUTIVE TO FUND THE ROSE HILL COMMUNITY CENTER ROOF IMPROVEMENT PROJECT Introduced by: Mr. Street

- Mr. Cartier read the ordinance.
- Mr. Street explained the ordinance.
- Mr. Hollins commented.
- Mr. Albert Washington, President of the Rose Hill Community Center and Ms. Sheila Berkel, Executive Director of the Rose Hill Community Center explained.
- Members of council, Mr. Washington and Ms. Berkel discussed the ordinance.
- No public comment.

°22-142: AMEND THE FY2023 CAPITAL PROGRAM AND BUDGET: TRANSFER \$1,100,000 FROM THE GOVERNMENT CENTER PARKING LOT CAPITAL PROJECT TO THE BRANDYWINE LIBRARY HVAC UPGRADE CAPITAL PROJECT Introduced by: Mr. Sheldon

- Mr. Cartier read the ordinance.
- Mr. Sheldon explained the ordinance.
- Mr. Cartier commented.
- No public comment.

°22-151: AMEND THE FY2023 CAPITAL PROGRAM AND BUDGET: APPROPRIATE \$31,500 FROM THE RECORDER OF DEEDS TECHNOLOGY FEE ACCOUNT TO THE DEPARTMENT OF ADMINISTRATION, RECORDER OF DEEDS HOA PORTAL CAPITAL PROJECT Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Cartier read and explained the ordinance.
- No public comment.

E. New Castle County Grant Requests/Community Events

12/13/22 Grant Matrix

Grant Applicant	Sponsor	Amount Approved	Council Member First/Second	Vote
Jester Airspace, Inc.	Ms. Durham	\$2,000	Durham/Kilpatrick	Yes- 12 No- 0 Not Voting- Smiley
Town of Odessa	Mr. Bell/Mr. Carter	Mr. Bell- \$1,250 Mr. Carter- \$1,250 TOTAL- \$2,500	Carter/Bell	Yes- 12 No- 0 Not Voting- Smiley
Brandywine Hills Community Association	Mr. Hollins	\$2,500	Hollins/Kilpatrick	Yes- 12 No- 0 Not Voting- Smiley
Our Daily Bread Dining Room of MOT	Mr. Carter	\$2,500	Carter/Kilpatrick	Yes- 12 No- 0

				Not Voting- Smiley
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F. Expense and Revenue Round Table

None

G. Other

Travel request for Councilman Carter

- Mr. Smiley moved and Mr. Hollins seconded to approve Mr. Carter's request for travel expenses for the NACo 2023 conference.

- Vote to approve unanimous.

Council staff telecommuting agreements

- Mr. Sheldon moved and Ms. Kipatrick seconded to approve the telecommuting agreement for Mr. Sheldon's Legislative Assistant Michael Rodriguez.

-Vote to approve unanimous.

- Mr. Street moved and Ms. George seconded to approve the telecommuting agreement for Mr. Street's Legislative Assistant Charneece Jackson.

-Vote to approve unanimous.

H. Public Comment

None

I. Adjournment

- Mr. Smiley moved and Ms. Kilpatrick seconded to adjourn the meeting.

-Vote to adjourn unanimous.

- Mr. Cartier adjourned the meeting at 5: 53 PM.