



NEW CASTLE COUNTY COUNCIL ADMINISTRATIVE-FINANCE COMMITTEE MEETING

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

September 9, 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

MINUTES

A. Call To Order/Roll Call

The Administrative-Finance Committee meeting was called to order at 04:00 PM by Mr. Cartier.

Members present: Kevin Caneco, David Carter, John Cartier, Dee Durham (virtual), Valerie George, Penrose Hollins, Janet Kilpatrick, Timothy Sheldon, George Smiley, Jea Street (virtual), David Tackett, Brandon Toole, Monique Williams-Johns

Members absent: None

B. Approval of Minutes

- Mr. Smiley made a motion, and Mr. Carter seconded, to approve the minutes of the August 22, 2025 Ad-Finance Committee Meeting. Vote to approve was unanimous.

C. Review/Discussion of Resolution(s)

R25-155: AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE A MASTER SERVICES AGREEMENT WITH EMPOWER RETIREMENT, LLC TO SERVE AS THE APPROVED ADMINISTRATOR OF THE 457(b) DEFERRED COMPENSATION PLAN AND THE 401(a) DEFINED CONTRIBUTION BENEFIT OF THE COUNTY 2011 PLAN

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

- Mr. Cartier read the title of the resolution and explained it.
- Mr. Sheldon asked a question and Mr. Cartier answered and introduced NCC CFO David Del Grande.
- NCC CFO David Del Grande and members of council discussed the resolution.
- No public comment.

D. Review/Discussion of Ordinance(s)

°25-103: AMEND THE FY2026 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

Prime Sponsor(s): Mr. Smiley

- Mr. Cartier read the title of the ordinance.
- Mr. Smiley explained the ordinance.

- Mr. Cartier and Mr. Street commented.
- No public comment.

°25-104: AMEND THE FY2026 APPROVED OPERATING BUDGET:TRANSFER FUNDING FROM THE GRANTS AND FIXED CHARGES BUDGET LINE ITEM OF COUNTY COUNCIL TO THE DEPARTMENT OF PUBLIC SAFETY, DIVISION OF EMERGENCY COMMUNICATIONS TO PROVIDE FUNDING TO ASSIST WITH AN EMERGENCY TELECOMMUNICATOR TRAINING COURSE

Prime Sponsor(s): Mr. Smiley

- Mr. Cartier read the title of the ordinance.
- Mr. Smiley explained the ordinance.
- Mr. Toole, Mr. Caneco, Mr. Hollins, Mr. Cartier and Mr. Smiley commented.
- No public comment.

°25-105: AMEND THE FY2026 APPROVED OPERATING BUDGET:TRANSFER FUNDING FROM THE GRANTS AND FIXED CHARGES BUDGET LINE ITEM OF COUNTY COUNCIL TO THE MATERIALS AND SUPPLIES BUDGET LINE ITEM OF THE DEPARTMENT OF PUBLIC SAFETY, DIVISION OF ADMINISTRATION TO PROVIDE FUNDING FOR UNIFORMS FOR THE PIPES AND DRUMS BAND

Prime Sponsor(s): Mr. Smiley

- Mr. Cartier read the title of the ordinance.
- Mr. Smiley explained the ordinance.
- Mr. Toole, Mr. Caneco, and Mr. Smiley commented.
- No public comment.

°25-106: AMEND THE GRANTS BUDGET: APPROPRIATE \$8,917.00 IN ADDITIONAL STATE OF DELAWARE GRANT-IN-AID FUNDS TO THE ABSALOM JONES SENIOR CENTER FY2026 GRANT, WHICH WILL BE ADMINISTERED BY THE DEPARTMENT OF COMMUNITY SERVICES, COMMUNITY RESOURCES DIVISION

Prime Sponsor(s): Mr. Hollins, Mr. Street

- Mr. Cartier read the title of the ordinance.
- Mr. Street explained the ordinance.
- Mr. Toole commented.
- Mr. Hollins commented about other ordinances.
- Ms. Williams-Johns commented.
- No public comment.

°25-107: TO AMEND NEW CASTLE COUNTY CODE CHAPTER 19 ("RESIDENTIAL RENTAL PROPERTIES") REGARDING LANDLORD AND TENANT RIGHTS AND RESPONSIBILITIES

Prime Sponsor(s): Mr. Caneco

- Mr. Cartier read the title of the ordinance.
- Mr. Caneco tabled the ordinance.

°25-110: TO APPROPRIATE \$250,000 IN THE NEW CASTLE COUNTY HOUSING TRUST FUND FOR HOPE CENTER SECURITY TO BE ADMINISTERED BY THE DEPARTMENT OF COMMUNITY SERVICES

Prime Sponsor(s): Mr. Hollins, Mr. Street

- Mr. Cartier read the title of the ordinance.
- Mr. Street explained the ordinance.
- No public comment.

°25-111: AMEND THE GRANTS BUDGET: APPROPRIATE FUNDING TO BE RECEIVED FROM THE STATE OF DELAWARE, DEPARTMENT OF LABOR, DIVISION OF EMPLOYMENT AND TRAINING, WITH FUNDS PROVIDED BY THE DELAWARE WORKFORCE INVESTMENT BOARD TO THE 2025/2026 STATE SUMMER YOUTH EMPLOYMENT PROGRAM/YEAR ROUND YOUTH EMPLOYMENT GRANT, TO BE ADMINISTERED BY THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY RESOURCES

Prime Sponsor(s): Mr. Hollins, Mr. Street

- Mr. Cartier explained the title of the ordinance.
- Mr. Street explained the ordinance.
- No public comment.

E. New Castle County Grant Requests/Community Events

- 9/9/25 Grant Matrix

Grant Applicant	Sponsor	Amount Approved	Council Member First/Second	Vote
Town of Odessa	Mr. Caneco	\$2,795	Mr. Caneco/Ms. Kilpatrick	Yes- 12 No- 0 Not Voting- Mr. Smiley
Arundel Civic Association	Mr. Sheldon	\$2,500	Mr. Sheldon/Ms. Kilpatrick	Yes- 12 No- 0 Not Voting- Mr. Smiley
Brookside Community, Inc.	Mr. Sheldon	\$5,000	Mr. Sheldon/Ms. Kilpatrick	Yes- 12 No- 0 Not Voting- Mr. Smiley
Roseville Park Civic Association	Mr. Sheldon	\$2,775	Mr.Sheldon/Ms.Kilpatrick	Yes- 12 No- 0 Not Voting- Mr. Smiley
Claymont Lions Club	Mr. Cartier	\$2,000	Mr.Cartier/Ms.Kilpatrick	Yes- 12 No- 0 Not Voting- Mr. Smiley

F. Expense and Revenue Round Table

- None

G. Other

- Travel Request, Councilman Carter, NACo Large Urban County Caucus Conference
- Mr. Carter withdrew his request due to a scheduling conflict.

H. Public Comment

- No public comment.

I. Adjournment

- Mr. Smiley made a motion, and Ms. Kilpatrick seconded, to adjourn the Administrative-Finance Committee Meeting. Vote to adjourn was unanimous.
- Mr. Cartier adjourned the meeting at 4:25 PM.
- Respectfully submitted by Michele Gildea, Legislative Assistant to Councilman John Cartier. The meeting was also recorded and is available online.