

MINUTES
Administrative Committee-Finance Committee
January 22, 2019

- I. Administrative-Finance Committee Co-chair George Smiley convened the Administrative-Finance Committee meeting at 1:36 p.m. on 1/22/19 in the 8th Floor Council Conference Room.
- II. Council members present were: Mr. Carter, Mr. Cartier, Ms. Diller, Ms. Durham, Mr. Hollins, Ms. Kilpatrick, Mr. Smiley, Mr. Street, Ms. Hartley-Nagle and Mr. Bell.
- Mr. Smiley announced that Mr. Woods and Mr. Sheldon would be absent for all committee meetings.
- III. Mr. Cartier made a motion to accept the minutes from the 1/8/19 Finance Committee Meeting. The motion was seconded by Ms. Diller and the minutes were unanimously approved.
- IV. Resolutions: None
- V. Ordinances:

°19-001: AMEND THE FY2019 APPROVED SEWER FUND OPERATING BUDGET: APPROPRIATE \$60,000 TO THE DEPARTMENT OF ADMINISTRATION, OFFICE OF FINANCE CONTRACTUAL SERVICES BUDGET LINE ITEM. Introduced by: Mr. Smiley, Mr. Cartier

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

°19-002: REPEAL AND REPLACE EMERGENCY ORDINANCE NO. 19-001, AND PERMANENTLY AMEND THE FY2019 APPROVED OPERATING BUDGET: PERMANENTLY REDUCE THE FY2019 NEW CASTLE COUNTY COUNCIL CONTINGENCY BUDGET TO PROVIDE FUNDING FOR THE HERO HELP ADDICTION ASSISTANCE PROGRAM AS ADMINISTERED BY THE DEPARTMENT OF PUBLIC SAFETY. Introduced by: Ms. Kilpatrick, Mr. Smiley, Mr. Bell

- Mr. Smiley read the title.
- Ms. Kilpatrick explained the ordinance and noted that this ordinance replaces the E19-001 approved at the previous council meeting (1/8/19).
- The floor was opened to the public for comment and there was none.

°19-003: AMEND THE GRANTS BUDGET: APPROPRIATE \$49,500 FROM THE STATE OF DELAWARE, DEPARTMENT OF TRANSPORTATION TO THE FOOD BANK OF DELAWARE – PARKING LOT IMPROVEMENTS GRANT FOR THE DEPARTMENT OF PUBLIC WORKS. Introduced by: Mr. Sheldon, Mr. Woods, Mr. Tackett

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

°19-004: AMEND THE GRANTS BUDGET: APPROPRIATE \$27,876.62 FROM THE STATE OF DELAWARE, DEPARTMENT OF TRANSPORTATION TO THE HOLLOWAY TERRACE FIRE COMPANY ALL TERRAIN VEHICLES GRANT FOR THE DEPARTMENT OF PUBLIC SAFETY. Introduced by: Mr. Bell, Mr. Street

- Mr. Smiley read the title.
- Mr. Street stated per title.
- The floor was opened to the public for comment and there was none.

- VI. Other:
- **CFO Checkbook Presentation –**
 - David Gregor, Acting CFO, gave the checkbook presentation and responded to Council Members' questions. Handouts were provided to Council Members.
 - **Discussion on Council's FY20 Budget**
 - Mr. Smiley noted that Mr. Boyle distributed Council's FY19 budget and FY20 proposed budget. Mr. Smiley noted the changes in the FY20 budget.

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

Grant Applicant	Sponsor	Amount Approved	Council Member Motion/Second	Vote
Jays House Inc.	Cartier	\$650	Cartier/Kilpatrick	Yes –8, No – 0 Not Voting – 1 (Smiley)

- **Expense & Revenue Round Table**

- Mr. Smiley updated Council regarding a meeting he had with administration because of his Jan. 8, 2019 email regarding Purchasing. He noted a request by the administration to clarify who is authorized to make purchase on behalf of County Council.
 - Mr. Smiley moved to clarify Council’s point people authorized to make purchases on behalf of County Council is as follows:
 - Clerk and Deputy Clerk – material items
 - Policy Director – technology, computer programs and equipment
 - The motion was seconded by Ms. Kilpatrick and approved.
- Mr. Carter updated Council regarding his grant request for a survey.

- **Comments by the Executive Office**

- Susan Moore, Executive Office, yielded to Mike Hojnicky.
- Mike Hojnicky, Chief of Technology and Administrative Services, updated Council on the new Phone System in the City/County Building and replacement of Tier Project.

- **Other - None**

VIII. Public Comment – None

IX. Ms. Kilpatrick made a motion to adjourn, seconded by Ms. Diller and unanimously approved. The meeting was adjourned at 2:14 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.