



NEW CASTLE COUNTY COUNCIL ADMINISTRATIVE-FINANCE COMMITTEE MEETING

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

April 14, 2026
5:00 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 05:00 PM.

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

Members absent: Timothy Sheldon

B. Approval of Minutes

- Mr. Smiley made a motion, and Mr. Carter seconded to approve the minutes of the March 24, 2026 Ad-Finance meeting. Motion to approve was unanimous.

C. Review/Discussion of Resolution(s)

R26-084: TO AMEND NEW CASTLE COUNTY COUNCIL PROCEDURAL RULE NO. 14.1 ("EXPENDITURES; NECESSARY APPROVALS") RELATING TO EXPENDITURE APPROVALS

Prime Sponsor(s): Ms. Durham, Mr. Smiley

- Mr. Cartier read the title of the resolution.

- Ms. Durham indicated that she will withdraw the resolution and reintroduce similar legislation at a later meeting.

R26-085: (STATUS: TO BE TABLED) ADOPTING THE NEW CASTLE COUNTY CAPITAL PROGRAM FOR FISCAL YEAR 2027 THROUGH 2032

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

- Mr. Cartier read the title of the resolution.

- Mr. Smiley indicated he would be moving to table this resolution and reintroduce it at the Ad-Finance meeting on May 26, 2026.

D. Review/Discussion of Ordinance(s)

°26-030: AMEND THE GRANTS BUDGET: APPROPRIATE \$142,800 IN FUNDING RECEIVED FROM THE STATE OF DELAWARE, DEPARTMENT OF TRANSPORTATION THROUGH THE COMMUNITY TRANSPORTATION FUND TO THE DEPARTMENT OF PUBLIC WORKS, SILVERSIDE ROAD RETAINING WALL MURAL GRANT

Prime Sponsor(s): Mr. Sheldon, Mr. Carter

- Mr. Cartier read the title of the ordinance.
- Mr. Carter explained the ordinance.
- Mr. Cartier further explained the ordinance.
- Mr. Smiley made a comment.
- NCC Parks Division Manager Kendall Sommers explained the county's involvement in the subject of the ordinance.
- Ms. Durham asked Ms. Sommers a question and Ms. Sommers answered.
- Mr. Street commented.
- No public comment.

E. New Castle County Grant Requests/Community Events

- 4/14/26 Grant Matrix

Grant Applicant	Sponsor	Amount Approved	Council Member First/Second	Vote
Friends of Mt. Olive Burial Grounds	Ms. Durham	\$2,500	Ms. Durham/Mr. Caneco	11-Yes 1-Absent 1-Not Voting
Epilepsy Foundation of Delaware	Mr. Sheldon	\$2,000	Ms. Kilpatrick for Mr. Sheldon/ Mr. Carter	11-Yes 1-Absent 1-Not Voting
Police Unity Tour* Chapter IX	Mr. Toole	Mr. Toole- \$1,000 Ms. Kilpatrick- \$1,000 Mr. Tackett- \$500 TOTAL- \$2,500	Mr. Toole/Mr. Caneco	11-Yes 1-Absent 1-Not Voting
Town of Townsend	Mr. Carter	\$500	Mr. Carter/Ms. Kilpatrick	11-Yes 1-Absent 1-Not Voting
Church on Main	Mr. Carter	\$650	Mr. Carter/Mr. Caneco	11-Yes 1-Absent 1-Not Voting
Delaware Sexuality and Gender Collective	Mr. Caneco	Mr. Caneco- \$800 Ms. George- \$500 Mr. Sheldon- \$250 Ms. Kilpatrick- \$250 Mr. Tackett- \$200 TOTAL- \$2,000	Mr. Caneco/Mr. Carter	11-Yes 1-Absent 1-Not Voting
Bear-Glasgow Family YMCA (YMCA of DE)	Mr. Tackett	\$2,000	Mr. Tackett/Ms. Kilpatrick	11-Yes 1-Absent 1-Not Voting
MC917 Foundation, Inc. (Monday Club)	Ms. Williams-Johns	N/A	N/A	WITHDRAWN
Pike Creek Little League	Mr. Sheldon	Mr. Sheldon- \$1,000 Ms. Kilpatrick- \$750 Mr. Toole- \$750 TOTAL- \$2,500	Ms. Kilpatrick for Mr. Sheldon/ Mr. Carter	11-Yes 1-Absent 1-Not Voting

Southern New Castle County Rotary Foundation	Mr. Caneco/Mr. Carter	Mr. Caneco- \$300 Mr. Carter- \$300 TOTAL \$600	Mr. Caneco/Mr. Carter	11-Yes 1-Absent 1-Not Voting
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*Mr. Street and Mr. Smiley commented.

F. Expense and Revenue Round Table

- None

G. Other

Councilman Carter: Request to increase funding for 2026 NACo Annual Conference

- Mr. Carter requested an increase in funding for a trip to the NACo Annual Conference of \$322.00 for a total of \$2,389.03.
- Mr. Cartier called for a vote to approve Mr. Carter's request. Vote to increase was unanimous.
- Mr. Caneco requested funding to attend the NACo Annual Conference and made a motion to approve funding, which was seconded by Mr. Carter. Vote to approve was unanimous.

ARPA Update

- Tonya Adkins, Director of ARPA Funding
 - Dustin Hinkle, Guidehouse, Associate Director
 - Mollye Shacklette, Guidehouse, Managing Consultant
- Ms. Tonya Adkins, NCC Director of ARPA funding, and Ms. Mollye Shacklette, the Project Manager for NCC's compliance partner, Guidehouse, made a presentation about the closing out of ARPA funding.
 - Members of council discussed the presentation with Ms. Adkins and Ms. Shacklette.
 - No public comment.

H. Public Comment

- Ms. Shannon Tiberi, member of the public, expressed interest in joining the NCC Financial Advisory Council.
- Ms. Durham, Chair of the Boards and Commission Committee, explained how Ms. Tiberi could apply.

I. Council Member Comment

- Mr. Smiley made an announcement about the upcoming budget hearings.
- Mr. Hollins noted that he would be a bit late for the first budget hearing.

J. Adjournment

- Mr. Smiley made a motion and Ms. George seconded, to adjourn the April 14, 2026 Ad-Finance meeting. Vote to adjourn was unanimous.
- Mr. Cartier adjourned the meeting at 5:58 PM.

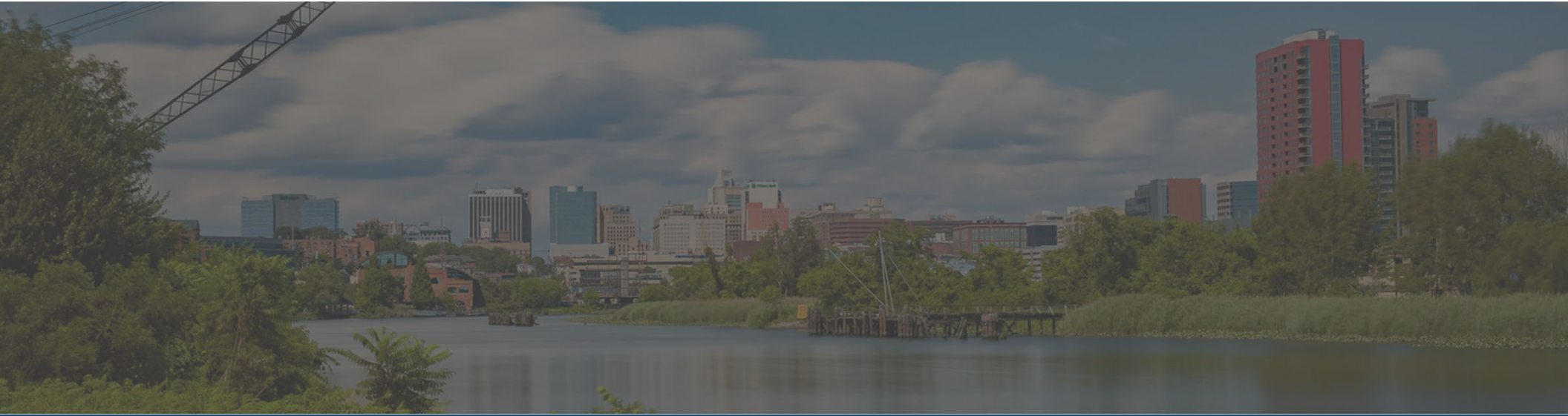
Respectfully submitted by Michele Gildea, legislative assistant to Councilman John Cartier. The meeting was recorded and is available online.



New Castle County Finance Committee Update

An Overview of the American Rescue Plan Act and
State and Local Fiscal Recovery Funds

April 14, 2026



Agenda

1 New Castle County and ARPA

- ARPA SLRF Update
- ARPA SLRF Overview

2 Past Activities: What Has Been Accomplished

- ARPA and NCC: Where We Started
- NCC's Approach to SLFRF
- NCC ARPA Investments
- ARPA SLFRF Success Stories

3 Ongoing Activities: Continuing Work and Impact

- ARPA and NCC: Where We Are Today

4 Upcoming Activities: What to Expect Next

- Final Phase of ARPA: What Comes Next
- NCC's Plans for Remaining Funds
- Keys to a Successful Spenddown
- Pathway to the Finish Line



New Castle County and ARPA



ARPA SLFRF Update

NCC has made substantial progress in the past year of program execution and is positioned to fully deploy funds.

Purpose of Today's Briefing

Today's briefing is intended to provide information on the following:

- Overall update on NCC's use of ARPA SLFRF funds
- Progress since last Council briefings in 12/24
- Status of remaining funds and path to full expenditure

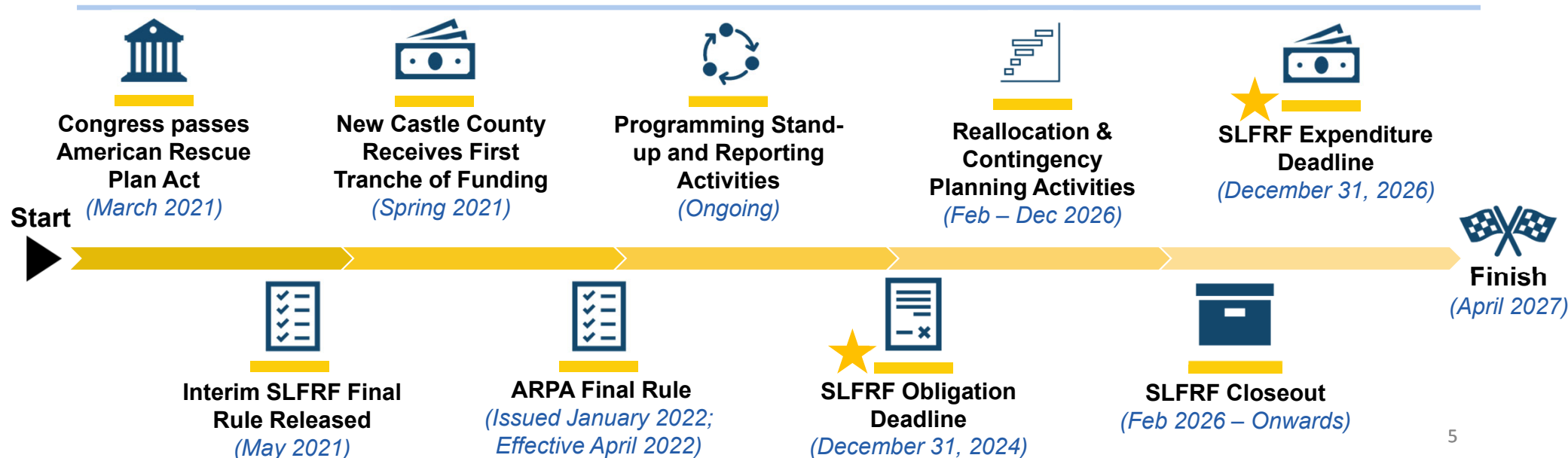


ARPA SLFRF Overview

Background

The **American Rescue Plan Act (ARPA)** was signed into law on March 11, 2021, to provide emergency economic support in response to the COVID-19 pandemic. As part of this comprehensive funding package, ARPA authorized the **Coronavirus State and Local Fiscal Recovery Funds (SLFRF)** program.

This \$350 billion program provided states, localities, and Tribal governments with funding to support their pandemic response and recovery efforts.





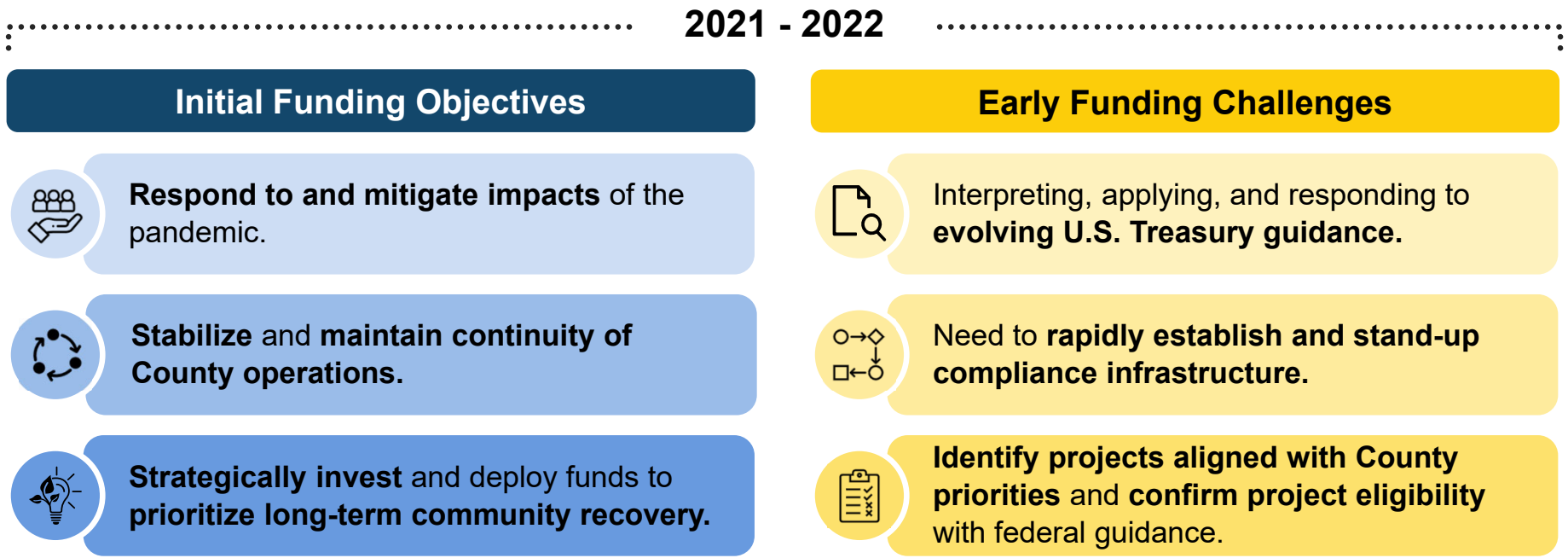
Past Activities: What Has Been Accomplished



ARPA and NCC: Where We Started



In May 2021, New Castle County received the first tranche of its **total ARPA SLFRF allocation of \$108,531,220.**





NCC's Approach to SLFRF

NCC implemented a portfolio-based strategy combining County-led initiatives and subrecipient programs to deliver equitable recovery and set up a program governance and controls framework to ensure compliance with federal requirements.

Portfolio-Based Approach

Delivery Model

 **County-Led Initiatives**
Direct program delivery and administration

 **Subrecipient Programs**
Community partners and nonprofit delivery

Key Investment Areas

 **Public Health & Equity**
Building better communities, health equity

 **Economic Recovery**
Affordable housing, workforce development

 **Infrastructure**
Stormwater, wastewater, broadband

 **Government Services**
Admin capacity, service delivery

242 projects totaling **\$108.5M.**

Governance & Controls



Centralized Tracking

Unified portfolio dashboard monitoring spend, obligations, and project milestones across all 242 projects and six category types.



Risk-Based Monitoring

Risk-based model with detailed review for high-risk subrecipient programs, monitoring the programs compliance in accordance with Uniform Guidance.



Regular Federal Reporting

Quarterly Programmatic Reports and Annual Recovery Reports submitted to U.S. Treasury.



NCC ARPA Investments

NCC has allocated \$108,531,220 in ARPA funding across 242 projects, spanning seven key expenditure categories to drive equitable recovery and long-term community impact.

Total Award: **\$108,531,220** | 242 Projects

Expenditure Categories

 Public Health	 Neg. Economic Impact	 Premium Pay	 General Gov. Services	 Infrastructure	 Administrative	 Public Sector Capacity
30 Projects	80 Projects	1 Project	106 Projects	4 Projects	13 Projects	8 Projects
\$3,652,831.88 committed	\$32,770,635.04 committed	\$8,093,050.98 committed	\$53,214,321.41 committed	\$3,269,704.91 committed	\$7,084,126.77 committed	\$446,549.01 committed



ARPA SLFRF Success Stories



Exceptional Care for Children

The project focused on purchasing an airway clearance system to help medically fragile children (who are treated by ECG) to help clear secretions from the airways of individuals with conditions that affect their ability to clear their own airway – which can be exacerbated by COVID-19. This includes individuals impacted by, but not limited to, cystic fibrosis or neuromuscular disorders.



Good Neighbors Home Repair

This project provided funding to Good Neighbors Inc. to repair low-income homes within the County, helping combat housing insecurity and the lack of affordable housing. By improving living conditions and ensuring safe and stable environments, this initiative not only enhanced the quality of life for families but also contributed to the overall community well-being.



Safe Helps Group Mental Health Initiative

The SHG Initiative used ARPA SLFRF funding to expand access to mental health support through both immediate crisis response and long-term prevention. The project established an on-call crisis hotline, strengthened operational capacity, and produced clinician-led training videos that equip community leaders to respond to suicidal ideation. Together, these efforts built lasting, community-wide mental health resources and improved access to timely, life-saving support.



ARPA SLFRF Success Stories



Boys & Girls Clubs – Building Better Communities

Teens in Knollwood and Sparrow Run faced increased violence risks and limited safe after-school spaces. A partnership with New Castle County ARPA funds and the Boys & Girls Clubs provided programming like LifeSkills, leadership training, and financial literacy. The results were notable: teen club attendance doubled, 23 new members joined in Knollwood, and all surveyed teens felt safer and had a greater sense of community belonging.



Overlook Colony Revitalization

New Castle County has enhanced affordable housing for low- to moderate-income residents in Overlook Colony through partnerships with the Delaware State Housing Authority (ICDHDE) and the Community Reinvestment and Development Corporation (CRDC). They have rehabilitated 36 units, incorporating energy-efficient upgrades to improve affordability and living conditions. These units are designated for families with incomes at or below 50-60% of the AMI. To date, 90% of these units are now occupied.



Mobile Broadband Infrastructure (multiple projects)

New Castle County provided SLFRF funding to strengthen the region's mobile broadband infrastructure. This included the implementation of a study done to improve cellular broadband access across the County by identifying high impact areas to construct additional towers, increasing connectivity for public safety and public use. The County solicited bids from providers for those towers and have, so far, completed construction of one cell tower, with an additional tower planned to be completed in the future.



Ongoing Activities: Continuing Work and Impact



ARPA and NCC: Where We Are Today



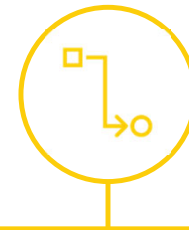
On Track Spenddown

83% of the County's SLFRF funds have been expended (\$90.0M) with the remaining 17% of funds obligated (\$18.5M). Furthermore, a total of 207 out of 242 total projects have reached 100% expended.



Active Fund Management

All remaining funds are being actively managed with **clear spenddown plans** and **contingency options in place** to ensure full utilization and **no risk of unspent SLFRF funds**.



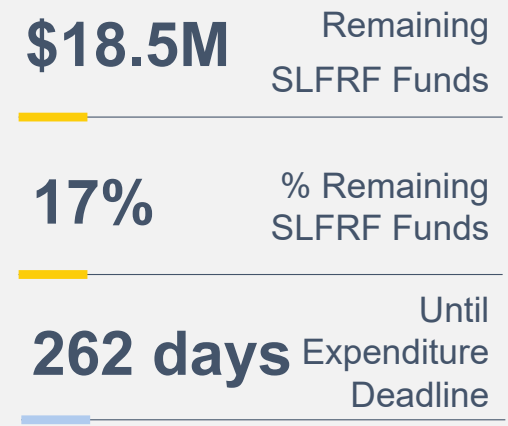
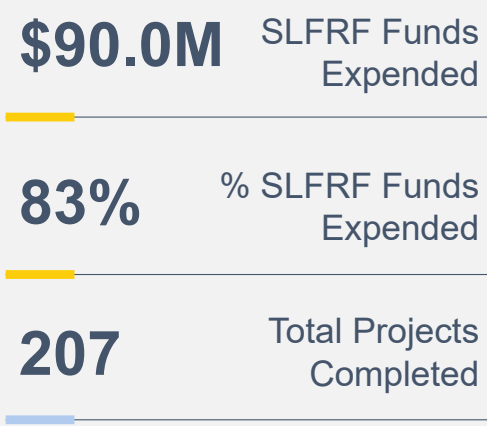
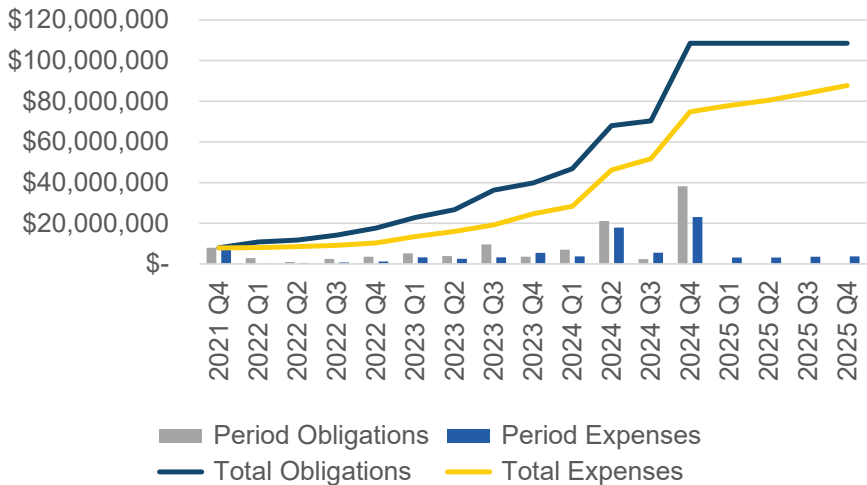
Ongoing Risk Management

NCC has **moved beyond the higher risk phases of SLFRF implementation**, with:

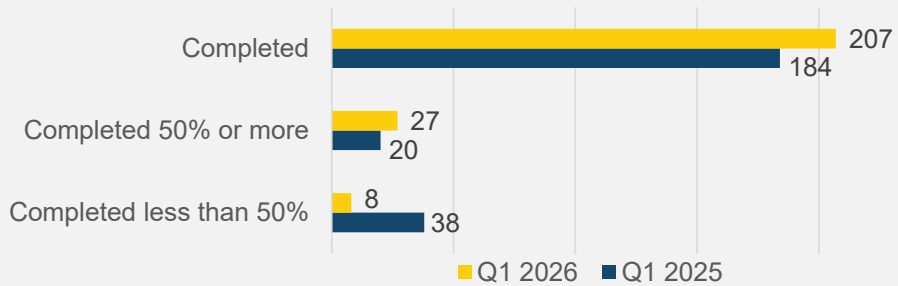
- The majority of projects (**86%**) **fully expended**.
- Most remaining funds within the **revenue loss category**, with lower compliance burdens.
- **Compliance reviews** nearing completion.
- The **closeout process** actively underway.



ARPA and NCC: Where We Are Today



Project Completion Status as of Q1 2026



- Progress since Q1 2025:**
- 23 additional projects have been completed since Q1 2025
 - 35 projects with remaining funds to be expended as of Q1 2026

*All data from MUNIS as of 3/31/2026



Upcoming Activities: What to Expect Next



Final Phase of ARPA: What Comes Next

Key Priorities Through 2026



Complete remaining projects

Work with project managers to review project status, set final timelines, and provide support for project completion.



Monitor active projects and plan for final spenddown

Monitor projects for any challenges towards final spenddown and provide technical assistance to ensure all expenses are fully accounted for.



Continue compliant reporting and closeout

Continue with compliant reporting and the closeout process in accordance with the SLRF guidelines. Timely completion will contribute to a successful project conclusion.

NCC is on track to close out ARPA responsibly and successfully.



NCC's Approach for Remaining Funds



All remaining SLFRF funds held by the County are being actively monitored and managed to support timely and compliant deployment.

Remaining Fund Balance

\$18,490,228

Remaining Funds Largely Tied To:

- Multi-year infrastructure projects
- Subrecipient reimbursement timelines
- Projects finishing under budget

Approach for Re-allocation of Funds:

To optimize the use of funds and prevent returning excess funds to the federal government, the ARPA Team has adopted the following strategy:

Note: Re-allocated funds must 1) remain SLFRF-eligible, and 2) align with prior obligations.

1a. Mapped out remaining, planned expenditures month by month.



1b. Set up menu of fully vetted contingency options.

2. Are tracking actual expenditures and alert County POC when under planned amount.

3. Has prepared a menu of ready-to-go contingency options and spend the funds available.



Keys to a Successful Spenddown



As NCC works to expend the remaining ARPA funds, support will be critical for the following efforts.



Continued Departmental Cooperation

Collaboration amongst County departments ensures alignment with County goals and community needs. Regular communication about fund spenddown and compliance will enhance the County's capacity to successfully execute and finalize impactful programs.

Timely Project Execution

Coordination among key stakeholders will be critical to support project execution, address delays, and guide reallocation decisions.

ARPA Closeout & Future-State Planning

Establish an effective strategy to support closeout activities and strengthen future grants practices by defining enforcement actions, best practices, and lessons learned from the ARPA experience.

Organizational Planning

Effective internal coordination will be essential to the County's post-ARPA transition, which includes final reporting, financial reconciliation, record retention, and compliance.



Pathway to the Finish Line

Federal Deadlines



OBLIGATION DEADLINE

December 31, 2024



EXPENDITURE DEADLINE

December 31, 2026



CLOSEOUT DEADLINE

April 2027

Final Activities



2025 – 2026

Spend-down monitoring, compliance reviews, & project completion



2026

Final reimbursements & performance validation



2027

U.S. Treasury reconciliation, final reporting, & program closeout

Questions?

Recap

01

We provided an overview of the status of NCC's SLFRF funding.

02

We discussed the current and ongoing activities.

03

Finally, we provided information about NCC's priorities during the final phase.

An aerial photograph of a city skyline, likely New Castle County, Delaware. The image shows a dense cluster of buildings, including several tall skyscrapers, situated along a river. A bridge is visible in the foreground, crossing the river. The sky is clear and blue.

New Castle County has successfully transformed emergency federal funding into long-term community investment while maintaining strong fiscal and compliance oversight.

The focus now shifts from deployment to responsible closeout.