

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
September 11, 2018 – 1:30 p.m.
8th Floor Council Conference Room

REVISED AGENDA II

I. APPROVAL OF MINUTES:

8/28/18 Administrative-Finance Committee Minutes

II. RESOLUTIONS:

R18-139: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR ANDRIS I. STAGITIS FOR CONSULTING SERVICES FOR THE DEPARTMENT OF COMMUNITY SERVICES IN THE AMOUNT OF \$24,700.00. Introduced by: Mr. Smiley, Mr. Cartier

FISCAL NOTE: This Resolution authorizes the execution of one purchase order contract totaling \$24,700 to Andris I. Stagitis for consulting services to support the financial processing and reporting required for the Strong Neighborhoods and Neighborhood Stabilization programs.

R18-140: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR OUR LADY OF GRACE HOME, 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 Our Lady of Grace Home, Inc. These funds will be used to assist Our Lady of Grace Home Inc. Community Support Programs Inc. with Our Lady of Grace Home Apartments.

R18-141: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR DIAMOND STATE C-L-T, INC. FOR A PASS-THROUGH GRANT FOR THE DEPARTMENT OF COMMUNITY SERVICES IN THE AMOUNT OF \$50,000.00. Introduced by: Mr. Smiley, Mr. Cartier

FISCAL NOTE: This Resolution authorizes the execution of one purchase order contract totaling \$50,000 to Diamond State C-L-T, Inc. These funds will be used to assist one home buying family in the 60%-80% AMI range with buyer-initiated leasehold home ownership program.

R18-142: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR CONNECTIONS CSP, 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 Connections CSP, Inc. These funds will be used for construction of a new group home for individuals with mental and physical disabilities.

R18-143: AMEND THE FY2019 CAPITAL PROGRAM: TRANSFER \$1,000,000 FROM THE AIRPORT ROAD SYSTEM REHABILITATION CAPITAL PROJECT AND \$1,000,000 FROM THE WHITE CLAY SYSTEM REHABILITATION CAPITAL PROJECT TO THE NORTH DELAWARE INTERCEPTOR SYSTEM CAPITAL PROJECT. Introduced by: Mr. Sheldon, Mr. Powers

FISCAL NOTE: This Resolution, if adopted, will amend the FY2019 Capital Program by transferring \$1,000,000 from the Airport Road System Rehabilitation Capital Project and \$1,000,000 from the White Clay System Rehabilitation Capital Project to the North Delaware Interceptor System Capital Project. The reduction in funding to the Airport Road System Rehabilitation is due to delaying construction within the South Christina Interceptor Revitalization Project until 2020. The reduction in funding to the White Clay System Rehabilitation is due to delaying construction on the Mill Creek Point Repair Project until 2020. The transfer of funding will have no fiscal impact on the FY2019 Capital Budget. The FY2019 New Castle County Capital Budget grand total will remain \$48,222,765.

R18-144: RESOLUTION IN SUPPORT OF AN ORDINANCE TO PROVIDE A FINITE TAX EXEMPTION FOR DOT FOODS, INC. IN SUPPORT OF ECONOMIC DEVELOPMENT IN NEW CASTLE COUNTY. Introduced by: Mr. Tackett

III. ORDINANCES:

°18-079: TO AMEND NEW CASTLE COUNTY CODE CHAPTER 2 (“ADMINISTRATION”), ARTICLE 2 (“COUNTY COUNCIL”), TO RAISE THE THRESHOLD FOR COUNTY COUNCIL CONTRACT APPROVAL TO \$50,000. Introduced by: Mr. Smiley, Mr. Cartier

FISCAL NOTE: This Ordinance raises the dollar amount for required Council legislative approval of certain contracts from \$25,000 to \$50,000. The information currently is provided to Council via prospective contract information, information on awarded contracts below \$50,000, and via the open government checkbook. The increased amount to require legislative approval will increase the efficiency of contract processing. There is no appreciable fiscal impact from this Ordinance.

°18-080: AMEND THE FY2019 APPROVED OPERATING BUDGET: INCREASE THE AUTHORIZED POSITION COUNT FOR THE DEPARTMENT OF ADMINISTRATION, OFFICE OF HUMAN RESOURCES BY ADDING ONE ADDITIONAL PENSION PROGRAM ANALYST. Introduced by: Mr. Hollins, Mr. Smiley

FISCAL NOTE: This Ordinance, if approved, will amend the Fiscal Year 2019 Approved Operating Budget by increasing appropriations in the amount of \$61,417 to the Salaries and Wages Budget Line Item and \$36,918 to the Employee Benefits Budget Line Item for the Department of Administration, Office of Human Resources, Division of Pension and Benefits. This Ordinance also includes an offset of (\$98,335) in Intergovernmental Service Credits to reflect the expenditure offsets.

At their meeting on April 18, 2018, the Pension Board approved funding a new Pension Program Analyst 100 percent from the Pension Trust Fund. The total Fiscal Year 2019 Approved Operating Budget will remain at \$291,628,331.

This amendment has no explicit fiscal impact on future years since the Annual Operating Budget is legislated annually by County Council.

°18-085: AMEND THE GRANTS BUDGET: APPROPRIATE AN ADDITIONAL \$41,075 IN ANTICIPATED STATE OF DELAWARE GRANT-IN-AID FUNDS TO THE ABSALOM JONES SENIOR CENTER FY2019 GRANT, WHICH IS ADMINISTERED BY THE DEPARTMENT OF COMMUNITY SERVICES. Introduced by: Mr. Hollins, Ms. Diller

FISCAL NOTE: This Ordinance, if approved, will amend the Grants Budget by appropriating an additional \$41,075 in anticipated State of Delaware Grant-In-Aid funds to the Absalom Jones Senior Center FY2019 Grant, which is administered by the Department of Community Services.

The Absalom Jones Senior Center provides a variety of services for the elderly in the surrounding community including: transportation to the center, adult programs, activities and social services.

The fiscal impact of this Ordinance, if approved, will be an increase in the authorized spending authority of the Grants Budget of \$41,075. This increase will affect FY2019 only since the targeted program completion date for this grant is June 30, 2019. There is no fiscal impact anticipated beyond FY2019. Original FY2019 funding was authorized in the amount of \$164,300.

°18-086: TO PROVIDE FOR THE INSTALLATION OF GRANVILLE WITH RIBS STREET LIGHTS IN THE WALKER FARM ESTATES SUBDIVISION LOCATED IN THE MILL CREEK HUNDRED AND FOR A LIGHT TAX BASED ON THE COST OF STREET LIGHTS. Introduced by: Ms. Kilpatrick

FISCAL NOTE: This ordinance provides for the installation of GRANVILLE WITH RIBS street lights and the assessment of a light tax based on the full annual cost of the street lighting on those WALKER FARM ESTATES SUBDIVISION properties set forth in the petition filed with the Clerk of County Council. The light tax assessed on these properties deriving the benefits of street lighting will be billed in conjunction with the annual property tax billing. The increased expenditure to the County resulting from the installation and maintenance will be offset by the increased revenues realized from the light tax assessment.

°18-087: AMEND THE FY2019 APPROVED OPERATING BUDGET: REALIGN BUDGETARY FUNDING OF \$30,000 WITHIN THE DEPARTMENT OF LAND USE TO FUND THE ROUTE 202 MASTER PLAN THROUGH THE WILMINGTON AREA PLANNING COUNCIL (WILMAPCO). Introduced by: Mr. Tackett, Ms. Kilpatrick

FISCAL NOTE: This Ordinance, if approved, will amend the FY2019 Approved Operating Budget by realigning budgetary funds of \$30,000 from the Contractual Services budget line to the Grants and Fixed Charges budget line within the Department of Land Use.

The cost for the project shall be \$300,000, of which New Castle County is responsible for the federally required twenty percent match of \$60,000. The initial \$30,000 was paid using FY2018 Approved Operating Budget funds. This Ordinance will result in no increase to the FY2019 Approved Operating Budget as the legislation is a transfer of funds within the Department. The total Fiscal Year 2019 Approved Operating Budget will remain at \$291,628,331.

This Ordinance has no explicit fiscal impact on future years since the Annual Operating Budget is legislated annually by County Council.

°18-088: AMEND THE FY2019 APPROVED OPERATING BUDGET: REALIGN BUDGETARY FUNDING OF \$20,000 WITHIN THE DEPARTMENT OF LAND USE TO FUND THE SOUTHERN NEW CASTLE COUNTY MASTER PLAN THROUGH THE WILMINGTON AREA PLANNING COUNCIL (WILMAPCO). Introduced by: Mr. Tackett, Ms. Kilpatrick

FISCAL NOTE: This Ordinance, if approved, will amend the FY2019 Approved Operating Budget by realigning budgetary funds of \$20,000 from the Contractual Services budget line to the Grants and Fixed Charges budget line within the Department of Land Use.

The cost for the project shall be \$150,000, of which New Castle County is responsible for the federally required twenty percent match of \$30,000. The initial \$10,000 was paid using FY2018 Approved Operating Budget funds. This Ordinance will result in no increase to the FY2019 Approved Operating Budget as the legislation is a transfer of funds within the Department. The total Fiscal Year 2019 Approved Operating Budget will remain at \$291,628,331.

This Ordinance has no explicit fiscal impact on future years since the Annual Operating Budget is legislated annually by County Council.

°18-089: AMEND THE FY2019 CAPITAL BUDGET: TRANSFER \$1,000,000 FROM THE AIRPORT ROAD SYSTEM REHABILITATION CAPITAL PROJECT AND \$1,000,000 FROM THE WHITE CLAY SYSTEM REHABILITATION CAPITAL PROJECT TO THE NORTH DELAWARE INTERCEPTOR SYSTEM CAPITAL PROJECT. Introduced by: Mr. Sheldon, Mr. Powers

FISCAL NOTE: This Ordinance, if approved, will amend the FY2019 Capital Budget by transferring \$1,000,000 from the Airport Road System Rehabilitation Capital Project and \$1,000,000 from the White Clay System Rehabilitation Capital Project to the North Delaware Interceptor Capital Project.

This transfer of funding will have no fiscal impact on the FY2019 Capital Budget.

The FY2019 New Castle County Capital Budget grand total will remain at \$48,222,765.

°18-090: TO AMEND NEW CASTLE COUNTY CODE CHAPTER 14 (“FINANCE AND TAXATION”) TO ENACT A CEILING ON THE REALTY TRANSFER TAX EXEMPTION FOR FIRST-TIME HOMEBUYERS. Introduced by: Mr. Smiley, Mr. Cartier

FISCAL NOTE: This Ordinance is expected to increase General Fund revenues by the following amounts:

FY 2019:	\$35,000
FY 2020:	\$50,000
FY 2021:	\$50,000

IV. OTHER:

- Discussion on Council’s 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: September 4, 2018
REVISED AGENDA POSTED: September 4, 2018
REVISED AGENDA POSTED: September 10, 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.

**The agenda was revised on Tuesday, September 4, 2018 to include R18-144. This resolution was inadvertently left off the original agenda.

***The agenda was revised on Monday, September 10, 2019 to correct a typographical error. Resoultion No. 18-140 and Resolution 18-142 were switched.