

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



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NEW CASTLE COUNTY COUNCIL
Administrative-Finance Committee
August 28, 2018 – 1:30 p.m.
8th Floor Council Conference Room

AGENDA

I. APPROVAL OF MINUTES:

7/24/18 Administrative-Finance Committee Minutes

II. RESOLUTIONS:

R18-123: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR CATHOLIC CHARITIES, INC. FOR A PASS-THROUGH GRANT FOR THE DEPARTMENT OF COMMUNITY SERVICES IN THE AMOUNT OF \$25,000.00. Introduced by: Mr. Smiley, Mr. Cartier

FISCAL NOTE: This Resolution authorizes the execution of one purchase order contract totaling \$25,000 to the Catholic Charities, Inc. These funds will support client services.

R18-124: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR CITY OF NEWARK PLANNING AND DEVELOPMENT DEPARTMENT FOR A PASS-THROUGH GRANT FOR THE DEPARTMENT OF COMMUNITY SERVICES IN THE AMOUNT OF \$274,006.00. Introduced by: Mr. Smiley, Mr. Cartier

FISCAL NOTE: This Resolution authorizes the execution of one purchase order contract totaling \$274,006 to the City of Newark Planning and Development Department. This is a CDBG pass through grant.

R18-125: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR FAMILY PROMISE OF NORTHERN NEW CASTLE COUNTY, INC. FOR A PASS-THROUGH GRANT FOR THE DEPARTMENT OF COMMUNITY SERVICES IN THE AMOUNT OF \$90,000.00. Introduced by: Mr. Smiley, Mr. Cartier

FISCAL NOTE: This Resolution authorizes the execution of one purchase order contract totaling \$90,000 to the Family Promise of Northern New Castle County, Inc. These funds will be used to support their Rapid Re-Housing program.

R18-126: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR HOUSING ALLIANCE DELAWARE FOR A PASS-THROUGH GRANT FOR THE DEPARTMENT OF COMMUNITY SERVICES IN THE AMOUNT OF \$24,000.00. Introduced by: Mr. Smiley, Mr. Cartier

FISCAL NOTE: This Resolution authorizes the execution of one purchase order contract totaling \$24,000 to the Housing Alliance Delaware. These funds will support case management services related to the Community Management Information System (CMIS).

R18-127: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR INTERFAITH HOUSING DELAWARE, INC. FOR A PASS-THROUGH GRANT FOR THE DEPARTMENT OF COMMUNITY SERVICES IN THE AMOUNT OF \$105,000.00. Introduced by: Mr. Smiley, Mr. Cartier

FISCAL NOTE: This Resolution authorizes the execution of one purchase order contract totaling \$105,000 to Interfaith Housing Delaware, Inc. These funds will assist in the acquisition and rehabilitation of 6 townhome units along the Rt. 9 Corridor. These units will be made available for those first-time homebuyers earning less than 80% of area median income.

R18-128: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR INTERFAITH HOUSING DELAWARE INC. FOR A PASS-THROUGH GRANT FOR THE DEPARTMENT OF COMMUNITY SERVICES IN THE AMOUNT OF \$200,000.00. Introduced by: Mr. Smiley, Mr. Cartier

FISCAL NOTE: This Resolution authorizes the execution of one purchase order contract totaling \$200,000 to Interfaith Housing Delaware, Inc. These funds will assist in the acquisition and rehabilitation of properties located along the Rt. 9 Corridor, New Castle, DE.

R18-129: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR LUTHERAN COMMUNITY SERVICES FOR A PASS-THROUGH GRANT FOR THE DEPARTMENT OF COMMUNITY SERVICES IN THE AMOUNT OF \$25,000.00. Introduced by: Mr. Smiley, Mr. Cartier

FISCAL NOTE: This Resolution authorizes the execution of one purchase order contract totaling \$25,000 to Lutheran Community Services. These funds will support their homelessness prevention program.

R18-130: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR YWCA DELAWARE, INC. FOR A PASS-THROUGH GRANT FOR THE DEPARTMENT OF COMMUNITY SERVICES IN THE AMOUNT OF \$20,000.00. Introduced by: Mr. Smiley, Mr. Cartier

FISCAL NOTE: This Resolution authorizes the execution of one purchase order contract totaling \$20,000 to YWCA Delaware, Inc. These funds will support shelter operations.

R18-131: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR WEST HEALTH ADVOCATE SOLUTIONS, INC. FOR THE EMPLOYEE ASSISTANCE PROGRAM FOR THE OFFICE OF HUMAN RESOURCES IN THE AMOUNT OF \$30,004.56. Introduced by: Mr. Smiley, Mr. Cartier

FISCAL NOTE: This Resolution authorizes the execution of one purchase order contract totaling \$30,004.56 to West Health Advocate Solutions, Inc. for the employee assistance program.

R18-132: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR AZTECA SYSTEMS, INC. FOR LICENSE AND SUPPORT FOR CITYWORKS® SOFTWARE FOR THE OFFICE OF TECHNOLOGY AND ADMINISTRATIVE SERVICES IN THE AMOUNT OF \$72,500.00. Introduced by: Mr. Smiley, Mr. Cartier

FISCAL NOTE: This Resolution authorizes the execution of one purchase order contract totaling \$72,500 to Azteca Systems, Inc. for the Cityworks software program.

R18-133: AMEND THE FY2019 CAPITAL PROGRAM: APPROPRIATE \$30,000 FROM DELAWARE GREENWAYS TO THE DEPARTMENT OF PUBLIC WORKS, GREENWAY SYSTEMS CAPITAL PROJECT. Introduced by: Mr. Smiley

FISCAL NOTE: This Resolution, if adopted, will amend the FY2019 Capital Program by appropriating \$30,000 from Delaware Greenways to the Department of Public Works, Greenway Systems Capital Project. Delaware Greenways has funding from the William Penn Foundation in the amount of \$30,000 to offset the cost of a \$65,000 feasibility study for an off-road pathway connecting the Wilmington-New Castle Trail to Churchmans Road. The remaining \$35,000 balance will come from prior authorized funding in the Greenways Systems Capital Project.

The revised FY2019 Capital Budget amount for the Greenway Systems Capital Project will be increased \$30,000 and the revised total authorized Capital Budget for the Greenway Systems Capital Project will be \$3,239,000. The revised FY2019 New Castle County Capital Budget grand total will be \$48,252,765.

The appropriation of funding is within the adopted Key Financial Policies.

III. ORDINANCES:

°18-076: AMEND THE GRANTS BUDGET: APPROPRIATE AN ADDITIONAL \$55,000 IN FEDERAL FUNDING FROM THE DEPARTMENT OF HOMELAND SECURITY FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) TO THE EMERGENCY MANAGEMENT FY2018 GRANT. Introduced by: Mr. Bell, Mr. Street

FISCAL NOTE: This Ordinance, if approved, will amend the Grants Budget by appropriating an additional \$55,000 in federal funding received from the Department of Homeland Security Federal Emergency Management Agency (FEMA) to the Emergency Management FY2018 Grant. Funds are to be used for training, medical supplies, contractual services, and equipment. The funding will be used to continue efforts in developing and maintaining ongoing planning and programming to address natural, manmade and technological disasters and emergencies. The Office of Emergency Management's major service goal is to assist New Castle County, its agencies and the citizens of New Castle County, to prepare for, respond to and recover from major emergency events. Activities are coordinated with a variety of federal, state, and local government agencies, as well as private facilities. The fiscal impact of this Ordinance, if approved, will be an increase in the authorized spending authority of the Grants Budget in the amount of \$55,000. This increase will affect FY2018, FY2019, and FY2020, since the targeted program completion date is September 30, 2019. There will be no fiscal impact beyond FY2020 as a result of this grant award. There is no discernible fiscal impact on the current operating budget.

°18-077: AMEND THE FY2019 CAPITAL BUDGET: APPROPRIATE \$30,000 FROM DELAWARE GREENWAYS TO THE DEPARTMENT OF PUBLIC WORKS, GREENWAY SYSTEMS CAPITAL PROJECT. Introduced by: Mr. Smiley

FISCAL NOTE: This Ordinance, if approved, will amend the FY2019 Capital Budget by appropriating \$30,000 from Delaware Greenways to the Department of Public Works, Greenway Systems Capital Project. Delaware Greenways has funding from the William Penn Foundation in the amount of \$30,000 to offset the cost of a \$65,000 feasibility study for an off-road pathway connecting the Wilmington-New Castle Trail to Churchmans Road. The remaining \$35,000 balance will come from prior authorized funding in the Greenways Systems Capital Project.

The revised FY2019 Capital Budget amount for the Greenway Systems Capital Project will be increased \$30,000 and the revised total authorized Capital Budget for the Greenway Systems Capital Project will be \$3,239,000. The revised FY2019 New Castle County Capital Budget grand total will be \$48,252,765. The appropriation of funding is within the adopted Key Financial Policies

IV. OTHER:

- **Discussion on Council Budget Presentations.**
- **New Castle County Council Grant Requests/Community Events**
- **Expense & Revenue Round Table**
- **Comments by the County Executive Branch**
- **Other**

V. PUBLIC COMMENT:

VI. ADJOURNMENT:

AGENDA POSTED: August 21, 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.**