



NEW CASTLE COUNTY COUNCIL ADMINISTRATIVE-FINANCE COMMITTEE MEETING

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

November 28, 2023
4:00 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

- Mr. Smiley called the meeting to order at 04:05 PM.
- Council members present were: Mr. Carter, Mr. Cartier (Virtual), Ms. Durham, Ms. George, Mr. Hollins, Ms. Kilpatrick, Mr. Sheldon, Mr. Tackett, and Mr. Toole. Mr. Smiley made 3 calls for President Hartley-Nagle without a response. President Hartley-Nagle arrived in chambers prior to the Finance Committee Meeting adjournment.
- Mr. Bell and Mr. Street sent advanced notice that they would not be attending the Finance Meeting.

B. Approval of Minutes - 11-14-2023

- Motion made by Mr. Cartier, seconded by Mr. Carter to approve the minutes from 11-14-2023. The minutes were approved as provided.

C. Review/Discussion of Resolution(s)

R23-208: AUTHORIZING THE EXECUTION OF A SUBAWARD AGREEMENT WITH BIG BROTHERS BIG SISTERS OF DELAWARE TO EXPAND TUTORING AND MENTORING SERVICES WITHIN SCHOOLS IN NEW CASTLE COUNTY FOR THE DEPARTMENT OF ADMINISTRATION, OFFICE OF FINANCE IN THE AMOUNT OF \$100,000.00. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title into the record and explained the Resolution.
- No questions or discussion from Council or the Public.

R23-209: AUTHORIZING THE EXECUTION OF A SUBAWARD AGREEMENT WITH THE CENTER FOR STRUCTURAL EQUITY, INC. TO CREATE A YOUTH VIOLENCE INTERVENTION PROGRAM FOR THE DEPARTMENT OF ADMINISTRATION, OFFICE OF FINANCE IN THE AMOUNT OF \$150,000.00. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title into the record and explained the Resolution.
- No questions or discussion from Council or the Public.

R23-210: AUTHORIZING THE EXECUTION OF A SUBAWARD AGREEMENT WITH KIND TO KIDS FOUNDATION TO PROVIDE SERVICES TO IMPACTED YOUTH IN FOSTER CARE FOR THE DEPARTMENT OF ADMINISTRATION, OFFICE OF FINANCE IN THE AMOUNT OF \$100,000.00 Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title into the record and explained the Resolution.
- No questions or discussion from Council or the Public.

R23-211: AUTHORIZING THE EXECUTION OF A SUBAWARD AGREEMENT WITH KINGSWOOD COMMUNITY CENTER, INC. TO ADD NEW TEACHERS TO ITS EARLY LEARNING PROGRAM FOR THE DEPARTMENT OF ADMINISTRATION, OFFICE OF FINANCE IN THE AMOUNT OF \$100,000.00. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title into the record and explained the Resolution.
- No questions or discussion from Council or the Public.

R23-212: AUTHORIZING THE EXECUTION OF A SUBAWARD AGREEMENT WITH LITERACY DELAWARE, INC. TO SUPPORT AND EXPAND ITS LITERACY PROGRAMS FOR THE DEPARTMENT OF ADMINISTRATION, OFFICE OF FINANCE IN THE AMOUNT OF \$55,000.00 Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title into the record and explained the Resolution.
- No questions or discussion from Council or the Public.

R23-213: AUTHORIZING THE EXECUTION OF A SUBAWARD AGREEMENT WITH THE TEEN WAREHOUSE INC. TO PROVIDE MENTORING SERVICES FOR YOUTH IN THE SURROUNDING COMMUNITY FOR THE DEPARTMENT OF ADMINISTRATION, OFFICE OF FINANCE IN THE AMOUNT OF \$100,000.00. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title into the record and explained the Resolution.
- No questions or discussion from Council or the Public.

R23-214: AUTHORIZING THE EXECUTION OF A SUBAWARD AGREEMENT WITH YWCA DELAWARE, INC. TO PROVIDE PREVENTION AND SUPPORT RESOURCES TO THE YOUTH FROM ROSEGATE AND RICHARDSON PARK PROMOTING WELLBEING AND PROTECTIVE FACTORS AGAINST VIOLENCE FOR THE DEPARTMENT OF ADMINISTRATION, OFFICE OF FINANCE IN THE ADDITIONAL AMOUNT OF \$30,000.00 Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title into the record and explained the Resolution.
- No questions or discussion from Council or the Public.

R23-215: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR N. HARRIS COMPUTER CORPORATION SYSTEM INNOVATORS TO ENHANCE AND INTEGRATE THE EXISTING IMAGE CASH LETTER (ICL) SYSTEM FOR EFFICIENT CHECK DEPOSIT PROCESSING FOR THE DEPARTMENT OF ADMINISTRATION, OFFICE OF FINANCE IN THE AMOUNT OF \$8,000.00 Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title into the record and explained the Resolution.
- No questions or discussion from Council or the Public.

R23-216: AUTHORIZING THE EXECUTION OF ONE CONTRACT AGREEMENT WITH MBID OF DELAWARE, LLC TO ASSIST IN THE CREATION OF NEW AFFORDABLE RENTAL HOUSING UNITS IN NEWARK, DELAWARE FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$1,000,000.00. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title into the record and explained the Resolution.
- No questions or discussion from Council or the Public.

R23-217: AUTHORIZING THE EXECUTION OF ONE CONTRACT AGREEMENT WITH WARRIORS HELPING WARRIORS, INC. TO ASSIST WITH THE DEVELOPMENT OF AFFORDABLE HOUSING FOR HOMELESS VETERANS IN MIDDLETOWN, DE FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF \$331,937.00. Introduced by: Mr. Smiley, Mr. Cartier

- Mr. Smiley read the title into the record and explained the Resolution.
- Mr. Carter asked to be added as a Co-Sponsor.
- No public comment.

R23-218: AUTHORIZING THE EXECUTION OF ONE CONTRACT WITH GRAYSHIFT, LLC TO PURCHASE TWO UNITS OF FORENSIC EQUIPMENT, AND THE ASSOCIATED LICENSES, FOR POLICE INVESTIGATIONS FOR THE DEPARTMENT OF PUBLIC SAFETY, DIVISION OF POLICE IN THE AMOUNT OF \$57,160.64 Introduced by: Mr. Smiley, Mr. Cartier

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

-No questions or discussion from Council or the Public.

R23-219: AUTHORIZING THE COUNTY EXECUTIVE TO SIGN THE AMENDED DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME (AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES) (AFL-CIO), AND ITS AFFILIATE LOCAL 3911, COLLECTIVE BARGAINING AGREEMENT Introduced by: Ms. Hartley-Nagle

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

-No questions or discussion from Council or the Public.

D. Review/Discussion of Ordinance(s)

°23-153: AMEND THE FY2024 CAPITAL PROGRAM AND BUDGET: APPROPRIATE \$700,000 IN FUNDING FROM THE GENERAL FUND TAX STABILIZATION RESERVE ACCOUNT TO THE DEPARTMENT OF PUBLIC WORKS, GENERAL PARKLAND IMPROVEMENTS 2024-2025 CAPITAL PROJECT Introduced by: Mr. Sheldon, Mr. Carter

-Mr. Smiley read the title of the Ordinance into the record.

-Mr. Carter explained the Ordinance.

-No public comment.

°23-154: AMEND THE FY2024 CAPITAL PROGRAM AND BUDGET: TRANSFER \$300,000 FROM THE PUBLIC SAFETY PARKING LOT LIGHTING CAPITAL PROJECT TO THE PUBLIC SAFETY BUILDING RENOVATIONS CAPITAL PROJECT Introduced by: Mr. Sheldon, Mr. Carter

-Mr. Smiley read the title of the Ordinance into the record.

-Mr. Sheldon explained the Ordinance.

-No public comment.

°23-155: AMEND THE FY2024 APPROVED OPERATING BUDGET: INCREASE THE AUTHORIZED POSITION COUNT FOR THE DEPARTMENT OF PUBLIC WORKS BY FIVE POSITIONS TO SUPPLEMENT PARK MAINTENANCE Introduced by: Mr. Sheldon, Mr. Carter, Ms. Hartley-Nagle

-Mr. Smiley read the title of the Ordinance into the record.

-Mr. Carter explained the Ordinance.

-No public comment.

°23-159: AMEND THE GRANTS BUDGET: APPROPRIATE \$100,000 IN AMERICAN RESCUE PLAN ACT LOCAL ASSISTANCE AND TRIBAL CONSISTENCY FUND FROM THE U.S. DEPARTMENT OF TREASURY Introduced by: Mr. Smiley, Mr. Cartier

-Mr. Smiley read the title into the record and explained the Ordinance.

-Mr. Hollins commented on the Ordinance.

-Mr. Vesprey and Ms. Adkins commented on the Ordinance.

-No public comment.

°23-141: (STATUS: TABLED) TO AMEND NEW CASTLE COUNTY CODE CHAPTER 2 ("ADMINISTRATION"), ARTICLE 5 ("DEPARTMENTS AND OFFICES"), SECTION 303 ("PURCHASING OF CONTRACT CONSTRUCTION") AND SECTION 502 ("PURCHASING OF SUPPLIES AND CONTRACTUAL SERVICES") Introduced by: Mr. Smiley, Mr. Cartier, Mr. Hollins

-Mr. Smiley stated that this Ordinance is tabled and is his intent to lift it this evening. There will be Substitute 1 and read in by title only. This was originally sponsored by Mr. Woods.

-Mr. Hollins thanked Mr. Smiley for adding him as a Co-Sponsor.

-No public comment.

E. New Castle County Grant Requests/Community Events

-11/28/23 Grant Matrix

Grant Applicant	Sponsor	Amount Approved	Council Member First/Second	Vote
Wilmington Senior Center, Inc.	Hollins	\$2,500	Hollins/Carter	9 - Yes 3 - Absent 1 - Not voting
Every Man Counts, Inc.	Toole	\$1,000 \$500 - Toole \$500 - Tackett	Toole/Carter	9 - Yes 3 - Absent 1 - Not voting
Claymont Community Center	Cartier	\$1,250	Cartier/Carter	9 - Yes 3 - Absent 1 - Not voting
Centreville Civic Association	Durham	\$1,000	Durham/Kilpatrick	9 - Yes 3 - Absent 1 - Not voting
Delaware Museum of Nature and Science	Durham	\$2,178	Durham/Cartier	9 - Yes 3 - Absent 1 - Not voting
Newark Symphony Orchestra	George	\$1,875	George/Kilpatrick	9 - Yes 3 - Absent 1 - Not voting
Arbour Park Civic Association*	George	\$1,500	George/Carter	9 - Yes 3 - Absent 1 - Not voting

F. Expense and Revenue Round Table

-None

G. Other

- FY2025 Council Budget Submission

-Mr. Smiley explained the budget increases.

-Ms. Durham and Ms. Hill commented.

-No public comment.

H. Public Comment

-None

I. Adjournment

-Ms. Durham made a motion, **second** by Ms. Kilpatrick to adjourn the Administrative-Finance Committee Meeting. The motion was approved, and the meeting was adjourned at 04:34 PM.

- Respectfully submitted by Christine Roberts, Legislative Assistant to Mr. Smiley. The meeting was also recorded and is available online.