



NEW CASTLE COUNTY COUNCIL ADMINISTRATIVE-FINANCE COMMITTEE MEETING

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

September 23, 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 meeting was called to order by Co-Chair Smiley at 4:00 pm.
-Council members present were: Mr. Caneco, Mr. Carter, Mr. Cartier, Ms. Durham (Virtual), Ms. George, Mr. Hollins, Ms. Kilpatrick (Virtual), Mr. Sheldon, Mr. Smiley, Mr. Street (Virtual), Mr. Tackett, Mr. Toole, and Ms Williams-Johns.

B. Approval of Minutes - September 9, 2025

-A motion by Mr. Cartier, seconded by Ms. George to approve the minutes of the September 9, 2025, Finance Committee meeting. All in favor.

C. Review/Discussion of Resolution(s)

-None

D. Review/Discussion of Ordinance(s)

°25-113: AMEND THE FY2025 APPROVED OPERATING BUDGET:REALIGN FUNDING WITHIN THE GENERAL FUND BENEFIT BUDGET LINE ITEM TO PROVIDE FUNDING FOR HEALTHCARE EXPENSES

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

-Mr. Smiley read the title of the Ordinance into the record and explained the Ordinance.
-Question and comment from Mr. Sheldon.
-No public comment.

°25-114: TO AMEND THE PAY PLAN AND RATES OF PAY FOR CLASSIFIED SERVICE PROFESSIONAL EMPLOYEES REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 3109, TO CHANGE THE POSITION TITLE OF EMERGENCY PREPAREDNESS PLANNER TO EMERGENCY MANAGEMENT PLANNER AND ADOPT THE REVISED CLASS SPECIFICATION

Prime Sponsor(s): Ms. Williams-Johns

-Mr. Smiley read the title of the Ordinance into the record.
-Ms. Williams-Johns explained the Ordinance.
-No questions or comments from Council or the Public.

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

RESPONSIBILITIES

Prime Sponsor(s): Mr. Caneco

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

-Mr. Caneco explained the Ordinance in detail.

-Comments and questions from Ms. Kilpatrick, Mr. Street, Mr. Hollins, Mr. Cartier, Ms. Williams-Johns, and Mr. Tackett, and Mr. Culver, General Manager, Land Use Department.

E. New Castle County Grant Requests/Community Events**- 9/23/25 Grant Matrix**

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Grant Applicant	Sponsor	Amount Approved	Council Member First/Second	Vote
Brandywine Hills Civic Association	Hollins	\$2,500	Hollins/Carter	12 - Yes 1 - Not voting
Town of Townsend	Carter	\$2,000	Carter/Cartier	12 - Yes 1 - Not voting
Donate Delaware	Sheldon	*\$7,500 Sheldon - \$5,000 Kilpatrick - \$1,000 Williams-Johns -	Sheldon/Carter	12 - Yes 1 - Not voting

*A motion was made by Mr. Sheldon, seconded by Mr. Carter for the grant be awarded for \$7,500.

F. Expense and Revenue Round Table

-None

G. Other

- Mr. Carter made a motion , seconded by Mr. Cartier for his travel request to the NaCo. Data Center Tour Loudon County. All in favor.

- Committee Meeting Schedule

-Mr. Smiley explained the committee meeting schedule change that he was bringing forward.

- Questions and comments from Ms. Durham, Ms. Kilpatrick, Mr. Carter, Ms. Williams-Johns, Mr. Caneco, and Mr. Cartier.

- Motion made by Mr. Carter, seconded by Mr. Cartier to accept option 1 — for the meeting schedule going forward. Meeting Option 1 — start time of committee meetings at 3, then 4, 5, and 6:30 for the Council meeting. All in favor.

H. Public Comment

-None

I. Adjournment

--Motion by Mr. Cartier, seconded by Mr. Carter to adjourn the Administrative-Finance Committee meeting. The motion was approved, and the meeting adjourned at 5:00 pm.

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