



NEW CASTLE COUNTY COUNCIL BOARDS AND COMMITTEES SUBCOMMITTEE MEETING

Chair: Dee Durham, Second District

October 17, 2023
2:30 PM

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

AGENDA

A. Meeting Call to Order

B. Approval of Minutes

C. Boards & Commissions Interview

Resolution Consenting to Appointment of Melissa Marlin to the New Castle County Financial Advisory Council Introduced by: Mr. Hollins

Resolution Consenting to Appointment of Donell Sousa to the Library Advisory Board Introduced by: Mr. Toole

Resolution Consenting to Appointment of Nakishia Williams Bailey to the Board of Adjustment Introduced by: Mr. Tackett

Resolution consenting to the appointment of Pablo Charriez to the Open Space Advisory Board Introduced by: Ms. Durham

D. Boards & Commissions Re-appointments

E. Other

F. Public Comment

G. Adjournment

AGENDA POSTED: DATE

*The agenda is posted (7) seven days in advance of the scheduled meeting in compliance with 29 *Del. C.* Section 10004(e)(2). The meeting may go into Executive Session to address issues that arise at the time of the meeting.

**Under Title 29, Section 10006A of *Delaware Code*, New Castle County Council is holding this meeting as a telephone and video conference, utilizing  Webinar. In addition, this meeting is open to the public in Council Chambers (800 N. French Street, Wilmington, DE 19801). The link to join the meeting via computer, smart device, or smart phone is : <https://zoom.us/j/377322142> You may also call into the meeting (audio) using the following call in numbers: 1-312-626-6799 or +1-646-558-8656 or +1-346-248-7799 or +1-669-900-9128 or +1-253-215-8782 or +1-301-715-8592. Then enter the Webinar ID: 377 322 142. If you do not have a good connection with one, please try the others. Additional information regarding phone functionality during the meeting is available at: <https://support.zoom.us/hc/en-us/articles/360029527911-Live-Training-Webinars>

Meeting materials, including a meeting agenda, legislation to be addressed during the meeting, and other materials related to the meeting are electronically accessible at <https://www.nccde.org/2351/Agendas-and-Minutes> Members of the public joining the meeting may be provided an opportunity to make comments in real time. A comment period will be administered by a moderator to ensure everyone may have an opportunity to comment.

If permitted to comment, you will not be able to speak until called upon by the moderator. For those appearing virtually, there are functions in the program that allow you to do this. Please see the link in the previous paragraph.

Introduced by: Mr. Hollins
Date of introduction: October 24, 2023

RESOLUTION NO. 23-

**CONSENTING TO THE APPOINTMENT OF MELISSA MARLIN TO THE
NEW CASTLE COUNTY FINANCIAL ADVISORY COUNCIL**

WHEREAS, the Financial Advisory Council (“Council”) is composed of nine (9) residents of the County. Pursuant to *New Castle County Code* § 14.01.017, County Council shall appoint four (4) members with the advice and consent of the County Executive and five (5) members shall be appointed by the County Executive with the advice and consent of County Council. The County Executive shall designate a Chairperson from among its members; and

WHEREAS, members of the Council shall possess the ability to review, comprehend, and comment upon financial data and project future revenue and expenditures based on available data relevant to past trends and the current economic environment. No more than three (3) of the members appointed by the County Executive or County Council shall be of the same political party. County Council and the County Executive may each appoint no more than one (1) representative from New Castle County government; and

WHEREAS, members of the Council shall serve for terms of three (3) years with said term to begin from the date of appointment with no limitation on reappointment; and

WHEREAS, the County Executive has submitted for the advice and consent of County Council the appointment of Melissa Marlin to the Council; and

WHEREAS, Ms. Marlin is a resident of New Castle County with a wealth of experience in finance as a former Senior Fiscal and Policy Analyst at the State of Delaware’s Office of Management Budget and currently holds the position of Deputy Principal Assistant for the Delaware Department of Finance; and

WHEREAS, the Council advises the County Executive, County Council, and the Chief Financial Officer of current and projected economic conditions and trends, particularly as they affect New Castle County.

NOW, THEREFORE, BE IT RESOLVED by and for the County Council of New Castle County that County Council hereby consents to the appointment of Melissa Marlin to the New Castle County Financial Advisory Council for a term to begin upon adoption of this resolution and to expire on October 24, 2026.

Adopted by the County Council
of New Castle County on:

President of County Council
of New Castle County

SYNOPSIS: Same as title.

FISCAL NOTE: There is no fiscal impact upon the passage of this Resolution.

Introduced by: Mr. Toole
Date of introduction: October 24, 2023

RESOLUTION NO. 23-

**CONSENTING TO THE APPOINTMENT OF DONELL SOUSA TO
THE NEW CASTLE COUNTY LIBRARY ADVISORY BOARD**

WHEREAS, 9 *Del. C.* § 1352 established the Library Advisory Board as a subcommittee of the Community Services Board; and

WHEREAS, 9 *Del. C.* § 1122 grants the County Executive of New Castle County the power to merge, establish, rename, and modify boards of the county, and the power to prescribe the functions and management systems of all county boards, subject to the approval of the New Castle County Council; and

WHEREAS, County Council enacted Ordinance 21-121, which set forth decommissioning the New Castle County Community Services Advisory Board and established the Library Advisory Board as a stand-alone board; and

WHEREAS, the Library Advisory Board shall consist of thirteen (13) members; and

WHEREAS, the County Executive, with the advice and consent of County Council, shall appoint twelve (12) members—one (1) from District 1 or 7, one (1) from District 2 or 8, one (1) from District 3 or 9, one (1) from District 4 or 10, one (1) from District 5 or 11, one (1) from District 6 or 12, and six (6) members from among existing friends groups, such members to be nominated by the friends groups, particularly those associated with new and/or existing libraries currently under construction and/or expansion, and one (1) member representing all contractual libraries. All members shall serve for a term of three (3) years pursuant to *New Castle County Code* § 2.05.403; and

WHEREAS, the Board shall advise the County Library Manager, recommending programs concerning local library needs and the implementation of an effective County Library System; and

WHEREAS, the Board also shall review and render recommendations on such matters as new and modified administrative policies, the budget, long-range plans, site selection for new libraries, conceptual plans for the construction and expansion of new and existing libraries, and material changes in the Master Plan; and

WHEREAS, the County Executive has submitted for the advice and consent of County Council the appointment of Donell Sousa as a member of the Board representing Districts 1 and 7; and

WHEREAS, Ms. Sousa is a resident of New Castle County, Strategic Analyst for Bank of America and serves as Vice-President of Cleland Height Civic Association.

NOW, THEREFORE, BE IT RESOLVED by and for the County Council of New Castle County that County Council hereby consents to the appointment of Donell Sousa to the New Castle County Library Advisory Board, for a term to begin immediately upon adoption of this resolution and to expire October 24, 2026.

Adopted by the County Council of
New Castle County on:

President of County Council
of New Castle County

SYNOPSIS: Same as title.

FISCAL NOTE: There is no fiscal impact upon the passage of this Resolution.

RESOLUTION NO. 23-

**CONSENTING TO THE APPOINTMENT OF NAKISHIA WILLIAMS BAILEY TO
THE NEW CASTLE COUNTY BOARD OF ADJUSTMENT**

WHEREAS, the New Castle County Board of Adjustment (“Board”) consists of 7 members who are required to be residents of New Castle County, who have knowledge of, and experience in, the problems of urban and rural development, and who, at the time of appointment, are not permitted to be candidates or candidates-elect for, or incumbents of, elective public office pursuant to 9 *Del. C.* §§1311-1314 and *New Castle County Code* §40.30.320); and

WHEREAS, the County Executive, with the advice and consent of the County Council, appoints 6 members for terms of 4 years. Further, the County Executive, with the advice and consent of the County Council, appoints 1 member who is the chairperson and who serves at the pleasure of the County Executive; and

WHEREAS, the Board is empowered to hear and decide appeals in zoning matters, applications for special exceptions or special permits, and, in specific cases, variance requests from any zoning ordinance, code or regulation that will not be contrary to the public interest; and

WHEREAS, the County Executive has submitted for the advice and consent of County Council the appointment of Nakishia Williams Bailey to the Board; and

WHEREAS, Ms. Williams Bailey serves as Human Resources Manager for DOT Foods, Inc. and brings a wealth of knowledge to the Board through educational and professional experience with community relations and policy development.

NOW, THEREFORE, BE IT RESOLVED by and for the County Council of New Castle County that County Council hereby consents to the appointment of Nakishia Williams Bailey to the New Castle County Board of Adjustment for a term to begin upon adoption of this Resolution and to expire on October 24, 2027.

Adopted by the County Council of
New Castle County on:

President of County Council
of New Castle County

SYNOPSIS: Same as title.

FISCAL NOTE: There is no fiscal impact upon the passage of this Resolution.

Introduced by: Ms. Durham

Date of introduction: October 24, 2023

RESOLUTION NO. 23-

APPOINTING PABLO CHARRIEZ TO THE NEW CASTLE COUNTY OPEN SPACE ADVISORY BOARD

WHEREAS, pursuant to New Castle County Code Section 2.05.306, the Open Space Advisory Board is vested with the responsibility to advise the Department of Land Use and the Department of Public Works on implementing best practices in preserving open space within New Castle County; and

WHEREAS, the Open Space Advisory Board shall consist of five (5) members appointed by the County Executive with the advice and consent of County Council who, except for the one (1) member designated by the Secretary of DNREC, shall be residents of New Castle County, shall consist of two (2) “professional” members with at least five years of professional expertise in land conservation programs, parks acquisition/management, knowledge in the fields of open space or historic resource protection/management, and/or environmental protection, and two (2) “citizen at large” members with professional or volunteer background in land conservation; and

WHEREAS, the Open Space Advisory Board shall further consist of four (4) members, all of whom shall be residents of New Castle County who are appointed by County Council with the advice and consent of the County Executive, comprised of one (1) “citizen at large” member with either a professional or volunteer background in land conservation, one (1) member with expertise in the restoration/remediation/conversion of brownfields/greyfields into greenfields or expertise with urban park creation/development, one (1) member from an underserved or an “environmental justice” community, and one (1) Youth member who has a proven interest and involvement in conservation; and

WHEREAS, the membership of the Open Space Advisory Board shall endeavor to include representation from a broad cross section of New Castle County Planning and Council Districts and shall generally have four-year renewable terms, except for the Youth member who serves a single two-year term, and the inaugural nominations for one of the “professional” seats and one of the “citizen at large” seats appointed by the County Executive; and

WHEREAS, a resident of the City of Wilmington, Mr. Charriez has long been interested in politics and sustainability. He worked closely with grassroots organizations like DE Working Families Party on bills like the proposed Green Amendment. He also worked to promote sustainability in the WFS community, securing a \$1,000 energy audit, planting \$1,000 worth of seeds into a natural plant meadow, and implementing a robust composting and recycling system, while also engaging in public events to encourage new members to join sustainability clubs; and

WHEREAS, County Council hereby approves the nomination of Mr. Charriez for the Open Space Advisory Board for the “youth member” with a volunteer background in land conservation. The seat is for a full four-year term, pending the consent of the County Executive.

NOW, THEREFORE, BE IT RESOLVED by and for the County Council of New Castle County that County Council hereby gives its approval for the nomination of Pablo Charriez to the New Castle County Open Space Advisory Board, and upon consent of the County Executive, for a term to begin immediately upon enactment of this Resolution and to expire on October 24, 2027.

Adopted by the County Council of
New Castle County on:

President of County Council
of New Castle County

SYNOPSIS: Same as title.

FISCAL NOTE: There is no discernible fiscal impact upon the adoption of this legislation