



NEW CASTLE COUNTY COUNCIL ADMINISTRATIVE-FINANCE COMMITTEE MEETING

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

July 22, 2025
4:00 PM

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

AGENDA

A. Call To Order/Roll Call

B. Approval of Minutes - July 8, 2025

C. Review/Discussion of Resolution(s)

D. Review/Discussion of Ordinance(s)

°25-095: AMENDING NEW CASTLE COUNTY CODE CHAPTER 14 ("FINANCE AND TAXATION"), SECTION 14.01.014 ("TAX STABILIZATION RESERVE ACCOUNT") REGARDING THE TAX STABILIZATION ACCOUNT AND REASSESSMENTS

Prime Sponsor(s): Mr. Smiley

°25-096: AMEND THE FY2026 APPROVED OPERATING BUDGET APPROPRIATE FUNDING FROM THE NEW CASTLE COUNTY TECHNOLOGY FEE ACCOUNT WITHIN THE OFFICE OF THE RECORDER OF DEEDS TO THE DEPARTMENT OF ADMINISTRATION, OFFICE OF TECHNOLOGY TO REFRESH VIDEO PRODUCTION EQUIPMENT

Prime Sponsor(s): Mr. Smiley, Mr. Cartier

°25-084: TO AMEND NEW CASTLE COUNTY CODE CHAPTER 26 ("HUMAN RESOURCES"), ARTICLE 3 ("MERIT SYSTEM"), TO INCREASE THE RETIREMENT AGE FOR OFFICERS IN THE NEW CASTLE COUNTY DEPARTMENT OF PUBLIC SAFETY, DIVISION OF POLICE

Prime Sponsor(s): Mr. Toole, Mr. Caneco

°25-090: (STATUS: TABLED) AMEND THE PAY PLAN AND RATES OF PAY FOR NON-UNION UNCLASSIFIED SERVICE EMPLOYEES OF THE EXECUTIVE OFFICE FOR THE CLASS SPECIFICATION OF DIRECTOR OF PUBLIC SAFETY FOR THE DEPARTMENT OF PUBLIC SAFETY, DIVISION OF ADMINISTRATION

Prime Sponsor(s): Ms. Williams-Johns

E. New Castle County Grant Requests/Community Events

- 7/22/25 Grant Matrix

- F. Expense and Revenue Round Table
- G. Other
New Castle County 2024 Tax Collection Process
- H. Public Comment
- I. Adjournment

AGENDA POSTED: Tuesday, July 15, 2025

*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.

Prime Sponsor(s): Mr. Smiley
Date of introduction: July 8, 2025

ORDINANCE NO. 25-095

AMENDING NEW CASTLE COUNTY CODE CHAPTER 14 ("FINANCE AND TAXATION"), SECTION 14.01.014 ("TAX STABILIZATION RESERVE ACCOUNT") REGARDING THE TAX STABILIZATION ACCOUNT AND REASSESSMENTS

1 **WHEREAS**, it is crucial to New Castle County that it is able to fund a special
2 reserve account to ensure funding is available to cover reassessment related costs
3 and thereby best control any unexpected impacts to the County and its citizens; and
4

5 **WHEREAS**, County Council has determined that the provisions of this Ordinance
6 substantially advance and are reasonably and rationally related to legitimate government
7 interests, including promoting the health, safety, and welfare of present and future
8 inhabitants of New Castle County.
9

10 **NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:**
11

12 Section 1. *New Castle County Code* Chapter 14 ("Finance And Taxation"), Section
13 14.01.014 ("Tax Stabilization Reserve Account") is hereby amended by adding the
14 material that is underscored and deleting the material with strikethroughs, as set forth
15 below.
16

17 **Sec. 14.01.014. - Tax Stabilization Reserve Account.**
18

19 ...

20 D. Each July 1, \$5,000,000 or 50% of the total amount in the Tax Stabilization Reserve
21 Account, whichever is less, shall be transferred from the Tax Stabilization Reserve
22 Account to the Reassessment Reserve Account (Sec. 14.01.018). Such transfers
23 shall be mandated annually, on July 1, until the Reassessment Reserve Account
24 balance reaches \$15,000,000, at which time transfers will temporarily be
suspended.

25 Section 2. This Ordinance shall become effective immediately upon its adoption
26 by County Council and approval by the County Executive, or as otherwise provided in
27 9 *Del. C.* § 1156.

Adopted by County Council of
New Castle County on:

Monique Williams-Johns
President of County Council
of New Castle County

Approved on

Marcus Henry
County Executive
of New Castle County

SYNOPSIS: This Ordinance provides that each July 1, the start of the County fiscal year, 50% of the total amount in the Tax Stabilization Reserve Account or \$5,000,000, whichever is less, must be transferred from the Tax Stabilization Reserve Account to the Reassessment Reserve Account. Such transfers are mandated each fiscal year, on July 1, until the Reassessment Reserve Account balance reaches \$15,000,000, at which time such transfers will be temporarily suspended.

The purpose of this Ordinance is to ensure funding is available for the special reserve account to cover reassessment related costs and thereby best control any unexpected impacts to the County and its citizens.

FISCAL NOTE: This Ordinance results in the transfer of funds from one established reserve to another. Separately, the Tax Stabilization Reserve and Reassessment Reserve each allows for the use of reserves by supermajority vote for the purposes of budget stabilization. Consequently, there is no discernable fiscal impact in the transfer of reserve funds.

Acknowledged by the Chief Financial Officer June 30, 2025.

Prime Sponsor(s): Mr. Smiley, Mr. Cartier
Requested by: Administration/Technology
Date of introduction: July 8, 2025

ORDINANCE NO. 25-096

**AMEND THE FY2026 APPROVED OPERATING BUDGET:
APPROPRIATE FUNDING FROM THE NEW CASTLE COUNTY TECHNOLOGY FEE
ACCOUNT WITHIN THE OFFICE OF THE RECORDER OF DEEDS TO THE DEPARTMENT
OF ADMINISTRATION, OFFICE OF TECHNOLOGY TO REFRESH VIDEO PRODUCTION
EQUIPMENT**

1 **WHEREAS**, this Ordinance will amend the FY2026 Approved Operating Budget by
2 appropriating \$105,000.00 from the New Castle County Technology Fee Account within the
3 Office of the Recorder of Deeds to the Department of Administration, Office of Technology;
4 and

5
6 **WHEREAS**, this funding is needed to refresh video production equipment for the
7 Departments of Public Safety, Public Works, Land Use, Community Services and the
8 Executive Office that is currently seven to ten years old, as well as past their useful lives; and

9
10 **WHEREAS**, this will also provide equipment for Departments where employees are
11 using their own personal equipment to perform County functions; and

12
13 **WHEREAS**, the revenue measures heretofore adopted by the County Council, are, in
14 the opinion of the County Executive, estimated to yield sums at least sufficient to balance the
15 proposed expenditures as set forth in the Approved Annual Operating Budget as hereinafter
16 amended.

17
18 **NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:**

19
20 Section 1. The Annual Operating Budget for the fiscal year beginning July 1, 2025, is
21 hereby amended by deleting the material stricken and adding the material underscored on the
22 attached "Exhibit A."

23
24 Section 2. The foregoing amendment shall be considered a part of the Annual
25 Operating Budget for the fiscal year beginning July 1, 2025, and shall be effective retroactively
26 as though incorporated initially in the Annual Operating Budget.

27
28 Section 3. This Ordinance shall become effective immediately upon its adoption by
29 County Council and approval by the County Executive, or as otherwise provided in 9 *Del. C.* §
30 1156.

Adopted by County Council of
New Castle County on:

Monique Williams-Johns
President of County Council
of New Castle County

Approved on:

Marcus Henry
County Executive
New Castle County

SYNOPSIS: This Ordinance, if approved, amends the FY2026 Approved Operating Budget by appropriating \$105,000.00 from the New Castle County Technology Fee Account within the Office of the Recorder of Deeds to the Department of Administration, Office of Technology. These funds are needed to refresh video production equipment for the Departments of Public Safety, Public Works, Land Use, Community Services and the Executive Office that is currently seven to ten years old, as well as past their useful lives.

FISCAL NOTE: This Ordinance, if approved, will amend the FY2026 Approved Operating Budget by appropriating \$105,000.00 from the New Castle County Technology Fee Account within the Office of the Recorder of Deeds to the Department of Administration, Office of Technology in the Equipment Budget Line Item.

The revised FY2026 Approved Operating Budget will be \$371,358,586. There will be no fiscal impact to FY2027 and FY2028 as this is a one-time cost.

The balance in the New Castle County Technology Fee Account within the Office of the Recorder of Deeds after this appropriation will be \$221,124.45.

Acknowledged by the Chief Financial Officer June 26, 2025.

COUNTY COUNCIL

Salaries and Wages		\$	2,708,793
Benefits			1,525,869
Training and Civic Affairs			67,388
Communication and Utilities			15,854
Materials and Supplies			60,772
Contractual Services			255,947
Equipment			1,600
Grants and Fixed Charges			439,991
Operating Transfer Charges			195,519
Total		\$	5,271,733
Total Authorized Full-Time Positions	35		

COUNTY EXECUTIVE

Salaries and Wages		\$	2,305,318
Benefits			1,293,169
Training and Civic Affairs			41,904
Communication and Utilities			18,850
Materials and Supplies			22,236
Contractual Services			248,565
Equipment			1,000
Grants and Fixed Charges			43,000
Contingency			55,000
Operating Transfer Charges			112,454
Total		\$	4,141,496
Total Authorized Full-Time Positions	17		

DEPARTMENT OF ADMINISTRATION

Salaries and Wages		\$	14,072,608
Benefits			7,834,901
Training and Civic Affairs			191,975
Communication and Utilities			8,380,342
Materials and Supplies			163,673
Contractual Services			7,621,531
Equipment	322,900		<u>427,900</u>
Grants and Fixed Charges			4,005,350
Operating Transfer Charges			1,197,550
Operating Transfer Credits			(14,044,103)
Total	29,746,727	\$	<u>29,851,727</u>
Total Authorized Full-Time Positions	168		

DEPARTMENT OF PUBLIC WORKS

Salaries and Wages	\$	28,756,814
Benefits		16,093,269
Training and Civic Affairs		45,445
Communication and Utilities		27,456,675
Materials and Supplies		4,963,121
Contractual Services		11,073,787
Equipment		498,333
Grants and Fixed Charges		1,249,757
Land and Structures		35,000
Operating Transfer Charges		4,840,573
Operating Transfer Credits		(7,876,371)
Total	\$	87,136,403
Total Authorized Full-Time Positions	389	

DEPARTMENT OF LAND USE

Salaries and Wages	\$	8,986,033
Benefits		5,031,240
Training and Civic Affairs		66,975
Communication and Utilities		103,015
Materials and Supplies		106,727
Contractual Services		1,532,609
Equipment		55,240
Grants and Fixed Charges		56,500
Operating Transfer Charges		1,071,279
Total	\$	17,009,618
Total Authorized Full-Time Positions	113	

DEPARTMENT OF COMMUNITY SERVICES

Salaries and Wages	\$	13,539,448
Benefits		5,864,111
Training and Civic Affairs		18,560
Communication and Utilities		1,566,414
Materials and Supplies		1,629,039
Contractual Services		3,906,395
Equipment		18,900
Grants and Fixed Charges		3,235,149
Operating Transfer Charges		1,395,685
Operating Transfer Credits		(243,749)
Total	\$	30,929,952
Total Authorized Full-Time Positions	162	

DEPARTMENT OF PUBLIC SAFETY

Salaries and Wages	\$	78,228,874
Benefits		43,442,715
Training and Civic Affairs		205,206
Communication and Utilities		992,877
Materials and Supplies		1,313,047
Contractual Services		2,458,322
Equipment		1,661,783
Grants and Fixed Charges		8,741,271
Operating Transfer Charges		8,501,518
Total	\$	145,545,613
Total Authorized Full-Time Positions		729

REGISTER OF WILLS

Salaries and Wages	\$	1,219,161
Benefits		669,258
Training and Civic Affairs		34,950
Communication and Utilities		10,257
Materials and Supplies		10,053
Contractual Services		62,715
Equipment		2,800
Operating Transfer Charges		97,749
Total	\$	2,106,943
Total Authorized Full-Time Positions		20

RECORDER OF DEEDS

Salaries and Wages		\$	1,377,085
Benefits			764,405
Training and Civic Affairs			40,170
Communication and Utilities			31,892
Materials and Supplies			12,398
Contractual Services			82,718
Equipment			6,150
Grants and Fixed Charges			18,350
Operating Transfer Charges			172,975
Total		\$	2,506,143
Total Authorized Full-Time Positions	23		

SHERIFF

Salaries and Wages		\$	1,482,722
Benefits			835,738
Training and Civic Affairs			29,452
Communication and Utilities			12,261
Materials and Supplies			21,259
Contractual Services			55,999
Equipment			5,000
Operating Transfer Charges			150,197
Total		\$	2,592,628
Total Authorized Full-Time Positions	21		

CLERK OF THE PEACE

Salaries and Wages		\$	538,617
Benefits			303,592
Training and Civic Affairs			9,600
Communication and Utilities			3,586
Materials and Supplies			8,754
Contractual Services			18,268
Equipment Replacement			0
Operating Transfer Charges			35,085
Total		\$	917,502
Total Authorized Full-Time Positions	7		

DEBT SERVICE

Debt Service		\$	47,892,496
Total		\$	47,892,496
Total Authorized Full-Time Positions			

ETHICS COMMISSION

Salaries and Wages	\$	44,477
Benefits		4,092
Training and Civic Affairs		10,500
Communication and Utilities		1,745
Materials and Supplies		2,450
Contractual Services		235,747
Equipment		500
Operating Transfer Charges		6,796
Total	\$	306,307
Total Authorized Full-Time Positions	0	

COUNCIL CONTINGENCY

Contingency	\$	250,000
Total	\$	250,000
Total Authorized Full-Time Positions		

EXECUTIVE CONTINGENCY

Contingency	\$	600,000
Total	\$	600,000
Total Authorized Full-Time Positions		

PERSONNEL CONTINGENCY

Contingency	\$	455,000
Total	\$	455,000
Total Authorized Full-Time Positions		

BENEFITS CONTINGENCY

Contingency	\$	2,250,000
Total	\$	2,250,000
Total Authorized Full-Time Positions		

ATTRITION CONTINGENCY

Personal Services - Salaries and Wages	\$	(6,107,378)
Personal Services - Employee Benefits	\$	(3,442,422)
Total	\$	(9,549,800)
Total Authorized Full-Time Positions		

ONE-TIME CONTINGENCY

Contingency	\$	1,144,825
Total	\$	1,144,825

NEW CASTLE COUNTY

Salaries and Wages		\$	147,152,572
Benefits			80,219,937
Training and Civic Affairs			762,125
Communication and Utilities			38,593,768
Materials and Supplies			8,313,529
Contractual Services			27,552,603
Equipment	2,574,206		<u>2,679,206</u>
Grants and Fixed Charges			17,789,368
Debt Service			47,892,496
Land and Structures			35,000
Contingency			4,754,825
Operating Transfer Charges			17,777,380
Operating Transfer Credits			(22,164,223)
<i>Sub-Total New Castle County</i>	<i>371,253,586</i>	\$	<u>371,358,586</u>
<i>Total Authorized Full-Time Positions</i>	<i>1,684</i>		

RESERVE ACCOUNTS ANTICIPATED BALANCES AS OF JUNE 30, 2025

Tax Stabilization Reserve Account	67,418,321
Sewer Rate Stabilization Reserve Account	8,944,781
General Fund Budget Reserve Account	45,312,006
Sewer Fund Budget Reserve Account	18,734,142
<i>Total Reserves:</i>	<u>140,409,250</u>

ORDINANCE NO. 25-084

**TO AMEND NEW CASTLE COUNTY CODE CHAPTER 26 ("HUMAN RESOURCES"),
ARTICLE 3 ("MERIT SYSTEM"), TO INCREASE THE RETIREMENT AGE FOR
OFFICERS IN THE NEW CASTLE COUNTY DEPARTMENT OF PUBLIC SAFETY,
DIVISION OF POLICE**

1 **WHEREAS**, the County Council finds that increasing the retirement age for police
2 officers is necessary to ensure the continued experience within the police department.

3
4 **WHEREAS**, this Ordinance aims to provide a more robust and experienced
5 workforce, while also addressing budgetary consideration and police attrition rate.

6
7 **NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:**

8
9 Section 1. *New Castle County Code* Chapter 26 ("Human Resources") and Article
10 3 ("Merit System"), are hereby amended by adding the material that is underscored and
11 deleting the material that is stricken, as set forth below.

12
13 **Division 26.03.908. - Retirement**

14
15 B. Subsection A shall permit a full-time County employee to become seasonal or
16 part-time upon reaching age seventy (70). This does not apply to retired employees
17 receiving a pension who subsequently are appointed by the County Council to serve as
18 judgment commissioners. The compulsory retirement age for a police officer shall be his
19 or her ~~fifty-fifth (55th)~~ fifty-seventh (57th) birthday. Notwithstanding any provision of this
20 Division to the contrary, any sworn police officer of the New Castle County Police
21 Department who reaches age 55 prior to obtaining 20 years of credited service will be
22 considered retired by the County upon reaching age 55 and shall receive a service
23 retirement pension if said member notifies the County prior to May 1, 2025 that he/she
24 elects to be covered by the prior mandatory retirement age of 55 as previously set forth
25 in this division.

Adopted by County Council of
New Castle County on:

Monique Williams-Johns
President of County Council
of New Castle County

Approved on:

Marcus Henry
County Executive
New Castle County

SYNOPSIS: This Ordinance would increase the retirement age for officers in the New Castle County Department of Public Safety, Division of Police from age fifty-five (55) to fifty-seven (57). Law enforcement agencies across the country are facing growing challenges, including a decline in recruitment, increased early retirements, and a shortage of experienced officers. Raising the retirement age is expected to mitigate these issues, reduce training costs and maintain institutional knowledge within the New Castle County Division of Police.

FISCAL NOTE: The fiscal impact includes an estimated increase in salary costs as well as the actuarial adjustment to the annual pension plan rate.

FY2026	\$218,427
FY2027	\$393,994
FY2028	\$537,904

Acknowledged by the Chief Financial Officer May 23, 2025.

Prime Sponsor(s): Ms. Williams-Johns
Requested by: Administration/HR
Date of introduction: June 24, 2025

ORDINANCE NO. 25-090

**AMEND THE PAY PLAN AND RATES OF PAY FOR NON-UNION UNCLASSIFIED
SERVICE EMPLOYEES OF THE EXECUTIVE OFFICE FOR THE CLASS
SPECIFICATION OF DIRECTOR OF PUBLIC SAFETY FOR THE DEPARTMENT OF
PUBLIC SAFETY, DIVISION OF ADMINISTRATION**

1 **WHEREAS**, the Department of Public Safety, Division of Administration has
2 determined the Pay Grade for the Director of Public Safety needs to be updated to
3 reflect the work currently being performed; and
4

5 **WHEREAS**, it is recommended that the Pay Grade for the class specification
6 Director of Public Safety be changed from Pay Grade 40 to Pay Grade 41; and
7

8 **WHEREAS**, the Human Resources Advisory Board at its meeting on June 5,
9 2025, reviewed and recommended to change the Director of Public Safety from Pay
10 Grade 40 to Pay Grade 41 on the Pay Plan and Rates of Pay for Non-Union
11 Unclassified Service Employees of the Executive Office; and
12

13 **WHEREAS**, the Chief Human Resources Officer concurs with the
14 recommendation of the Human Resources Advisory Board.
15

16 **NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:**
17

18 Section 1. The Pay Plan and Rates of Pay for Non-Union Unclassified Service
19 Employees of the Executive Office, effective July 1, 2025 through June 30, 2026, is
20 hereby amended by adding the material that is underscored and deleting the material
21 that is stricken as set forth in Exhibit "A."
22

23 Section 2. The Pay Plan and Rates of Pay for Non-Union Unclassified Service
24 Employees of the Executive Office, effective July 1, 2026, is hereby amended by adding
25 the material that is underscored and deleting the material that is stricken as set forth in
26 Exhibit "B."
27

28 Section 3. This Ordinance shall become effective immediately upon its adoption
29 by County Council and approval by the County Executive, or as otherwise provided in 9
30 *Del. C. § 1156*.

Adopted by County Council of
New Castle County on:

Monique Williams-John
President of County Council
of New Castle County

Approved on:

Marcus Henry
County Executive
New Castle County

SYNOPSIS: This Ordinance, if approved, changes the Pay Grade for the position title of Director of Public Safety from Pay Grade 40 to Pay Grade 41 on the Pay Plan and Rates of Pay for Non-Union Unclassified Service Employees of the Executive Office, as recommended by the Human Resources Advisory Board at their meeting on June 5, 2025, and the Chief Human Resources Officer concurs with the recommendation.

FISCAL IMPACT: This Ordinance, if approved, changes the Pay Grade for the position title of Director of Public Safety from Pay Grade 40 to Pay Grade 41 on the Pay Plan and Rates of Pay for Non-Union Unclassified Service Employees of the Executive Office.

There is currently one filled position with the title of Director of Public Safety. The estimated fiscal impact (Salaries/Wages and Benefits) of reclassifying the employee currently in this position is estimated to be \$23,598 in FY2026, \$39,594 in FY2027 and \$49,825 in FY2028.

Acknowledged by the Chief Financial Officer June 11, 2025.

**PAY PLAN AND RATES OF PAY FOR
NON-UNION UNCLASSIFIED SERVICE EMPLOYEES OF THE EXECUTIVE OFFICE**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
LEGAL SECRETARY	17	37,593	39,473	41,447	43,519	45,695	47,980	50,379	52,898	55,543	58,320	61,236
ETHICS COMMISSION ADMIN ASST	20	43,520	45,696	47,981	50,380	52,900	55,544	58,321	61,238	64,299	67,514	70,889
EXECUTIVE ASSISTANT I	22	47,980	50,379	52,898	55,543	58,320	61,237	64,298	67,513	70,888	74,433	78,155
OFFICE OF LAW PARALEGAL	24	52,900	55,544	58,321	61,238	64,299	67,512	70,889	74,434	78,156	82,064	86,167
PARALEGAL TO THE COUNTY ATTORNEY	25	55,545	58,322	61,239	64,301	67,515	70,891	74,435	78,157	82,065	86,168	90,476
EXECUTIVE ASSISTANT II	26	58,322	61,239	64,301	67,515	70,891	74,435	78,157	82,065	86,168	90,476	95,000
LAW ENFORCEMENT TECHNICIAN	26											
COMPLAINTS OFFICER	27	61,238	64,299	67,514	70,889	74,434	78,156	82,064	86,167	90,475	95,000	99,749
EXECUTIVE ASSISTANT III	30	70,891	74,435	78,157	82,065	86,168	90,476	95,001	99,750	104,738	109,975	115,474
STAFF DIRECTOR	30											
ASSISTANT COUNTY ATTORNEY I	32	78,159	82,067	86,170	90,478	95,003	99,752	104,740	109,977	115,475	121,249	127,312
ASSISTANT COUNTY ATTORNEY II	34	86,169	90,477	95,002	99,751	104,739	109,976	115,474	121,248	127,310	133,675	140,359
DIRECTOR OF COMMUNICATIONS	34											
EXECUTIVE ASSISTANT IV	34											
DIRECTOR OF REDEVELOPMENT	36	95,002	99,751	104,739	109,976	115,474	121,248	127,310	133,675	140,358	147,376	154,745
SENIOR ASSISTANT COUNTY ATTORNEY												
CHIEF HUMAN RESOURCES OFFICER	38	104,740	109,977	115,475	121,249	127,312	133,677	140,361	147,379	154,749	162,487	170,611
CHIEF OF TECHNOLOGY AND ADMIN SERVICES	38											
COMMUNITY SERVICES DEPT. GEN. MANAGER	38											
COUNTY SOLICITOR	39	109,978	115,476	121,251	127,313	133,678	140,362	147,380	154,750	162,488	170,611	179,141
CHIEF FINANCIAL OFFICER	40	115,475	121,249	127,312	133,677	140,361	147,378	154,748	162,486	170,609	179,139	188,095
CHIEF OF STAFF	40											
COUNTY ATTORNEY	40											
DEPUTY CHIEF ADMINISTRATIVE OFFICER	40											
DIRECTOR OF PUBLIC SAFETY	40											
LAND USE DEPARTMENT GENERAL MANAGER	40											
POLICY DIRECTOR FOR THE COUNTY EXECUTIVE	40											
PUBLIC WORKS DEPARTMENT GENERAL MGR.	40											
CHIEF OF POLICE	41	141,447	148,518	155,945	163,742	171,929	180,526	189,552	199,029	208,981	219,430	230,402
<u>DIRECTOR OF PUBLIC SAFETY</u>	<u>41</u>											
PART-TIME ATTORNEY (hourly rate)		43.48	45.65	47.93	50.33	52.85	55.49	58.26	61.17	64.23	67.44	71.00
EXECUTIVE AND ADMINISTRATIVE RATES OF PAY												
CHIEF ADMINISTRATIVE OFFICER		112,175	126,757	134,363	142,425	158,091	165,995	174,295	183,009	192,159	201,768	211,856
BOARD AND COMMISSIONERS RATES OF PAY												
JUDGEMENT COMMISSIONERS		\$9.25 PER HOUR										
MEMBER, AGRICULTURAL LAND PRESERVATION ADVISORY COMMITTEE		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.106										
MEMBER, AUDIT COMMITTEE		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.02.402										
MEMBER, BOARD OF ADJUSTMENT		\$100 PER REGULAR MEETING/SPECIAL MEETING PER NCC CODE 40.30.341										
MEMBER, BOARD OF ASSESSMENT REVIEW		\$100 PER MEETING FOR ANY MEETING LASTING NOT MORE THAN SIX (6) HOURS PLUS \$25 PER HOUR FOR EVERY HOUR OVER SIX THAT A MEMBER SPENDS HEARING APPEALS IN A SINGLE DAY PER ELIGIBLE MEMBERS PER NCC CODE 02.05.102 \$35 PER HOUR FOR REFEREES HEARING RESIDENTIAL APPEALS/\$50 PER HOUR FOR REFEREES HEARING NON-RESIDENTIAL APPEALS/\$50 PER HOUR FOR BOARD MEMBERS - SHALL ONLY APPLY TO APPEALS OF JULY 1, 2024 GENERAL REASSESSMENT VALUES FILED BY MARCH 14, 2025										
MEMBER, BOARD OF LICENSE INSPECTION AND REVIEW		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.103										
MEMBER, DIVERSITY COMMISSION		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.509										
MEMBER, EMPLOYEES' RETIREMENT SYSTEM BOARD		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.505										
MEMBER, FINANCIAL ADVISORY COUNCIL		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 14.01.019										
MEMBER, FIRE AND AMBULANCE ADVISORY BOARD		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.203										
MEMBER, HISTORIC REVIEW BOARD		\$100 PER REGULAR MEETING/SPECIAL MEETING PER NCC CODE 40.30.341										
MEMBER, HOUSING ADVISORY BOARD		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.406										
MEMBER, HUMAN RESOURCES ADVISORY BOARD		\$100 PER MEETING PER NCC CODE 2.05.507										
MEMBER, LIBRARY ADVISORY BOARD		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.403										
MEMBER, OPEN SPACE ADVISORY BOARD		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.306										
MEMBER, PLANNING BOARD		\$100 PER REGULAR MEETING/SPECIAL MEETING PER NCC CODE 40.30.341										
MEMBER, POLICE ACCOUNTABILITY BOARD		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.204										
MEMBER, PUBLIC ARTS COMMISSION		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.516										

Effective: 07/01/2025 (Ordinance 23-063)

Revised: 07/01/2025 (Ordinance 23-086)

Revised: 07/01/2023 (Ordinance 23-148)

Revised: 07/01/2024 (Ordinance 24-056)

Revised: 10/8/2024 (Ordinance 24-149)

Revised: 10/8/2024 (Ordinance 24-151) - Add Step 11 (Incumbents in Step 10 on 6/30/2024, move to Step 11 upon reaching anniversary date following 7/1/2024)

Revised: 12/10/2024 (Ordinance 24-170) - Board Member Compensation

Revised: 01/13/2025 (Ordinance 25-014) - Board of Assessment Compensation for Appeals

Revised: xx/xx/xxxx (Ordinance 25-xxx) - Director of Public Safety

**PAY PLAN AND RATES OF PAY FOR
NON-UNION UNCLASSIFIED SERVICE EMPLOYEES OF THE EXECUTIVE OFFICE**

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
LEGAL SECRETARY	17	38,533	40,460	42,484	44,607	46,838	49,180	51,639	54,221	56,932	59,778	62,767
ETHICS COMMISSION ADMIN ASST	20	44,608	46,839	49,181	51,640	54,223	56,933	59,780	62,769	65,907	69,202	72,662
EXECUTIVE ASSISTANT I	22	49,180	51,639	54,221	56,932	59,778	62,768	65,906	69,201	72,661	76,294	80,109
OFFICE OF LAW PARALEGAL	24	54,223	56,933	59,780	62,769	65,907	69,202	72,662	76,295	80,110	84,116	88,322
PARALEGAL TO THE COUNTY ATTORNEY	25	56,934	59,781	62,770	65,909	69,203	72,664	76,296	80,111	84,117	88,323	92,738
EXECUTIVE ASSISTANT II	26	59,781	62,770	65,909	69,203	72,664	76,296	80,111	84,117	88,323	92,738	97,375
LAW ENFORCEMENT TECHNICIAN	26											
COMPLAINTS OFFICER	27	62,769	65,907	69,202	72,662	76,295	80,110	84,116	88,322	92,737	97,375	102,243
EXECUTIVE ASSISTANT III	30	72,664	76,296	80,111	84,117	88,323	92,738	97,377	102,244	107,357	112,725	118,361
STAFF DIRECTOR	30											
ASSISTANT COUNTY ATTORNEY I	32	80,113	84,119	88,325	92,740	97,379	102,246	107,359	112,727	118,362	124,281	130,495
ASSISTANT COUNTY ATTORNEY II	34	88,324	92,739	97,378	102,245	107,358	112,726	118,361	124,280	130,493	137,017	143,868
DIRECTOR OF COMMUNICATIONS	34											
EXECUTIVE ASSISTANT IV	34											
DIRECTOR OF REDEVELOPMENT	36	97,378	102,245	107,358	112,726	118,361	124,280	130,493	137,017	143,867	151,061	158,614
SENIOR ASSISTANT COUNTY ATTORNEY												
CHIEF HUMAN RESOURCES OFFICER	38	107,359	112,727	118,362	124,281	130,495	137,019	143,871	151,064	158,618	166,550	174,877
CHIEF OF TECHNOLOGY AND ADMIN SERVICES	38											
COMMUNITY SERVICES DEPT. GEN. MANAGER	38											
COUNTY SOLICITOR	39	112,728	118,363	124,283	130,496	137,020	143,872	151,065	158,619	166,551	174,877	183,620
CHIEF FINANCIAL OFFICER	40	118,362	124,281	130,495	137,019	143,871	151,063	158,617	166,549	174,875	183,618	192,798
CHIEF OF STAFF	40											
COUNTY ATTORNEY	40											
DEPUTY CHIEF ADMINISTRATIVE OFFICER	40											
DIRECTOR OF PUBLIC SAFETY	40											
LAND USE DEPARTMENT GENERAL MANAGER	40											
POLICY DIRECTOR FOR THE COUNTY EXECUTIVE	40											
PUBLIC WORKS DEPARTMENT GENERAL MGR.	40											
CHIEF OF POLICE	41	141,447	148,518	155,945	163,742	171,929	180,526	189,552	199,029	208,981	219,430	236,163
<u>DIRECTOR OF PUBLIC SAFETY</u>	<u>41</u>											
PART-TIME ATTORNEY (hourly rate)		44.57	46.80	49.14	51.60	54.18	56.89	59.73	62.72	65.86	69.15	73.00
EXECUTIVE AND ADMINISTRATIVE RATES OF PAY												
CHIEF ADMINISTRATIVE OFFICER		114,980	129,926	137,723	145,986	162,044	170,145	178,653	187,585	196,963	206,813	217,153
BOARD AND COMMISSIONERS RATES OF PAY												
JUDGEMENT COMMISSIONERS		\$9.25 PER HOUR										
MEMBER, AGRICULTURAL LAND PRESERVATION ADVISORY COMMITTEE		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.106										
MEMBER, AUDIT COMMITTEE		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.02.402										
MEMBER, BOARD OF ADJUSTMENT		\$100 PER REGULAR MEETING/SPECIAL MEETING PER NCC CODE 40.30.341										
MEMBER, BOARD OF ASSESSMENT REVIEW		\$100 PER MEETING FOR ANY MEETING LASTING NOT MORE THAN SIX (6) HOURS PLUS \$25 PER HOUR FOR EVERY HOUR OVER SIX THAT A MEMBER SPENDS HEARING APPEALS IN A SINGLE DAY PER ELIGIBLE MEMBERS PER NCC CODE 02.05.102										
		\$35 PER HOUR FOR REFEREES HEARING RESIDENTIAL APPEALS/\$50 PER HOUR FOR REFEREES HEARING NON-RESIDENTIAL APPEALS/\$50 PER HOUR FOR BOARD MEMBERS - SHALL ONLY APPLY TO APPEALS OF JULY 1, 2024 GENERAL REASSESSMENT VALUES FILED BY MARCH 14, 2025										
MEMBER, BOARD OF LICENSE INSPECTION AND REVIEW		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.103										
MEMBER, DIVERSITY COMMISSION		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.509										
MEMBER, EMPLOYEES' RETIREMENT SYSTEM BOARD		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.505										
MEMBER, FINANCIAL ADVISORY COUNCIL		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 14.01.019										
MEMBER, FIRE AND AMBULANCE ADVISORY BOARD		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.203										
MEMBER, HISTORIC REVIEW BOARD		\$100 PER REGULAR MEETING/SPECIAL MEETING PER NCC CODE 40.30.341										
MEMBER, HOUSING ADVISORY BOARD		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.406										
MEMBER, HUMAN RESOURCES ADVISORY BOARD		\$100 PER MEETING PER NCC CODE 2.05.507										
MEMBER, LIBRARY ADVISORY BOARD		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.403										
MEMBER, OPEN SPACE ADVISORY BOARD		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.306										
MEMBER, PLANNING BOARD		\$100 PER REGULAR MEETING/SPECIAL MEETING PER NCC CODE 40.30.341										
MEMBER, POLICE ACCOUNTABILITY BOARD		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.204										
MEMBER, PUBLIC ARTS COMMISSION		\$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.516										

Effective: 07/01/2026 (Ordinance 23-063)

Revised: 07/01/2026 (Ordinance 23-086)

Revised: 07/01/2023 (Ordinance 23-148)

Revised: 07/01/2024 (Ordinance 24-056)

Revised: 10/8/2024 (Ordinance 24-149)

Revised: 10/8/2024 (Ordinance 24-151) - Add Step 11 (Incumbents in Step 10 on 6/30/2024, move to Step 11 upon reaching anniversary date following 7/1/2024)

Revised: 12/10/2024 (Ordinance 24-170) - Board Member Compensation

Revised: 01/13/2025 (Ordinance 25-014) - Board of Assessment Compensation for Appeals

Grant Matrix

7/22/25

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
Kappa Mainstream Leadership, Inc.	\$1000/\$1000	Funds will be used for their youth development programs for New Castle County students.	Yes/Yes	No	Street
Civic Association of Belvedere and Vicinity	\$2500/\$1000	Funds will be used for Belvedere and Cedar Heights Community Day.	Yes/No	No	Toole
Towers of Valley Run	\$2500/\$2500	Funds will be used for dryer vent cleaning and first floor railing repairs.	Yes/Yes	No -Previous funds were received in FY25	Cartier
Clayton Place	\$575/\$575	Funds will be used to remove 3 large shrubs from their open space	Yes/No	No	Cartier
Bellevue Farms/ Bellevue Community Center	\$2400/\$2400	Funds will be used to purchase a freeze dryer to preserve the extra food grown in their community garden	Yes/Yes	No -Previous funds were received in FY25	Cartier
Webster Farms Maintenance Corporation	\$2500/\$2000	Funds will be used to support the neighborhood beautification of their open space community entrance median at Wilson Rd.	Yes/No	No	Cartier
Tomaro's CHANGE	\$2500/\$2500	Funds will be used for overhead costs as they continue to stabilize operations in their new location and assist them in providing accessible, transformative services to those who need them most.	Yes/Yes	No -Previous funds were received in FY25	Cartier
Hilltop Manor Association	\$3122.50/ \$1700	Funds will be used to replace community sign and to clear overgrowth along Mullin Rd.	Yes/No	No	Cartier

Project New Start, Inc.	\$2500/\$1800	Funds will be used for their New Start Reentry Program	Yes/Yes	No	Williams-Johns
Rodney Street Tennis and Tutoring Association	\$2500/\$1000	Funds will be used for their scholarship program and STEAM instruction.	Yes/Yes	No	Williams-Johns
Stop the Violence Pray Chain Foundation, Inc.	\$2000/\$500	Funds will be used for their life skills program for children ages 4-17	Yes/Yes	No	Williams-Johns
Becoming Esther, Inc.	\$3800/\$750	Funds will be used to help assist with training, mentorship, activities, and supplies for girls in their program.	Yes/Yes	No	Williams-Johns
CityFest	\$1000/\$1000	Funds will be used for food and entertainment for the Millie Cannon Summer Concert	Yes/Yes	No	Williams-Johns