

MINUTES
Administrative Committee-Finance Committee
January 23, 2018

- I. Administrative-Finance Committee Co-chair George Smiley convened the Administrative-Finance Committee meeting at 1:30 p.m. on 1/23/18 in the 8th Floor Council Conference Room.
- II. Council members present were: Mr. Bell, Mr. Cartier, Ms. Diller, Ms. Hartley-Nagle, Mr. Hollins, Ms. Kilpatrick, Mr. Sheldon, Mr. Smiley, Mr. Street, and Mr. Woods.
- Absent were: Mr. Powers, Mr. Tackett, and Mr. Weiner.
- III. Ms. Kilpatrick made a motion to accept the minutes from the 1/09/2018 meeting of the Administrative-Finance Committee. Ms. Diller seconded the motion and it passed unanimously.
- IV. Discussion of Resolutions & Ordinances
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

- Mr. Smiley read the resolution and explained the details.
- There was no discussion.
- The floor was opened to the public for comments and there were none.

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

- Mr. Smiley read the resolution and explained the details.
- There was no discussion.
- The floor was opened to the public for comments and there were none.

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

- Mr. Smiley read the resolution and explained the details.
- There was brief discussion.
- The floor was opened to the public for comments and there were none.

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

- Mr. Smiley read the resolution and Mr. Sheldon and Tracy Surles, GM of Special Services, explained the details.
- There was brief discussion.
- The floor was opened to the public for comments and there were none.

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

- Mr. Smiley stated that the ordinance would remained tabled.

V. Item J, Item K & Item L – None.

VI. Other Business –

- **Congratulating the Finance Department on earning the Distinguished Budget Presentation Award for New Castle County’s Comprehensive Annual Budget Summary.**
 - Councilman Smiley recognized the department’s achievement.
- **New Castle County Council Grant Requests/Community Events**

1/23/18 FINANCE COMMITTEE MEETING GRANT REQUESTS

GRANT APPLICANT	AMOUNT REQUESTED/ AMOUNT PROPOSED	INTENDED USE OF GRANT	Standard Accounting Practices/Non-Discrimination Policy	PRIOR COUNCIL GRANTS	COUNCIL MEMBER/MOTION/SECOND
The Music School of DE	\$2,500/ \$2,500	Funding for annual scholarships for economically challenged families	Yes/Yes	1/12/16-\$2,500	Weiner/ Kilpatrick/ Cartier
Ridgewood Civic Association ¹	\$2,500/ \$1,000	Remove dead trees in community open space that have been cited by code enforcement.	Yes/No	N/A	Cartier/ Kilpatrick

¹ Application was received in December; therefore it is the previous format.

Amounts highlighted in yellow are final totals.

Council Members Present for Vote

- Bell
- Cartier
- Diller
- Hartley-Nagle
- Hollins
- Kilpatrick
- Powers
- Sheldon
- Smiley
- Street
- Tackett
- Weiner
- Woods

Vote Count	Both		
Yes	8		
No	0		
Not Voting	1 (Smiley)		
Absent	4		

- **Expense & Revenue Round Table-** None.
- **Comments by Executive Office-**
 - Brian Boyle, Policy Director, stated that the County has closed on the Christina Force Main repair contract.
- **Other**
 - Mr. Smiley asked Brian Boyle, Policy Director, if the New Castle County Law Department was only willing to present legal updates to Council in the Executive meeting.
 - Mr. Boyle said the they preferred that venue.

VII. Ms. Kilpatrick made a motion to adjourn, seconded by Ms. Diller. The meeting was adjourned at 1:45 PM.

A recording of the meeting is available upon request. Respectfully submitted by Brian Holajter, Legislative Aide to Administrative-Finance Committee Co-Chair John Cartier.