

**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**  
**November 20, 2018 – 4:00 p.m.**  
**8<sup>th</sup> Floor Council Conference Room**

**I. APPROVAL OF MINUTES**

10/23/18 Administrative Finance Committee Minutes

**II. RESOLUTIONS**

**R18-186: AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT FOR MERIT CONSTRUCTION FOR UPGRADE OF EXISTING SANITARY SEWER LINE IN THE COMMUNITY OF CLAYMONT HEIGHTS FOR THE DEPARTMENT OF PUBLIC WORKS IN THE AMOUNT OF \$33,800.00. Introduced by: Mr. Smiley, Mr. Cartier**

**FISCAL IMPACT:** This Resolution authorizes the execution of one purchase order contract totaling \$33,800.00. Funding is included in the FY2019 Approved Capital Budget.

**R18-187: AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE A SALES AGREEMENT AND OTHER DOCUMENTS NECESSARY TO PURCHASE APPROXIMATELY 8± ACRES OF PROPERTY LOCATED IN MIDDLETOWN, DELAWARE, AT 1001 PROMENADE PLACE, TAX PARCEL NO. 23-009.00-157, TO BE USED FOR THE SITE OF THE SOUTHERN REGIONAL LIBRARY AND RELATED EDUCATIONAL AND COMMUNITY PURPOSES. Introduced by: Mr. Carter**

**FISCAL NOTE:** The purchase price of the property is four million six hundred thousand dollars (\$4,600,000.00). In addition, the County will be responsible for all costs associated with acquiring the property, including, but not limited to, the costs of surveying, subdivision, environmental assessments, deed preparation, recording and title insurance. The property will be used for the Southern Regional Library, and related educational and community purposes. Funding has been previously approved in the Department of Community Services Southern Library Capital Project #130329.

**R18-188: TO AMEND RULE NO. 13 OF NEW CASTLE COUNTY COUNCIL RULES OF PROCEDURE REGARDING “LAME DUCK” COUNCIL MEMBERS. Introduced by: Mr. Smiley**

**FISCAL NOTE:** There is no discernible fiscal impact.

**R18-189: NEW CASTLE COUNTY COUNCIL REQUESTS THAT THE DELAWARE GENERAL ASSEMBLY AMEND DELAWARE CODE TITLE 9, SECTIONS 334(b), 1141 AND**

**1145 IN RELATION TO THE OFFICE OF NEW CASTLE COUNTY COUNCIL  
PRESIDENT. Introduced by: Mr. Smiley**

**FISCAL NOTE:** There is no discernible fiscal impact.

**III. ORDINANCES**

**°18-106: AMEND THE FY2019 APPROVED OPERATING BUDGET: TRANSFER \$12,500 FROM THE GRANTS AND FIXED CHARGES BUDGET LINE ITEM OF COUNTY COUNCIL TO THE CONTRACTUAL SERVICES BUDGET LINE ITEM FOR THE DEPARTMENT OF PUBLIC WORKS, FOR THE PURPOSE OF FUNDING A FLEET MANAGEMENT STUDY. Introduced by: Mr. Smiley**

**FISCAL NOTE:** This Ordinance, if approved, will transfer \$12,500 from the County Council – Grants and Fixed Charges Budget Line Item to the Department of Public Works – Contractual Services Budget Line Item for the purpose of studying the County’s fleet operation and fueling practices with the goal of identifying ways to improve service and generate cost savings.

This legislation will reduce the FY2019 Approved Operating Budget for County Council by \$12,500 and increase the Department of Public Works by \$12,500. The FY2019 Approved Operating Budget for the Department of Public Works will be revised from \$69,212,889 to \$69,225,389. This legislation will result in no increase to the FY2019 Approved Operating Budget as the legislation is a transfer of funds between departments. There is no fiscal impact for FY2020 or FY2021.

**°18-107: AMEND THE GRANTS BUDGET: APPROPRIATE \$28,668 FROM THE STATE OF DELAWARE, DEPARTMENT OF TRANSPORTATION (DELDOT) TO THE FIVE POINTS FIRE COMPANY ALL TERRAIN VEHICLES GRANT FOR THE DEPARTMENT OF PUBLIC SAFETY. Introduced by: Mr. Bell, Mr. Street, Mr. Woods**

**FISCAL NOTE:** This Ordinance, if approved, will amend the Grants Budget by appropriating \$28,668 from the State of Delaware, Department of Transportation (DelDOT) to the Five Points Fire Company All Terrain Vehicles Grant.

The fiscal impact of this Ordinance, if approved, will be an increase in the authorized spending authority of the Grants Budget of \$28,668. This increase will impact FY2019 only, since the targeted program completion date of this award is June 30, 2019. There will be no fiscal impact beyond FY2019 as a result of this grant award.

There is no discernible operating impact as a result of this grant award.

**°18-108: AMEND THE GRANTS BUDGET: APPROPRIATE \$526,086.69 FROM THE STATE OF DELAWARE DEPARTMENT OF SAFETY AND HOMELAND SECURITY TO THE FY2019 FUND TO COMBAT VIOLENT CRIME GRANT FOR THE DEPARTMENT OF PUBLIC SAFETY. Introduced by: Mr. Bell, Mr. Street**

**FISCAL NOTE:** This Ordinance, if approved, will amend the Grants Budget by appropriating \$526,086.69 from the State of Delaware Department of Safety and Homeland Security to the FY2019 Fund to Combat Violent Crime Grant. The funding will be used by the New Castle County Department of Public Safety for police overtime patrols and to purchase essential police equipment.

The fiscal impact of this Ordinance, if approved, will be an increase in the authorized spending authority

of the Grants Budget of \$526,086.69. This increase will impact FY2019 and FY2020 since the targeted program completion date is September 30, 2019. In addition, New Castle County is providing a cash match within the Department of Public Safety of \$171,852.11 to cover the full costs of employee benefits.

There will be no fiscal impact beyond FY2020 as a result of this grant award.

**°18-109: TO PROVIDE FOR THE INSTALLATION OF GRANVILLE WITH RIBS – 12 FOOT POLE WITH OPTIONAL FLUTED BASE STREET LIGHTS IN THE TRADITIONS AT WHITEHALL SUBDIVISION LOCATED IN THE ST. GEORGES HUNDRED AND FOR A LIGHT TAX BASED ON THE COST OF STREET LIGHTS. Introduced by: Mr. Bell**

**FISCAL NOTE:** This Ordinance provides for the installation of GRANVILLE WITH RIBS – 12 FOOT POLE WITH OPTIONAL FLUTED BASE street lights and the assessment of a light tax based on the full annual cost of the street lighting on those TRADITIONS AT WHITEHALL 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.

**°18-110: AMEND THE FY19 APPROVED OPERATING BUDGET: TRANSFER \$104,154 IN THE NEW CASTLE COUNTY DEPARTMENT OF PUBLIC SAFETY, DIVISION OF POLICE FY19 APPROVED BUDGET *MATERIALS AND SUPPLIES* BUDGET LINE ITEM TO THE COMMUNITY SERVICES FY19 APPROVED BUDGET *CONTRACTUAL SERVICES* BUDGET LINE ITEM TO SUPPORT THE COMMUNITY INTERVENTION TEAM. Introduced by: Mr. Street**

**FISCAL NOTE:** This Ordinance will have no fiscal impact as it simply transfers already-existing and approved funds (\$104,154) in the New Castle County Department of Public Safety, Division of Police FY19 Approved Budget *Materials and Supplies* Budget Line Item to the Community Services FY19 Approved Budget *Contractual Services* Budget Line Item to support the community intervention team.

**°18-111: TO AUTHORIZE ABATEMENT OF OUTSTANDING NEW CASTLE COUNTY REAL PROPERTY TAXES AND PENALTIES AND INTEREST ON THE PROPERTY OF THE EDGEMOOR COMMUNITY CENTER, DBA “BELLEVUE COMMUNITY CENTER,” LOCATED AT 510 DUNCAN ROAD, WILMINGTON, DE, TAX PARCEL NUMBER 06-132.00-229. Introduced by: Mr. Cartier**

**FISCAL IMPACT:** This Ordinance proposes to provide an abatement of all outstanding New Castle County taxes and penalties/interest (exclusive of school taxes), which totals \$20,766.86 as of October 12, 2018.

**°18-112: TO REVISE NEW CASTLE COUNTY CODE CHAPTER 2 (“ADMINISTRATION”), ARTICLE 5 (“DEPARTMENTS AND OFFICES”), DIVISION 2.05.300 (“DEPARTMENT OF PUBLIC WORKS”) REGARDING ALCOHOL AND DRUG TESTING OF EMPLOYEES OF GENERAL CONTRACTORS AND SUBCONTRACTORS WORKING ON PUBLIC WORKS PROJECTS AND WORKSITES. Introduced by: Mr. Sheldon, Ms. Kilpatrick, Mr. Woods**

**FISCAL NOTE:** There is no discernible fiscal impact.

**IV. OTHER**

- CFO Checkbook presentation/revenue update
- Discussion on Finance Meeting Start Time
- 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: November 13, 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.**