

Administrative-Finance Committee
CO-CHAIR, GEORGE SMILEY
COUNCILMAN SEVENTH DISTRICT
CO-CHAIR, JOHN J. CARTIER
COUNCILMAN EIGHTH DISTRICT



LOUIS L. REDDING CITY COUNTY BUILDING
800 N. French Street
Wilmington, DE 19801
Office: (302) 395-8383
Fax: (302) 395-8386
E-mail: jjcartier@nccde.org
E-mail: gsmiley@nccde.org

NEW CASTLE COUNTY COUNCIL
Administrative-Finance Committee
January 23, 2018 – 1:30 p.m.
8th Floor Council Conference Room

AGENDA

APPROVAL OF MINUTES:

1/9/17 Administrative-Finance Committee meeting minutes

RESOLUTIONS:

R18-026: AUTHORIZING AN \$812.00 INCREASE TO THE PURCHASE ORDER CONTRACT FOR HOUSING ALLIANCE DELAWARE DUE TO A PASS THROUGH GRANT TO THE DEPARTMENT OF COMMUNITY SERVICES, FOR A TOTAL PURCHASE ORDER OF \$45,391.00. Introduced by: Mr. Smiley, Mr. Cartier

FISCAL NOTE: This Resolution authorizes the execution of one purchase order contract increase in the amount of \$812.00, which revises the total purchase order amount to \$45,391.00. Funding is included in the FY2018 Approved Grants Budget.

R18-027: AUTHORIZING AN \$17,688.55 INCREASE TO THE PURCHASE ORDER CONTRACT FOR INTERFAITH HOUSING DELAWARE, INC. DUE TO A PASS THROUGH GRANT TO THE DEPARTMENT OF COMMUNITY SERVICES, FOR A TOTAL PURCHASE ORDER OF \$317,688.55. Introduced by: Mr. Smiley, Mr. Cartier

FISCAL NOTE: This Resolution authorizes the execution of one purchase order contract increase in the amount of \$17,688.55, which revises the total purchase order amount to \$317,688.55. Funding is included in the FY2018 Approved Grants Budget.

R18-028: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR FORESITE ASSOCIATES FOR PROFESSIONAL SERVICES FOR A CHESTNUT VALLEY STREAM STABILIZATION STUDY FOR THE DEPARTMENT OF SPECIAL SERVICES IN THE AMOUNT OF \$49,950.00. Introduced by: Mr. Smiley, Mr. Cartier

FISCAL NOTE: This Resolution authorizes the execution of one purchase order contract totaling \$49,950.00. Funding is included in the FY2018 Approved Capital Budget.

ORDINANCES:

°18-001: AMEND THE FY2018 APPROVED OPERATING BUDGET: REALIGN BUDGETARY FUNDING OF \$90,000 WITHIN THE DEPARTMENT OF SPECIAL SERVICES TO FUND INCREASED ELECTRIC EXPENDITURES. Introduced by: Mr. Sheldon, Mr. Powers

FISCAL NOTE: This Ordinance, if approved, will amend the FY2018 Approved Operating Budget by realigning budgetary funds of \$60,000 from the Contractual Services budget line and \$30,000 from the

Materials and Supplies budget line to the Communications and Utilities budget line within the Department of Special Services.

Funding is necessary to cover increased electric expenditures. The electric usage at the City/County Building has increased approximately 15% over the last four years. Due to a billing issue, the final two invoices for FY2017 were not received until FY2018 and had to be processed this fiscal year.

This Ordinance will result in no increase to the FY2018 Approved Operating Budget as the legislation is a transfer of funds within the department. A request to increase the budget for FY2019 and FY2020 is anticipated to cover increased expenditures.

17-070: (STATUS: TABLED) TO AMEND NEW CASTLE COUNTY CODE CHAPTER 14 (“FINANCE AND TAXATION”) REGARDING THE PROCESS FOR ABATEMENT OF CERTAIN TAXES AND PENALTIES FOR CERTAIN EXEMPT ORGANIZATIONS. Introduced by: Mr. Smiley

FISCAL NOTE: The legislation will provide additional reasons for the Chief Financial Officer to allow an abatement of penalties and County taxes.

OTHER:

- **Congratulating the Finance Department on earning the Distinguished Budget Presentation Award for New Castle County’s Comprehensive Annual Budget Summary.**
- **New Castle County Council Grant Requests/Community Events**
- **Travel reimbursement requests for Municipal Clerks seminar for the following Council personnel:**
 - Clerk of Council, Nellie Hill; Deputy Clerk of Council Tara Finnigan; and Legislative Aides, Valerie George and Susan Moore.
- **Expense & Revenue Round Table**
- **Comments by the County Executive Branch**
- **Other**

PUBLIC COMMENT:

ADJOURNMENT:

AGENDA POSTED: January 16, 2018

***The agenda is posted (7) seven days in advance of the scheduled meeting in compliance with 29 Del. C. Section 10004(e)(2). This agenda shall be subject to change to include the addition or deletion of items received from Council members, including executive session, which arise at the time of the meeting.**