

MINUTES
Administrative Committee-Finance Committee
August 28, 2018

- I. Administrative-Finance Committee Co-chair George Smiley convened the Administrative-Finance Committee meeting at 1:30 p.m. on 7/24/18 in the 8th Floor Council Conference Room.
- II. Council members present were: Mr. Bell, Mr. Cartier, Ms. Diller, Ms. Kilpatrick, Mr. Sheldon, Mr. Smiley, Mr. Weiner, Mr. Woods, Mr. Hollins and Ms. Hartley-Nagle.
- III. Once a quorum was established, Mr. Smiley entertained a motion approve the 7/24/18 Minutes. The motion was made by Mr. Cartier and seconded by Ms. Kilpatrick. The minutes were unanimously approved.
- IV. 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**
- Mr. Smiley read the title and explained the resolution.
 - The floor was opened to the public for comment and there was none.
- 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**
- Mr. Smiley read the title and explained the resolution.
 - The floor was opened to the public for comment and there was none.
- 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**
- Mr. Smiley read the title and explained the resolution.
 - The floor was opened to the public for comment and there was none.
- 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**
- Mr. Smiley read the title and explained the resolution.
 - The floor was opened to the public for comment and there was none.
- 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**
- Mr. Smiley read the title and explained the resolution.
 - The floor was opened to the public for comment and there was none.
- 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**
- Mr. Smiley read the title and explained the resolution.
 - The floor was opened to the public for comment and there was none.
- 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**
- Mr. Smiley read the title and explained the resolution.
 - The floor was opened to the public for comment and there was none.

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

- Mr. Smiley read the title and explained the resolution.
- The floor was opened to the public for comment and there was none.

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

- Mr. Smiley read the title and explained the resolution.
- The floor was opened to the public for comment and there was none.

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

- Mr. Smiley read the title and explained the resolution.
- The floor was opened to the public for comment and there was none.

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

- Mr. Smiley read the title and explained the resolution.
- Mr. Weiner noted that he is a member of the board and would recuse himself this evening.
- The floor was opened to the public for comment and there was none.

V. 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**

- Mr. Smiley read the title.
- Mr. Bell explained the ordinance.
- The floor was opened to the public for comment and there was none.

***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**

- Mr. Smiley read the title and explained the ordinance.
- Mr. Weiner noted that he is a member of the board and would recuse himself this evening.
- The floor was opened to the public for comment and there was none.

VI. Other:

- **New Castle County Council Grant Requests/Community Events**

Grant Applicant	Sponsor	Amount Approved	Council Member Motion/Second	Vote
River Road Swim Club	Cartier	\$2500 - Cartier- \$2500	Cartier/Kilpatrick	Yes – 9, No – 0 Not Voting – 1 (Smiley)

Grant Applicant	Sponsor	Amount Approved	Council Member Motion/Second	Vote
Project New Start	Cartier	\$500 -Cartier - \$500	Cartier/Kilpatrick	Yes – 9, No – 0 Not Voting – 1 (Smiley)
Nuestras Raices	Cartier	\$2500 -Cartier - \$2500	Cartier/Kilpatrick	Yes – 9, No – 0 Not Voting – 1 (Smiley)
Clayton Place Maintenance Corporation	Cartier	\$500 -Cartier - \$500	Cartier/Kilpatrick	Yes – 9, No – 0 Not Voting – 1 (Smiley)
Shipley Heights Neighborhood Association	Cartier	\$2,000 -Cartier - \$2,000	Cartier/Kilpatrick	Yes – 9, No – 0 Not Voting – 1 (Smiley)
March of Dimes	Kilpatrick	\$2500 -Kilpatrick - \$500 -Bell - \$500 -Weiner - \$500 -Woods - \$500 -Powers - \$500	Kilpatrick/Diller	Yes – 9, No – 0 Not Voting – 1 (Smiley)
Delaware Museum of Natural History	Weiner	\$2500 -Weiner - \$2500	Weiner/Kilpatrick	Yes – 9, No – 0 Not Voting – 1 (Smiley)
Delaware Academy of Science/ Iron Hill Museum	Diller	\$1000 -Diller - \$1000	Diller/Kilpatrick	Yes – 9, No – 0 Not Voting – 1 (Smiley)
Duffy’s Hope	Hollins	\$1800 -Hollins - \$1200 -Bell - \$300 -Woods - \$300	Hollins/Kilpatrick	Yes – 9, No – 0 Not Voting – 1 (Smiley)
Henry C. Conrad Alumni Association	Woods	\$1250 -Woods - \$1000 -Kilpatrick - \$250	Woods/Sheldon	Yes – 9, No – 0 Not Voting – 1 (Smiley)
Police Athletic League of DE, Inc.	Hartley-Nagle	\$2500 -Hartley-Nagle- \$1500 -Kilpatrick- \$500 -Woods- \$500	Hartley-Nagle/ Kilpatrick	Yes – 9, No – 0 Not Voting – 1 (Smiley)
DE Chapter of NOBLE*	Bell	\$5000 -Bell- \$2500 -Kilpatrick- \$500 -Hollins- \$500 -Woods- \$500 -Sheldon- \$500 -Powers- \$500	Bell/Kilpatrick	Yes – 9, No – 0 Not Voting – 1 (Smiley)

**Mr. Bell moved to suspend the rules to allow for more than \$2500 for the Delaware Chapter of NOBLE grant. The motion was seconded by Ms. Kilpatrick. There was discussion on the motion. The motion was approved. -Mr. Powers, Mr. Street and Mr. Tackett were absent for grants.*

- **Discussion on Council’s Budget Presentations –**
 - Discussion was postponed until next Finance Committee Meeting on 9/11/18.
- **Expense & Revenue Round Table**
 - Mr. Cartier asked for an update on the lodging tax. David Gregor, CFO, provided an update.
 - Mr. Weiner commented about the number of chairs at the conference room table.
 - Mr. Smiley noted that the plates on all the Council photos have been replaced and several photos reframed.

- **Comments by the Executive Office**
 - Brian Boyle, Executive Office, provided a brief update on the business portal, public safety recruitment open house and noted that the changes made to County Code by Councilman Cartier's craft brewery legislation will be utilizing for the first time by a craft brewery in the 8th council district.
- **Other** – None

VIII. Public Comment – None

IX. Mr. Sheldon made a motion to adjourn, seconded by Ms. Diller and unanimously approved. The meeting was adjourned at 2:07 PM.

A recording of the meeting is available upon request. Respectfully submitted by Tara Finnigan, Legislative Aide to Administrative-Finance Committee Co-Chair George Smiley.