NEW CASTLE COUNTY COUNCIL
Administrative Committee – Finance
April 22, 2014 – 1:30 p.m.
8th Floor Council Conference Room

REVISED AGENDA

APPROVAL OF MINUTES:
4/8/14 Administrative-Finance Committee meeting minutes

RESOLUTIONS:

R14-109
Mr. Smiley,
Mr. Cartier

APPROVING THE REFUND OF TAXES PAID IN ERROR ON PARCEL #0903030024, 9 MOODY PLACE, NEWARK, DELAWARE.

This resolution allows for the refund of an overpayment of taxes paid in error. A payment totaling $6,047.73 was processed on September 5, 2013 from Citi Financial to pay the delinquent taxes on Mr. Neal's account. There was another payment of $7,606.36 processed on September 6, 2013 from Mr. Neal for the delinquent and current taxes on his account. This second payment, paid the current taxes in full and left a credit balance on the account for $6,094.40. This credit amount comprised the delinquent amount that was already paid and an additional amount of $46.67 which represents the amount of penalty that would have been applied to the delinquent amounts if the mortgage company payment would not have been received.

R14-110
Mr. Smiley,
Mr. Cartier

AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT TO THE ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE (ESRI) FOR ANNUAL SOFTWARE MAINTENANCE FOR VARIOUS ESRI SOFTWARE FOR THE OFFICE OF TECHNOLOGY IN THE AMOUNT OF $46,412.33.

This resolution authorizes the execution of 1 purchase order contract totaling $46,412.33 to Environmental Systems Research Institute for the renewal of the annual technical services agreement for software maintenance and support for various ESRI ArcGIS software including product support. Funding is included in the FY2014 Approved Operating Budget.

R14-111
Mr. Smiley,
Mr. Cartier

AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT TO THE NEW CASTLE CONSERVATION DISTRICT FOR CAROUSEL PARK POND DRAINAGE AND WATER QUALITY IMPROVEMENTS FOR THE DEPARTMENT OF SPECIAL SERVICES TOTALING $187,200.00.

This resolution authorizes the execution of 1 purchase order contract totaling $187,200.00 to the New Castle Conservation District for the design, permitting, administration and construction necessary for the Carousel bark park drainage improvements. This PO will improve the drainage and water quality in the vicinity of the bark park pond. Land re-grading and the installation of catch basins and storm sewers will reroute storm water runoff around the heavy used bark park area. Pets will be restricted by fencing to access the pond in specific areas that will have concrete ramps installed to eliminate embankment erosion.

R14-112
Mr. Smiley,
Mr. Cartier

AUTHORIZING THE EXECUTION OF ONE PURCHASE ORDER CONTRACT TO ASSETWORKS, INC. FOR ANNUAL FLEET FOCUS M4 SOFTWARE MAINTENANCE AND SUPPORT FOR THE OFFICE OF TECHNOLOGY IN THE AMOUNT OF $27,856.50

This resolution authorizes the execution of 1 purchase order contract totaling $27,856.50 to Assetworks Inc. for the renewal of the annual FleetFocus M4 Software and support from May 1, 2014-April 30, 2015**.** Funding is included in the FY2014 Approved Operating Budget.

***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.**
***This agenda was revised on April 21, 2014 to remove Ordinance 14-030 which was previously withdrawn at the last County Council Meeting.**

ORDINANCES:

Sub. 1 to º14-028 Mr. Sheldon, Mr. Powers

AMEND THE FY2014 APPROVED OPERATING BUDGET: APPROPRIATE $445,000 TO THE DEPARTMENT OF SPECIAL SERVICES TO COVER THE COST OF SNOW REMOVAL.

This ordinance, if adopted, would increase the FY2014 Approved Operating Budget by $445,000. These funds will reimburse the Department of Special Services for costs associated with the record-setting snowfall during the winter of 2014.

The restoration of these funds will enable Construction Support to complete the tasks that have been delayed due to the abnormal weather conditions. It will also allow for the purchase of materials that will be needed such as crusher run, bituminous concrete and refilling of the salt dome. The restoration to Property Maintenance will allow the County to maintain the athletic fields for the upcoming spring season.

Funds are to be allocated as follows:

	Property Maintenance (General Fund)	Construction Support (Sewer Fund)	Total
Salaries and Wages	$ 100,000	$ 155,000	$ 255,000
Employee Benefits	$ 51,000	$ 79,000	$ 130,000
Materials and Supplies		$ 60,000	$ 60,000
Total:	**$ 151,000**	**$ 294,000**	**$ 445,000**

This ordinance, if approved would reduce the General Fund Tax Stabilization Reserve Account by $445,000. The Sewer Fund – Construction Support section will be reimbursed by the General Fund for $294,000 of costs incurred with snow removal.

º14-031 Mr. Smiley, Mr. Cartier

(TO BE TABLED) THE ANNUAL REVENUE ORDINANCE OF NEW CASTLE COUNTY FOR FISCAL YEAR 2015 BEGINNING JULY 1, 2014.

º14-032 Mr. Smiley, Mr. Cartier

(TO BE TABLED) CALCULATION OF SEWER SERVICE CHARGES EFFECTIVE JULY 1, 2014 FOR FISCAL YEAR 2015.

º14-033 Mr. Smiley, Mr. Cartier

(TO BE TABLED) AN ORDINANCE AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OF NEW CASTLE COUNTY FOR THE PURPOSE OF FINANCING CERTAIN CAPITAL PROJECTS APPROVED IN THE FISCAL YEAR 2015 CAPITAL BUDGET.

º14-034 Mr. Smiley,

(TO BE TABLED) THE CAPITAL BUDGET ORDINANCE OF NEW CASTLE COUNTY FOR THE FISCAL YEAR BEGINNING JULY 1, 2014.

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Mr. Cartier

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º14-035 (TO BE TABLED) ADOPT THE ANNUAL OPERATING BUDGET OF NEW CASTLE
Mr. Smiley, COUNTY FOR THE FISCAL YEAR BEGINNING JULY 1, 2014.
Mr. Cartier

***Ordinances 14-031 through 14-035 are all related to the FY2015 budget and will be tabled until the May 27, 2014 County Council Meeting. These items will be discussed at the May 27, 2014 Finance Committee Meeting.*

ITEM J, K, L: None

OTHER:

- **New Castle County Council Grant Requests**
- **Expense & Revenue Round Table**
- **Other**

PUBLIC COMMENT:

ADJOURNMENT:

AGENDA POSTED: April 15, 2014
REVISED AGENDA: April 21, 2014

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