NEW CASTLE COUNTY COUNCIL
ADMINISTRATIVE-FINANCE COMMITTEE MEETING

Co-Chair George Smiley, Seventh District
Co-Chair John Cartier, Eighth District

December 10, 2024
4:00 PM

VIRTUAL ZOOM WEBINAR MEETING &**
LOUIS L. REDDING CITY/COUNTY BUILDING
1ST FLOOR COUNCIL CHAMBERS
800 N. FRENCH STREET, WILMINGTON, DE 19801

REVISED AGENDA III

A. Call To Order/Roll Call

B. Approval of Minutes

C. Review/Discussion of Resolution(s)

R24-198: AUTHORIZING THE COUNTY EXECUTIVE TO SIGN AN AGREEMENT AND RELATED DOCUMENTS TO ACCEPT A DONATION FROM PAR 1, INC. OF 35.71 ACRES OF LAND VALUED AT $6,000,000 AND A DONATION FROM VERINO PETTINARO IN THE AMOUNT OF $70,000 TO APPLY TOWARDS MAINTENANCE COSTS
Prime Sponsor(s): Mr. Sheldon, Mr. Carter

R24-199: AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE AN AWARD AGREEMENT WITH THE UNITED STATES DEPARTMENT OF TREASURY TO ACCEPT AN AWARD UNDER THE SOCIAL IMPACT PARTNERSHIPS TO PAY FOR RESULTS ACT IN THE AMOUNT OF $9,640,323.00 FOR THE FAMILY HOUSING OPPORTUNITIES FOR PURPOSEFUL EMPLOYMENT PROJECT
Prime Sponsor(s): Mr. Smiley, Mr. Hollins, Mr. Street

R24-201: AUTHORIZING THE EXECUTION OF A SUBAWARD AGREEMENT WITH DAVITRON, LLC TO ASSIST WITH THE ACQUISITION OF NEW TOWNHOME STYLE RENTAL UNITS ON LIMESTONE RD. FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF $5,000,000.00
Prime Sponsor(s): Mr. Smiley, Mr. Cartier

R24-202: AUTHORIZING THE EXECUTION OF THE NINTH AMENDMENT TO GROUND LEASE WITH THE DELAWARE RIVER AND BAY AUTHORITY REGARDING OPERATIONS AT THE NEW CASTLE AIRPORT
Prime Sponsor(s): Mr. Smiley

D. Review/Discussion of Ordinance(s)

°24-164: AMEND THE GRANTS BUDGET: APPROPRIATE $160,000 FROM THE STATE OF DELAWARE FY2025 GRANT-IN-AID BILL TO THE FY2025 POLICE BEHAVIORAL HEALTH

GRANT TO BE ADMINISTERED BY THE DEPARTMENT OF PUBLIC SAFETY, DIVISION OF POLICE
Prime Sponsor(s): Mr. Smiley; Mr. Cartier

°24-165: AMEND THE GRANTS BUDGET: APPROPRIATE $40,000.00 FROM THE UNITED STATES DEPARTMENT OF JUSTICE TO THE ASSET FORFEITURE-FEDERAL GRANT, WHICH IS ADMINISTERED BY THE DEPARTMENT OF PUBLIC SAFETY, DIVISION OF POLICE
Prime Sponsor(s): Mr. Smiley, Mr. Cartier

°24-166: AMEND THE GRANTS BUDGET: APPROPRIATE $506,644.98 FROM THE STATE OF DELAWARE DEPARTMENT OF SAFETY AND HOMELAND SECURITY TO THE FY2025 FUNDS TO COMBAT VIOLENT CRIME GRANT FOR THE DEPARTMENT OF PUBLIC SAFETY, DIVISION OF POLICE
Prime Sponsor(s): Mr. Smiley, Mr. Cartier

°24-167: AMEND THE FY2025 APPROVED OPERATING BUDGET: APPROPRIATE UP TO $880,000 FROM THE GENERAL FUND TAX STABILIZATION RESERVE ACCOUNT TO THE DEPARTMENT OF ADMINISTRATION, OFFICE OF LAW TO FUND ATTORNEY FEES AND LITIGATION EXPERT WITNESSES
Prime Sponsor(s): Mr. Smiley, Mr. Cartier

°24-168: AMEND THE FY2025 APPROVED OPERATING BUDGET: APPROPRIATE FUNDING FROM THE NEW CASTLE COUNTY TECHNOLOGY FEE ACCOUNT WITHIN THE OFFICE OF THE RECORDER OF DEEDS AND RECORDER OF DEEDS TECHNOLOGY FEE ACCOUNT TO THE DEPARTMENT OF PUBLIC SAFETY, DIVISION OF EMERGENCY MEDICAL SERVICES FOR THE PURCHASE OF HANDTEVY
Prime Sponsor(s): Mr. Smiley, Mr. Cartier

°24-169: AMENDING NEW CASTLE COUNTY CODE CHAPTER 2 (“ADMINISTRATION”) AND CHAPTER 14 (“FINANCE AND TAXATION”) TO COMPENSATE CERTAIN MEMBERS OF COUNTY BOARDS, COMMITTEES, AND COMMISSIONS
Prime Sponsor(s): Ms. Durham

°24-170: AMENDING THE PAY PLANS AND RATES OF PAY FOR ELIGIBLE MEMBERS OF CERTAIN NEW CASTLE COUNTY BOARDS, COMMITTEES, AND COMMISSIONS
Prime Sponsor(s): Ms. Durham

°24-171: AMEND THE FY2025 APPROVED OPERATING BUDGET: TRANSFER FUNDING FROM THE GRANTS AND FIXED CHARGES BUDGET LINE ITEM OF COUNTY COUNCIL TO THE MATERIALS AND SUPPLIES BUDGET LINE ITEM OF THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY RESOURCES TO PROVIDE FUNDING FOR THE SENIOR EMERGENCY FOOD VOUCHER PROGRAM
Prime Sponsor(s): Mr. Smiley

°24-173: TO AMEND *NEW CASTLE COUNTY CODE* CHAPTER 14 (“FINANCE AND TAXATION”), ARTICLE 6 (“EXEMPTION FROM REAL PROPERTY TAXATION”), SECTIONS 14.06.302 (“QUALIFICATIONS FOR AND AMOUNT OF ELDERLY EXEMPTION”), 14.06.303 (“QUALIFICATIONS FOR AND AMOUNT OF DISABILITY EXEMPTION”), 14.06.901 (“LANDFILL EXEMPTION”), AND 14.06.1103 (“FILING FREQUENCY”); AND CHAPTER 38 (“UTILITIES”), ARTICLE 2 (“SEWERS AND SEWAGE DISPOSAL”), SECTION 38.02.505 (“ESTIMATED EDU CHARGES AND MEASUREMENT OF WATER FOR CONSUMPTION CHARGES”) REGARDING EXEMPTIONS
Prime Sponsor(s): Mr. Smiley

°24-177: TO AMEND THE PAY PLANS AND RATES OF PAY FOR CLASSIFIED SERVICE 35-HOUR WORKWEEK EMPLOYEES REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 1607 AND TO ADOPT NEW

AND AMEND CLASS SPECIFICATIONS FOR LAND USE RELATED POSITIONS
Prime Sponsor(s): Ms. Williams-Johns

°24-178 TO PROVIDE FOR THE INSTALLATION OF ARLINGTON STREET LIGHTS WITH LIGHT EMITTING DIODE (LED) BULBS (70 WATT EQUIVALENT) AND 8' POLE IN THE FOULKSTONE SUBDIVISION LOCATED IN THE BRANDYWINE HUNDRED AND FOR A LIGHT TAX BASED ON THE COST OF STREET LIGHTS
Prime Sponsor(s): Ms. Durham

E. New Castle County Grant Requests/Community Events

-12/10/24 Grant Matrix

F. Expense and Revenue Round Table

G. Other

-NACo Travel Requests

- Councilwoman Dee Durham requesting travel expenses for the March 2025 NACo Legislative Conference
- Councilman Dave Carter requesting travel expenses for the March 2025 NACo Legislative Conference
- Councilman Brandon Toole requesting travel expenses for March 2025 NACo Legislative Conferance

-FY2026 Budget Calendar Discussion- Councilman George Smiley

-Appointing Brian Murphy to the New Castle County Board of Assessment Review

-Approval of a Council Employee's Telecommuting Agreement

H. Public Comment

I. Adjournment

REVISED AGENDA III POSTED: December 9, 2024
REVISED AGENDA II POSTED: December 6, 2024
REVISED AGENDA POSTED: December 5, 2024
AGENDA POSTED: December 3, 2024

*The Revised Agenda III was posted less than (7) seven days in advance of the meeting to add another travel request under Other. This item was not known when the original agenda was posted, and the item is time-sensitive in order to register for an upcoming conference before Council's next meeting in January 2025.
*The Revised Agenda II was posted less than (7) seven days in advance of the meeting to add an item under Other (Approval of Telecommuting Agreement). This item is for a new employee and was unknown at the time of its original posting. It is time-sensitive because Council will not meet again until January.

*The revised agenda was posted less than (7) seven days in advance of the meeting to add an appointment interview. The item was known at the time of its original posting but inadvertently left off the agenda. It is time-sensitive as Council will not meet again until January.
The agenda is posted (7) seven days in advance of the scheduled meeting in compliance with 29 *Del. C.* Section 10004(e)(2). The meeting may go into Executive Session to address issues that arise at the time of the meeting.

**Under Title 29, Section 10006A of *Delaware Code*, New Castle County Council is holding this meeting as a telephone and video conference, utilizing zoom Webinar. In addition, this meeting is open to the public in Council Chambers (800 N. French Street, Wilmington, DE 19801). The link to join the meeting via computer, smart device, or smart phone is : https://zoom.us/j/377322142 You may also call into the meeting (audio) using the following call in numbers: 1-312-626-6799 or +1-646-558-8656 or +1-346-248-7799 or +1-669-900-9128 or +1-253-215-8782 or +1-301-715-8592. Then enter the Webinar ID: 377 322 142. If you do not have a good connection with one, please try the others. Additional information regarding phone functionality during the meeting is available at: https://support.zoom.us/hc/en-us/articles/360029527911-Live-Training-Webinars

Meeting materials, including a meeting agenda, legislation to be addressed during the meeting, and other materials related to the meeting are electronically accessible at https://www.nccde.org/2351/Agendas-and-Minutes Members of the public joining the meeting may be provided an opportunity to make comments in real time. A comment period will be administered by a moderator to ensure everyone may have an opportunity to comment.

If permitted to comment, you will not be able to speak until called upon by the moderator. For those appearing virtually, there are functions in the program that allow you to do this. Please see the link in the previous paragraph.

Prime Sponsor(s): Mr. Sheldon, Mr. Carter
Requested by: Public Works
Date of introduction: December 10, 2024

RESOLUTION NO. 24-198

AUTHORIZING THE COUNTY EXECUTIVE TO SIGN AN AGREEMENT AND RELATED DOCUMENTS TO ACCEPT A DONATION FROM PAR 1, INC. OF 35.71 ACRES OF LAND VALUED AT $6,000,000 AND A DONATION FROM VERINO PETTINARO IN THE AMOUNT OF $70,000 TO APPLY TOWARDS MAINTENANCE COSTS

WHEREAS, Par 1, Inc., a Pettinaro affiliate, owns tax parcel numbers 08-020.40-052, 08-020.40-053, 08-020.00-116, 08-026.20-138, 08-026.20-139, 08-026.20-141, 08-026.20-142, 08-026.20-144, 08-027.10-001, 08-027.10-002, 08-027.10-003, 08-027.10-004, 08-027.10-005, 08-027.10-006, 08-027.10-007, 08-027.10-008, 08-027.10-010, 08-027.10-011 on the south side of Lancaster Pike and west of Hercules Road (collectively, the "Parcels"),

WHEREAS, the Parcels are part of the Delaware National subdivision approved in the Record Major Subdivision Plan for Delaware National, prepared by ECE Consultants, dated November 13, 2017, last revised August 12, 2020 and of record in the Office of the Recorder of Deeds, in and for New Castle County, State of Delaware (the "Recorder's Office") at Instrument No. 20200916-0079846 (as may be amended from time to time, the "Master Plan") being developed by Par 1, Inc.; and

WHEREAS, New Castle County, Par 1, Inc. and Verino Pettinaro agree that open spaces serve as vital components of our environment, providing numerous ecological, social, and economic benefits; and

WHEREAS, the Parcels, in addition to their value as open space, are also important for establishing future key pathway connectors/trails proposed in the 2020 New Castle County Bicycle Plan and the Millcreek Pathway Concept Plan; and

WHEREAS, New Castle County, Par 1, Inc. and Verino Pettinaro agree that investing in biking and walking trails demonstrates a commitment to sustainability, public health, and quality of life for present and future generations; and

WHEREAS, Par 1, Inc. desires to gift and donate the Parcels to New Castle County for open space in recognition of these shared values per attached "Exhibit A"; and

WHEREAS, Verino Pettinaro, individually, desires to gift and donate the sum of $70,000 to New Castle County to accompany Par 1, Inc.'s gift and donation of the Parcels to assist New Castle County in preserving this key piece of open space for the benefit of the citizens of New Castle County; and

WHEREAS, the New Castle County Open Space Advisory Council considered the gift of these Parcels to the County on February 7, 2024 and recommended in favor of New Castle County accepting this land donation.

NOW, THEREFORE, BE IT RESOLVED by and for the County Council of New Castle County that County Council hereby authorizes the County Executive to sign an agreement ("Exhibit A") and related documents to accept a gift of Par 1, Inc. of the Parcels valued at $6,000,000 on the condition of receipt of a $70,000 gift and donation from Verino Pettinaro, individually, prior to or at the time of the gift and transfer of title.

Adopted by County Council of
New Castle County on:

_____
Monique Williams-Johns
President of County Council
of New Castle County

SYNOPSIS: This Resolution authorizes the county to accept a gift and donation of 35.71 acres, valued at $6,000,000 and a $70,000 gift towards maintenance costs.

Ordinance 24-xxx appropriates the donation and gift into the Grants Budget.

FISCAL IMPACT: This Resolution authorizes the county to accept a donation of 35.71 acres and $70,000 toward maintenance costs.

_____
Michael Smith
Chief Financial Officer

COOPERATION AGREEMENT
BETWEEN NEW CASTLE COUNTY AND PAR 1, INC.

This Cooperation Agreement (the "Agreement") is made by and between New Castle County (the "County") and Par 1, Inc. ("Par 1") (together, the "Parties"), effective as of the date of the last party hereto executes this Agreement ("Effective Date").

RECITALS

WHEREAS, Par 1 owns parcels of real property located in New Castle County on the south side of Lancaster Pike and west of Hercules Road and identified in particularity as New Castle County tax parcel numbers 08-020.40-052, 08-020.40-053, 08-020.00-116, 08-026.20-138, 08-026.20-139, 08-026.20-141, 08-026.20-142, 08-026.20-144, 08-027.10-001, 08-027.10-002, 08-027.10-003, 08-027.10-004, 08-027.10-005, 08-027.10-006, 08-027.10-007, 08-027.10-008, 08-027.10-010, and 08-027.10-011 (collectively, the "Parcels"; and

WHEREAS, the Parcels are part of the Delaware National subdivision ("Delaware National"), approved in the Record Major Subdivision Plan for Delaware National, prepared by ECE Consultants, dated November 13, 2017, last revised August 12, 2020 and of record in the Office of the Recorder of Deeds, in and for New Castle County, State of Delaware (the "Recorder's Office") at Instrument No. 20200916-0079846 (as may be amended from time to time, the "Master Plan") being developed by Par 1; and

WHEREAS, the Parties agree that open spaces serve as vital components of our environment, providing numerous ecological, social, and economic benefits; and

WHEREAS, the Parcels, in addition to their value as open space, are also important for establishing future key pathway connectors/trails proposed in the 2020 New Castle County Bicycle Plan and the Millcreek Pathway Concept Plan; and

WHEREAS, the Parties agree that investing in biking and walking trails demonstrates a commitment to sustainability, public health, and quality of life for present and future generations; and

WHEREAS, Par 1 desires to gift and donate the Parcels to New Castle County for open space in recognition of these shared values; and

WHEREAS, the New Castle County Open Space Advisory Council considered the gift of these Parcels to the County on February 7, 2024 and recommended New Castle County accept this land donation; and

WHEREAS, after taking title to the Parcels per a Deed of Gift executed and recorded by Par 1, the County wishes to cause the Parcels gifted to the County to be removed from Delaware National and all of the approved parcel and lot lines within the Parcels to be eliminated to create one single parcel; and

WHEREAS, the Parties wish to formalize Par 1's intention to gift and transfer the Parcels to the County and work with and assist the County to remove the Parcels from Delaware National and cause the approved lot and parcel lines within the Parcels to be eliminated so that the County may own and maintain the Parcels as one single parcel for open space.

AGREEMENT

NOW THEREFORE, for and in consideration of the foregoing recitals, which are incorporated herein for all purposes, and in mutual exchange of valuable consideration which the Parties hereby acknowledge, the Parties agree to be bound as follows:

1. Par 1's Responsibilities:
   A. Par 1 shall prepare the Deed of Gift and related documents to effectuate the gift and transfer of the Parcels to the County and cause the same to be executed and recorded at its sole cost and expense.
   B. Par 1 shall have the Delaware National Maintenance Declaration amended and recorded to remove the Parcels from Delaware National and any obligations on the part of the Parcels associated with Delaware National, at its sole cost and expense.
   C. Par 1 shall (i) prepare an amendment to, and release of Parcels under, the Voluntary School Assessment Agreement dated January 13, 2020 by and between the Delaware Department of Education and Golf Course Assoc, LLC (Par 1's predecessor in interest in title) recorded in the Recorder's Office at Instrument Number 20200205-0010195 to remove the Parcels therefrom and from any obligations thereunder, (ii) assist and cooperate with the County to present the same to the Delaware Department of Education for its consideration and execution, and (iii) upon receipt of the fully executed amendment and release cause the same to be recorded with Recorder of Deeds in and for New Castle County, at Par 1's sole cost and expense.
   D. Par 1 shall (i) prepare amendments to, and releases of Parcels under, the Traffic Signal Installation and Maintenance Agreements by and between the Delaware Department of Transportation and Golf Course Assoc, LLC (Par 1's predecessor in interest in title) dated September 2, 2020 and recorded in the Recorder's Office at Instrument Number 20200921-0081723 and Instrument No. 20201230-0119677, to remove the Parcels from any obligations thereunder, (ii) assist and cooperate with the County to present the same to the Delaware Department of Transportation for its consideration and execution and (iii) upon receipt of the fully executed amendments and releases cause the same to be recorded with Recorder of Deeds in and for New Castle County, at Par 1's sole cost and expense.
   E. Par 1 shall be solely responsible for any financial obligation pursuant to the Record Major Subdivision Plan for Delaware National, the LDIA, Voluntary

School Assessment Agreement, and the Traffic Signal Installation with respect to the lands retained by Par 1 and included within Delaware National.

F. Par 1 shall use commercially reasonable efforts to complete the tasks identified in Section B through E by March 31, 2024. This deadline may be extended by mutual agreement of the Parties.

2. The County's Responsibilities once it takes title of the Parcels:
   A. The County shall cause to be prepared, completed, submitted, approved and recorded, at its sole cost an expense, a minor resubdivision plan or other land use plan necessary to remove the existing approved lot lines and parcel lines within the Parcels to convert the Parcels into one (1) singular parcel dedicated as open space in the County (the "County's Plan").
   B. The County shall cause any necessary amendments to the existing Delaware National Land Development and Improvement Agreement (the "LDIA") between the County and Par 1 to be prepared and completed in connection with the County Plan to remove the Parcels from LDIA and effect any other necessary changes resulting therefrom, at its sole cost and expense.
   C. The County shall use commercially reasonable efforts to complete the tasks identified in Section A and B by March 31, 2024. This deadline may be extended by mutual agreement of the Parties.

3. General Provisions.
   A. Each party hereto shall submit to the other party hereto drafts of the documents that it is required to prepare for review and approval, such approvals not to be unreasonably withheld or delayed. Drafts of documents submitted to a party for review and approval shall be deemed approved by the receiving party if the party reviewing fails to substantively review and provide its comments to, or approval of, the same within fourteen (14) days after receipt. The parties agree to cooperate and work together, in good faith, to prepare, complete, approve and have signed, the documents set out above in a timely manner. Par 1 as the record property owner of the lands within Delaware National that it is retaining after the Deed of Gift of the Parcels to the County, and the County as record title owner of the Parcels after the Deed of Gift, agrees to sign all agreements/documents contemplated by this Agreement, as approved (or deemed approved) as provided above, as is required, to remove the lot lines and parcel lines within the Parcels to create (one) 1 open space parcel and to remove the Parcels from Delaware National.

B. This Agreement shall be governed by and construed in accordance with the laws of the State of Delaware, without regard to conflict of law, rules or principles as applied in Delaware.
C. Each person executing this Agreement represent that he or she has been duly authorized to do so by all requisite action on the part of the party on whose behalf he or she is signing, and that in so doing, he or she shall bind such party to all of the terms, provisions, conditions and covenants hereof.
D. The headings and sections references found herein are for convenience only and shall not be considered a part of this Agreement for any purpose, or be considered as in any way interpreting, constituting, varying, altering or modifying this Agreement or any of the provisions hereof.
E. This Agreement embodies the entire agreement between the Parties hereto and superseded all prior agreements and understandings, whether oral or written, relating to the subject matter hereof. This Agreement may be amended or modified only by a written instrument executed by the Parties hereto.
F. The Agreement shall be binding upon and inure to the benefit of the Parties hereto and their successors, legal representatives, and assigns; provided, however, that neither party shall have no right to assign this Agreement or any of its rights or interest hereunder, in whole or in part, to any other person or entity without the other party's express written permission.

In Witness Whereof, the Parties hereto have set their hands the date and year written below.

New Castle County _____ Name:_____ Title: County Executive Date:_____	Par 1, Inc. By: _____ Name: Gregory Pettinaro Title: President Date:_____

Prime Sponsor(s): Mr. Hollins, Mr. Street, Mr. Smiley
Requested by: Executive Office
Date of introduction: December 10, 2024

RESOLUTION NO. 24-199

AUTHORIZING THE COUNTY EXECUTIVE TO EXECUTE AN AWARD AGREEMENT WITH THE UNITED STATES DEPARTMENT OF TREASURY TO ACCEPT AN AWARD UNDER THE SOCIAL IMPACT PARTNERSHIPS TO PAY FOR RESULTS ACT IN THE AMOUNT OF $9,640,323.00 FOR THE FAMILY HOUSING OPPORTUNITIES FOR PURPOSEFUL EMPLOYMENT PROJECT

WHEREAS, on November 23, 2023, the United States Department of the Treasury ("Treasury"), Office of Economic Policy issued a Notice of Funding (the "NOFA") announcing the availability of grant funding for projects through the Social Impact Partnerships to Pay for Results Act, 42 U.S.C. §§ 1397n *et seq.* ("SIPPRA") through a competitive application process; and

WHEREAS, on April 15, 2024, the New Castle County Department of Community Services (the "Department") submitted an application seeking funding under SIPPRA for a pay-for-success program to offer rental assistance and ongoing supportive services to help families obtain permanent housing and greater self-sufficiency through the New Castle County Hope Center (the "Family HOPE Project"); and

WHEREAS, on November 7, 2024, Treasury informed the Department that the Family HOPE Project had been selected for grant funding under SIPPRA in the amount of $9,640,323.00, plus up to 15% of the project grant amount to pay for a portion of the cost of a required independent evaluation firm (the "Grant"); and

WHEREAS, Treasury requires the County to execute an Award Agreement, as attached as Exhibit "A," on or before December 10, 2024 to accept the Grant; and

WHEREAS, following execution of the Award Agreement, the Department will seek partners to participate in the Family HOPE Project and negotiate additional agreements required under the Award Agreement, and no amounts will be received by the County until those agreements are executed; and

WHEREAS, by the adoption of this Resolution, County Council desires to exercise the authority delegated to it under the New Castle County Code to authorize the County Executive to execute the Award Agreement.

NOW, THEREFORE, BE IT RESOLVED by the County Council of New Castle County that County Council hereby authorizes the County Executive to sign the Award Agreement as attached as Exhibit "A".

Adopted by County Council of
New Castle County on:

_____
Monique Williams-Johns
President of County Council
of New Castle County

SYNOPSIS: This Resolution authorizes the County Executive to execute an Award Agreement between the County and the United States Department of Treasury to accept up to $9,640,323.00, plus up to 15% of the project grant amount to pay for a portion of the cost of a required independent evaluation firm under the Social Impact Partnerships to Pay for Results Act, 42 U.S.C. §§ 1397n *et seq.* ("SIPPRA") for the Family HOPE Project and to identify partners to participate in the Family HOPE Project and negotiate additional agreements required under the Award Agreement.

FISCAL NOTE: Execution of the Award Agreement will have no fiscal impact on the County. No funds will be distributed to the County until the additional agreements required under the Award Agreement are executed, at which point an ordinance appropriating the grant funds will be required.

SOCIAL IMPACT PARTNERSHIPS TO PAY FOR RESULTS ACT
AWARD AGREEMENT

Recipient: New Castle County 77 Reads Way New Castle, DE 19720-1648	**SIPPRA Program Award Number**: [To be added] **Assistance Listing Number:** 21.017 **UEI Number:** YT6XTK6YAMC1 **UEI Registered Name:** New Castle County **Taxpayer/Employer Identification Number:** 51-6000160
Project: The Family Housing Opportunites for Purposeful Empowerment Project ("The Family HOPE Project")	

The Department of Treasury ("Treasury") hereby issues this award under the Social Impact Partnerships to Pay for Results Act (the "Act") Pub. L. 115-123 (codified as 42 U.S.C. § 1397n et seq.).

By executing this Notice of Award, Recipient agrees to abide by all the terms of this Notice of Award, including the General Terms and Conditions, attached as Schedule 1 and maintained on the SIPPRA website at: https://www.whitehouse.gov/omb/sippra/. Treasury and Recipient hereby agree that this award shall be further governed by the following Schedules, which are hereby incorporated into this Notice of Award in their entirety and are made a material part hereof: the 1) Special Award Condition(s), if applicable, 2) Application (original application and other supporting documents as applicable, including answers to SIPPRA Interagency Council questions, updated outcome valuation, assurances, certifications, and statements for civil rights pre-award compliance), 3) the Project Plan, Evaluation Plan, Independent Evaluation Budget, and such other final project documentation to be submitted by Recipient to Treasury as Treasury may require, in each case as deemed acceptable by Treasury in its sole discretion. Recipient agrees and acknowledges that failure to submit all documentation required under clause (3) of the preceding sentence, acceptable to Treasury in its sole discretion, by December 6, 2034, may result in Treasury's cancelation of this SIPPRA award. The project Period of Performance Start Date and End Date, and Total Amount of Federal Funds Obligated (including award for independent evaluator) will be established upon acceptance of the final documentation required under clause (3) of the preceding paragraph.

This Notice of Award constitutes an offer of a federal award. To officially accept the award, sign the Notice of Award and return it by December 6, 2024. Failure to sign and return the Notice of Award by December 6, 2024 may result in the SIPPRA award being withdrawn without additional notification.

_____ Department of the Treasury Authorized Representative: Title:	_____ Recipient Authorized Representative: Title:
Date signed:	Date signed:
Federal Award Date: [To be added]	
Period of Performance Start Date: [To be established upon acceptance of final documentation]	
Period of Performance End Date: [To be established upon acceptance of final documentation]	
Amount of Federal Funds Obligated by this Action (Maximum Outcome Payment): $9,640,323.00	
Total Amount of Federal Funds Obligated (including award for independent evaluator): [To be established upon acceptance of final documentation]	

Schedule 1: General Terms and Conditions

The following constitutes the general terms and conditions applicable to all awards issued under the Notice of Funding Availability (NOFA) published by the Department of Treasury (Treasury) on November 15, 2023. Capitalized terms not defined below shall have the meanings provided in the NOFA. In the event of a conflict between the terms below and any Special Award Conditions provided for an award, the Special Award Conditions shall control. In the event of a conflict between any General Terms and Conditions or Special Award Conditions and the NOFA, the General Terms and Conditions or Special Award Conditions, as the case may be, shall control.

1. Project Plan (Scope of Work). Recipient shall carry out the project plan set forth in Annex A (the "Project Plan").

2. Project Partners and Independent Evaluator. The Recipient shall comply with the terms of the Project Partnership Agreement(s) attached as Annex B (the parties thereto other than the Recipient being the "Project Partners") and the independent evaluator agreement attached as Annex C with the independent evaluator for the project (the "Independent Evaluator"), which Recipient agrees will provide for annual or otherwise incremental payments to the independent evaluator rather than payment as a lump sum.

3. Outcome Payments. Treasury shall make outcome payments to Recipient as set forth in Annex D if each of the following conditions is satisfied.
    a. The Independent Evaluator has validated using the evaluation design provided in Annex E (the "Evaluation Design") that:
        i. The outcome targets for any given project year and for any given cohort set forth in Annex D were achieved;
        ii. Such outcomes were achieved as a result of the intervention rather than other factors; and
        iii. The project was delivered with fidelity with respect to the Project Plan;
    b. The Independent Evaluator has validated, using the budget methodology set forth in the NOFA and using realized (*i.e.*, observed) outcomes, federal outlays, and revenues that the amount of the outcome payment is equal to or less than the value of the outcome to the federal government; and
    c. Treasury concurs with the validation of the Independent Evaluator referenced in paragraphs (a) and (b) above.

4. Prior Approvals.
    a. Recipient shall obtain the express written approval of Treasury prior to making any changes to the following:
        i. The Project Plan;
        ii. The Evaluation Design;
        iii. The Project Partners or the terms of the Partnership Agreement(s), including the source of financing;
        iv. The Independent Evaluator or the terms of the Independent Evaluator Agreement;
        v. The Period of Performance; or
        vi. Transfer or contract out of any work under this award other than the acquisition of supplies, material, equipment or general support services, unless described in

the application and approved in this award.

b. Recipient may not transfer, pledge, mortgage, or otherwise assign this award, or any interest therein, or any claim arising thereunder, to any party without the express written approval of Treasury.

c. Treasury may grant any such approval in its sole discretion. For the avoidance of doubt, any changes in law or government policy, changes in general economic conditions, natural disasters, the nonperformance by the Independent Evaluator or the Project Partners or other changes that affect the ability of Recipient to meet the specified outcomes shall not impose any requirement on Treasury to approve any changes requested by the Recipient.

d. No change to the outcome targets or amount of outcome payments provided in Annex D shall be permitted.

5. Subawards. Recipient is not permitted to make subawards under this award.

6. Cost Sharing. Cost sharing or matching funds, as defined in the Uniform Guidance, are not applicable to this award. The financial contributions from any investors for project implementation are not characterized as cost sharing or matching funds.

7. Compliance with Applicable Law.

a. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, Subparts A through F, as amended on April 22, 2024, and effective as of October 1, 2024, and Treasury regulations incorporating these requirements, apply to this award, provided that:

i. The requirement to submit performance reports is waived pursuant to 2 C.F.R. § 200.329(g) so long as the Independent Evaluator is in compliance with its requirements to submit progress reports and final reports pursuant to 42 U.S.C. § 1397n-4(d)-(e) and the applicable requirements of the award issued to the recipient for payment to the Independent Evaluator.

ii. The requirements of 2 C.F.R. § 200.307 regarding program income shall not apply to this award. Program income shall not reduce the amount of the award or be added to the award.

iii. Pursuant to 2 C.F.R. § 200.401(a)(6), the cost principles set forth in 2 C.F.R. subpart E shall not apply to this award.

iv. Treasury shall be the Federal Awarding Agency as defined by 2 C.F.R. § 200.1 for purposes of all provisions of the Uniform Guidance.

b. Recipient, in carrying out the scope of work and in all other matters relating to this award, must comply with all other applicable program requirements, federal laws and regulations and with all requirements for state and local laws and ordinances to the extent that such requirements do not conflict with federal law and regulations and shall provide for such compliance in any agreements it enters into with other parties relating to this award. Such applicable federal regulations include, without limitation, the following:

i. Nonprocurement Governmentwide Debarment and Suspension, 2 C.F.R. Part 180.

ii. Governmentwide Requirements for Drug-Free Workplace, 28 C.F.R. Part 83.

iii. New Restrictions on Lobbying, 28 C.F.R. Part 69.

iv. Rules and Procedures for Efficient Federal-State Funds Transfers, 31 C.F.R. Part 205.

v. Controlling Paperwork Burdens on the Public, 5 C.F.R. Part 1320.

vi. Reporting Subaward and Executive Compensation Information, 2 C.F.R. Part 170, pursuant to which the award term set forth in Appendix A of 2 C.F.R. Part 170 is hereby incorporated by reference.

vii. Statutes and regulations prohibiting discrimination, including, without limitation, the following:

A. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.), which prohibits discrimination on the grounds of race, color, or national origin under programs or activities receiving federal financial assistance;

B. Title IX of the Education Amendments of 1972 (20 U.S.C. §§ 1681 et seq.), which prohibits discrimination on the basis of sex under federally assisted education programs or activities;

C. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicap under any program or activity receiving or benefitting from federal assistance;

D. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), which prohibits discrimination on the basis of age in programs or activities receiving federal financial assistance; and

E. The Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), including the ADA Amendments Act of 2008 (Public Law 110-325, which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto, as well as public or private entities that provide public transportation.

c. Recipient must take reasonable measures to safeguard protected personally identifiable information consistent with applicable federal, state, and local laws regarding privacy and obligations of confidentiality.

8. Financial Reports

a. Recipient must submit a "Federal Financial Report" (SF-425) found at https://apply07.grants.gov/apply/forms/sample/SF425-V1.0.pdf (or as otherwise directed by Treasury) on an annual basis for the periods ending March 31 and September 30 (or June 30 and December 31, or any portion thereof per 2 C.F.R. § 200.328. Reports are due no later than 30 days following the end of each reporting period.

b. Recipient must submit all financial reports to Treasury, unless otherwise specified by Treasury in writing.

9. Semiannual Performance Reports

a. Not later than each June 30 and December 31 following the Period of Performance Start Date, Recipient must submit a Semiannual Performance Report. Each report must summarize project activities, including the current stage of program implementation; progress towards achieving the outcome goals, including number of people served; significant milestones of the Awardee, intermediary, investors, if any, and evaluator; and related results of the project. It must thoroughly document the partnership activities and decision-making structure used to implement the pay for results model.

b. The reporting period for the Semiannual Performance Report required to be

submitted each June will be the preceding December 1 through May 30. The reporting period for the Semiannual Performance Report required to be submitted each December will be the preceding June 1 through November 30. For the first Semiannual Performance Report submitted by Recipient, the first day of the reporting period will be the Period of Performance Start Date.

c. The final Semiannual Performance Report will be due on the June 30 or December 31, as the case may be, immediately following the Period of Performance End Date.

10. Independent Evaluation Progress Reports:

a. Not later than each anniversary of the Period of Performance Start Date, Recipient must submit an Annual Evaluation Progress Report. No Annual Evaluation Progress Report will be due after the Period of Performance End Date.

b. Recipient must submit a final report as described in section F.3.c of the NOFA no later than six months after the project is completed, pursuant to SIPPRA section 2055(e)(1).

11. Interim Reporting on Significant Developments per 2 C.F.R. § 200.329(e).

a. Events may occur between the scheduled performance reporting dates that have significant impact upon the activity, project, or program. In such cases, the recipient must inform Treasury as soon as the following types of conditions become known:

i. Problems, delays, or adverse conditions which will materially impair the ability to meet the objective of this award. This disclosure must include a statement of the action taken, or contemplated, and any assistance needed to resolve the situation.

ii. Favorable developments, which enable meeting time schedules and objectives sooner or at less cost than anticipated or producing more or different beneficial results than originally planned.

b. Recipient must:

i. Promptly provide to Treasury a copy of all state or local inspector general reports, audit reports other than those prepared under the Single Audit Act, and reports of any other oversight body, if such report pertains to the award.

ii. Immediately notify Treasury and the Treasury Inspector General of any indication of fraud, waste, abuse, or potentially criminal activity pertaining to grant funds.

12. Audit and Records Retention Requirements

a. Recipient is responsible for complying with all applicable audit requirements of the Single Audit Act and 2 C.F.R. Part 200 Subpart F – Audit Requirements.

b. The three-year period provided for in 2 C.F.R. § 200.334 regarding records retention shall begin on the date of the final report of the Independent Evaluator.

c. For the purposes of 2 C.F.R. § 200.334, the term "records" shall include but not be limited to:

i. All supporting documentation for the performance outcomes; and

ii. Any reports, publications, and data sets from any research conducted under this award.

d. Recipient is authorized to enter into contracts to complete the approved scope of work, the

recipient must include in its legal agreement with the contractor a requirement that the contractor retain all records in compliance with 2 C.F.R. § 200.334.

13. Contract Provision. All contracts made by the recipient under a federal award, as applicable, must contain the provisions required under 2 C.F.R. Part 200, Appendix II to Part 200—Contract Provisions for Non-Federal Entity Contracts Under Federal Awards.

14. Access to Records and Recipient's Sites

    a. Treasury and the Treasury Office of Inspector General, and the Government Accountability Office have the right of timely and unrestricted access to any documents, papers or other records, including electronic records, of the recipient that are pertinent to this award, in order to make audits, investigations, examinations, excerpts, transcripts, and copies of such documents. This right also includes timely and reasonable access to the recipient's personnel for the purpose of interview and discussion related to such documents. This right of access shall continue as long as records are required to be retained.

    b. If the recipient is authorized to enter into contracts to complete the approved scope of work, the recipient must include in its contract a requirement that the contractor make available to Treasury and the Treasury Office of Inspector General, and the Government Accountability Office any documents, papers or other records, including electronic records, of the contractor that are pertinent to this award, in order to make audits, investigations, examinations, excerpts, transcripts, and copies of such documents. This right also includes timely and reasonable access to the contractor's personnel for the purpose of interview and discussion related to such documents. This right of access shall continue as long as records are required to be retained.

    c. Treasury and the Treasury Office of Inspector General, and Government Accountability Office shall have the right during normal business hours to conduct announced and unannounced onsite and offsite physical visits of recipients and contractors corresponding to the duration of their records retention obligation for this award.

15. Award Disbursement

    a. Recipient will submit an invoice requesting payment to Treasury via email at SIPPRA@treasury.gov. The invoice must be accompanied by documentation sufficient to demonstrate that all conditions set forth in section 3 (Outcome Payments) have been satisfied. Treasury will approve or decline the invoice request in its sole discretion within three business days of receiving the invoice. If approved, Treasury will initiate an ACH payment to Recipient to the Recipient's bank account listed in SAM.gov.

    b. *If the Recipient is a State:* Payment methods of state agencies or instrumentalities must be consistent with Treasury-State agreements under the Cash Management Improvement Act, 31 C.F.R. Part 205 "Rules and Procedures for Efficient Federal-State Funds Transfers," 2 C.F.R. § 200.305 and Treasury Financial Manual (TFM) 4A-2000 Overall Disbursing Rules for All Federal Agencies.

16. Remedies for Noncompliance

    a. If Treasury determines that Recipient has failed to comply with SIPPRA, these Standard Terms and Conditions, or any Special Award Conditions, Treasury may take any of the actions provided for in 2 C.F.R. § 200.339.

    b. Treasury will notify Recipient in writing of Treasury's proposed determination that an instance of noncompliance has occurred, provide details regarding the instance of noncompliance, and indicate the remedy that Treasury proposes to pursue. Recipient will

have 30 calendar days to respond and provide information and documentation contesting Treasury's proposed determination or suggesting an alternative remedy.

c. Treasury will consider any and all information provided by Recipient and issue a final determination in writing, which will state Treasury's final findings regarding noncompliance and the remedy to be imposed.

d. In extraordinary circumstances, Treasury may require that any of the remedies above take effect immediately upon notice in writing to Recipient. In such cases, Recipient may contest Treasury's determination or suggest an alternative remedy in writing, and Treasury will issue a final determination.

e. Instead of, or in addition to, the remedies listed above, Treasury may refer the noncompliance to the Treasury Office of Inspector General for investigation or audit. Treasury will refer all allegations of fraud, waste, or abuse to the Treasury Inspector General.

17. Termination

a. Treasury may terminate this award in accordance with 2 C.F.R. § 200.339.

b. Treasury's determination at any point during the Performance Period that the conditions for making outcome payments will not be met shall constitute cause for termination of the award, as shall any other reason by which Treasury may terminate the award pursuant to 2 C.F.R. § 200.340.

c. Any requests for termination by the recipient must be made in accordance with 2 C.F.R. § 200.340. Such requests must be in writing and must include the reasons for such termination, the effective date, and in the case of partial termination, the portion to be terminated.

d. In the event of termination of the award for any reason, in whole or in part, Recipient agrees to comply with all provisions of 2 C.F.R. §§ 200.344 and 200.345 relating to closeout of the award and post-closeout adjustments and continuing responsibilities.

18. Amendments

a. The terms of the award may be amended with the written approval of Recipient and Treasury.

b. Treasury reserves the right to amend the terms of the award if required by federal law or regulation.

c. Recipients must submit any requests for amendments in writing to Treasury and must include an explanation for the reason this award should be amended.

19. Debts Owed the Federal Government

a. Pursuant to 28 U.S.C. § 3201(e), a debtor who has a judgment lien against the debtor's property for a debt to the United States shall not be eligible to receive any grant or loan that is made, insured, guaranteed, or financed directly or indirectly by the United States or to receive funds directly from the federal government in any program, except funds to which the debtor is entitled as beneficiary, until the judgment is paid in full or otherwise satisfied.

b. Any funds paid to the recipient in excess of the amount to which the recipient is finally determined to be authorized to retain under the terms of this award constitute a debt to the federal government.

i. Any debts determined to be owed the federal government must be paid promptly by the recipient. A debt is delinquent if it has not been paid by the date specified

in Treasury's initial written demand for payment, unless other satisfactory arrangements have been made. Interest, penalties, and administrative charges shall be charged on delinquent debts in accordance with 31 U.S.C. § 3717 and 31 C.F.R. § 901.9. Treasury will refer any debt that is more than 180 days delinquent to Treasury's Bureau of the Fiscal Service for debt collection services.

ii. The minimum annual interest rate to be assessed on any debts is the Department of the Treasury's Current Value of Funds Rate (CVFR). The CVFR is available at https://www.fiscal.treasury.gov/fsreports/rpt/cvfr/cvfr_home.htm. The assessed rate shall remain fixed for the duration of the indebtedness, based on the beginning date in Treasury's written demand for payment. Penalties on any debts shall accrue at a rate of not more than 6 percent per year or such other higher rate as authorized by law. Administrative charges, that is, the costs of processing and handling a delinquent debt, shall be determined by Treasury.

iii. Funds for payment of a debt must not come from other federally sponsored programs. Verification that other federal funds have not been used will be made, e.g., during on-site visits and audits.

20. Research Involving Human Subjects. Recipient shall notify Treasury prior to engaging in any research that involves human subjects and agrees to comply with the provisions of the U.S. Department of Health and Human Services' regulation regarding the protection of human subjects, 45 C.F.R. Part 46, in performing any such research.

21. Disclaimer Provisions

a. The United States expressly disclaims any and all responsibility or liability to the recipient or third persons for the actions of the recipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of this award or any - contract, or subcontract under this award.

b. The acceptance of this award by the recipient does not in any way constitute an agency relationship between the United States and the recipient.

22. Publications and Signage

a. Any publications (except scientific articles or papers appearing in scientific, technical, or professional journals) or signage informing the public about the project described in the scope of work attached as Annex [A] must clearly display the following language: "This project [is being] [was] supported, in whole or in part, by federal award number [XXXX-XXX] awarded to [name of recipient] by the Department of the Treasury under the Social Impact Partnerships to Pay for Results Act Program."

b. Publications (except scientific articles or papers appearing in scientific, technical, or professional journals) produced with funds from this award must display the following additional language: "This project [is being] [was] supported, in whole or in part, by federal award number [XXXX-XXX] awarded to [name of recipient] by the Department of the Treasury under the Social Impact Partnerships to Pay for Results Act Program. The opinions, findings, conclusions, and recommendations contained herein are those of the author(s) or contributor(s) and do not necessarily represent the official position or policies of the Department of the Treasury. References to specific individuals, agencies, companies, products, or services should not be considered an endorsement by the author(s), contributor(s), the Department of the Treasury. Rather, the references are illustrations to supplement discussion of the issues."

23. Protections for Whistleblowers.

    a. In accordance with 41 U.S.C. § 4712, Recipient may not discharge, demote, or otherwise discriminate against an employee as a reprisal for disclosing information to any of the list of persons or entities provided below that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant:

    b. The list of persons and entities referenced in the paragraph above includes the following:

        i. A member of Congress or a representative of a committee of Congress;

        ii. An Inspector General;

        iii. The Government Accountability Office;

        iv. A Treasury employee responsible for contract or grant oversight or management;

        v. An authorized official of the Department of Justice or other law enforcement agency;

        vi. A court or grand jury; and/or

        vii. A management official or other employee of the recipient, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct.

    c. Recipient shall inform its employees in writing of the rights and remedies provided under this section, in the predominant native language of the workforce.

24. Governmentwide Debarment and Suspension. Recipient is required to comply with Treasury's regulation implementing the governmentwide system of debarment and suspension set forth in 31 C.F.R. Part 19 and to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 31 C.F.R. Part 19, subpart B) that the award is subject to 31 C.F.R. Part 19.

25. Recipient Integrity and Performance Matters. The award term set forth in 2 C.F.R. Part 200, Appendix XII to Part 200 is hereby incorporated by reference.

26. The Federal Funding Accountability and Transparency Act. The award term set forth in Appendix A of 2 C.F.R. Part 170 is hereby incorporated by reference.

27. System for Award Management (SAM) and Unique Entity Identifier Requirements. The award term set forth in 2 C.F.R. Part 25, Appendix A to Part 25 is hereby incorporated by reference.

28. Increasing Seat Belt Use in the United States. Pursuant to Executive Order 13043, 62 FR 19217 (April 8, 1997), the recipient should and should encourage its contractors to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented or personally owned vehicles.

29. Reducing Text Messaging While Driving. Pursuant to Executive Order 13513, the recipient should encourage as applicable, its employees, subrecipients, and contractors to adopt and enforce policies that ban text messaging while driving, and the recipient should establish workplace safety policies to decrease accidents caused by distracted drivers.

Prime Sponsor(s): Mr. Smiley, Mr. Cartier
Requested By: Administration/Finance
Date of introduction: December 10, 2024

RESOLUTION NO. 24-201

AUTHORIZING THE EXECUTION OF A SUBAWARD AGREEMENT WITH DAVITRON, LLC TO ASSIST WITH THE ACQUISITION OF NEW TOWNHOME STYLE RENTAL UNITS ON LIMESTONE RD. FOR THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY DEVELOPMENT AND HOUSING IN THE AMOUNT OF $5,000,000.00

WHEREAS, New Castle County, as an eligible recipient, received a total of $108,531,220.00 in Coronavirus State and Local Fiscal Recovery funds under the American Rescue Plan Act of 2021 ("ARPA"), Pub. Law. No. 117-2 from the United States Department of the Treasury ("Department of the Treasury"); and

WHEREAS, New Castle County Ordinance 21-129 and Ordinance 22-097 (the "Ordinances") appropriated the full amount of these CSLFR funds from the Department of the Treasury to the American Rescue Plan Act Grant for New Castle County to respond to the COVID-19 public health emergency and its negative economic impacts; and

WHEREAS, the Ordinances appropriated funding for Affordable Housing, and Davitron, LLC was selected, based on their application, to receive a grant for the Springhouse Preserve project, for construction of affordable rental units located at 3401 Limestone Road, Wilmington, Delaware 19808; and

WHEREAS New Castle County must enter into a subaward agreement with Davitron, LLC to comply with the Uniform Guidance, 2 CFR Part 200; and

WHEREAS, *New Castle County Code* § 2.02.004 requires that all contracts involving expenditures of funds in excess of $50,000.00 in aggregate to one vendor in a fiscal year, which are not competitively bid, be approved by Resolution of County Council; and

WHEREAS, the subaward agreement with Davitron, LLC contemplates transfers of up to $5,000,000.00 toward the site preparation and new construction of 117 proposed new rental units located at 3401 Limestone Road, Wilmington, Delaware 19808, of which around 63 units will be intended for families earning between 75% and 90% of Area Median Income (AMI). This project will create at least 40 new ARPA rental units.

WHEREAS, this project requires a rezoning, which will also create Moderately Priced Dwelling Units (MPDUs) within the development. Twenty percent (20%) of the proposed total rental units will be set aside for households earning less than 75% AMI.

NOW, THEREFORE, BE IT RESOLVED by and for the County Council of New Castle County that County Council hereby approves the subaward agreement listed on the attached Exhibit "A," entitled "New Castle County Purchase Requisition/Justification Form," as a valid contract in excess of $50,000.00 pursuant to *New Castle County Code* § 2.02.004.

Adopted by County Council of
New Castle County on:

_____
Monique Williams-Johns
President of County Council
of New Castle County

SYNOPSIS: This Resolution approves the execution of the listed subaward agreement.

Department of Administration, Office of Finance

Davitron, LLC $5,000,000.00

FISCAL IMPACT: This Resolution authorizes the execution of one subaward agreement totaling $5,000,000.00. Funding is included in the FY2025 Approved Grant Budget in the American Rescue Plan Act Grant.

_____
Michael Smith
Chief Financial Officer

NEW CASTLE COUNTY
PURCHASE REQUISITION / JUSTIFICATION FORM

EXHIBIT A

Please complete all the blue highlighted fields. If the total is greater than $50,000 (Non-Bid only); or if the purchase, for this vendor, in aggregate for the fiscal year exceeds $50,000 (Non-Bid only), you must also complete items I-VI in the lower half of the form.

REQUISITIONER INFORMATION					VENDOR INFORMATION			
NAME	Tonya M. Adkins		FISCAL YR	2025	NAME	Davitron, LLC		
DEPARTMENT	ADMINISTRATION_12		FUND	110 GRANTS	ADDRESS			
ORGANIZATION	11122013 ADMIN - FIN - GRANTS							
PHONE	(302) 395-5076		REQ#					
DELIVERY LOCATION								
SEND VENDOR PO	☑ YES	☑ NO			CONTACT NAME			
CURRENT VENDOR	☑ YES	☐ NO			PHONE		EXT	
VENDOR #					EMAIL		FAX #	

ITEM#	QTY	DESCRIPTION	UNIT PRICE	TOTAL	OBJ LEVEL	GRANT or PROJECT #/ DETAIL / LOCATION
1	1	Davitron, LLC	5,000,000.00	$5,000,000.00		ARPA00
				$0.00		
				$0.00		
				$0.00		
				$0.00		
				$0.00		
				$0.00		
				$0.00		
			TOTAL	$5,000,000.00		

ADDITIONAL NOTES

PURCHASES > $50,000 (Non-Bid) OR IF THE FY AGGREGATE FOR THIS VENDOR > $50,000 (Non-Bid), PLEASE COMPLETE THE SECTION BELOW.

I. What is the purpose of the requisition or advice of change?

Provide a grant toward the construction of affordable rental units as part of their overall Springhouse Preserve project, located at 3401 Limestone Road, Wilmington, Delaware 19808

II. Why is it needed?

The agreement with Davitron, LLC contemplates transfers of up to $5,000,000.00 toward the site preparation and new construction of 117 proposed new- rental units located at 3401 Limestone Road, Wilmington, Delaware 19808, of which around 63 units will be intended for families earning between 75% and 90% of Area Median Income (AMI). This project will create at least 40 new ARPA rental units.

III. What will the impact (cost) be to New Castle County if the requisition or advice of change is not processed?

IV. IS THIS A SOLE SOURCE CONTRACT?	☐ YES	☑ NO		
V. IS THIS A PASS THROUGH GRANT?	☑ YES	☐ NO	**IF YES, AGENCY**	ARPA
VI. OTHER, PLEASE EXPLAIN				

SIGNATURE	Tonya M. Adkins	DATE	9/5/2024

Prime Sponsor(s): Mr. Smiley
Requested By: Land Use Department
Date of introduction: December 10, 2024

RESOLUTION NO. 24-202

AUTHORIZING THE EXECUTION OF THE NINTH AMENDMENT TO GROUND LEASE WITH THE DELAWARE RIVER AND BAY AUTHORITY REGARDING OPERATIONS AT THE NEW CASTLE AIRPORT

WHEREAS, New Castle County Levy Court acquired the airport property located in the area of 145 North Dupont Highway, New Castle, Delaware ("Airport") from the United States Department of Defense on April 29, 1949; and

WHEREAS, New Castle County operated the Airport from 1949 until 1995; and

WHEREAS, on March 9, 1995, New Castle County entered into an agreement (the "Acquisition Agreement") with the Delaware River and Bay Authority ("DRBA") pursuant to which the DRBA acquired all of the non-real property assets of the Airport and became sponsor of the Airport with the Federal Aviation Administration; and

WHEREAS, on June 30, 1995, New Castle County agreed to a thirty (30) year ground lease (the "Ground Lease" and with the Acquisition Agreement, the "Agreements") with the DRBA having an initial term ending June 30, 2025; and

WHEREAS, the Ground Lease contains a "Notice of Non-Renewal" provision, whereby the Ground Lease shall automatically renew for two additional periods of thirty (30) years each unless no later than sixty (60) months prior to the expiration of the initial term either party to the Ground Lease shall deliver notice to the other party of its intention not to renew the Ground Lease; and

WHEREAS, the Airport is a valuable New Castle County asset that provides for business development and employment opportunities with a potential for future growth toward economic development; and

WHEREAS, on May 5, 2020, upon recommendation by a task force created to assess the operations of the Airport, New Castle County Council voted to authorize the County Executive to execute and deliver to the DRBA a "Notice of Non-Renewal" regarding the Agreements within the contractual timeframe; and

WHEREAS, on May 4, 2021, New Castle County Office of Economic Development issued a Request for Information and expressions of interest to manage and operate the Airport, with five (5) expressions of interest received; and;

WHEREAS, after review of the expressions of interest and conducting additional research, it became apparent that entering into new agreements with the DRBA for it to continue as the operator of the Airport is in the best interests of New Castle County Government and the residents of the Tri-State area; and

WHEREAS, New Castle County and the DRBA have reached an agreement on new and improved terms which are contained in the Ninth Amendment to the Ground Lease; and

WHEREAS, New Castle County now has a mechanism to be reimbursed for staff time spent working on all Airport matters; and

WHEREAS, these terms are mutually beneficial and reflect a renewed cooperation between the County and the DRBA on the best and most effective use of the Airport to serve New Castle County residents and the entire state of Delaware.

NOW, THEREFORE, BE IT RESOLVED by and for the County Council of New Castle County that County Council hereby approves and authorizes the New Castle County Executive to sign the Ninth Amendment to Ground Lease at the New Castle Airport and side letter as approved by the Federal Aviation Administration.

Adopted by County Council of
New Castle County on:

_____
Monique Williams-Johns
President of County Council
of New Castle County

SYNOPSIS: Same as title.

FISCAL IMPACT:

Tax Parcel No. 10-018.00-006

Prepared By and Return To:
Katherine H. Betterly, Esq.
Morris, Nichols, Arsht & Tunnell LLP
P.O. Box 1347
Wilmington, DE 19899-1347

NINTH AMENDMENT TO GROUND LEASE AGREEMENT
FOR WILMINGTON AIRPORT (F/K/A NEW CASTLE COUNTY AIRPORT)

THIS NINTH AMENDMENT TO GROUND LEASE AGREEMENT FOR WILMINGTON AIRPORT (F/K/A NEW CASTLE COUNTY AIRPORT) ("Ninth Amendment") is made as of this _____ day of _____, 2025, by and between NEW CASTLE COUNTY, a political subdivision of the State of Delaware (the "Lessor") and THE DELAWARE RIVER AND BAY AUTHORITY, a body politic and an agency of the State of Delaware and the State of New Jersey duly created by Compact (the "Lessee").

WITNESSETH:

WHEREAS, Lessor and Lessee entered into that certain Ground Lease dated June 30, 1995, a memorandum of which is recorded in the Office of the Recorder of Deeds in and for New Castle County (the "Office of Recorder of Deeds") in Book 2000, Page 269, as amended by that certain First Amendment to Ground Lease, dated January 27, 2005 and recorded in the Office of Recorder of Deeds as Instrument No. 20050316-0025274 (the "First Amendment"), that certain Second Amendment to Ground Lease, dated April 18, 2008 and recorded in the Office of the Recorder of Deeds as Instrument No. 20080422-0027677 (the "Second Amendment"), that certain Third Amendment to Ground Lease, dated June 26, 2009 and recorded in the Office of the Recorder of Deeds as Instrument No. 20090626-0041433 (the "Third Amendment"), that certain Fourth Amendment to Ground Lease, dated April 12, 2019 and recorded in the Office of the Recorder of Deeds as Instrument No. 20190926-0077312 (the "Fourth Amendment"), that certain Fifth Amendment to Ground Lease, dated May 18, 2021 and recorded in the Office of the Recorder of Deeds as Instrument No. 20210824-0098909 (the "Fifth Amendment"), that certain Sixth Amendment to Ground Lease, dated September 30, 2021 and recorded in the Office of the Recorder of Deeds as Instrument No. 20211004-0115138 (the "Sixth Amendment"), that certain Seventh Amendment to Ground Lease, dated July 31, 2023, a memorandum of which is recorded in the Office of the Recorder of Deeds as Instrument No. 20230814-0054031 (the "Seventh Amendment"), and that certain Eighth Amendment to Ground Lease, dated March 21, 2024, a memorandum of which is recorded in the Office of the Recorder of Deeds as Instrument No. 20240322-0017975 (the "Eighth Amendment") (collectively, the "Ground Lease", a conformed copy of which incorporating all such previous amendments and this Ninth Amendment is attached hereto as Exhibit A), pursuant to which Lessor leased to Lessee certain parcels of land and improvements legally described therein as the "Demised Premises" which are located in the County of New Castle, State of Delaware and commonly known as the Wilmington Airport (f/k/a

New Castle County Airport) (the "Airport"); and

WHEREAS, on June 24, 2020, Lessor delivered to Lessee a Notice of Non-Renewal wherein Lessor notified Lessee of its intention to not renew the Ground Lease for an additional term; and

WHEREAS, pursuant to the Lessor's Recission letter and the Lessee's Recission Acceptance, dated December 19, 2023, the parties agreed that the Notice of Non-Renewal was void and of no force or effect; and

WHEREAS, because the Notice of Non-Renewal was rescinded, Lessor and Lessee acknowledge and agree that the First Renewal Term has been validly exercised whereby the Initial Term of the Ground Lease that was set to expire on June 30, 2025 has been renewed for a renewal term of thirty (30) years (the "First Renewal Term"); and

WHEREAS, upon the expiration of the First Renewal Term, the Ground Lease will again automatically renew for a final renewal term of an additional thirty (30) years unless either party delivers a Notice of Non-Renewal to the other party in compliance with the requirements of the Ground Lease; and

WHEREAS, Lessor and Lessee desire to modify the terms of the Ground Lease in order to modernize such agreement and update certain terms and conditions as set forth herein.

NOW THEREFORE, in consideration of the foregoing recitals, Ten Dollars ($10.00) in hand paid, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Amendment to Section 3. Section 3 of the Ground Lease is hereby deleted in its entirety and replaced with the following:

> "3. LEASE TERM:
>
> (a) Lessee shall have and hold the Demised Premises for a term of thirty (30) years commencing on June 30, 1995 (the "Initial Term") and for an additional renewal term (the "First Renewal Term") of thirty (30) years, unless such term is further extended in accordance with the provisions hereof.
>
> (b) This Lease shall be automatically renewed for one additional period of thirty (30) years (the "Second Renewal Term" and collectively, the "Renewal Terms"; the Initial Term and any exercised Renewal Terms are collectively referred to herein as the "Term") unless not later than thirty-six (36) months prior to the expiration of the First Renewal Term either party shall deliver notice to the other party of its intention not to renew this Lease ("Notice of Non-Renewal").

(c) A Notice of Non-Renewal delivered by Lessor shall be accompanied by (i) an earnest money and good faith deposit to an escrow account of Lessee in the amount of One Million Dollars ($1,000,000.00) (the "Non-Renewal Deposit"), to be applied to Lessor's Termination Payment (as defined below), and (ii) notice of application to the Federal Aviation Administration ("FAA") for the transfer of sponsorship of the Airport consistent with the guidance set forth in the FAA's Compliance Guidance Letter 2021-1 (Guidance for Transfer of Federally Obligated Airports), as amended and updated from time to time, or such other guidance or requirements that may then be applicable.

(d) Notwithstanding the foregoing, in the event that Lessor shall determine that it shall not renew the Lease, then Lessor at the termination of this Lease shall (i) assume (by an appropriate agreement to make payment to Lessee or otherwise) the remaining debt service for any debt incurred by Lessee related to the Airport and outstanding as of the date on which this Lease is to terminate, (ii) assume all obligations under any outstanding Grant Agreements, including any Sponsor's Assurances (as defined in the Acquisition Agreement) which impose obligations on Lessee that extend beyond the date on which this Lease is to terminate, and (iii) pay to Lessee an amount equal to the Unamortized Cost of any capital investment (including capital investment in machinery, equipment and other tangible property) made by Lessee during the term of the Lease. The items described in subclauses (i), (ii) and (iii) are collectively referred to herein as "Lessor's Termination Payment".

(i) "Unamortized Cost" shall mean:

(A) the Lessee's actual cost of any capital improvement made by it to the Airport during the Term of this Lease, LESS

(B) the principal amount of any debt actually incurred by Lessee to finance such capital improvement, LESS

(C) an amount equal to the aggregate principal amortization during the period from the date such capital improvement was made to the date of termination of this Lease based on an assumed level payment debt amortization schedule created using interest rates equal to such rates identified in the last rate reset of the Municipal Bond Index for the year in which such capital improvement was made.

(ii) Lessor's Termination Payment shall not include assets that are fully depreciated beyond their useful life. The useful life of all such capital improvements shall be categorized and amortized, such as, but not limited to, the following:

(A) Buildings and Structures: forty (40) years (*e.g.*, terminals, maintenance garages, administrative buildings, hangars, towers, pump houses, vaults, and parking structures);

(B) Building Improvements: twenty (20) years (*e.g.*, renovations, roofs, passenger loading bridges, building systems, cranes, and hangar doors);

(C) Infrastructure: thirty (30) years (*e.g.*, runways, taxiways, parking lots, access roads and sidewalks, fuel tanks and systems, utilities and duct banks, fire pumps and appurtenances, and storm drainage and basins);

(D) Land Improvements: twenty (20) years (*e.g.*, aprons and ramps, airfield lighting, signage, navigation aids, fencing and gates, revenue control systems, and EMAS systems);

(E) Specialty Airfield/Aviation and Heavy Equipment: fifteen (15) years (*e.g.*, aircraft rescue and firefighting, snow application and removal equipment, dozer, dump, front loader, forklift, and airstair);

(F) Minor Equipment, Maintenance, and Systems: ten (10) years (*e.g.*, repairs, replacements, enhancements, maintenance, and equipment with a useful life less than the aforementioned categories but at least ten (10) years of life);

(G) Property Acquisitions: At acquisition cost to Lessee; and

(H) Common use fleet and equipment: To be agreed upon by Lessor and Lessee. Common use fleet is defined as items with less than ten (10) years of useful life, and common to non-airport operations. Lessor and Lessee may mutually agree to the purchase and compensation of such items on an appraised or useful life basis.

(e) Lessor shall have the right to request from Lessee, not more than forty-eight (48) months prior to the termination of the first Renewal Term, a detailed statement of the amounts and obligations comprising Lessor's Termination Payment, and Lessee agrees to deliver such information to Lessor not more than ninety (90) days following receipt by Lessee of such request.

(f) In the event Lessor timely delivers Notice of Non-Renewal to Lessee, Lessor agrees that any capital improvement identified on the then current "Five Year Strategic Plan" of Lessee, whether financed with cash or debt, shall be included in Lessor's Termination Payment. A current Five Year Strategic Plan of the Lessee is defined to be a plan that is dated within the five years prior to the Termination Period. If during the Termination Period, Lessee desires to include a capital improvement project ("CIP") not on the "Five Year Strategic Plan" in the Termination Payment, Lessee shall provide notice to Lessor of such CIP at least six (6) months prior to its proposed commencement.

(g) During the termination period (the "Termination Period") defined to be the earlier of (i) thirty-six (36) months following Notice of Non-Renewal or (ii) ninety (90) days following FAA approval of the transfer of the sponsorship of the Airport, through the expiration of this Lease, all CIPs undertaken must be reviewed and approved by Lessor in order for such CIP to be included in the calculation of Lessor's Termination Payment, unless such CIP had been previously identified in Lessee's current "Five Year Strategic Plan". Such CIP shall be included in the calculation of Lessor's Termination Payment if Lessor consents to such CIP, such consent not to be unreasonably withheld, conditioned or delayed. Lessor shall provide notice of its decision to consent or not consent to such CIP within sixty (60) days of receiving notice of such CIP.

(h) In the event that Lessor shall fail to (i) achieve the transfer of the sponsorship of the Airport or (ii) pay Lessor's Termination Payment as required hereunder, Lessee may, in its sole discretion, either (a) declare Lessor's Notice of Non-Renewal null and void or (b) pursue all available remedies at law and in equity to recover the Lessor's Termination Payment. If Lessee elects to declare Lessor's Notice of Non-Renewal null

and void, the Non-Renewal Deposit shall be refunded to Lessor and this Lease shall automatically be renewed for a period of thirty (30) years."

2. Wilmington Airport. All references in the Lease to "New Castle County Airport" shall be deemed references to "Wilmington Airport".

3. Miscellaneous.

(a) This Ninth Amendment, standing alone, constitutes the entire understanding and agreement between the parties and there exist no warranties, representations, promises, covenants, agreements and undertakings except those expressly set forth herein.

(b) This Ninth Amendment shall be governed by the laws of the State of Delaware.

(c) This Ninth Amendment may not be amended unless both Lessor and Lessee agree to amend the Ground Lease in writing. Except as expressly set forth herein, all terms and conditions set forth in the Ground Lease remain in full force and effect.

(d) This Ninth Amendment shall inure to the benefit of and be binding upon the parties hereto, their personal representatives, successors and assigns.

(e) The provisions of this Ninth Amendment are severable. If any provision of this Ninth Amendment is found by any court of competent jurisdiction to be unconstitutional or void, the remaining provisions of the Ninth Amendment shall remain valid and enforceable.

(f) All capitalized terms used herein and not otherwise defined shall have the meanings ascribed to them in the Ground Lease.

[Remainder of page intentionally blank – signatures follow]

IN WITNESS WHEREOF, the undersigned have duly executed this Ninth Amendment, intending the same to be a sealed instrument, as of the day and year first above written.

SIGNED, SEALED AND DELIVERED
IN THE PRESENCE OF:

LESSOR:

NEW CASTLE COUNTY, a political subdivision of the State of Delaware

_____
Witness

By: _____ (SEAL)
Matthew S. Meyer
County Executive

LESSEE:

DELAWARE RIVER AND BAY AUTHORITY, a body politic and agency of the State of Delaware and the State of New Jersey

_____
Witness

By: _____ (SEAL)
Samuel E. Lathem
Chairperson

_____
Witness

By: _____ (SEAL)
M. Earl Ransome
Vice Chairperson

_____
Witness

By: _____ (SEAL)
Thomas J. Cook
Executive Director

17587915.11

STATE OF DELAWARE)
: ss.:
COUNTY OF NEW CASTLE)

The foregoing agreement was acknowledged before me, a notary public within and for said County and State, on the _____ day of _____, 202__, by Matthew S. Meyer, who is the County Executive of New Castle County and who acknowledged that the name of said County was subscribed to the foregoing agreement by himself as County Executive thereof by the direction and authority of said County and that the seal impressed thereon is the seal of said County.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal on the day and year aforesaid.

_____
Notary Public
My commission expires:
(SEAL)

STATE OF DELAWARE)
: ss.:
COUNTY OF NEW CASTLE)

The foregoing agreement was acknowledged before me, a notary public within and for said County and State, on the _____ day of _____, 2025, by Samuel E. Lathem, who is the Chairperson of the Delaware River and Bay Authority and who acknowledged that the name of said Authority was subscribed to the foregoing agreement by himself as Chairperson thereof by the direction and authority of said Authority and that the seal impressed thereon is the seal of said Authority.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal on the day and year aforesaid.

_____
Notary Public

My commission expires:

(SEAL)

STATE OF _____)
: ss.:
COUNTY OF _____)

The foregoing agreement was acknowledged before me, a notary public within and for said County and State, on the _____ day of _____, 2025, by M. Earl Ransome, who is the Vice Chairperson of said Delaware River and Bay Authority and who acknowledged that the name of said Authority was subscribed to the foregoing agreement by himself as Vice Chairperson thereof by the direction and authority of said Authority and that the seal impressed thereon is the seal of said Authority.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal on the day and year aforesaid.

_____
Notary Public

My commission expires:

(SEAL)

STATE OF DELAWARE)
: ss.:
COUNTY OF NEW CASTLE)

The foregoing agreement was acknowledged before me, a notary public within and for said County and State, on the _____ day of _____, 2025, by Thomas J. Cook, who is Executive Director of said Delaware River and Bay Authority and who acknowledged that the name of said Authority was subscribed to the foregoing agreement by himself as Executive Director thereof by the direction and authority of said Authority and that the seal impressed thereon is the seal of said Authority.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal on the day and year aforesaid.

_____
Notary Public

My commission expires:

(SEAL)

EXHIBIT A

CONFORMED GROUND LEASE

[See attached]

[Letterhead of Delaware River and Bay Authority]

_____ ___, 2024

New Castle County
87 Reads Way
New Castle, DE 19720
Attention: The Honorable Matthew Meyer

Re: Economic Development Director/Salary Cost Share (NCC Airport)

Ladies and Gentleman:

Reference is made to that certain Ground Lease between NEW CASTLE COUNTY, a political subdivision of the State of Delaware (the "Lessor"), and THE DELAWARE RIVER AND BAY AUTHORITY, a body politic and an agency of the State of Delaware and the State of New Jersey duly created by Compact (the "Lessee"), dated June 30, 1995, as amended from time to time (as amended, the "Ground Lease").

Pursuant to the Ground Lease, Lessor leased to Lessee certain parcels of land and improvements legally described therein as the "Demised Premises" which are located in the County of New Castle, State of Delaware and commonly known as the New Castle County Airport (the "Airport").

In connection with entering into that certain Ninth Amendment to Ground Lease, Lessor has requested that Lessee agree to begin reimbursing Lessor for certain expenses relating to the salary of the Economic Development Director (the "EDD") of New Castle County, or any successor to that position, for the EDD's work related to certain matters involving the Airport. Accordingly, the parties are entering into this letter agreement to memorialize their understanding with respect to such request.[1]

The parties hereby agree that commencing with calendar year 2024, Lessee will reimburse Lessor on an annual basis up to fifty percent (50%) of the salary of the EDD, or any successor to that position, solely for the EDD's work related to matters involving development, job creation, or other Airport-related issues, with such amount not to exceed $75,000 per year (the "Salary Cost Share"). The maximum amount of the Salary Cost Share may only be modified by mutual agreement of both parties. On an annual basis, Lessor shall submit a request for reimbursement of the Salary Cost Share, which request shall provide supporting documentation, satisfactory to the Lessee and the Federal Aviation Administration (the "FAA") (if required)

[1] Note to Draft: This is not a new concept. The term sheet included a note that the EDD Salary Cost Share was conditioned on DRBA successfully implementing a Management Fee. The EDD Salary Cost Share will be deducted from the DRBA's Management Fee – so without the Management Fee, there can be no Salary Cost Share.

demonstrating the EDD's work on Airport related matters sufficient to support the requested Salary Cost Share reimbursement.

Notwithstanding the foregoing, the Lessee's obligation to pay the Salary Cost Share is expressly conditioned upon:

(i) the Lessee having obtained authorization from the FAA for Lessee to draw a management fee from the Airport (the "Management Fee");

(ii) the Lessee having notified the FAA of the Salary Cost Share approach and having received a written response from the FAA indicating that such approach is permissible under applicable FAA requirements, provided, if at any time during the Term (as defined in the Ground Lease), the FAA advises Lessee that the Salary Cost Share is not permissible, Lessee shall no longer have an obligation to make sure the Salary Cost Share reimbursements.

Further, Lessor and Lessee acknowledge that it is Lessee's intent to pay the Salary Cost Share out of Lessee's Management Fee, with the Salary Cost Share to be less than or equal to and in no event greater than twenty five percent (25%) of the Management Fee. Lessee and Lessor agree that, notwithstanding any other provision herein, the Salary Cost Share shall be automatically and equitably reduced so that it does not exceed twenty five percent (25%) of the Management Fee in any twelve (12) month period. The following chart includes example calculations/adjustments:

Management Fee	SCS –Proposed	Percentage	SCS- Actual	Percentage- Actual
$300,000	$75,000	25%	$75,000	25%
$200,000	$75,000	37.5%	$50,000	25%
$200,000	$60,000	30%	$50,000	25%
$50,000	$75,000	6.7%	$12,500	25%
$0	$75,000	-	$0	-

[Remainder of page intentionally blank – signatures follow]

IN WITNESS WHEREOF, the undersigned have duly executed this letter agreement, intending the same to be a sealed instrument, as of the day and year first above written.

SIGNED, SEALED AND DELIVERED
IN THE PRESENCE OF:

LESSOR:

NEW CASTLE COUNTY, a political subdivision of the State of Delaware

_____
Witness

By: _____ (SEAL)
Matthew S. Meyer
County Executive

LESSEE:

DELAWARE RIVER AND BAY AUTHORITY, a body politic and agency of the State of Delaware and the State of New Jersey

_____
Witness

By: _____ (SEAL)
Samuel E. Lathem
Chairperson

_____
Witness

By: _____ (SEAL)
James N. Hogan
Vice Chairperson

_____
Witness

By: _____ (SEAL)
Thomas J. Cook
Executive Director

17613540.4

Prime Sponsor(s): Mr. Smiley, Mr. Cartier
Requested by: Public Safety
Date of introduction: November 19, 2024

ORDINANCE NO. 24-164

**AMEND THE GRANTS BUDGET:
APPROPRIATE $160,000 FROM THE STATE OF DELAWARE FY2025 GRANT-IN-AID BILL TO THE FY2025 POLICE BEHAVIORAL HEALTH GRANT TO BE ADMINISTERED BY THE DEPARTMENT OF PUBLIC SAFETY, DIVISION OF POLICE**

WHEREAS, the Department of Public Safety, Division of Police has been awarded $160,000 in funding from the State of Delaware FY2025 Grant in Aid Bill; and

WHEREAS, the funding will be used to continue to support the mental health team by funding a mental health clinician through Christiana Care, overtime when necessary for the assigned police officers and related operating expenses; and

WHEREAS, the County Executive has determined that grants received will be sufficient to cover the increase in the Grants Budget as hereinafter amended; and

WHEREAS, Council has determined that the provisions of this Ordinance substantially advance, and are reasonably and rationally related to, legitimate government interests (i.e., promoting the health, safety, morals, convenience, order, prosperity and/or welfare of the present and future inhabitants of this State).

NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:

Section 1. The Grants Budget as adopted by Ordinance No. 75-173 is hereby amended by adding the material on the attached Exhibits “A” which shall be considered underscored in their entirety.

Section 2. This Ordinance shall become effective immediately upon its adoption by County Council and approval by the County Executive, or as otherwise provided in 9 *Del*. *C*. § 1156.

Section 3. It is the intent of the County Council that the provisions of this Ordinance shall be effective retroactive to July 1, 2024.

Adopted by County Council of
New Castle County on:

_____
Monique Williams-Johns
President of County Council
of New Castle County

Approved on:

_____
Matthew Meyer
County Executive
New Castle County

SYNOPSIS: This Ordinance, if approved, will appropriate $160,000 in State of Delaware FY2025 Grant in Aid Bill funds to the FY2025 Police Behavioral Health Grant to continue to support the mental health team by funding a mental health clinician through Christiana Care, overtime when necessary for the assigned police officers and related operating expenses. This is the sixth year of funding for this grant.

It is the intent of the County Council that the provisions of this Ordinance shall be effective retroactive to July 1, 2024.

FISCAL NOTE: This Ordinance, if approved, will appropriate $160,000 in State of Delaware FY2025 Grant in Aid Bill funds to the FY2025 Police Behavioral Health Grant. The funding will be used to continue to support the mental health team by funding a mental health clinician through Christiana Care, overtime when necessary for the assigned police officers and related operating expenses. This is the sixth year of funding for this grant.

The fiscal impact of this Ordinance, if approved, will be an increase in the authorized spending authority of the Grants Budget of $160,000. The increase will affect FY2025 only as the program end date is June 30, 2025. There is no anticipated fiscal impact on the Operating Budget.

DEPARTMENT: Public Safety **EXHIBIT:** "A"

GRANT TITLE: FY2025 Police Behavioral Health **Ordinance No.** 24-164

PROGRAM TITLE: FY2025 Police Behavioral Health

Revenue	Current	Change	Revised
Federal	$ -	$ -	$ -
State	$ 160,000.00	$ -	$ 160,000.00
County	$ -	$ -	$ -
Program Income	$ -	$ -	$ -
Other	$ -	$ -	$ -
Total	$ 160,000.00	$ -	$ 160,000.00

Expense	Current	Change	Revised
Salaries and Wages	$ 15,000.00	$ -	$ 15,000.00
Benefits	$ 8,779.35	$ -	$ 8,779.35
Training/Civic Affairs	$ 8,157.65	$ -	$ 8,157.65
Communication/Utilities	$ 25,000.00	$ -	$ 25,000.00
Materials/Supplies	$ 15,000.00	$ -	$ 15,000.00
Contractual Services	$ 88,063.00	$ -	$ 88,063.00
Equipment	$ -	$ -	$ -
Grants/Fixed Charges	$ -	$ -	$ -
Land and Structures	$ -	$ -	$ -
Contingency	$ -	$ -	$ -
Operating Transfer Charges	$ -	$ -	$ -
Operating Transfer Credits	$ -	$ -	$ -
Total	$ 160,000.00	$ -	$ 160,000.00

SUPPLEMENTAL INFORMATION

Estimated Program Initiation: 7/1/2024

Estimated Program Completion: 6/30/2025

The Local Match: **Found in (ORG):**

Ordinance Passed: **Date Revised:**

PROGRAM DESCRIPTION:

New Castle County Department of Public Safety will use this State grant funding to continue to provide funding for the Mental Health programs in the Division of Police, inclusive of funding a Mental Health Clinician through Christiana Care, overtime when necessary for the assigned police officers and related operating expenses.

11/19/2024

Prime Sponsor(s): Mr. Smiley, Mr. Cartier
Requested by: Public Safety
Date of introduction: November 19, 2024

ORDINANCE NO. 24-165

**AMEND THE GRANTS BUDGET:
APPROPRIATE $40,000.00 FROM THE UNITED STATES DEPARTMENT OF JUSTICE TO THE ASSET FORFEITURE-FEDERAL GRANT, WHICH IS ADMINISTERED BY THE DEPARTMENT OF PUBLIC SAFETY, DIVISION OF POLICE**

WHEREAS, authorization is being sought for the appropriation of $40,000.00 from the United States Department of Justice to the Asset Forfeiture-Federal Grant; and

WHEREAS, these funds will be used to purchase equipment for the Department of Public Safety, Division of Police; and

WHEREAS, federal grant funding received is sufficient to cover the increase in the Grants Budget as hereinafter amended; and

WHEREAS, Council has determined that the provisions of this Ordinance substantially advance, and are reasonably and rationally related to, legitimate government interests (i.e., promoting the health, safety, morals, convenience, order, prosperity and/or welfare of the present and future inhabitants of this State).

NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:

Section 1. The Grants Budget as adopted by Ordinance No. 75-173 is hereby amended by adding the material underscored and deleting the material bracketed and stricken on the attached Exhibits “A”.

Section 2. This Ordinance shall become effective immediately upon its adoption by County Council and approval by the County Executive, or as otherwise provided by 9 *Del. C.* § 1156.

Adopted by County Council of
New Castle County on:

_____
Monique Williams-Johns
President of County Council
of New Castle County

Approved on:

_____
Matthew Meyer
County Executive
New Castle County

SYNOPSIS: This Ordinance, if approved, will appropriate $40,000.00 from the United States Department of Justice to the Asset Forfeiture-Federal Grant, which is administered by the Department of Public Safety, Division of Police. These funds will be used to purchase equipment for the Division of Police.

The Department of Justice Asset Forfeiture Program, authorized in 1984, shares federal forfeiture proceeds with cooperating local law enforcement agencies. The program serves not only to deter crime, but also to provide valuable resources to local law enforcement agencies. The New Castle County Police actively participate in the program and have been approved to use the funding to offset the total cost of training, purchasing supplies, new police canines and other equipment.

FISCAL NOTE: This Ordinance, if approved, will amend the Grants Budget by appropriating $40,000.00 from the United States Department of Justice to the Asset Forfeiture-Federal Grant, which is administered by the Department of Public Safety, Division of Police. These funds will be used to purchase equipment for the Division of Police.

The fiscal impact of this Ordinance, if approved, will be an increase in the authorized spending authority of the Grants Budget totaling $40,000.00. This increase will affect FY2025 and beyond since this is a continuous program. There is no anticipated fiscal impact on the Operating and/or Capital Budget.

DEPARTMENT: Public Safety **EXHIBIT:** "A"

GRANT TITLE: Asset Forfeiture - Federal Grant **Ordinance No.** 24-165

PROGRAM TITLE: Asset Forfeiture - Federal Grant

Revenue	Current	Change	Revised
Federal	~~$ 849,483.79~~	$ 40,000.00	$ 889,483.79
State	$ -	$ -	$ -
County	$ -	$ -	$ -
Program Income	$ -	$ -	$ -
Other	$ 24,986.24	$ -	$ 24,986.24
Total	~~$ 874,470.03~~	$ 40,000.00	$ 914,470.03

Expense	Current	Change	Revised
Salaries and Wages	$ 92,177.46	$ -	$ 92,177.46
Benefits	$ 9,218.11	$ -	$ 9,218.11
Training/Civic Affairs	$ 206,084.42	$ -	$ 206,084.42
Communication/Utilities	$ 45,891.39	$ -	$ 45,891.39
Materials/Supplies	$ 71,237.28	$ -	$ 71,237.28
Contractual Services	$ 86,457.09	$ -	$ 86,457.09
Equipment	~~$ 313,799.68~~	$ 40,000.00	$ 353,799.68
Grants/Fixed Charges	$ -	$ -	$ -
Land and Structures	$ -	$ -	$ -
Contingency	$ 48,695.00	$ -	$ 48,695.00
Operating Transfer Charges	$ 909.60	$ -	$ 909.60
Operating Transfer Credits	$ -	$ -	$ -
Total	~~$ 874,470.03~~	$ 40,000.00	$ 914,470.03

SUPPLEMENTAL INFORMATION

Estimated Program Initiation: 10/23/2000

Estimated Program Completion: Ongoing

Operating Budget Impact: **Available in (ORG):**

Ordinance Passed:	**Date Revised:**
11-040	4/27/2001
12-065	6/12/2012
15-064	10/20/2015
21-070	6/17/2021
22-138	11/22/2022

PROGRAM DESCRIPTION:

The Department of Justice Asset Forfeiture Program helps prevent crime and also provides resources to state and local law enforcement agencies.

~~11/22/2022~~ 11/19/2024

Prime Sponsor(s): Mr. Smiley, Mr. Cartier
Requested by: Public Safety
Date of introduction: November 19, 2024

ORDINANCE NO. 24-166

**AMEND THE GRANTS BUDGET:
APPROPRIATE $506,644.98 FROM THE STATE OF DELAWARE DEPARTMENT OF SAFETY AND HOMELAND SECURITY TO THE FY2025 FUNDS TO COMBAT VIOLENT CRIME GRANT FOR THE DEPARTMENT OF PUBLIC SAFETY, DIVISION OF POLICE**

WHEREAS, funding has been awarded from the State of Delaware, Department of Safety and Homeland Security to the FY2025 Funds to Combat Violent Crime Grant; and

WHEREAS, the funding will be used by the New Castle County Department of Public Safety, Division of Police for overtime patrols in high crime areas, specialized training and the purchase of essential police equipment; and

WHEREAS, the County Executive has determined that grants received will be sufficient to cover the increase in the Grants Budget as hereinafter amended; and

WHEREAS, Council has determined that the provisions of this Ordinance substantially advance, and are reasonably and rationally related to, legitimate government interests (i.e., promoting the health, safety, morals, convenience, order prosperity and/or welfare of the present and future inhabitants of this State).

NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:

Section 1. The Grants Budget as adopted by Ordinance No. 75-173 is hereby amended by adding the material on the attached Exhibit “A,” which is considered to be underscored in its entirety, attached hereto and made a part thereof.

Section 2. This Ordinance shall become effective immediately upon its adoption by County Council and approval by the County Executive, or as otherwise provided in 9 *Del. C.* § 1156.

Section 3. It is the intent of the County Council that the provisions of this Ordinance shall be effective retroactive to September 10, 2024.

Adopted by County Council of
New Castle County on:

_____
Monique Williams-Johns
President of County Council
of New Castle County

Approved on:

_____

Matthew Meyer
County Executive
New Castle County

SYNOPSIS: This Ordinance, if approved, will appropriate $506,644.98 from the State of Delaware Department of Safety and Homeland Security to the FY2025 Funds to Combat Violent Crime Grant. The funding will be used by the New Castle County Department of Public Safety, Division of Police for overtime patrols in high crime areas, specialized training and the purchase of essential police equipment.

It is the intent of the County Council that the provisions of this Ordinance shall be effective retroactive to September 10, 2024.

FISCAL NOTE: The fiscal impact of this Ordinance, if approved, will be an increase in the authorized spending authority of the Grants Budget of $506,644.98. This increase will impact FY2025 and FY2026 since the targeted program completion date is September 30, 2025. In addition, New Castle County is providing a cash match within the Department of Public Safety, Division of Police of $115,065.08 to cover the full costs of employee benefits.

There will be no fiscal impact beyond FY2026 as a result of this grant award.

DEPARTMENT: Public Safety **EXHIBIT:** "A"

GRANT TITLE: FY2025 Funds to Combat Violent Crime **Ordinance No.** 24-166

PROGRAM TITLE: FY2025 Funds to Combat Violent Crime

Revenue	Current	Change	Revised
Federal	$ -	$ -	$ -
State	$ 506,644.98	$ -	$ 506,644.98
County	$ -	$ -	$ -
Program Income	$ -	$ -	$ -
Other	$ -	$ -	$ -
Total	$ 506,644.98	$ -	$ 506,644.98

Expense	Current	Change	Revised
Salaries and Wages	$ 182,322.75	$ -	$ 182,322.75
Benefits	$ 14,272.23	$ -	$ 14,272.23
Training/Civic Affairs	$ 179,170.00	$ -	$ 179,170.00
Communication/Utilities	$ -	$ -	$ -
Materials/Supplies	$ 6,000.00	$ -	$ 6,000.00
Contractual Services	$ -	$ -	$ -
Equipment	$ 114,880.00	$ -	$ 114,880.00
Grants/Fixed Charges	$ -	$ -	$ -
Land and Structures	$ -	$ -	$ -
Contingency	$ 10,000.00	$ -	$ 10,000.00
Operating Transfer Charges	$ -	$ -	$ -
Operating Transfer Credits	$ -	$ -	$ -
Total	$ 506,644.98	$ -	$ 506,644.98

SUPPLEMENTAL INFORMATION

Estimated Program Initiation: 9/10/2024

Estimated Program Completion: 9/30/2025

Operating Budget Impact: $ 115,065.08 **Available in (ORG):** 10200304-10200308

Ordinance Passed: **Date Revised:**

PROGRAM DESCRIPTION:

The Funds to Combat Violent Crime Grant is funded by the State of Delaware and is distributed by the Department of Safety and Homeland Security for use by local law enforcement agencies in connection with initiatives to combat violent felonies pursuant to Section 4201(c) of Title 11 of the *Delaware State Code* .

11/19/2024

Prime Sponsor(s): Mr. Smiley, Mr. Cartier
Requested by: Administration/Law
Date of introduction: November 19, 2024

ORDINANCE NO. 24-167

AMEND THE FY2025 APPROVED OPERATING BUDGET: APPROPRIATE UP TO $880,000 FROM THE GENERAL FUND TAX STABILIZATION RESERVE ACCOUNT TO THE DEPARTMENT OF ADMINISTRATION, OFFICE OF LAW TO FUND ATTORNEY FEES AND LITIGATION EXPERT WITNESSES

WHEREAS, $283,752 was included in the FY2025 Approved Operating Budget for the Office of Law in Contractual Services for expenses related to retaining outside legal counsel and litigation expert witnesses; and

WHEREAS, unforeseen litigation has resulted in the need for additional funding up to the amount of $880,000 to support current and anticipated attorney fees for outside legal counsel and litigation expert witnesses, through the end of the fiscal year; and

WHEREAS, the revenue measures heretofore adopted by the County Council, are, in the opinion of the County Executive, estimated to yield sums at least sufficient to balance the proposed expenditures as set forth in the Approved Annual Operating Budget as hereinafter amended.

NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:

Section 1. The Annual Operating Budget for the fiscal year beginning July 1, 2024, is hereby amended by deleting the material stricken and adding the material underscored on the attached “Exhibit A.”

Section 2. The foregoing amendment shall be considered a part of the Annual Operating Budget for the fiscal year beginning July 1, 2024, and shall be effective retroactively as though incorporated initially in the Annual Operating Budget.

Section 3. This Ordinance shall become effective immediately upon its adoption by County Council and approval by the County Executive, or as otherwise provided in 9 *Del. C.* § 1156.

Adopted by County Council of
New Castle County on:

_____
Monique Williams-Johns
President of County Council
of New Castle County

Approved on:

_____

Matthew Meyer
County Executive
New Castle County

SYNOPSIS: This Ordinance, if approved, amends the FY2025 Approved Operating Budget by appropriating up to $880,000 from the General Fund Tax Stabilization Reserve Account to the Department of Administration, Office of Law Contractual Services Budget Line Item. These funds will support previously incurred and anticipated attorney fees for outside legal counsel.

FISCAL NOTE: This Ordinance, if approved, will amend the FY2025 Approved Operating Budget by appropriating up to $880,000 from the General Fund Tax Stabilization Reserve Account to the Department of Administration, Office of Law Contractual Services Budget Line Item. These funds will support previously incurred and anticipated attorney fees for outside legal counsel.

The revised FY2025 Approved Operating Budget will be $354,721,162. Fiscal impact for future years will be determined on an as needed basis. The General Fund Tax Stabilization Reserve balance (unaudited) upon passed of this Ordinance will be $60,389,981.

COUNTY COUNCIL				
Salaries and Wages			$	2,552,351
Benefits				1,493,866
Training and Civic Affairs				68,351
Communication and Utilities				17,483
Materials and Supplies				59,776
Contractual Services				255,088
Equipment				11,693
Grants and Fixed Charges				353,233
Operating Transfer Charges				175,627
Total			***$***	***4,987,468***
Total Authorized Full-Time Positions	***35***			
COUNTY EXECUTIVE				
Salaries and Wages			$	2,033,684
Benefits				1,190,296
Training and Civic Affairs				31,904
Communication and Utilities				16,798
Materials and Supplies				22,236
Contractual Services				290,565
Equipment				1,000
Grants and Fixed Charges				345,700
Contingency				3,000
Operating Transfer Charges				105,264
Total			***$***	***4,040,447***
Total Authorized Full-Time Positions	***17***			
DEPARTMENT OF ADMINISTRATION				
Salaries and Wages			$	12,986,061
Benefits				7,506,461
Training and Civic Affairs				125,475
Communication and Utilities				8,286,620
Materials and Supplies				168,702
Contractual Services		~~6,872,755~~		7,752,755
Equipment				409,042
Grants and Fixed Charges				3,932,350
Operating Transfer Charges				1,142,324
Operating Transfer Credits				(12,812,422)
Total		***~~28,617,368~~***	***$***	***29,497,368***
Total Authorized Full-Time Positions	***168***			

DEPARTMENT OF PUBLIC WORKS			
Salaries and Wages		$	27,135,440
Benefits			15,765,968
Training and Civic Affairs			45,445
Communication and Utilities			26,068,271
Materials and Supplies			4,565,701
Contractual Services			10,855,070
Equipment			524,559
Grants and Fixed Charges			1,193,025
Land and Structures			35,000
Operating Transfer Charges			4,574,405
Operating Transfer Credits			(7,722,122)
Total		***$***	
Total Authorized Full-Time Positions	***389***		
DEPARTMENT OF LAND USE			
Salaries and Wages		$	8,156,971
Benefits			4,742,077
Training and Civic Affairs			66,975
Communication and Utilities			111,242
Materials and Supplies			101,727
Contractual Services			1,444,409
Equipment			53,440
Grants and Fixed Charges			56,500
Operating Transfer Charges			1,061,595
Total		***$***	***15,794,936***
Total Authorized Full-Time Positions	***112***		
DEPARTMENT OF COMMUNITY SERVICES			
Salaries and Wages		$	12,609,748
Benefits			5,574,747
Training and Civic Affairs			23,167
Communication and Utilities			1,578,498
Materials and Supplies			1,654,039
Contractual Services			3,745,504
Equipment			30,034
Grants and Fixed Charges			3,250,899
Operating Transfer Charges			1,175,272
Operating Transfer Credits			(225,977)
Total		***$***	***29,415,931***
Total Authorized Full-Time Positions	***162***		

DEPARTMENT OF PUBLIC SAFETY			
Salaries and Wages		$	77,334,401
Benefits			42,955,735
Training and Civic Affairs			201,708
Communication and Utilities			1,011,236
Materials and Supplies			1,070,626
Contractual Services			2,204,744
Equipment			1,720,283
Grants and Fixed Charges			8,345,222
Operating Transfer Charges			7,843,655
Total		***$***	***142,687,610***
Total Authorized Full-Time Positions	***727***		

REGISTER OF WILLS			
Salaries and Wages		$	1,159,211
Benefits			660,186
Training and Civic Affairs			34,950
Communication and Utilities			12,209
Materials and Supplies			10,053
Contractual Services			62,715
Equipment			2,800
Operating Transfer Charges			82,214
Total		***$***	***2,024,338***
Total Authorized Full-Time Positions	***20***		

RECORDER OF DEEDS			
Salaries and Wages		$	1,256,525
Benefits			723,402
Training and Civic Affairs			40,170
Communication and Utilities			29,829
Materials and Supplies			10,573
Contractual Services			84,578
Equipment			9,975
Grants and Fixed Charges			18,350
Operating Transfer Charges			162,265
Total		$	***2,335,667***
Total Authorized Full-Time Positions	***23***		
SHERIFF			
Salaries and Wages		$	1,380,772
Benefits			804,406
Training and Civic Affairs			29,452
Communication and Utilities			14,993
Materials and Supplies			21,259
Contractual Services			55,999
Equipment			5,000
Operating Transfer Charges			142,020
Total		***$***	***2,453,901***
Total Authorized Full-Time Positions	***21***		
CLERK OF THE PEACE			
Salaries and Wages		$	483,477
Benefits			282,975
Training and Civic Affairs			9,600
Communication and Utilities			5,484
Materials and Supplies			8,754
Contractual Services			18,268
Equipment Replacement			6,000
Operating Transfer Charges			30,824
Total		***$***	***845,382***
Total Authorized Full-Time Positions	***7***		
DEBT SERVICE			
Debt Service		$	45,778,427
Total		***$***	***45,778,427***
Total Authorized Full-Time Positions			

ETHICS COMMISSION			
Salaries and Wages		$	40,200
Benefits			4,181
Training and Civic Affairs			10,500
Communication and Utilities			1,898
Materials and Supplies			2,450
Contractual Services			235,747
Equipment			500
Operating Transfer Charges			6,360
Total		***$***	***301,836***
Total Authorized Full-Time Positions	***0***		
COUNCIL CONTINGENCY			
Contingency		$	213,444
Total		***$***	***213,444***
Total Authorized Full-Time Positions			
EXECUTIVE CONTINGENCY			
Contingency		$	297,300
Total		***$***	***297,300***
Total Authorized Full-Time Positions			
PERSONNEL CONTINGENCY			
Contingency		$	455,000
Total		***$***	***455,000***
Total Authorized Full-Time Positions			
ATTRITION CONTINGENCY			
Personal Services - Salaries and Wages		$	(6,164,693)
Personal Services - Employee Benefits		$	(3,608,135)
Total		***$***	***(9,772,828)***
Total Authorized Full-Time Positions			
ONE-TIME CONTINGENCY			
Contingency		$	324,173
Total		***$***	***324,173***

NEW CASTLE COUNTY			
Salaries and Wages		$	140,964,148
Benefits			78,096,165
Training and Civic Affairs			687,697
Communication and Utilities			37,154,561
Materials and Supplies			7,695,896
Contractual Services	~~26,125,442~~		27,005,442
Equipment			2,774,326
Grants and Fixed Charges			17,495,279
Debt Service			45,778,427
Land and Structures			35,000
Contingency			1,292,917
Operating Transfer Charges			16,501,825
Operating Transfer Credits			(20,760,521)
Sub-Total New Castle County	~~***353,841,162***~~	***$***	**354,721,162**
Total Authorized Full-Time Positions ***1,681***			

RESERVE ACCOUNTS ANTICIPATED BALANCES AS OF OCTOBER 22, 2024		
Tax Stabilization Reserve Account	~~61,269,981~~	60,389,981
Sewer Rate Stabilization Reserve Account		5,405,407
General Fund Budget Reserve Account		45,312,006
Sewer Fund Budget Reserve Account		18,734,142
Total Reserves:	~~**130,721,536**~~	**129,841,536**

Prime Sponsor(s): Mr. Smiley, Mr. Cartier
Requested by: Administration
Date of introduction: November 19, 2024

ORDINANCE NO. 24-168

AMEND THE FY2025 APPROVED OPERATING BUDGET: APPROPRIATE FUNDING FROM THE NEW CASTLE COUNTY TECHNOLOGY FEE ACCOUNT WITHIN THE OFFICE OF THE RECORDER OF DEEDS AND RECORDER OF DEEDS TECHNOLOGY FEE ACCOUNT TO THE DEPARTMENT OF PUBLIC SAFETY, DIVISION OF EMERGENCY MEDICAL SERVICES FOR THE PURCHASE OF HANDTEVY

WHEREAS, this Ordinance will amend the FY2025 Approved Operating Budget by appropriating $11,278.80 from the New Castle County Technology Fee Account within the Office of the Recorder of Deeds and $11,287.80 from the Recorder of Deeds Technology Fee Account to the Department of Public Safety, Division of Emergency Medical Services; and

WHEREAS, additional funding is needed to procure a product called Handtevy which allows paramedics to make rapid, safe, and accurate drug calculations and equipment selections for pediatric and adult patients; and

WHEREAS, since the administration of medications to pediatric patients are usually done in HALO (high acuity, low occurrence) situations that involve critically ill children a standard, accurate form of calculating drug doses can be critical and mitigate significant risk; and

WHEREAS, the revenue measures heretofore adopted by the County Council, are, in the opinion of the County Executive, estimated to yield sums at least sufficient to balance the proposed expenditures as set forth in the Approved Annual Operating Budget as hereinafter amended.

NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:

Section 1. The Annual Operating Budget for the fiscal year beginning July 1, 2024, is hereby amended by deleting the material stricken and adding the material underscored on the attached “Exhibit A.”

Section 2. The foregoing amendment shall be considered a part of the Annual Operating Budget for the fiscal year beginning July 1, 2024, and shall be effective retroactively as though incorporated initially in the Annual Operating Budget.

Section 3. This Ordinance shall become effective immediately upon its adoption by County Council and approval by the County Executive, or as otherwise provided in 9 *Del. C.* § 1156.

Adopted by County Council of
New Castle County on:

_____
Monique Williams-Johns
President of County Council
of New Castle County

Approved on:

_____

Matthew Meyer
County Executive
New Castle County

SYNOPSIS: This Ordinance, if approved, amends the FY2025 Approved Operating Budget by appropriating $11,278.80 from the New Castle County Technology Fee Account within the Office of the Recorder of Deeds and $11,287.80 from the Recorder of Deeds Technology Fee Account to the Department of Public Safety, Division of Emergency Medical Services. These funds are needed to procure a product called Handtevy which allows paramedics to make rapid, safe, and accurate drug calculations and equipment selections for pediatric and adult patients.

FISCAL NOTE: This Ordinance, if approved, will amend the FY2025 Approved Operating Budget by appropriating $11,278.80 from the New Castle County Technology Fee Account within the Office of the Recorder of Deeds and $11,287.80 from the Recorder of Deeds Technology Fee Account to the Department of Public Safety, Division of Emergency Medical Services in the Contractual Service Budget Line Item.

The revised FY2025 Approved Operating Budget will be $353,863,720. Fiscal impact for future years is estimated at $9,900 in FY2026 and $9,900 in FY2027 based on the current annual fee for the medication software subscription which will be covered in the Department of Public Safety, Division of Emergency Medical Services Operating Budget.

The balance in the New Castle County Technology Fee Account after this appropriation will be $256,972.45. The balance in the Recorder of Deeds Technology Fee Account after this appropriation will be $170,570.88.

COUNTY COUNCIL			
Salaries and Wages		$	2,552,351
Benefits			1,493,866
Training and Civic Affairs			68,351
Communication and Utilities			17,483
Materials and Supplies			59,776
Contractual Services			255,088
Equipment			11,693
Grants and Fixed Charges			352,233
Operating Transfer Charges			175,627
Total		***$***	***4,986,468***
Total Authorized Full-Time Positions	***35***		
COUNTY EXECUTIVE			
Salaries and Wages		$	2,033,684
Benefits			1,190,296
Training and Civic Affairs			31,904
Communication and Utilities			16,798
Materials and Supplies			22,236
Contractual Services			290,565
Equipment			1,000
Grants and Fixed Charges			345,700
Contingency			3,000
Operating Transfer Charges			105,264
Total		***$***	***4,040,447***
Total Authorized Full-Time Positions	***17***		
DEPARTMENT OF ADMINISTRATION			
Salaries and Wages		$	12,986,061
Benefits			7,506,461
Training and Civic Affairs			125,475
Communication and Utilities			8,286,620
Materials and Supplies			168,702
Contractual Services			6,872,755
Equipment			409,042
Grants and Fixed Charges			3,932,350
Operating Transfer Charges			1,142,324
Operating Transfer Credits			(12,812,422)
Total		***$***	***28,617,368***
Total Authorized Full-Time Positions	***168***		

DEPARTMENT OF PUBLIC WORKS			
Salaries and Wages		$	27,135,440
Benefits			15,765,968
Training and Civic Affairs			45,445
Communication and Utilities			26,068,271
Materials and Supplies			4,565,701
Contractual Services			10,855,070
Equipment			524,559
Grants and Fixed Charges			1,193,025
Land and Structures			35,000
Operating Transfer Charges			4,574,405
Operating Transfer Credits			(7,722,122)
Total		***$***	
Total Authorized Full-Time Positions	***389***		
DEPARTMENT OF LAND USE			
Salaries and Wages		$	8,156,971
Benefits			4,742,077
Training and Civic Affairs			66,975
Communication and Utilities			111,242
Materials and Supplies			101,727
Contractual Services			1,444,409
Equipment			53,440
Grants and Fixed Charges			56,500
Operating Transfer Charges			1,061,595
Total		***$***	***15,794,936***
Total Authorized Full-Time Positions	***112***		
DEPARTMENT OF COMMUNITY SERVICES			
Salaries and Wages		$	12,609,748
Benefits			5,574,747
Training and Civic Affairs			23,167
Communication and Utilities			1,578,498
Materials and Supplies			1,655,039
Contractual Services			3,745,504
Equipment			30,034
Grants and Fixed Charges			3,250,899
Operating Transfer Charges			1,175,272
Operating Transfer Credits			(225,977)
Total		***$***	***29,416,931***
Total Authorized Full-Time Positions	***162***		

DEPARTMENT OF PUBLIC SAFETY				
Salaries and Wages			$	77,334,401
Benefits				42,955,735
Training and Civic Affairs				201,708
Communication and Utilities				1,011,236
Materials and Supplies				1,070,626
Contractual Services		~~2,204,744~~		2,227,302
Equipment				1,720,283
Grants and Fixed Charges				8,345,222
Operating Transfer Charges				7,843,655
Total		***~~142,687,610~~***	***$***	***142,710,168***
Total Authorized Full-Time Positions	***727***			
REGISTER OF WILLS				
Salaries and Wages			$	1,159,211
Benefits				660,186
Training and Civic Affairs				34,950
Communication and Utilities				12,209
Materials and Supplies				10,053
Contractual Services				62,715
Equipment				2,800
Operating Transfer Charges				82,214
Total			***$***	***2,024,338***
Total Authorized Full-Time Positions	***20***			

RECORDER OF DEEDS			
Salaries and Wages		$	1,256,525
Benefits			723,402
Training and Civic Affairs			40,170
Communication and Utilities			29,829
Materials and Supplies			10,573
Contractual Services			84,578
Equipment			9,975
Grants and Fixed Charges			18,350
Operating Transfer Charges			162,265
Total		$	***2,335,667***
Total Authorized Full-Time Positions	***23***		

SHERIFF			
Salaries and Wages		$	1,380,772
Benefits			804,406
Training and Civic Affairs			29,452
Communication and Utilities			14,993
Materials and Supplies			21,259
Contractual Services			55,999
Equipment			5,000
Operating Transfer Charges			142,020
Total		***$***	***2,453,901***
Total Authorized Full-Time Positions	***21***		

CLERK OF THE PEACE			
Salaries and Wages		$	483,477
Benefits			282,975
Training and Civic Affairs			9,600
Communication and Utilities			5,484
Materials and Supplies			8,754
Contractual Services			18,268
Equipment Replacement			6,000
Operating Transfer Charges			30,824
Total		***$***	***845,382***
Total Authorized Full-Time Positions	***7***		

DEBT SERVICE			
Debt Service		$	45,778,427
Total		***$***	***45,778,427***
Total Authorized Full-Time Positions			

ETHICS COMMISSION		
Salaries and Wages	$	40,200
Benefits		4,181
Training and Civic Affairs		10,500
Communication and Utilities		1,898
Materials and Supplies		2,450
Contractual Services		235,747
Equipment		500
Operating Transfer Charges		6,360
Total	***$***	***301,836***
Total Authorized Full-Time Positions 0		
COUNCIL CONTINGENCY		
Contingency	$	213,444
Total	***$***	***213,444***
Total Authorized Full-Time Positions		
EXECUTIVE CONTINGENCY		
Contingency	$	297,300
Total	***$***	***297,300***
Total Authorized Full-Time Positions		
PERSONNEL CONTINGENCY		
Contingency	$	455,000
Total	***$***	***455,000***
Total Authorized Full-Time Positions		
ATTRITION CONTINGENCY		
Personal Services - Salaries and Wages	$	(6,164,693)
Personal Services - Employee Benefits	$	(3,608,135)
Total	***$***	***(9,772,828)***
Total Authorized Full-Time Positions		
ONE-TIME CONTINGENCY		
Contingency	$	324,173
Total	***$***	***324,173***

NEW CASTLE COUNTY			
Salaries and Wages		$	140,964,148
Benefits			78,096,165
Training and Civic Affairs			687,697
Communication and Utilities			37,154,561
Materials and Supplies			7,696,896
Contractual Services	~~26,125,442~~		26,148,000
Equipment			2,774,326
Grants and Fixed Charges			17,494,279
Debt Service			45,778,427
Land and Structures			35,000
Contingency			1,292,917
Operating Transfer Charges			16,501,825
Operating Transfer Credits			(20,760,521)
Sub-Total New Castle County	***~~353,841,162~~***	***$***	**353,863,720**
Total Authorized Full-Time Positions	***1,681***		

RESERVE ACCOUNTS ANTICIPATED BALANCES AS OF OCTOBER 22, 2024	
Tax Stabilization Reserve Account	61,269,981
Sewer Rate Stabilization Reserve Account	5,405,407
General Fund Budget Reserve Account	45,312,006
Sewer Fund Budget Reserve Account	18,734,142
Total Reserves:	**130,721,536**

Prime sponsor(s): Ms. Durham
Date of introduction: November 19, 2024

ORDINANCE NO. 24-169

AMENDING *NEW CASTLE COUNTY CODE* CHAPTER 2 ("ADMINISTRATION") AND CHAPTER 14 ("FINANCE AND TAXATION") TO COMPENSATE CERTAIN MEMBERS OF COUNTY BOARDS, COMMITTEES, AND COMMISSIONS

WHEREAS, individuals who serve without pay on the many New Castle County boards, committees, and commissions (hereinafter, collectively the "Committees" (plural) or "Committee" (singular), where circumstances provide) perform invaluable service to the County; and

WHEREAS, presently, only eligible Committee members, which does not include current government employees, of the Board of Adjustment, the Board of Assessment Review, the Historic Review Board, the Planning Board, the Human Resources Advisory Board, and the Police Accountability Board are compensated; and

WHEREAS, not being able to compensate members adds complexity to finding individuals to serve on Committees; and

WHEREAS, individuals who serve on Committees often have to personally pay for expenses such as travel and parking, in addition to suffering lost opportunities where they could receive pay for their services; and

WHEREAS, serving on a Committee can cause personal hardship vis a vis family commitments and other matters; and

WHEREAS, equally compensating members on Committees will attract more residents to serve, will increase retention, and will establish greater parity among the Committees.

NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:

Section 1. *New Castle County Code* Chapter 2 ("Administration") and Chapter 14 ("Finance and Taxation") are hereby amended by adding the material that is underlined and deleting the material with strikethroughs, as follows.

Chapter 2 - ADMINISTRATION

…

Division 2.02.400. - County Council Audit Committee…

Sec. 2.02.402. - Established; terms; officers; quorum.

…

C. Only eligible Committee members, which does not include current employees of any governmental body, shall be compensated for each meeting attended only in accordance with a pay plan adopted by County Council.

…

Division 2.04.000. - Generally…

Sec. 2.04.003. - Compensated boards, committees, and commissions.

A. No compensation shall be given other than that specified in this Code.

…

Division 2.05.100. - Department of Land Use…

Sec. 2.05.103. - Board of License Inspection and Review…

A. A Board of License Inspection and Review shall consist of five (5) members...

B. Only eligible Board members, which does not include current employees of any governmental body, shall be compensated for each meeting attended only in accordance with a pay plan adopted by County Council.

…

Sec. 2.05.106. - Agricultural Land Preservation Advisory Committee.

…

G. Only eligible Committee members, which does not include current employees of any governmental body, shall be compensated for each meeting attended only in accordance with a pay plan adopted by County Council.

…

Division 2.05.200. - Department of Public Safety…

Sec. 2.05.203. - Fire and Ambulance Advisory Board…

A. Members; terms; removal; Vice-chairperson; quorum.

…

C. Only eligible Board members, which does not include current employees of any governmental body, shall be compensated for each meeting attended only in accordance with a pay plan adopted by County Council.

…

Division 2.05.300. - Department of Public Works…

Sec. 2.05.306. - Open Space Advisory Board.

…

H. Only eligible Board members, which does not include current employees of any governmental body,shall be compensated for each meeting attended only in accordance with a pay plan adopted by County Council.

…

Division 2.05.400. - Department of Community Services…

Sec. 2.05.403. - Library Advisory Board.

A. The Library Advisory Board shall consist of...

B. Only eligible Board members, which does not include current employees of any governmental body, shall be compensated for each meeting attended only in accordance with a pay plan adopted by County Council.

…

Sec. 2.05.406. - Housing advisory board - Established; composition; terms of office; qualification of members; duties and powers…

C. Only eligible Board members, which does not include current employees of any governmental body, shall be compensated for each meeting attended only in

accordance with a pay plan adopted by County Council.

…

Division 2.05.500. - Department of Administration…

Sec. 2.05.505. - Employees Retirement System Board of Trustees…

…

E. Only eligible Board members, which does not include current employees of any governmental body, shall be compensated for each meeting attended only in accordance with a pay plan adopted by County Council.

…

Sec. 2.05.509. - New Castle County Diversity Commission – Established; terms; officers; quorum; voting; meetings.

…

E. Only eligible Commission members, which does not include current employees of any governmental body, shall be compensated for each meeting attended only in accordance with a pay plan adopted by County Council.

…

Sec. 2.05.516 - New Castle County Public Arts Commission.

…

J. Only eligible Commission members, which does not include current employees of any governmental body, shall be compensated for each meeting attended only in accordance with a pay plan adopted by County Council.

…

Chapter 14 - FINANCE AND TAXATION

Sec. 14.01.019. - New Castle County Financial Advisory Council.

…

E. Only eligible Council members, which does not include current employees of any governmental body,shall be compensated for each meeting attended only in accordance with a pay plan adopted by County Council.

Section 2. This Ordinance shall become effective immediately upon its adoption by County Council and approval by the County Executive, or as otherwise provided in 9 *Del. C.* § 1156.

Adopted by County Council of
New Castle County on:

_____
Monique Williams-Johns
President of County Council
of New Castle County

Approved on:

_____
Matthew Meyer
County Executive
New Castle County

SYNOPSIS: This Ordinance serves as enabling legislation and authorizes only eligible members of each identified board, committee, and commission, which does not include current employees of any governmental body, to be compensated for their services only in accordance with a pay plan adopted by County Council.

FISCAL NOTE: This Ordinance is enabling legislation which proposes to amend the pay plans and rates of pay for eligible members for attendance at regular and special meetings of the Committees identified to $100/meeting. The fiscal impact (Salaries/Wages and relevant Benefits) of this change is estimated to be $46,782 in FY2025, $62,375 in FY2026, and $62,375 in FY2027.

Currently, members of the identified Committees are not paid for their attendance at meetings of the identified Committees.

Prime Sponsor(s): Ms. Durham
Date of introduction: November 19, 2024

ORDINANCE NO. 24-170

AMENDING THE PAY PLANS AND RATES OF PAY FOR ELIGIBLE MEMBERS OF CERTAIN NEW CASTLE COUNTY BOARDS, COMMITTEES, AND COMMISSIONS

WHEREAS, individuals who serve on the many boards, committees, and commissions (hereinafter, collectively the "Committees" (plural) or "Committee" (singular), where circumstances provide), in many cases without compensation, of New Castle County perform invaluable service to the County; and

WHEREAS, presently, only eligible members of the Board of Adjustment, the Board of Assessment Review, the Historic Review Board, the Planning Board, the Human Resources Advisory Board, and the Police Accountability Board are compensated; and

WHEREAS, it is difficult for the County to identify individuals to serve on Committees without compensation; and

WHEREAS, at times, serving on a Committee costs members personally in financial terms due to travel and parking expenses as well as potential lost opportunities to work elsewhere for pay; and

WHEREAS, serving on a Committee can also represent a personal hardship vis a vis family commitments and other matters; and

WHEREAS, compensating members of County Committees, which does not include current employees of any governmental body, will attract and retain qualified residents to serve, and would establish greater balance among the Committees; and

WHEREAS, as a matter of fairness, the proposed increases in rates of pay for regular and special meetings for the certain Committees reflected on Exhibits A-C would establish parity among the Committees.

NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:

Section 1. The pay plans and rates of pay for the Committee members noted on the attached Exhibits, which does not include current employees of any governmental body, are hereby amended by deleting the material that is stricken and adding the material that is underscored as reflected on Exhibits A-C.

Section 2. This Ordinance shall become effective upon the date of its adoption by County Council and approval by the County Executive, or as otherwise provided in 9 *Del. C.* § 1156.

Adopted by County Council of
New Castle County on:

_____
Monique Williams-Johns
President of County Council
of New Castle County

Approved on:

_____
Matthew Meyer
County Executive
New Castle County

SYNOPSIS: This Ordinance proposes to amend the pay plans and rates of pay for attendance at regular and special meetings for eligible members who serve on the New Castle County Committees identified on the attached Exhibits A-C, which does not include current employees of any governmental body.

FISCAL IMPACT: This Ordinance proposes to amend the pay plans and rates of pay for eligible members for attendance at regular and special meetings of the Committees identified on Exhibits A-C to $100/meeting. The fiscal impact (Salaries/Wages and relevant Benefits) of this proposed change is estimated to be $46,782 in FY2025, $62,375 in FY2026, and $62,375 in FY2027.

Currently, members of the identified Committees are not paid for their attendance at meetings of the identified Committees.

PAY PLAN AND RATES OF PAY FOR NON-UNION UNCLASSIFIED SERVICE EMPLOYEES OF THE EXECUTIVE OFFICE

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
LEGAL SECRETARY	17	36,676	38,510	40,436	42,457	44,580	46,809	49,150	51,607	54,188	56,897	59,742
ETHICS COMMISSION ADMIN ASST	20	42,458	44,581	46,810	49,151	51,609	54,189	56,898	59,744	62,730	65,867	69,160
EXECUTIVE ASSISTANT I	22	46,809	49,150	51,607	54,188	56,897	59,743	62,729	65,866	69,159	72,617	76,248
OFFICE OF LAW PARALEGAL	24	51,609	54,189	56,898	59,744	62,730	65,867	69,160	72,618	76,249	80,062	84,065
PARALEGAL TO THE COUNTY ATTORNEY	25	54,190	56,899	59,745	62,732	65,868	69,161	72,619	76,250	80,063	84,066	88,269
EXECUTIVE ASSISTANT II	26	56,899	59,745	62,732	65,868	69,161	72,619	76,250	80,063	84,066	88,269	92,682
LAW ENFORCEMENT TECHNICIAN	26											
COMPLAINTS OFFICER	27	59,744	62,730	65,867	69,160	72,618	76,249	80,062	84,065	88,268	92,682	97,316
EXECUTIVE ASSISTANT III	30	69,161	72,619	76,250	80,063	84,066	88,269	92,683	97,317	102,183	107,292	112,657
STAFF DIRECTOR	30											
ASSISTANT COUNTY ATTORNEY I	32	76,252	80,065	84,068	88,271	92,685	97,319	102,185	107,294	112,658	118,291	124,206
ASSISTANT COUNTY ATTORNEY II	34	84,067	88,270	92,684	97,318	102,184	107,293	112,657	118,290	124,204	130,414	136,935
DIRECTOR OF COMMUNICATIONS	34											
EXECUTIVE ASSISTANT IV	34											
DIRECTOR OF REDEVELOPMENT	36	92,684	97,318	102,184	107,293	112,657	118,290	124,204	130,414	136,934	143,781	150,970
SENIOR ASSISTANT COUNTY ATTORNEY												
CHIEF HUMAN RESOURCES OFFICER	38	102,185	107,294	112,658	118,291	124,206	130,416	136,937	143,784	150,974	158,523	166,449
CHIEF OF TECHNOLOGY AND ADMIN SERVICES	38											
COMMUNITY SERVICES DEPT. GEN. MANAGER	38											
COUNTY SOLICITOR	39	107,295	112,659	118,293	124,207	130,417	136,938	143,785	150,975	158,524	166,449	174,771
CHIEF FINANCIAL OFFICER	40	112,658	118,291	124,206	130,416	136,937	143,783	150,973	158,522	166,447	174,769	183,507
CHIEF OF STAFF	40											
COUNTY ATTORNEY	40											
DEPUTY CHIEF ADMINISTRATIVE OFFICER	40											
DIRECTOR OF PUBLIC SAFETY	40											
LAND USE DEPARTMENT GENERAL MANAGER	40											
POLICY DIRECTOR FOR THE COUNTY EXECUTIVE	40											
PUBLIC WORKS DEPARTMENT GENERAL MGR.	40											
CHIEF OF POLICE	41	137,997	144,896	152,141	159,748	167,736	176,123	184,929	194,175	203,884	214,078	224,782
PART-TIME ATTORNEY (hourly rate)		42.42	44.54	46.77	49.11	51.57	54.15	56.86	59.70	62.69	65.82	69.11
EXECUTIVE AND ADMINISTRATIVE RATES OF PAY												
CHIEF ADMINISTRATIVE OFFICER		109,439	123,665	131,085	138,951	154,235	161,946	170,043	178,545	187,472	196,846	206,688

BOARD AND COMMISSIONERS RATES OF PAY

JUDGEMENT COMMISSIONERS	$9.25 PER HOUR
MEMBER, AGRICULTURAL LAND PRESERVATION ADVISORY COMMITTEE	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.106
MEMBER, AUDIT COMMITTEE	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.02.402
MEMBER, BOARD OF ADJUSTMENT	$100 PER REGULAR MEETING~~/ AND $100 PER~~ SPECIAL MEETING PER NCC CODE 40.30.341
MEMBER, BOARD OF ASSESSMENT REVIEW	$100 PER MEETING FOR ANY MEETING LASTING NOT MORE THAN SIX (6) HOURS PLUS $25 PER HOUR FOR EVERY HOUR OVER SIX THAT A MEMBER SPENDS HEARING APPEALS IN A SINGLE DAY PER ELIGIBLE MEMBERS PER NCC CODE 02.05.102
MEMBER, BOARD OF LICENSE INSPECTION AND REVIEW	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.103
MEMBER, DIVERSITY COMMISSION	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.509
MEMBER, EMPLOYEES' RETIREMENT SYSTEM BOARD	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.505
MEMBER, FINANCIAL ADVISORY COUNCIL	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 14.01.019
MEMBER, FIRE AND AMBULANCE ADVISORY BOARD	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.203
MEMBER, HISTORIC REVIEW BOARD	$100 PER REGULAR MEETING~~/AND $100 PER~~ SPECIAL MEETING PER NCC CODE 40.30.341
MEMBER, HOUSING ADVISORY BOARD	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.406
MEMBER, HUMAN RESOURCES ADVISORY BOARD	$100 PER MEETING PER NCC CODE 2.05.507
MEMBER, LIBRARY ADVISORY BOARD	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.403
MEMBER, OPEN SPACE ADVISORY BOARD	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.306
MEMBER, PLANNING BOARD	$100 PER REGULAR MEETING~~/AND $100 PER~~ SPECIAL MEETING PER NCC CODE 40.30.341
MEMBER, POLICE ACCOUNTABILITY BOARD	$100 PER REGULAR MEETING~~/AND $100 PER~~ SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.204
MEMBER, PUBLIC ARTS COMMISSION	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.516

Effective: 07/01/2024 (Ordinance 23-063)
Revised: 07/01/2024 (Ordinance 23-086)
Revised: 07/01/2023 (Ordinance 23-148)
Revised: 07/01/2024 (Ordinance 24-056)
Revised: 10/8/2024 (Ordinance 24-149)
Revised: 10/8/2024 (Ordinance 24-151) - Add Step 11 (Incumbents in Step 10 on 6/30/2024, move to Step 11 upon reaching anniversary date following 7/1/2024)
Revised: xx/xx/xxxx (Ordinance 24-xxx) - Board Member Compensation

PAY PLAN AND RATES OF PAY FOR NON-UNION UNCLASSIFIED SERVICE EMPLOYEES OF THE EXECUTIVE OFFICE

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
LEGAL SECRETARY	17	37,593	39,473	41,447	43,519	45,695	47,980	50,379	52,898	55,543	58,320	61,236
ETHICS COMMISSION ADMIN ASST	20	43,520	45,696	47,981	50,380	52,900	55,544	58,321	61,238	64,299	67,514	70,889
EXECUTIVE ASSISTANT I	22	47,980	50,379	52,898	55,543	58,320	61,237	64,298	67,513	70,888	74,433	78,155
OFFICE OF LAW PARALEGAL	24	52,900	55,544	58,321	61,238	64,299	67,512	70,889	74,434	78,156	82,064	86,167
PARALEGAL TO THE COUNTY ATTORNEY	25	55,545	58,322	61,239	64,301	67,515	70,891	74,435	78,157	82,065	86,168	90,476
EXECUTIVE ASSISTANT II	26	58,322	61,239	64,301	67,515	70,891	74,435	78,157	82,065	86,168	90,476	95,000
LAW ENFORCEMENT TECHNICIAN	26											
COMPLAINTS OFFICER	27	61,238	64,299	67,514	70,889	74,434	78,156	82,064	86,167	90,475	95,000	99,749
EXECUTIVE ASSISTANT III	30	70,891	74,435	78,157	82,065	86,168	90,476	95,001	99,750	104,738	109,975	115,474
STAFF DIRECTOR	30											
ASSISTANT COUNTY ATTORNEY I	32	78,159	82,067	86,170	90,478	95,003	99,752	104,740	109,977	115,475	121,249	127,312
ASSISTANT COUNTY ATTORNEY II	34	86,169	90,477	95,002	99,751	104,739	109,976	115,474	121,248	127,310	133,675	140,359
DIRECTOR OF COMMUNICATIONS	34											
EXECUTIVE ASSISTANT IV	34											
DIRECTOR OF REDEVELOPMENT	36	95,002	99,751	104,739	109,976	115,474	121,248	127,310	133,675	140,358	147,376	154,745
SENIOR ASSISTANT COUNTY ATTORNEY												
CHIEF HUMAN RESOURCES OFFICER	38	104,740	109,977	115,475	121,249	127,312	133,677	140,361	147,379	154,749	162,487	170,611
CHIEF OF TECHNOLOGY AND ADMIN SERVICES	38											
COMMUNITY SERVICES DEPT. GEN. MANAGER	38											
COUNTY SOLICITOR	39	109,978	115,476	121,251	127,313	133,678	140,362	147,380	154,750	162,488	170,611	179,141
CHIEF FINANCIAL OFFICER	40	115,475	121,249	127,312	133,677	140,361	147,378	154,748	162,486	170,609	179,139	188,095
CHIEF OF STAFF	40											
COUNTY ATTORNEY	40											
DEPUTY CHIEF ADMINISTRATIVE OFFICER	40											
DIRECTOR OF PUBLIC SAFETY	40											
LAND USE DEPARTMENT GENERAL MANAGER	40											
POLICY DIRECTOR FOR THE COUNTY EXECUTIVE	40											
PUBLIC WORKS DEPARTMENT GENERAL MGR.	40											
CHIEF OF POLICE	41	141,447	148,518	155,945	163,742	171,929	180,526	189,552	199,029	208,981	219,430	230,402
PART-TIME ATTORNEY (hourly rate)		43.48	45.65	47.93	50.33	52.85	55.49	58.26	61.17	64.23	67.44	71.00
EXECUTIVE AND ADMINISTRATIVE RATES OF PAY												
CHIEF ADMINISTRATIVE OFFICER		112,175	126,757	134,363	142,425	158,091	165,995	174,295	183,009	192,159	201,768	211,856

BOARD AND COMMISSIONERS RATES OF PAY	
JUDGEMENT COMMISSIONERS	$9.25 PER HOUR
MEMBER, AGRICULTURAL LAND PRESERVATION ADVISORY COMMITTEE	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.106
MEMBER, AUDIT COMMITTEE	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.02.402
MEMBER, BOARD OF ADJUSTMENT	$100 PER REGULAR MEETING~~/ AND $100 PER~~ SPECIAL MEETING PER NCC CODE 40.30.341
MEMBER, BOARD OF ASSESSMENT REVIEW	$100 PER MEETING FOR ANY MEETING LASTING NOT MORE THAN SIX (6) HOURS PLUS $25 PER HOUR FOR EVERY HOUR OVER SIX THAT A MEMBER SPENDS HEARING APPEALS IN A SINGLE DAY PER ELIGIBLE MEMBERS PER NCC CODE 02.05.102
MEMBER, BOARD OF LICENSE INSPECTION AND REVIEW	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.103
MEMBER, DIVERSITY COMMISSION	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.509
MEMBER, EMPLOYEES' RETIREMENT SYSTEM BOARD	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.505
MEMBER, FINANCIAL ADVISORY COUNCIL	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 14.01.019
MEMBER, FIRE AND AMBULANCE ADVISORY BOARD	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.203
MEMBER, HISTORIC REVIEW BOARD	$100 PER REGULAR MEETING~~/AND $100 PER~~ SPECIAL MEETING PER NCC CODE 40.30.341
MEMBER, HOUSING ADVISORY BOARD	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.406
MEMBER, HUMAN RESOURCES ADVISORY BOARD	$100 PER MEETING PER NCC CODE 2.05.507
MEMBER, LIBRARY ADVISORY BOARD	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.403
MEMBER, OPEN SPACE ADVISORY BOARD	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.306
MEMBER, PLANNING BOARD	$100 PER REGULAR MEETING~~/AND $100 PER~~ SPECIAL MEETING PER NCC CODE 40.30.341
MEMBER, POLICE ACCOUNTABILITY BOARD	$100 PER REGULAR MEETING~~/AND $100 PER~~ SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.20
MEMBER, PUBLIC ARTS COMMISSION	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.516

Effective: 07/01/2025 (Ordinance 23-063)
Revised: 07/01/2025 (Ordinance 23-086)
Revised: 07/01/2023 (Ordinance 23-148)
Revised: 07/01/2024 (Ordinance 24-056)
Revised: 10/8/2024 (Ordinance 24-149)
Revised: 10/8/2024 (Ordinance 24-151) - Add Step 11 (Incumbents in Step 10 on 6/30/2024, move to Step 11 upon reaching anniversary date following 7/1/2024)
Revised: xx/xx/xxxx (Ordinance 24-xxx) - Board Member Compensation

PAY PLAN AND RATES OF PAY FOR NON-UNION UNCLASSIFIED SERVICE EMPLOYEES OF THE EXECUTIVE OFFICE

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
LEGAL SECRETARY	17	38,533	40,460	42,484	44,607	46,838	49,180	51,639	54,221	56,932	59,778	62,767
ETHICS COMMISSION ADMIN ASST	20	44,608	46,839	49,181	51,640	54,223	56,933	59,780	62,769	65,907	69,202	72,662
EXECUTIVE ASSISTANT I	22	49,180	51,639	54,221	56,932	59,778	62,768	65,906	69,201	72,661	76,294	80,109
OFFICE OF LAW PARALEGAL	24	54,223	56,933	59,780	62,769	65,907	69,202	72,662	76,295	80,110	84,116	88,322
PARALEGAL TO THE COUNTY ATTORNEY	25	56,934	59,781	62,770	65,909	69,203	72,664	76,296	80,111	84,117	88,323	92,738
EXECUTIVE ASSISTANT II	26	59,781	62,770	65,909	69,203	72,664	76,296	80,111	84,117	88,323	92,738	97,375
LAW ENFORCEMENT TECHNICIAN	26											
COMPLAINTS OFFICER	27	62,769	65,907	69,202	72,662	76,295	80,110	84,116	88,322	92,737	97,375	102,243
EXECUTIVE ASSISTANT III	30	72,664	76,296	80,111	84,117	88,323	92,738	97,377	102,244	107,357	112,725	118,361
STAFF DIRECTOR	30											
ASSISTANT COUNTY ATTORNEY I	32	80,113	84,119	88,325	92,740	97,379	102,246	107,359	112,727	118,362	124,281	130,495
ASSISTANT COUNTY ATTORNEY II	34	88,324	92,739	97,378	102,245	107,358	112,726	118,361	124,280	130,493	137,017	143,868
DIRECTOR OF COMMUNICATIONS	34											
EXECUTIVE ASSISTANT IV	34											
DIRECTOR OF REDEVELOPMENT	36	97,378	102,245	107,358	112,726	118,361	124,280	130,493	137,017	143,867	151,061	158,614
SENIOR ASSISTANT COUNTY ATTORNEY												
CHIEF HUMAN RESOURCES OFFICER	38	107,359	112,727	118,362	124,281	130,495	137,019	143,871	151,064	158,618	166,550	174,877
CHIEF OF TECHNOLOGY AND ADMIN SERVICES	38											
COMMUNITY SERVICES DEPT. GEN. MANAGER	38											
COUNTY SOLICITOR	39	112,728	118,363	124,283	130,496	137,020	143,872	151,065	158,619	166,551	174,877	183,620
CHIEF FINANCIAL OFFICER	40	118,362	124,281	130,495	137,019	143,871	151,063	158,617	166,549	174,875	183,618	192,798
CHIEF OF STAFF	40											
COUNTY ATTORNEY	40											
DEPUTY CHIEF ADMINISTRATIVE OFFICER	40											
DIRECTOR OF PUBLIC SAFETY	40											
LAND USE DEPARTMENT GENERAL MANAGER	40											
POLICY DIRECTOR FOR THE COUNTY EXECUTIVE	40											
PUBLIC WORKS DEPARTMENT GENERAL MGR.	40											
CHIEF OF POLICE	41	141,447	148,518	155,945	163,742	171,929	180,526	189,552	199,029	208,981	219,430	236,163
PART-TIME ATTORNEY (hourly rate)		44.57	46.80	49.14	51.60	54.18	56.89	59.73	62.72	65.86	69.15	73.00
EXECUTIVE AND ADMINISTRATIVE RATES OF PAY												
CHIEF ADMINISTRATIVE OFFICER		114,980	129,926	137,723	145,986	162,044	170,145	178,653	187,585	196,963	206,813	217,153

BOARD AND COMMISSIONERS RATES OF PAY

JUDGEMENT COMMISSIONERS	$9.25 PER HOUR
MEMBER, AGRICULTURAL LAND PRESERVATION ADVISORY COMMITTEE	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.106
MEMBER, AUDIT COMMITTEE	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.02.402
MEMBER, BOARD OF ADJUSTMENT	$100 PER REGULAR MEETING~~/ AND $100 PER~~ SPECIAL MEETING PER NCC CODE 40.30.341
MEMBER, BOARD OF ASSESSMENT REVIEW	$100 PER MEETING FOR ANY MEETING LASTING NOT MORE THAN SIX (6) HOURS PLUS $25 PER HOUR FOR EVERY HOUR OVER SIX THAT A MEMBER SPENDS HEARING APPEALS IN A SINGLE DAY PER ELIGIBLE MEMBERS PER NCC CODE 02.05.102
MEMBER, BOARD OF LICENSE INSPECTION AND REVIEW	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.103
MEMBER, DIVERSITY COMMISSION	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.509
MEMBER, EMPLOYEES' RETIREMENT SYSTEM BOARD	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.505
MEMBER, FINANCIAL ADVISORY COUNCIL	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 14.01.019
MEMBER, FIRE AND AMBULANCE ADVISORY BOARD	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.203
MEMBER, HISTORIC REVIEW BOARD	$100 PER REGULAR MEETING~~/AND $100 PER~~ SPECIAL MEETING PER NCC CODE 40.30.341
MEMBER, HOUSING ADVISORY BOARD	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.406
MEMBER, HUMAN RESOURCES ADVISORY BOARD	$100 PER MEETING PER NCC CODE 2.05.507
MEMBER, LIBRARY ADVISORY BOARD	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.403
MEMBER, OPEN SPACE ADVISORY BOARD	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.306
MEMBER, PLANNING BOARD	$100 PER REGULAR MEETING~~/AND $100 PER~~ SPECIAL MEETING PER NCC CODE 40.30.341
MEMBER, POLICE ACCOUNTABILITY BOARD	$100 PER REGULAR MEETING~~/AND $100 PER~~ SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.20
MEMBER, PUBLIC ARTS COMMISSION	$100 PER REGULAR MEETING/SPECIAL MEETING FOR ELIGIBLE MEMBERS PER NCC CODE 2.05.516

Effective: 07/01/2026 (Ordinance 23-063)
Revised: 07/01/2026 (Ordinance 23-086)
Revised: 07/01/2023 (Ordinance 23-148)
Revised: 07/01/2024 (Ordinance 24-056)
Revised: 10/8/2024 (Ordinance 24-149)
Revised: 10/8/2024 (Ordinance 24-151) - Add Step 11 (Incumbents in Step 10 on 6/30/2024, move to Step 11 upon reaching anniversary date following 7/1/2024)
Revised: xx/xx/xxxx (Ordinance 24-xxx) - Board Member Compensation

Prime Sponsor(s): Mr. Smiley
Requested by: County Council
Date of introduction: November 19, 2024

ORDINANCE NO. 24-171

AMEND THE FY2025 APPROVED OPERATING BUDGET: TRANSFER FUNDING FROM THE GRANTS AND FIXED CHARGES BUDGET LINE ITEM OF COUNTY COUNCIL TO THE MATERIALS AND SUPPLIES BUDGET LINE ITEM OF THE DEPARTMENT OF COMMUNITY SERVICES, DIVISION OF COMMUNITY RESOURCES TO PROVIDE FUNDING FOR THE SENIOR EMERGENCY FOOD VOUCHER PROGRAM

WHEREAS, the Senior Emergency Food Voucher Program serves senior citizens of New Castle County who are food insecure by providing them with $100 food vouchers to use for food items at local grocery stores; and

WHEREAS, these seniors are on fixed incomes and cannot keep up with the ever-increasing cost of food and other life necessities; and

WHEREAS, the number of seniors who request emergency food vouchers is continuous; and

WHEREAS, County Council has budgeted funding available in the Grants and Fixed Charges Budget Line Item; and

WHEREAS, New Castle County Council wishes to provide funding to the Department of Community Services, Division of Community Resources for the Senior Emergency Food Voucher Program to assist in serving additional food-insecure seniors; and

WHEREAS, the revenue measures heretofore adopted by the County Council are, in the opinion of the County Executive, estimated to yield sums at least sufficient to balance the proposed expenditures as set forth in the Annual Operating Budget as hereinafter amended.

NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:

Section 1. The Annual Operating Budget Ordinance for the fiscal year beginning July 1, 2024, is hereby amended by deleting the material that is stricken and adding the material that is underscored on the attached Exhibit “A.”

Section 2. The foregoing amendment shall be considered a part of the Annual Operating Budget for the fiscal year beginning July 1, 2024 and shall be effective as though incorporated initially in the Annual Operating Budget Ordinance.

Section 3. This Ordinance shall become effective immediately upon its adoption by County Council and approval by the County Executive, or as otherwise provided in 9 *Del. C.* § 1156.

Adopted by County Council of
New Castle County on:

_____
Monique Williams-Johns
President of County Council
of New Castle County

Approved on:

_____
Matthew Meyer
County Executive
New Castle County

SYNOPSIS: This Ordinance, if approved, will transfer $2,000 from the County Council – Grants and Fixed Charges Budget Line Item to the Department of Community Services, Division of Community Resources – Materials and Supplies Budget Line Item within the FY2025 Approved Operating Budget to provide funding to the Senior Emergency Food Voucher Program to assist in serving additional food-insecure seniors.

FISCAL NOTE: This Ordinance, if approved, will amend the FY2025 Approved Operating Budget by transferring $2,000 from the County Council – Grants and Fixed Charges Budget Line Item to the Department of Community Services, Division of Community Resources – Materials and Supplies Budget Line Item to provide funding to the Senior Emergency Food Voucher Program to assist in serving additional food-insecure seniors.

This legislation will result in no increase to the FY2025 Approved Operating Budget as the legislation is a transfer of funds between Departments. There is no fiscal impact for FY2026 or FY2027.

COUNTY COUNCIL				
Salaries and Wages			$	2,552,351
Benefits				1,493,866
Training and Civic Affairs				68,351
Communication and Utilities				17,483
Materials and Supplies				59,776
Contractual Services				255,088
Equipment				11,693
Grants and Fixed Charges		~~353,233~~		351,233
Operating Transfer Charges				175,627
Total		***~~4,987,468~~***	***$***	***4,985,468***
Total Authorized Full-Time Positions	***35***			
COUNTY EXECUTIVE				
Salaries and Wages			$	2,033,684
Benefits				1,190,296
Training and Civic Affairs				31,904
Communication and Utilities				16,798
Materials and Supplies				22,236
Contractual Services				290,565
Equipment				1,000
Grants and Fixed Charges				345,700
Contingency				3,000
Operating Transfer Charges				105,264
Total			***$***	***4,040,447***
Total Authorized Full-Time Positions	***17***			
DEPARTMENT OF ADMINISTRATION				
Salaries and Wages			$	12,986,061
Benefits				7,506,461
Training and Civic Affairs				125,475
Communication and Utilities				8,286,620
Materials and Supplies				168,702
Contractual Services				6,872,755
Equipment				409,042
Grants and Fixed Charges				3,932,350
Operating Transfer Charges				1,142,324
Operating Transfer Credits				(12,812,422)
Total			***$***	***28,617,368***
Total Authorized Full-Time Positions	***168***			

DEPARTMENT OF PUBLIC WORKS				
Salaries and Wages			$	27,135,440
Benefits				15,765,968
Training and Civic Affairs				45,445
Communication and Utilities				26,068,271
Materials and Supplies				4,565,701
Contractual Services				10,855,070
Equipment				524,559
Grants and Fixed Charges				1,193,025
Land and Structures				35,000
Operating Transfer Charges				4,574,405
Operating Transfer Credits				(7,722,122)
Total			***$***	
Total Authorized Full-Time Positions	***389***			
DEPARTMENT OF LAND USE				
Salaries and Wages			$	8,156,971
Benefits				4,742,077
Training and Civic Affairs				66,975
Communication and Utilities				111,242
Materials and Supplies				101,727
Contractual Services				1,444,409
Equipment				53,440
Grants and Fixed Charges				56,500
Operating Transfer Charges				1,061,595
Total			***$***	***15,794,936***
Total Authorized Full-Time Positions	***112***			
DEPARTMENT OF COMMUNITY SERVICES				
Salaries and Wages			$	12,609,748
Benefits				5,574,747
Training and Civic Affairs				23,167
Communication and Utilities				1,578,498
Materials and Supplies		~~1,654,039~~		1,656,039
Contractual Services				3,745,504
Equipment				30,034
Grants and Fixed Charges				3,250,899
Operating Transfer Charges				1,175,272
Operating Transfer Credits				(225,977)
Total		***~~29,415,931~~***	***$***	***29,417,931***
Total Authorized Full-Time Positions	***162***			

DEPARTMENT OF PUBLIC SAFETY			
Salaries and Wages		$	77,334,401
Benefits			42,955,735
Training and Civic Affairs			201,708
Communication and Utilities			1,011,236
Materials and Supplies			1,070,626
Contractual Services			2,204,744
Equipment			1,720,283
Grants and Fixed Charges			8,345,222
Operating Transfer Charges			7,843,655
Total		***$***	***142,687,610***
Total Authorized Full-Time Positions	***727***		

REGISTER OF WILLS			
Salaries and Wages		$	1,159,211
Benefits			660,186
Training and Civic Affairs			34,950
Communication and Utilities			12,209
Materials and Supplies			10,053
Contractual Services			62,715
Equipment			2,800
Operating Transfer Charges			82,214
Total		***$***	***2,024,338***
Total Authorized Full-Time Positions	***20***		

RECORDER OF DEEDS			
Salaries and Wages		$	1,256,525
Benefits			723,402
Training and Civic Affairs			40,170
Communication and Utilities			29,829
Materials and Supplies			10,573
Contractual Services			84,578
Equipment			9,975
Grants and Fixed Charges			18,350
Operating Transfer Charges			162,265
Total		$	***2,335,667***
Total Authorized Full-Time Positions	***23***		
SHERIFF			
Salaries and Wages		$	1,380,772
Benefits			804,406
Training and Civic Affairs			29,452
Communication and Utilities			14,993
Materials and Supplies			21,259
Contractual Services			55,999
Equipment			5,000
Operating Transfer Charges			142,020
Total		***$***	***2,453,901***
Total Authorized Full-Time Positions	***21***		
CLERK OF THE PEACE			
Salaries and Wages		$	483,477
Benefits			282,975
Training and Civic Affairs			9,600
Communication and Utilities			5,484
Materials and Supplies			8,754
Contractual Services			18,268
Equipment Replacement			6,000
Operating Transfer Charges			30,824
Total		***$***	***845,382***
Total Authorized Full-Time Positions	***7***		
DEBT SERVICE			
Debt Service		$	45,778,427
Total		***$***	***45,778,427***
Total Authorized Full-Time Positions			

ETHICS COMMISSION		
Salaries and Wages	$	40,200
Benefits		4,181
Training and Civic Affairs		10,500
Communication and Utilities		1,898
Materials and Supplies		2,450
Contractual Services		235,747
Equipment		500
Operating Transfer Charges		6,360
Total	***$***	***301,836***
Total Authorized Full-Time Positions ***0***		
COUNCIL CONTINGENCY		
Contingency	$	213,444
Total	***$***	***213,444***
Total Authorized Full-Time Positions		
EXECUTIVE CONTINGENCY		
Contingency	$	297,300
Total	***$***	***297,300***
Total Authorized Full-Time Positions		
PERSONNEL CONTINGENCY		
Contingency	$	455,000
Total	***$***	***455,000***
Total Authorized Full-Time Positions		
ATTRITION CONTINGENCY		
Personal Services - Salaries and Wages	$	(6,164,693)
Personal Services - Employee Benefits	$	(3,608,135)
Total	***$***	***(9,772,828)***
Total Authorized Full-Time Positions		
ONE-TIME CONTINGENCY		
Contingency	$	324,173
Total	***$***	***324,173***

NEW CASTLE COUNTY			
Salaries and Wages		$	140,964,148
Benefits			78,096,165
Training and Civic Affairs			687,697
Communication and Utilities			37,154,561
Materials and Supplies	~~7,695,896~~		7,697,896
Contractual Services			26,125,442
Equipment			2,774,326
Grants and Fixed Charges	~~*17,495,279*~~		17,493,279
Debt Service			45,778,427
Land and Structures			35,000
Contingency			1,292,917
Operating Transfer Charges			16,501,825
Operating Transfer Credits			(20,760,521)
Sub-Total New Castle County		***$***	**353,841,162**
Total Authorized Full-Time Positions	***1,681***		

RESERVE ACCOUNTS ANTICIPATED BALANCES AS OF OCTOBER 22, 2024	
Tax Stabilization Reserve Account	61,269,981
Sewer Rate Stabilization Reserve Account	5,405,407
General Fund Budget Reserve Account	45,312,006
Sewer Fund Budget Reserve Account	18,734,142
Total Reserves:	**130,721,536**

Prime Sponsor(s): Mr. Smiley
Date of introduction: November 26, 2024

ORDINANCE NO. 24-173

TO AMEND *NEW CASTLE COUNTY CODE* CHAPTER 14 ("FINANCE AND TAXATION"), ARTICLE 6 ("EXEMPTION FROM REAL PROPERTY TAXATION"), SECTIONS 14.06.302 ("QUALIFICATIONS FOR AND AMOUNT OF ELDERLY EXEMPTION"), 14.06.303 ("QUALIFICATIONS FOR AND AMOUNT OF DISABILITY EXEMPTION"), 14.06.901 ("LANDFILL EXEMPTION"), AND 14.06.1103 ("FILING FREQUENCY"); AND CHAPTER 38 ("UTILITIES"), ARTICLE 2 ("SEWERS AND SEWAGE DISPOSAL"), SECTION 38.02.505 ("ESTIMATED EDU CHARGES AND MEASUREMENT OF WATER FOR CONSUMPTION CHARGES") REGARDING EXEMPTIONS

WHEREAS, County Council wishes to ensure that senior citizens and residents with disabilities are able to remain in their homes by offering benefits, including access to and eligibility for property tax exemptions, to qualified members of those populations; and

WHEREAS, the most recent increase to the income eligibility limit for the elderly property tax exemption was approved by County Council via Ordinance 04-155 on November 16, 2004, and the most recent increase to the income eligibility limit for the disability property tax exemption was approved by County Council via Ordinance 03-021 on March 25, 2003; and

WHEREAS, it appears to County Council that, based on rising inflation, the current income eligibility limits applicable to Sections 14.06.302 ("Qualifications for and amount of elderly exemption") and 14.06.303 ("Qualifications for and amount of disability exemption") are too low and incompatible with the property tax exemptions' purposes of providing elderly and disabled County residents with property tax relief; and

WHEREAS, New Castle County is currently undergoing a countywide reassessment of property values that will have all properties assessed at their July 1, 2024 fair market value, which will render the current allowable assessment exemptions relating to the elderly and disability property tax exemptions too low and incompatible with the exemptions' purposes; and

WHEREAS, Tyler Technologies, New Castle County's vendor performing the reassessment, currently calculates that the new total residential assessed value based on 2024 values will increase by 440.95% over the current total residential assessed value based on 1983 values; and

WHEREAS, County Council has concluded that it is in the interest of all residents of New Castle County to extend the benefits of both the elderly exemption and the disability exemption to those residents who would not qualify under existing income eligibility criteria, as well as to increase the amount of both exemptions for County tax purposes; and

WHEREAS, 14 *Del. C.* § 1902(a)(3) exempts from school tax any property that receives an exemption pursuant to a County property tax exemption that existed as of January 1, 1998; and

WHEREAS, as of January 1, 1998, County property tax exemptions existed for the elderly, disabled and disabled veterans such that a property owner who meets those requirements is entitled to an exemption from school taxes, and the County has continued to recognize such exemptions from school taxes; and

WHEREAS, it is the intent of County Council to preserve exemptions for school tax purposes based on County law as it existed as of January 1, 1998 and to create fair and equivalent exemptions for County tax purposes based upon updated income and assessed property value amounts and residency requirements; and

WHEREAS, it is the intent of County Council that any person currently approved for an elderly or disabled exemption need not submit a new application but shall receive an increase in the amount of the exemption as established by this Ordinance; and

WHEREAS, the change to the eligibility requirements for elderly property tax exemptions necessitates changes to the requirements for sewer fee reductions based on elderly exemptions; and

WHEREAS, in addition, the current countywide reassessment of property values will take into consideration the location of properties relative to the site of the former Pigeon Point Landfill, such that County Council finds it necessary to remove Section 14.06.901 ("Landfill exemption") as unnecessary based on the reassessment once effective for the fiscal year beginning on July 1, 2025.

NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:

Section 1. Section 14.06.302 of the *New Castle County Code* is hereby amended by adding the material that is underscored and deleting the material that is stricken, as set forth below:

Sec. 14.06.302. - Qualifications for and amount of elderly exemption.

~~A. *Elderly exemption for those making application on or before tax year 2007:*~~

~~1. *Qualifications.* Every resident who is sixty-five (65) or more years of age and who has reached that age prior to July 1st of the fiscal year for which the exemption is sought and who or whose spouse resides in a house owned by him or her that is his or her principal residence shall be entitled to an exemption as set forth in Subsection B. provided his or her income does not exceed fifty thousand dollars ($50,000.00) per year or, in the case of a married couple the combined income of the two (2) of them does not exceed fifty thousand dollars ($50,000.00) per year. No application under this Subsection shall be approved unless, at the time of the approval~~

thereof, all taxes and sewer service charges then due to or collectible by New Castle County have been paid in full.

2. *Amount of elderly exemption.* An elderly resident who meets the qualifications set forth in Subsection A. shall be entitled to an exemption from all real property taxes, exclusive of any local light and ditch taxes, to an assessed value of fifty thousand dollars ($50,000.00) on such principal residence.

B. *Elderly exemption for those making application on or after tax year 2008 but prior to tax year 2019:*

1. *Qualifications.* Every resident who is sixty-five (65) or more years of age and who has reached that age prior to July 1st of the fiscal year for which the exemption is sought and who or whose spouse resides in a house owned by him or her that is his or her principal residence shall be entitled to an exemption as set forth in Subsection 2. provided his or her income does not exceed fifty thousand dollars ($50,000.00) per year, or in the case of a married couple the combined income of the two (2) of them does not exceed fifty thousand dollars ($50,000.00) per year; and further provided that the assessed value of the property does not exceed one hundred twenty-five thousand dollars ($125,000.00). For those whose assessed property value exceeds one hundred twenty-five thousand dollars ($125,000.00), the State senior property tax exemption for those with incomes not in excess of three thousand dollars ($3,000.00) shall apply. No application under this Subsection shall be approved unless, at the time of the approval thereof, all taxes and sewer service charges then due to or collectible by New Castle County have been paid in full. A resident shall be defined as one legally domiciled within the state for a period of three (3) years immediately preceding October of the pretax year, as set forth in 9 *Del. C.* Ch. 81 (Limitations upon taxing power).

2. *Amount of elderly exemption.*

a. A resident who is sixty-five (65) years of age who meets the qualifications set forth in Subsection B., and whose property is not assessed at more than one hundred twenty-five thousand dollars ($125,000.00), shall be entitled to an exemption from all real property taxes, exclusive of any local light and ditch taxes, to an assessed value of thirty-two thousand dollars ($32,000.00) on such principal residence.

b. An elderly resident whose property has an assessed value which exceeds one hundred twenty-five thousand dollars ($125,000.00), but whose income does not exceed three thousand dollars ($3,000.00) per year shall be entitled, on proper claim being made therefore, to exemption from taxation on such real property to an assessed valuation not exceeding five thousand dollars ($5,000.00) as set forth in 9 *Del. C.* § 8131.

3. No application under this Subsection shall be approved unless, at the time of the approval thereof, all taxes and sewer service charges then due to or collectible by New Castle County have been paid in full, or the applicant is actively enrolled and making monthly payments of any tax or sewer service charges due to or collectible by New Castle County as determined by the Office of Finance at the time of the application.

C. *Elderly exemption for those making application for or after tax year 2019:*

1. *Qualifications.* Every resident who is at least sixty-five (65) years of age and who has reached that age prior to July 1 of the fiscal year for which the exemption is sought and who or whose spouse resides in a house owned by him or her that is his or her principal residence shall be entitled to an exemption in an amount as set forth in Subsection 2., provided his or her income does not exceed fifty thousand dollars ($50,000.00) per year, or in the case of a married couple the combined income of the two (2) spouses does not exceed fifty thousand dollars ($50,000.00) per year; and further provided that the assessed value of the property does not exceed one hundred twenty-five thousand dollars ($125,000.00). For those whose assessed property value exceeds one hundred twenty-five thousand dollars ($125,000.00), the State senior property tax exemption for those with an income not in excess of three thousand dollars ($3,000.00) shall apply. A "resident" is defined for purposes of Subsection C. as a person who has been legally domiciled within the State of Delaware for a period of ten (10) consecutive years immediately preceding October 1 of the pretax year, as defined in 9 *Del. C.* Ch. 81.

2. *Amount of elderly exemption.*

a. A resident who is at least sixty-five (65) years of age who meets the qualifications set forth in Subsection C., and whose property is not assessed at more than one hundred twenty-five thousand dollars ($125,000.00), shall be entitled to an exemption from all real property taxes, exclusive of any local light and ditch taxes, to an assessed value of thirty-two thousand dollars ($32,000.00) on such principal residence.

b. An elderly resident whose property has an assessed value that exceeds one hundred twenty-five thousand dollars ($125,000.00), but whose income does not exceed three thousand dollars ($3,000.00) per year shall be entitled, on proper claim being made therefor, to exemption from taxation on such real property to an assessed valuation not exceeding five thousand dollars ($5,000.00) in the aggregate as set forth and subject to the limitations set forth in 9 *Del. C.* § 8132.

3. No application under Subsection C. shall be approved unless, at the time of such approval, all taxes and sewer service charges then due to or collectible by New Castle County have been paid in full, or the applicant is actively enrolled and timely making monthly payments of any and all tax

~~and sewer service charges due to or collectible by New Castle County, as determined by the Office of Finance.~~

~~4. *Exemption may be forfeited*. For any elderly exemption approved pursuant to Subsection C., if the applicant fails to remain current on payment of any taxes or sewer service charges in accordance with and for the duration of any agreement between New Castle County and the applicant, at the discretion of the Office of Finance the exemption shall be treated as having been forfeited by the applicant.~~

A. *County tax elderly exemption*. A person is entitled to an elderly exemption from County property taxes, not to exceed one hundred seventy-three thousand dollars ($173,000) of the assessed value of real property owned by the person, if:

1. The person was approved for an elderly exemption established by County Code for a fiscal year before fiscal year 2026; or

2. The person meets all of the following:

   a. On or before June 1 of the year for which exemption is sought, the person submits to the Assessment Division an application on the prescribed form.

   b. The person is sixty-five (65) years of age or older before July 1 of the year for which exemption is sought.

   c. The house on the real property is the principal residence of the person or the person's spouse.

   d. The assessed value of the real property does not exceed six hundred seventy-six thousand dollars ($676,000).

   e. The person's income does not exceed sixty-five thousand dollars ($65,000) per year or, if the person is married, the combined income of the person and the person's spouse does not exceed sixty-five thousand dollars ($65,000) per year.

      i. A person's "income" is calculated as defined under Section 14.06.301.

   f. The person is a resident as defined under Section 14.06.301 and has been legally domiciled within the State of Delaware for a period of ten (10) consecutive years before July 1 of the year for which exemption is sought.

   g. The person either does not owe any taxes or sewer service charges collectible by New Castle County or is enrolled in an approved payment

plan and has timely paid all payments and continues to do so until the payment plan is complete.

B. *School tax elderly exemption based on New Castle County elderly exemption that was effective as of January 1, 1998*. A person is entitled to an elderly exemption from school taxes, not exceeding thirty-two thousand dollars ($32,000) of the assessed value of real property owned by the person, if:

1. The person was approved for an elderly exemption established by County Code as of January 1, 1998 for a fiscal year before fiscal year 2026; or

2. The person meets all of the following:

a. On or before June 1 of the year for which exemption is sought, the person submits to the Assessment Division an application on the prescribed form.

b. The person is sixty-five (65) years of age or older before July 1 of the year for which exemption is sought.

c. The person is a resident as defined in Section 14.06.301.

d. The person or the person's spouse resides in the house on the real property, or the person lives in a health care facility because of a mental or physical infirmity.

e. The person's income does not exceed fifteen thousand dollars ($15,000) per year or, if the person is married, the combined income of the person and the person's spouse does not exceed nineteen thousand dollars ($19,000) per year.

i. A person's "income" is calculated as defined under Section 14.06.301.

f. The person holds record title to the property, or the person conveyed the property directly to the trustee of a revocable trust, of which the person is the beneficiary.

C. In lieu of an elderly exemption under Subsections A. or B., a person may seek a State elderly exemption pursuant to 9 *Del. C*. ch. 81, subch. II.

D. A person may receive a County tax elderly exemption not exceeding one hundred seventy-three thousand dollars ($173,000) of the assessed value of real property under Subsection A. and a school tax elderly exemption not exceeding thirty-two thousand dollars ($32,000) of the assessed value of real property under Subsection B.

E. *Exemption may be forfeited.* For any exemption approved pursuant to Subsection A., if the person making the application fails to remain current on

payment of any taxes or sewer service charges in accordance with and for the duration of any agreement between New Castle County and the person, at the discretion of the Office of Finance the exemption shall be treated as having been forfeited by the person.

F.~~D.~~ *Continuation of elderly exemption upon death.* Notwithstanding ~~Regardless of whether the elderly exemption was approved pursuant to Section 14.06.302 A., B., or C., and notwithstanding~~ Section 14.06.305, upon death the Section 14.06.302 A. elderly exemption shall remain in effect for the entire fiscal year, so long as the person making the application ~~applicant~~ or their ~~the~~ spouse remains in the house on the real property ~~parcel~~ as their principal residence for which the exemption was granted.

G.~~E.~~ *Transfer of elderly exemption.* If ~~Regardless of whether the elderly exemption was approved pursuant to Section 14.06.302 A., B., or C., if~~ a person ~~resident~~ who qualifies for the Section 14.06.302 A. elderly exemption transfers his or her property for which the exemption was granted and acquires a new property (which is the principal residence), the person ~~resident~~ may transfer his or her exemption to the new residence upon the submission of a new application for exemption, accompanied by proper documentation of such transfer.

Section 2. Section 14.06.303 of the *New Castle County Code* is hereby amended by adding the material that is underscored and deleting the material that is stricken, as set forth below:

Sec. 14.06.303. - Qualifications for and amount of disability exemption.

~~A. *Disability exemption for those making application on or before tax year 2007:*~~

1. ~~*Qualifications.* Every resident who is disabled, as defined by Section 14.06.301, and who has become disabled prior to July 1st of the fiscal year for which the exemption is sought and who or whose spouse resides in a house owned by him or her that is his or her principal residence shall be entitled to an exemption from all real property taxes, exclusive of any local light and ditch taxes, to an assessed value not exceeding forty thousand dollars ($40,000.00), providing his or her income does not exceed forty thousand dollars ($40,000.00) per year or, in the case of a married couple, the combined income of the two (2) of them does not exceed forty thousand ($40,000.00) per year. No application under this Subsection or Section 14.06.304 shall be approved unless, at the time of the approval thereof, all taxes and sewer service charges then due to or collectible by New Castle County have been paid in full.~~

2. ~~*Amount of disability exemption.* A person who is disabled as defined by Section 14.06.301 and who meets the requirements prescribed in Subsection A. shall be entitled to an additional exemption from all real property taxes, exclusive of any local light and ditch taxes, to an assessed valuation not exceeding forty-two thousand dollars ($42,000.00), provided his or her disability is due to the loss or loss of the use of both lower~~

extremities or both upper extremities or both an upper and lower extremity such as to preclude locomotion without the aid of a brace, crutch, cane, or wheelchair and such as to require a home with special fixtures.

B. *Disability exemptions for those making application on or after tax year 2008 but prior to tax year 2019:*

1. *Qualifications.* Every resident who is disabled, as defined by Section 14.06.301, and who has become disabled prior to July 1st of the fiscal year for which the exemption is sought and who or whose spouse resides in a house owned by him or her that is his or her principal residence shall be entitled to an exemption from all real property taxes, exclusive of any local light and ditch taxes, to an assessed value not exceeding thirty-two thousand dollars ($32,000.00), provided his or her income does not exceed fifty thousand dollars ($50,000.00) per year or, in the case of a married couple the combined income of the two (2) of them does not exceed fifty thousand dollars ($50,000.00) per year. No application under this Section or Section 14.06.304 shall be approved unless, at the time of the approval thereof, all taxes and sewer service charges then due to or collectible by New Castle County have been paid in full. A resident shall be defined as one domiciled within the State for a period of three (3) years immediately preceding October of the pretax year, as set forth in 9 *Del. C.* Ch. 81 (Limitations upon taxing power). The durational residency requirement shall be waived for an applicant who is totally and permanently disabled, who incurred his or her disability as a result of, and while in, the service of the United States armed services, and who has been honorably discharged. The waiver applicant shall, at the time of written application, provide documentation of total and permanent service-connected disability and of honorable discharge, as stated herein.

2. *Amount of disability exemption.* A person who is disabled as defined by Section 14.06.301 and who meets the requirements prescribed in Subsection A. shall be entitled to an additional exemption from all real property taxes, exclusive of any local light and ditch taxes, to an assessed valuation not exceeding forty-two thousand dollars ($42,000.00), provided his or her disability is due to the loss or loss of the use of both lower extremities or both upper extremities or both an upper and lower extremity such as to preclude locomotion without the aid of a brace, crutch, cane, or wheelchair and such as to require a home with special fixtures.

3. No application under this Subsection or Section 14.06.304 shall be approved unless, at the time of the approval thereof, all taxes and sewer service charges then due to or collectible by New Castle County have been paid in full, or the applicant is actively enrolled and making monthly payments of any tax or sewer charges due to or collectible by New Castle County as determined by the Office of Finance at the time of the application.

C. *Disability exemption for those making application for or after tax year 2019:*

~~1. *Qualifications.* Every resident who is disabled, as defined by Section 14.06.301, and who became disabled prior to July 1 of the fiscal year for which the exemption is sought and who or whose spouse resides in a house owned by him or her that is his or her principal residence shall be entitled to an exemption from all real property taxes, exclusive of any local light and ditch taxes, to an assessed value not exceeding thirty-two thousand dollars ($32,000.00), provided his or her income does not exceed fifty thousand dollars ($50,000.00) per year, or in the case of a married couple the combined income of the two (2) spouses does not exceed fifty thousand dollars ($50,000.00) per year. A "resident" is defined for purposes of Subsection C. as a person who has been legally domiciled within the State for a period of ten (10) consecutive years immediately preceding October 1 of the pretax year, as defined in 9 *Del. C.* Ch. 81. The durational residency requirement shall be waived for an applicant who is totally and permanently disabled, who incurred his or her disability as a result of, and while in, the service of the United States armed services, and who has been honorably discharged. The waiver applicant shall, at the time of written application, provide documentation of total and permanent service-connected disability and of honorable discharge, as stated herein.~~

~~2. *Amount of disability exemption.* A resident who is disabled as defined by Section 14.06.301 and who meets the qualifications set forth in Subsection C. shall be entitled to an additional exemption from all real property taxes, exclusive of any local light and ditch taxes, to an assessed valuation not exceeding forty-two thousand dollars ($42,000.00) on such principal residence, provided his or her disability is due to the loss or loss of the use of both lower extremities or both upper extremities or both an upper and lower extremity such as to preclude locomotion without the aid of a brace, crutch, cane, or wheelchair and such as to require a home with special fixtures.~~

~~3. No application under Subsection C. or Section 14.06.304 shall be approved unless, at the time of the approval thereof, all taxes and sewer service charges then due to or collectible by New Castle County have been paid in full, or the applicant is actively enrolled and timely making monthly payments of any tax or sewer service charges due to or collectible by New Castle County, as determined by the Office of Finance.~~

~~4. *Exemption may be forfeited.* For any disability exemption approved pursuant to Subsection C., if the applicant fails to remain current on payment of any and all taxes or sewer service charges in accordance with and for the duration of any agreement between New Castle County and the applicant, at the discretion of the Office of Finance the exemption shall be treated as having been forfeited by the applicant.~~

A. *County tax disability exemption.* A person is entitled to a disability exemption of County property taxes, not exceeding one hundred seventy-three thousand

dollars ($173,000) of the assessed value of real property owned by the person, if:

1. The person was approved for a disability exemption established by County Code for a fiscal year before fiscal year 2026; or

2. The person meets all of the following:

   a. On or before June 1 of the year for which exemption is sought, the person submits to the Assessment Division an application on the prescribed form.

   b. The person is disabled as defined by Section 14.06.301 and became disabled before July 1 of the year for which exemption is sought.

   c. The house on the real property is the principal residence of the person or the person's spouse.

   d. The person's income does not exceed sixty-five thousand dollars ($65,000) per year or, if the person is married, the combined income of the person and the person's spouse does not exceed sixty-five thousand dollars ($65,000) per year.

      i. A person's "income" is calculated as defined under Section 14.06.301.

   e. The person is a resident as defined under Section 14.06.301 and has been legally domiciled within the State of Delaware for a period of ten (10) consecutive years as of July 1 of the year before the year for which exemption is sought.

      i. This durational residency requirement shall be waived for a person who is totally and permanently disabled, who incurred his or her disability as a result of, and while in, the service of the United States armed services, who has been honorably discharged, and who provides documentation of the foregoing when submitting the application.

   f. The person either does not owe any taxes or sewer service charges collectible by New Castle County or is enrolled in an approved payment plan and has timely paid all payments and continues to do so until the payment plan is complete.

B. *Additional County tax disability exemption*. A person is entitled to an additional County tax disability exemption not exceeding two hundred twenty-seven thousand dollars ($227,000) of the assessed value of real property owned by the person if:

1. The person was approved for an additional disability exemption established by County Code for a fiscal year before fiscal year 2026; or

2. The person meets all of the following:

a. The person meets the qualifications for a County tax disability exemption set forth in Subsection A; and

b. The person's disability is due to the loss or loss of the use of both lower extremities or both upper extremities or both an upper and lower extremity which precludes locomotion without the aid of a brace, crutch, cane, or wheelchair and requires a home with special fixtures.

C. *School tax disability exemption based on New Castle County disability exemption that was effective as of January 1, 1998*. A person is entitled to a disability exemption from school taxes not exceeding thirty-two thousand dollars ($32,000) of the assessed value of real property owned by the person if:

1. The person was approved for a disability exemption established by County Code as of January 1, 1998 for a fiscal year before fiscal year 2026; or

2. The person meets all of the following:

a. On or before June 1 of the year for which exemption is sought, the person submits to the Assessment Division an application on the prescribed form.

b. The person is disabled, as defined by Section 14.06.301, and became disabled before July 1 of the year for which exemption is sought.

c. The person is a resident as defined in Section 14.06.301.

d. The person or the person's spouse resides in the house on the real property, or the person lives in a health care facility because of a mental or physical infirmity.

e. The person's income does not exceed fifteen thousand dollars ($15,000) per year or, if the person is married, the combined income of the person and the person's spouse does not exceed nineteen thousand dollars ($19,000) per year.

i. A person's "income" is calculated as defined under Section 14.06.301.

D. *Additional school tax disability exemption based on New Castle County disability exemption that was effective as of January 1, 1998*. A person is entitled to an additional school tax disability exemption not exceeding forty-two

thousand dollars ($42,000) of the assessed value of real property owned by the person if:

1. The person was approved for an additional disability exemption established by County Code as of January 1, 1998 for a fiscal year before fiscal year 2026; or

2. The person meets all of the following:

   a. The person meets the qualifications for a school tax disability exemption set forth in Subsection C; and

   b. The person's disability is due to the loss or loss of the use of both lower extremities or both upper extremities or both an upper and lower extremity which precludes locomotion without the aid of a brace, crutch, cane, or wheelchair and requires a home with special fixtures.

E. A person may receive a County tax disability exemption, an additional County tax disability exemption, a school tax disability exemption, an additional school tax disability exemption pursuant to this Section, and a disabled veteran's exemption pursuant to Section 14.06.304.

F. *Exemption may be forfeited.* The Office of Finance may treat any exemption approved pursuant to Subsections A. or B. as having been forfeited by the person making the application if the person fails to remain current on payment of any taxes or sewer service charges in accordance with and for the duration of any agreement between New Castle County and the person.

G. ~~D.~~ *Continuation of disability exemption upon death.* Notwithstanding ~~Regardless of whether the disability exemption was approved pursuant to Section 14.06.303 A., B. or C., and notwithstanding~~ Section 14.06.305, ~~upon death the~~ upon death, any disability exemption approved pursuant to Subsections A. or B. shall remain in effect for the entire fiscal year, so long as the person making the application ~~applicant~~ or their spouse remains in the house on the real property as their ~~parcel which is the~~ principal residence for which the exemption was granted.

H. ~~E.~~ *Transfer of disability exemption.* If ~~Regardless of whether the disability exemption was approved pursuant to Subsections 14.06.303 A., B., or C., if~~ a person ~~resident~~ who qualifies for the disability exemption pursuant to Subsection A. or B. transfers his or her property for which the exemption was granted and acquires a new property (which is the principal residence), the person ~~resident~~ may transfer his or her exemption to the new residence upon the submission of a new application for exemption, accompanied by proper documentation of such transfer.

Section 3. Section 14.06.901 of the *New Castle County Code* is hereby amended by deleting the material that is stricken, as set forth below:

~~**Sec. 14.06.901. - Landfill exemption.**~~

~~Any person owning a parcel of land, any part of which is located south of that part of the City of Wilmington-New Castle County boundary lying east of New Castle Avenue (Delaware Route No. 9), and north of Interstate 295 and U.S. Route 40, upon which parcel is located the principal residence of said owner, shall receive an exemption from all real property taxation of twenty (20) percent of said parcel's assessed valuation.~~

Section 4. Section 14.06.1103 of the *New Castle County Code* is hereby amended by adding the material that is underscored and deleting the material that is stricken, as set forth below:

Sec. 14.06.1103. - Filing frequency.

A. A completed application for exemption pursuant to Divisions 14.06.100 and 14.06.700 of this Article pertaining to charitable, religious and educational property, and cemetery property, respectively, or specific organizations enumerated in Title 9, Chapter 81, Section 8106A of the Delaware Code must be filed with the Assessment Division on forms prescribed by the Office of Finance ~~by March 1 of the fiscal year immediately preceding the fiscal year for which the exemption is sought. If an owner acquires property after March 1, the owner shall apply for an exemption within thirty (30) days of its acquisition of the property~~. Once an exemption for a parcel or part thereof has been granted, no annual application for such parcel need be filed.

B. Applications for exemption pursuant to Division 14.06.300, relating to ~~over sixty-five (65)~~ the elderly, disability and disabled veteran's disability exemptions, must be filed with the Assessment Division on forms prescribed by the Office of Finance. The applications must be filed on or before June 1st of the fiscal year immediately preceding the fiscal year for which an exemption is sought for the full year's exemption from County and school taxes. If an owner acquires property after June 1, the owner shall apply for an exemption within thirty (30) days from the issuance of an assessment change notice. The assessment change notice shall state that the owner has thirty (30) days within which to apply for the exemption. If the exemption eligibility criteria are met, the exemption shall be granted as of the effective date of the assessment change notice. Once an exemption for a parcel has been granted, no annual application for such parcel need be filed.

Section 5. Section 38.02.505 of the *New Castle County Code* is hereby amended by adding the material that is underscored and deleting the material that is stricken, as set forth below:

Sec. 38.02.505. - Estimated EDU charges and measurement of water for consumption charges.

F. Users receiving ~~a sixty-five (65)~~ an elderly or disability exemption granted on or before tax year 2007. Every resident who is receiving a property tax exemption pursuant to Division 14.06.300 shall be charged thirty-six dollars

($36.00) on the property upon which the exemption has been approved. Eligible residents shall not be billed any EDU charges.

G. Users receiving ~~a sixty-five (65)~~ an elderly, disability, or disabled veteran's exemption granted in tax year 2008 and thereafter. Every resident who is receiving a property tax exemption pursuant to Division 14.06.300 shall be billed fifty (50) percent of the consumption charges, or the minimum charge as set by County Council pursuant to Section 38.02.503, whichever is greater, on the property upon which the exemption has been approved. Eligible residents shall not be billed any EDU charges. This provision does not apply to residents who receive an exemption ~~of five thousand dollars ($5,000.00)~~ in accordance with Title 9, Section 8132 of the Delaware Code~~, whose property assessment exceeds one hundred twenty-five thousand dollars ($125,000.00), and income does not exceed three thousand dollars ($3,000.00)~~.

Section 6. This Ordinance will become effective immediately upon its adoption by County Council and approval by the County Executive or as otherwise provided by 9 *Del. C.* § 1156.

Section 7. The provisions of this ordinance shall apply to property tax exemptions for the fiscal year which begins on July 1, 2025 and for each fiscal year thereafter.

Adopted by County Council
of New Castle County on:

_____
Monique Williams-Johns
President of County Council
of New Castle County

Approved on:

_____
Matthew Meyer
County Executive
New Castle County

SYNOPSIS: This Ordinance, if approved, amends Section 14.06.302 (“Qualifications for and amount of elderly exemption”) effective beginning fiscal year 2026 to account for the effects of rising inflation and the first countywide reassessment of property values in 40 years. Specifically, this Ordinance increases New Castle County’s elderly County property tax exemption’s amount from $32,000 to $173,000, its income not to exceed limit from $50,000 to $65,000, and its assessed value of qualifying real property not to exceed limit from $125,000 to $676,000. This Ordinance provides that to qualify for the County’s

elderly property tax exemption a person must have been legally domiciled within the State of Delaware for a period of 10 consecutive years before July 1 of the year for which the exemption is sought. This Ordinance additionally provides that any person who was previously approved for an elderly exemption established by County Code prior to fiscal year 2026 will continue to qualify for that County tax exemption.

This Ordinance further amends Section 14.06.302 ("Qualifications for and amount of elderly exemption") to formalize application of an elderly exemption from school taxes based on the County's elderly exemption in the amount of $32,000 that was effective as of January 1, 1998, as is directed pursuant to 14 *Del. C*. § 1902(a)(3). This Ordinance confirms that, to qualify for an elderly exemption from school taxes, a person must satisfy the application, age, residency, income, and property ownership requirements as they existed for this exemption in County Code as of January 1, 1998 (and now included at Section 14.06.302 B.2). This Ordinance additionally provides that any person who was previously approved for an elderly exemption established by County Code existing as of January 1, 1998 prior to fiscal year 2026 will continue to qualify for that school tax exemption.

This Ordinance also provides that a person may qualify to receive both a County tax elderly exemption not exceeding $173,000 and a school tax elderly exemption not exceeding $32,000. This Ordinance makes clear that if a person qualifies for neither exemption, they may seek a State of Delaware elderly exemption pursuant to 9 Del. C. ch. 81, subch. II.

This Ordinance amends Section 14.06.303 ("Qualifications for and amount of disability exemption") effective beginning fiscal year 2026 to account for the effects of rising inflation and the first countywide reassessment of property values in 40 years. Specifically, this Ordinance increases New Castle County's disability property tax exemption's amount from $32,000 to $173,000 and its income not to exceed limit from $50,000 to $65,000. This Ordinance additionally provides that to qualify for the County's disability property tax exemption a person must have been legally domiciled within the State of Delaware for a period of 10 consecutive years before July 1 of the year for which the exemption is sought, but that this requirement may be waived if the person is able to demonstrate they are totally and permanently disabled, incurred their disability as a result of, and while in, the service of the United States armed services, and has been honorably discharged. This Ordinance additionally provides that any person who was previously approved for a disability exemption established by County Code prior to fiscal year 2026 will continue to qualify for that County tax exemption.

This Ordinance further amends Section 14.06.303 ("Qualifications for and amount of disability exemption") to increase the County's additional disability property tax exemption amount from $42,000 to $220,000 when the person meets the qualifications for a County disability tax exemption and the person's disability is due to the loss or loss of the use of both lower extremities or both upper extremities or both an upper and lower extremity which precludes locomotion without the aid of a brace, crutch, cane, or wheelchair and requires a home with special fixtures. This Ordinance additionally provides that any person who was previously approved for an additional disability exemption established by County Code prior to fiscal year 2026 will continue to qualify for that County tax exemption.

This Ordinance further amends Section 14.06.303 ("Qualifications for and amount of disability exemption") to formalize application of a disability exemption from school taxes based on the County's disability exemption in the amount of $32,000 that was effective as of January 1, 1998, as is directed pursuant to 14 *Del. C*. § 1902(a)(3). This Ordinance confirms that, to qualify for a disability exemption from school taxes, a person must satisfy the application, disability, and residency requirements as they existed for this exemption in County Code as of January 1, 1998 (and now included at Section 14.06.303 C.2). This Ordinance additionally provides that any person who was previously approved for a disability exemption established by County Code existing as of January 1, 1998 prior to fiscal year 2026 will continue to qualify for that school tax exemption.

This Ordinance further amends Section 14.06.303 ("Qualifications for and amount of disability exemption") to formalize an additional disability exemption from school taxes based on the County's disability exemption in the amount of $42,000 that was effective as of January 1, 1998, as is directed pursuant to 14 *Del. C.* § 1902(a)(3). This Ordinance confirms that, to qualify for an additional disability exemption from school taxes, a person must satisfy the application, residency, and disability requirements as they existed for this exemption in County Code as of January 1, 1998 (and now included at Section 14.06.303 D.2). This Ordinance additionally provides that any person who was previously approved for an additional disability exemption established by County Code existing as of January 1, 1998 prior to fiscal year 2026 will continue to qualify for that school tax exemption.

This Ordinance further provides that a person may qualify to receive a County tax disability exemption not exceeding $173,000, an additional County tax disability exemption not exceeding $227,000, a school tax disability exemption not exceeding $32,000, and an additional school tax disability exemption not exceeding $42,000, as well as a disabled veteran's exemption pursuant to Section 14.06.304.

In addition, this Ordinance deletes Section 14.06.901 ("Landfill exemption") in its entirety because the current countywide reassessment of property values will take into consideration the location of those properties presently receiving the Landfill exemption when such properties' values are reassessed effective for fiscal year 2026.

Finally, this Ordinance makes stylistic amendments to Section 14.06.1103 ("Filing frequency") and Section 38.02.505 ("Estimated EDU charges and measurement of water for consumption charges") accounting for changes made by this Ordinance to Section 14.06.302 ("Qualifications for and amount of elderly exemption") as described above, and as requested by the Office of Finance.

FISCAL NOTE: This Ordinance, if approved, has no discernible fiscal impact because it updates current exemption amounts to provide a commensurate post-reassessment exemption to that provided by current law.

Primary Sponsor(s): Ms. Williams-Johns
Requested by: Administration/HR
Date of Introduction: November 26, 2024

ORDINANCE NO. 24-177

TO AMEND THE PAY PLANS AND RATES OF PAY FOR CLASSIFIED SERVICE 35-HOUR WORKWEEK EMPLOYEES REPRESESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 1607 AND TO ADOPT NEW AND AMEND CLASS SPECIFICATIONS FOR LAND USE RELATED POSITIONS

WHEREAS, the Department of Land Use has determined that it is necessary to make organizational changes to operate most effectively and to continue to deliver high quality customer service to the residents and businesses of New Castle County;

WHEREAS, the Department of Land Use has determined the class specification for Permit Process Technician needs to be changed from a Pay Grade 19 to Pay Grade 20 (Exhibits “D-F”) to reflect the work currently being performed; and

WHEREAS, the Department of Land Use has submitted a new class specification for a Senior Permit Process Technician (Exhibit “A”), Pay Grade 21 (Exhibits “D-F”), that performs and coordinates permitting, licensing, customer service, and information activities within the Department of Land Use; and

WHEREAS, the Department of Land Use has submitted a new class specification for a Senior Certified Permit Process Technician (Exhibit “B”), Pay Grade 23 (Exhibits “D-F”), that requires at least one (1) year of experience as a Senior Permit Process Technician with New Castle County, and the two (2) most current annual performance evaluations must be rated with an overall performance rating of satisfactory or above; and

WHEREAS, the Department of Land Use has submitted a new class specification for a Senior Customer Service and Information Technician (Exhibit “C”), Pay Grade 21 (Exhibits “D-F”), that trains new Customer Service and Information Technicians and assists coworkers with difficult customers and requires at least five (5) years’ experience as a Customer Service and Information Technician; and

WHEREAS, in accordance with *New Castle County* Code Section 26.03.103, the Human Resources Advisory Board (HRAB) at their meeting on October 3, 2024, reviewed and recommended the new and amended class specifications and respective changes to pay plans for these Land Use related positions; and

WHEREAS, the Acting Chief Human Resources Officer concurs with the recommendation of the Human Resources Advisory Board.

NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:

Section 1. The new Class Specifications for Senior Permit Process Technician, Senior Certified Permit Process Technician and Senior Customer Service and Information Technician are adopted as set forth in Exhibit "A-C".

Section 2. The Pay Plan and Rates of Pay for Classified Service 35-Hour Workweek Employees Represented by the Delaware Public Employees Council 81, AFSCME, AFL-CIO, Affiliate Local 1607, for the period July 1, 2024 through June 30, 2025 as set forth in Exhibit "D", is hereby amended by adding the material that is underscored and deleting the material that is stricken.

Section 3. The Pay Plan and Rates of Pay for Classified Service 35-Hour Workweek Employees Represented by the Delaware Public Employees Council 81, AFSCME, AFL-CIO, Affiliate Local 1607, for the period July 1, 2025 through June 30, 2026 as set forth in Exhibit "E", is hereby amended by adding the material that is underscored and deleting the material that is stricken.

Section 4. The Pay Plan and Rates of Pay for Classified Service 35-Hour Workweek Employees Represented by the Delaware Public Employees Council 81, AFSCME, AFL-CIO, Affiliate Local 1607, effective July 1, 2026 as set forth in Exhibit "F", is hereby amended by adding the material that is underscored and deleting the material that is stricken.

Section 5. This Ordinance shall become effective immediately upon its adoption by County Council and approval by the County Executive, or as otherwise provided in 9 *Del. C.* § 1156.

Adopted by County Council of
New Castle County on:

_____
Monique Williams-Johns
President of County Council
of New Castle County

Approved on:

_____
Matthew Meyer
County Executive
New Castle County

SYNOPSIS: This Ordinance, if approved, amends or creates the class specifications for Classified Service 35-Hour Workweek Employees Represented by the Delaware

Public Employees Council 81, AFSCME, AFL-CIO, Affiliate Local 1607 and updates the pay plans as follows:

- Amends class specification of Permit Process Technician (Pay Grade from 19 to Pay Grade 20)
- Creates class specification for Senior Permit Process Technician (Pay Grade 21)
- Creates class specification for Senior Certified Permit Process Technician (Pay Grade 23)
- Creates class specification for Senior Customer Service and Information Technician (Pay Grade 21)

The HRAB reviewed and recommended the amendments and additions on October 3, 2024, and the Chief Human Resource Officer concurs with recommendations of the HRAB.

FISCAL IMPACT: This Ordinance, if approved, changes the Pay Grade for the position title of Permit Process Technician from Pay Grade 19 to Pay Grade 20 on the Pay Plan and Rates of Pay for Classified Service 35-Hour Workweek Employees Represented by the Delaware Public Employees Council 81, AFSCME, AFL-CIO, Affiliate Local 1607. All other changes are creating new classifications.

There are currently five filled positions with the title of Permit Process Technician. The estimated fiscal impact (Salaries/Wages and Benefits) of reclassifying the five employees currently in these positions is $11,074 in FY2025, $21,015 in FY2026 and $21,762 in FY2027.

NEW CASTLE COUNTY GOVERNMENT	**Number** XXXX
	Page 1 of 3
CLASS SPECIFICATION	**Date** DRAFT
Title: SENIOR PERMIT PROCESS TECHNICIAN	**Approved:** CHRO Signature here

GENERAL STATEMENT OF DUTIES: Performs and coordinates permitting, licensing, customer service, and information activities within the Department of Land Use; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class performs administrative work in carrying out complex office tasks in the Department of Land Use. This employee is responsible for coordinating the issuance of permits and other related permit activities, processing contractor licenses, administrative duties, and providing quality service to residents and customers. In most instances, the work is performed under general supervision, but this employee may make independent decisions in some cases. The employee may assist in training Permit Process Technicians and the public on related work. The employee works under general supervision.

EXAMPLES OF WORK: (Illustrative only)

- Performs intake, coordination, review, and issuance of permits and other related functions, including the processing of payments;
- Assists both walk-in and electronic submission customers as needed with regard to questions, permits, licensing, and other related work;
- Researches records as necessary and furnishes information as required to the general public and appropriate staff;
- Assists in the operation of computerized programs and participates in discussions to research ways to improve processes;
- Plans, assigns and coordinates work activities, trains personnel, and provides input to performance evaluations;
- Handles complaints and requests of a complex nature;
- Prepares a wide variety of reports;
- Files, scans, and prepares licensing documents for archiving;
- Performs intake, coordination, review, and issuance of contractor licenses, including the processing of payments;
- Administers an elevator licensing program for New Castle County;
- Assists both customers and staff during the permit process related to Land Use and other New Castle County activities;

NEW CASTLE COUNTY GOVERNMENT	Number XXXX
	Page 2 of 3
CLASS SPECIFICATION	Date DRAFT
Title: SENIOR PERMIT PROCESS TECHNICIAN	**Approved:**

- Assists in training Permit Process Technicians and the public on permit-related activities;
- Coordinates and reviews requirements relating to issues in the permit process and with the issuance of the Certificates of Occupancy, including those releases from outside agencies and follows up on discrepancies;
- Promotes an ongoing attitude of dedication to excellent public service and ensures that external and internal customers are provided with the highest quality of service;
- Works with NCC Information Systems to enhance and/or streamline the permitting software applications;
- Operates a personal computer, and other related equipment in the course of the work.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Thorough knowledge of modern principles and practices of business and office management to include accounting and records management; thorough knowledge of business mathematics; good knowledge of laws and regulations relating to permitting activities; ability to maintain current knowledge of permitting developments in the construction field by maintaining the required ICC certification; ability to work with computerized information systems; ability to plan, establish, and monitor complex procedures to determine effectiveness; organizational skills; ability to prioritize workload; ability to operate a personal computer and other related equipment; ability to communicate courteously and effectively, both verbally and in writing; ability to coordinate activities of office staff; ability to evaluate problems and draw valid conclusions; ability to establish and maintain effective working relationships with other departments, agencies and the general public; tact and courtesy.

MINIMUM QUALIFICATIONS: At least three (3) years of experience providing customer service in a professional environment, completion of a high school diploma or GED, and at least one (1) year of progressively responsible experience as a Permit Process Technician; or an equivalent combination of experience, education or training directly related to the required knowledge, skills and abilities. Additionally, for promotion, at least five (5) years of experience as a Permit Process Technician with New Castle County, and the two (2) most current annual performance evaluations must be rated with an overall

NEW CASTLE COUNTY GOVERNMENT	Number XXXX
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CLASS SPECIFICATION	Date DRAFT
Title: SENIOR PERMIT PROCESS TECHNICIAN	**Approved:**

performance rating of satisfactory or above. Any record of discipline that resulted in a suspension during the twelve (12) months preceding the application for promotion shall be reviewed to determine eligibility for promotion.

ADDITIONAL REQUIREMENTS: Must pass a Class Ill County physical exam and background check. Verification of successful completion of one of the following: Customer Service Training course at Delaware Technical and Community College, the Direct Contact Service Professional Certification training through the National Customer Service Association, or approved equivalent.

HISTORY OF REVISIONS:
Established: --/--/--

NEW CASTLE COUNTY GOVERNMENT	**Number** XXXX
	Page 1 of 3
CLASS SPECIFICATION	**Date** DRAFT
Title: SENIOR CERTIFIED PERMIT PROCESS TECHNICIAN	**Approved:** CHRO Signature here

GENERAL STATEMENT OF DUTIES: Performs and coordinates permitting, licensing, customer service, and information activities in the Department of Land Use; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class performs administrative work in carrying out complex office tasks in the Department of Land Use. This employee is responsible for coordinating the issuance of permits and other related permit activities, processing contractor licenses, administrative duties, and providing quality service to residents and customers. In most instances, the work is performed under general supervision, but this employee may make independent decisions in some cases. The employee may assist in training Permit Process Technicians and the public on related work. The employee works under general supervision.

EXAMPLES OF WORK: (Illustrative only)

- Performs intake, coordination, review and issuance of permits and other related functions, including the processing of payments;
- Assists both walk-in and electronic submission customers as needed with regard to questions, permits, licensing, and other related work;
- Researches records as necessary and furnishes information as required to the general public and appropriate staff;
- Assists in the operation of computerized programs and participates in discussions to research ways to improve processes;
- Plans, assigns and coordinates work activities, trains personnel, and provides input to performance evaluations;
- Handles complaints and requests of a complex nature;
- Prepares a wide variety of reports;
- Files, scans, and prepares licensing documents for archiving;
- Performs intake, coordination, review, and issuance of contractor licenses, including the processing of payments;
- Administers an elevator licensing program for New Castle County;
- Assists both customers and staff during the permit process related to Land Use and other New Castle County activities;

NEW CASTLE COUNTY GOVERNMENT	Number XXXX
	Page 2 of 3
CLASS SPECIFICATION	Date DRAFT
Title: SENIOR CERTIFIED PERMIT PROCESS TECHNICIAN	**Approved:**

- Assists in training Permit Process Technicians and the public on permit-related activities;
- Coordinates and reviews requirements relating to issues in the permit process and with the issuance of the Certificates of Occupancy, including those releases from outside agencies and follows up on discrepancies;
- Promotes an ongoing attitude of dedication to excellent public service and ensures that external and internal customers are provided with the highest quality of service;
- Works with NCC Information Systems to enhance and/or streamline the permitting software applications;
- Operates a personal computer, and other related equipment in the course of the work.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Thorough knowledge of modern principles and practices of business and office management to include accounting and records management; thorough knowledge of business mathematics; good knowledge of laws and regulations relating to permitting activities; ability to maintain current knowledge of permitting developments in the construction field by maintaining the required ICC certification; ability to work with computerized information systems; ability to plan, establish, and monitor complex procedures to determine effectiveness; organizational skills; ability to prioritize workload; ability to operate a personal computer and other related equipment; ability to communicate courteously and effectively, both verbally and in writing; ability to coordinate activities of office staff; ability to evaluate problems and draw valid conclusions; ability to establish and maintain effective working relationships with other departments, agencies and the general public; tact and courtesy.

MINIMUM QUALIFICATIONS: At least three (3) years of experience providing customer service in a professional environment and completion of a high school diploma or GEDAt least one (1) year of progressively responsible clerical experience as a Permit Process Technician, and completion of two (2) years of college in business administration or a related field; or an equivalent combination of experience, education or training directly related to the required knowledge, skills and abilities. Additionally, for promotion to Senior Certified Permit Processing Technician, at least one (1) year of experience as a Senior

NEW CASTLE COUNTY GOVERNMENT	**Number** XXXX
	Page 3 of 3
CLASS SPECIFICATION	**Date** DRAFT
Title: SENIOR CERTIFIED PERMIT PROCESS TECHNICIAN	**Approved:**

Permit Process Technician with New Castle County, and the two (2) most current annual performance evaluations must be rated with an overall performance rating of satisfactory or above. Any record of discipline that resulted in a suspension during the twelve (12) months preceding the application for promotion shall be reviewed to determine eligibility for promotion.

ADDITIONAL REQUIREMENTS: Must pass a Class III County physical exam and background check. Verification of successful completion of the ICC required discipline at time of application or promotion. The certification must remain valid as a condition of employment. All costs associated with the certifications, verification and subsequent maintenance of current status in such examination areas shall be borne by the employee or applicant unless otherwise provided for in the collective bargaining agreement.

REQUIRED DISICPLINE	ICC CODE
Permit Technician	14

HISTORY OF REVISIONS:
Established:

NEW CASTLE COUNTY GOVERNMENT

	Number XXXX
	Page 1 of 2
CLASS SPECIFICATION	**Date** DRAFT
Title: SENIOR CUSTOMER SERVICE AND INFORMATION TECHNICIAN	**Approved:** CHRO Signature here

GENERAL STATEMENT OF DUTIES: Performs customer service and information activities within New Castle County where multiple activities are administered, and information is relayed from a designated work area; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class trains new Customer Service and Information Technicians and assists coworkers with difficult customers. Additionally, the employee performs responsible work in the area of customer service providing information, assistance, and direction to internal and external customers by telephone, electronically and in person. The employee answers and screens telephone calls, greets and directs visitors, and researches and responds to questions. This employee is responsible for complete follow- up with the person requesting information to ensure customer satisfaction and provide the highest quality of customer service to the citizens and employees of the County. Work involves knowledge of County-wide information relating to all County departments and services. This employee must exercise discretion in the course of the work. Work is performed under general supervision in accordance with designated procedures.
EXAMPLES OF WORK: (Illustrative only)

- Trains new Customer Service and Information Technicians
- Answers and screens incoming telephone calls and transfers calls to the proper department;
- Greets and meets with visitors to address customer problems and concerns;
- Ensures that visitors are escorted to the appropriate department or employee;
- Receives and sorts incoming mail;
- Prepares notices and correspondence, process work orders, demand for payment letters, responds to Freedom of Information Act requests:
- Researches and responds to questions regarding the operation of the County;
- Contacts public utilities to verify active service;
- Prepares reports and makes recommendations as required;
- Disseminates information and complaints to the relevant government entity;
- Schedules meeting rooms, conference areas and other public-use facilities located within the complex;
- Posts agendas and other required material on the central reception information board;
- Pre-screens permit submissions and performs basic zoning reviews;
- Records and investigates issues and ensures a prompt and accurate response;
- Performs routine office work as necessary;

NEW CASTLE COUNTY GOVERNMENT	Number XXXX
	Page 2 of 2
CLASS SPECIFICATION	Date DRAFT
Title: SENIOR CUSTOMER SERVICE AND INFORMATION TECHNICIAN	**Approved:**

- May be required to provide coverage at the front desk when meetings are scheduled in County buildings on evenings and weekends, as necessary;
- Promotes an ongoing attitude of dedication to excellent public service and ensures external and internal customers are provided with the highest quality of service;
- Operates a personal computer and other related equipment in the course of the work.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Thorough knowledge of customer service protocol and etiquette; good knowledge of office terminology, procedures, and equipment; good knowledge of the departments and row offices of the County and their functions; ability to operate a personal computer and other related equipment; demonstrated ability to type at a minimum of 25 words per minute with accuracy; ability to communicate courteously and effectively, both verbally and in writing; ability to understand and follow complex verbal and written instructions; ability to deal with individuals in a knowledgeable, helpful and pleasant manner; ability to establish and develop effective working relationships with employees, associates, government officials, agencies, organizations, and the public.

MINIMUM QUALIFICATIONS: Completion of a high school diploma or GED and possession of an associate's degree from an accredited college or university with major course work in business administration or related field; or an equivalent combination of experience, education or training directly related to the required knowledge, skills and abilities. At least five (5) years' experience as a Customer Service and Information Technician, two (2) consecutive years of overall satisfactory performance evaluations and an overall performance rating of satisfactory or above in the year applying for the promotion. Any record of discipline that resulted in a suspension during the twelve (12) months preceding the application for promotion shall be reviewed to determine eligibility for promotion.

ADDITIONAL REQUIREMENTS: Must pass a Class lll County physical exam and background check. Verification of successful completion of the Customer Service Training course at Delaware Technical and Community College or the Direct Contact Service Professional Certification training through the National Customer Service Association, or approved equivalent.

HISTORY OF REVISIONS:
Established: --/--/--

PAY PLANS AND RATES OF PAY FOR CLASSIFIED SERVICE 35-HOUR WORKWEEK EMPLOYEES
REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 1607

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
CLERK	12	28,739	30,175	31,684	33,267	34,928	36,676	38,509	40,434	42,457	44,580	46,810
SURVEYOR ASSISTANT	12											
ADMINISTRATIVE SERVICES TECHNICIAN	14	31,684	33,267	34,928	36,676	38,509	40,434	42,457	44,580	46,809	49,149	51,607
AUTOMOTIVE PARTS CLERK	14											
CLERK TYPIST	14											
COMPUTER OPERATOR I	14											
JUNIOR ADMINISTRATIVE AIDE	14											
KEY OPERATOR	14											
MICROFILM TECHNICIAN	14											
PUBLIC SAFETY AIDE	14											
ACCOUNT CLERK I	15	33,267	34,928	36,676	38,509	40,434	42,457	44,580	46,809	49,149	51,608	54,188
CUSTOMER SERVICES COORDINATOR	15											
DRAFTING TECHNICIAN I	15											
INTERLIBRARY LOAN ASSISTANT	15											
LIBRARY ASSISTANT	15											
COMPUTER OPERATOR II	16	34,928	36,676	38,509	40,434	42,457	44,580	46,809	49,149	51,608	54,189	56,898
SURVEY INSTRUMENT OPERATOR	16											
ACCOUNT CLERK II	17	36,676	38,509	40,434	42,457	44,580	46,809	49,149	51,608	54,189	56,899	59,744
COURT CLERK	17											
DEPUTY I	17											
PRINCIPAL LIBRARY ASSISTANT	17											
SECRETARY	17											
STOREKEEPER	17											
PUBLIC WORKS DATA TECHNICIAN	17											
DISPATCHER	18	38,509	40,434	42,457	44,580	46,809	49,149	51,608	54,189	56,899	59,743	62,730
GRAPHIC ARTS DESIGNER	18											
MAINTENANCE PROGRAM TECHNICIAN	18											
RADIO COMMUNICATOR	18											
SANITARY MAINTENANCE TECHNICIAN	18											
TREASURY CUSTOMER SERVICE REPRESENTATIVE	18											
ACCOUNT CLERK III	19	40,434	42,457	44,580	46,809	49,149	51,608	54,189	56,899	59,743	62,730	65,867
ADMINISTRATIVE AIDE	19											
ASSESSMENT TECHNICIAN	19											
ASSESSOR I	19											
BUDGET OFFICE ASSISTANT	19											
LIBRARY SPECIALIST	19											
PARTY CHIEF	19											
~~PERMIT PROCESS TECHNICIAN~~	~~19~~											
BUILDING AND SITE INSPECTOR	20	42,457	44,580	46,809	49,149	51,608	54,189	56,899	59,743	62,730	65,868	69,161
CERTIFIED ASSESSOR I	20											
COMMUNITY DEVELOPMENT HOUSING INSPECTOR	20											
CUSTOMER INFORMATION & ASSISTANCE SPECIALIST	20											
CUSTOMER SERVICE AND INFORMATION TECHNICIAN	20											
DELINQUENT ACCOUNT COLLECTOR	20											
DEPUTY II	20											
DRAFTING TECHNICIAN II	20											
GRAPHIC ARTS DESIGNER II	20											
HOUSING PROGRAM ASSISTANT	20											
MAINTENANCE OFFICE ADMINISTRATOR	20											
PAYROLL ASSISTANT I	20											
<u>PERMIT PROCESS TECHNICIAN</u>	<u>20</u>											
PLAN EXAMINER	20											
PUBLIC WORKS INSPECTOR	20											
SANITARY SEWER INFORMATION SPECIALIST	20											
SENIOR OFFICE ASSISTANT	20											
SENIOR SANITARY MAINTENANCE TECHNICIAN	20											
VICTIM'S ASSISTANCE OFFICER	20											

PAY PLANS AND RATES OF PAY FOR CLASSIFIED SERVICE 35-HOUR WORKWEEK EMPLOYEES
REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 1607

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
ASSISTANT PROCUREMENT AGENT	21	44,580	46,809	49,149	51,608	54,189	56,899	59,743	62,730	65,868	69,161	72,619
CERTIFIED PERMIT PROCESS TECHNICIAN	21											
CODE ENFORCEMENT OFFICER	21											
CONSTRUCTION INSPECTOR	21											
DRAFTING TECHNICIAN III	21											
ENVIRONMENTAL ANALYST	21											
PLUMBING AND MECHANICAL CODE SUPERVISOR	21											
RIGHT-OF-WAY AGENT	21											
SENIOR CUSTOMER SERVICES & INFORMATION TECHNICIAN	21											
SENIOR PERMIT PROCESS TECHNICIAN	21											
ACCOUNTANT I	22	46,809	49,149	51,608	54,189	56,899	59,743	62,730	65,868	69,161	72,621	76,253
ASSESSOR II	22											
GEOGRAPHIC INFORMATION SYSTEMS TECHNICIAN	22											
HOUSING REHABILITATION SPECIALIST I	22											
OPERATIONS SPECIALIST	22											
ACCOUNTING OPERATIONS ASSISTANT	23	49,149	51,608	54,189	56,899	59,743	62,730	65,868	69,161	72,621	76,251	80,064
CENTRAL RECEIVING SUPERVISOR	23											
CENTRAL SERVICES TECHNICIAN	23											
CERTIFIED ASSESSOR II	23											
CERTIFIED BUILDING AND SITE INSPECTOR	23											
CERTIFIED PLAN EXAMINER	23											
CERTIFIED PLUMBING & MECHANICAL PLAN EXAMINER	23											
CERTIFIED PROPERTY MAINTENANCE & HOUSING INSPECTC	23											
COMPLAINTS SPECIALIST	23											
CONSTRUCTION INSPECTION SUPERVISOR	23											
EQUESTRIAN PROGRAM COORDINATOR	23											
HOUSING REHABILITATION SPECIALIST II	23											
SENIOR CERTIFIED PERMIT PROCESS TECHNICIAN	23											
SURVEY PARTIES SUPERVISOR	23											
TREASURY ASSOCIATE	23											
CHIEF RIGHT-OF-WAY AGENT	24	51,608	54,189	56,899	59,743	62,730	65,868	69,161	72,621	76,251	80,064	84,067
CUSTOMER SERVICES SPECIALIST	24											
GEOGRAPHIC INFORMATION SYSTEMS SPECIALIST	24											
PUBLIC WORKS CONTRACTS OFFICER	24											
SCHOOL CROSSING GUARD SUPERVISOR	24											
SITE INSPECTIONS SUPERVISOR	24											
STAFF ENGINEER	24											
ACCOUNTANT II	25	54,189	56,899	59,743	62,730	65,868	69,161	72,621	76,251	80,064	84,065	88,269
CHIEF CONSTRUCTION INSPECTOR	25											
CHIEF FIELD SUPERVISOR	25											
EQUESTRIAN PROGRAM SUPERVISOR	25											
PROCUREMENT AGENT	25											
SUPERINTENDENT OF WASTEWATER TREATMENT	25											
CIVIL ENGINEER I	26	56,899	59,743	62,730	65,868	69,161	72,621	76,251	80,064	84,065	88,270	92,684
DRAFTING AND DESIGN SUPERVISOR	26											
ENVIRONMENTAL PROGRAM MANAGER I	26											
GEOGRAPHIC INFORMATION SYSTEMS ANALYST	26											
PAYROLL ASSISTANT II	26											
PROGRAMMER ANALYST	26											
ARCHITECT	28	62,730	65,868	69,161	72,621	76,251	80,064	84,065	88,270	92,683	97,317	102,182
CIVIL ENGINEER II	28											
ENVIRONMENTAL PROGRAM MANAGER II	28											
SENIOR PROCUREMENT AGENT	28											
SEWER MANAGEMENT ENGINEER	28											
SENIOR APPLICATION ENGINEER	28											
CHIEF OF FACILITY MAINTENANCE	30	69,161	72,621	76,251	80,064	84,065	88,270	92,683	97,317	102,184	107,295	112,660
CHIEF OF PROJECT MANAGEMENT	30											
CIVIL ENGINEER III	30											
ENVIRONMENTAL PROGRAM MANAGER III	30											
PUBLIC WORKS PROJECT ADMINISTRATOR	30											
CHIEF OF DRAINAGE OPERATIONS	32	76,251	80,064	84,065	88,270	92,683	97,317	102,184	107,295	112,660	118,292	124,206
CHIEF OF SITE MANAGEMENT	32											

Effective: 07/01/2024 (Ordinance 24-089)
Revised: xx/xx/2024 (Ordinance 24-xxx)

PAY PLANS AND RATES OF PAY FOR CLASSIFIED SERVICE 35-HOUR WORKWEEK EMPLOYEES
REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 1607

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
CLERK	12	29,457	30,929	32,476	34,099	35,801	37,593	39,472	41,445	43,518	45,695	47,980
SURVEYOR ASSISTANT	12											
ADMINISTRATIVE SERVICES TECHNICIAN	14	32,476	34,099	35,801	37,593	39,472	41,445	43,518	45,695	47,979	50,378	52,897
AUTOMOTIVE PARTS CLERK	14											
CLERK TYPIST	14											
COMPUTER OPERATOR I	14											
JUNIOR ADMINISTRATIVE AIDE	14											
KEY OPERATOR	14											
MICROFILM TECHNICIAN	14											
PUBLIC SAFETY AIDE	14											
ACCOUNT CLERK I	15	34,099	35,801	37,593	39,472	41,445	43,518	45,695	47,979	50,378	52,898	55,543
CUSTOMER SERVICES COORDINATOR	15											
DRAFTING TECHNICIAN I	15											
INTERLIBRARY LOAN ASSISTANT	15											
LIBRARY ASSISTANT	15											
COMPUTER OPERATOR II	16	35,801	37,593	39,472	41,445	43,518	45,695	47,979	50,378	52,898	55,544	58,320
SURVEY INSTRUMENT OPERATOR	16											
ACCOUNT CLERK II	17	37,593	39,472	41,445	43,518	45,695	47,979	50,378	52,898	55,544	58,321	61,238
COURT CLERK	17											
DEPUTY I	17											
PRINCIPAL LIBRARY ASSISTANT	17											
SECRETARY	17											
STOREKEEPER	17											
PUBLIC WORKS DATA TECHNICIAN	17											
DISPATCHER	18	39,472	41,445	43,518	45,695	47,979	50,378	52,898	55,544	58,321	61,237	64,298
GRAPHIC ARTS DESIGNER	18											
MAINTENANCE PROGRAM TECHNICIAN	18											
RADIO COMMUNICATOR	18											
SANITARY MAINTENANCE TECHNICIAN	18											
TREASURY CUSTOMER SERVICE REPRESENTATIVE	18											
ACCOUNT CLERK III	19	41,445	43,518	45,695	47,979	50,378	52,898	55,544	58,321	61,237	64,298	67,514
ADMINISTRATIVE AIDE	19											
ASSESSMENT TECHNICIAN	19											
ASSESSOR I	19											
BUDGET OFFICE ASSISTANT	19											
LIBRARY SPECIALIST	19											
PARTY CHIEF	19											
~~PERMIT PROCESS TECHNICIAN~~	~~19~~											
BUILDING AND SITE INSPECTOR	20	43,518	45,695	47,979	50,378	52,898	55,544	58,321	61,237	64,298	67,515	70,890
CERTIFIED ASSESSOR I	20											
COMMUNITY DEVELOPMENT HOUSING INSPECTOR	20											
CUSTOMER INFORMATION & ASSISTANCE SPECIALIST	20											
CUSTOMER SERVICE AND INFORMATION TECHNICIAN	20											
DELINQUENT ACCOUNT COLLECTOR	20											
DEPUTY II	20											
DRAFTING TECHNICIAN II	20											
GRAPHIC ARTS DESIGNER II	20											
HOUSING PROGRAM ASSISTANT	20											
MAINTENANCE OFFICE ADMINISTRATOR	20											
PAYROLL ASSISTANT I	20											
<u>PERMIT PROCESS TECHNICIAN</u>	<u>20</u>											
PLAN EXAMINER	20											
PUBLIC WORKS INSPECTOR	20											
SANITARY SEWER INFORMATION SPECIALIST	20											
SENIOR OFFICE ASSISTANT	20											
SENIOR SANITARY MAINTENANCE TECHNICIAN	20											
VICTIM'S ASSISTANCE OFFICER	20											

PAY PLANS AND RATES OF PAY FOR CLASSIFIED SERVICE 35-HOUR WORKWEEK EMPLOYEES
REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 1607

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
ASSISTANT PROCUREMENT AGENT	21	45,695	47,979	50,378	52,898	55,544	58,321	61,237	64,298	67,515	70,890	74,434
CERTIFIED PERMIT PROCESS TECHNICIAN	21											
CODE ENFORCEMENT OFFICER	21											
CONSTRUCTION INSPECTOR	21											
DRAFTING TECHNICIAN III	21											
ENVIRONMENTAL ANALYST	21											
PLUMBING AND MECHANICAL CODE SUPERVISOR	21											
RIGHT-OF-WAY AGENT	21											
SENIOR CUSTOMER SERVICES & INFORMATION TECHNICIAN	21											
SENIOR PERMIT PROCESS TECHNICIAN	21											
ACCOUNTANT I	22	47,979	50,378	52,898	55,544	58,321	61,237	64,298	67,515	70,890	74,437	78,159
ASSESSOR II	22											
GEOGRAPHIC INFORMATION SYSTEMS TECHNICIAN	22											
HOUSING REHABILITATION SPECIALIST I	22											
OPERATIONS SPECIALIST	22											
ACCOUNTING OPERATIONS ASSISTANT	23	50,378	52,898	55,544	58,321	61,237	64,298	67,515	70,890	74,437	78,157	82,066
CENTRAL RECEIVING SUPERVISOR	23											
CENTRAL SERVICES TECHNICIAN	23											
CERTIFIED ASSESSOR II	23											
CERTIFIED BUILDING AND SITE INSPECTOR	23											
CERTIFIED PLAN EXAMINER	23											
CERTIFIED PLUMBING & MECHANICAL PLAN EXAMINER	23											
CERTIFIED PROPERTY MAINTENANCE & HOUSING INSPECTC	23											
COMPLAINTS SPECIALIST	23											
CONSTRUCTION INSPECTION SUPERVISOR	23											
EQUESTRIAN PROGRAM COORDINATOR	23											
HOUSING REHABILITATION SPECIALIST II	23											
SENIOR CERTIFIED PERMIT PROCESS TECHNICIAN	23											
SURVEY PARTIES SUPERVISOR	23											
TREASURY ASSOCIATE	23											
CHIEF RIGHT-OF-WAY AGENT	24	52,898	55,544	58,321	61,237	64,298	67,515	70,890	74,437	78,157	82,066	86,169
CUSTOMER SERVICES SPECIALIST	24											
GEOGRAPHIC INFORMATION SYSTEMS SPECIALIST	24											
PUBLIC WORKS CONTRACTS OFFICER	24											
SCHOOL CROSSING GUARD SUPERVISOR	24											
SITE INSPECTIONS SUPERVISOR	24											
STAFF ENGINEER	24											
ACCOUNTANT II	25	55,544	58,321	61,237	64,298	67,515	70,890	74,437	78,157	82,066	86,167	90,476
CHIEF CONSTRUCTION INSPECTOR	25											
CHIEF FIELD SUPERVISOR	25											
EQUESTRIAN PROGRAM SUPERVISOR	25											
PROCUREMENT AGENT	25											
SUPERINTENDENT OF WASTEWATER TREATMENT	25											
CIVIL ENGINEER I	26	58,321	61,237	64,298	67,515	70,890	74,437	78,157	82,066	86,167	90,477	95,001
DRAFTING AND DESIGN SUPERVISOR	26											
ENVIRONMENTAL PROGRAM MANAGER I	26											
GEOGRAPHIC INFORMATION SYSTEMS ANALYST	26											
PAYROLL ASSISTANT II	26											
PROGRAMMER ANALYST	26											
ARCHITECT	28	64,298	67,515	70,890	74,437	78,157	82,066	86,167	90,477	95,000	99,750	104,737
CIVIL ENGINEER II	28											
ENVIRONMENTAL PROGRAM MANAGER II	28											
SENIOR PROCUREMENT AGENT	28											
SEWER MANAGEMENT ENGINEER	28											
SENIOR APPLICATION ENGINEER	28											
CHIEF OF FACILITY MAINTENANCE	30	70,890	74,437	78,157	82,066	86,167	90,477	95,000	99,750	104,739	109,977	115,477
CHIEF OF PROJECT MANAGEMENT	30											
CIVIL ENGINEER III	30											
ENVIRONMENTAL PROGRAM MANAGER III	30											
PUBLIC WORKS PROJECT ADMINISTRATOR	30											
CHIEF OF DRAINAGE OPERATIONS	32	78,157	82,066	86,167	90,477	95,000	99,750	104,739	109,977	115,477	121,249	127,311
CHIEF OF SITE MANAGEMENT	32											

Effective: 07/01/2025 (Ordinance 24-089)
Revised: xx/xx/2024 (Ordinance 24-xxx)

PAY PLANS AND RATES OF PAY FOR CLASSIFIED SERVICE 35-HOUR WORKWEEK EMPLOYEES
REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 1607

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
CLERK	12	30,193	31,702	33,288	34,951	36,696	38,533	40,459	42,481	44,606	46,837	49,180
SURVEYOR ASSISTANT	12											
ADMINISTRATIVE SERVICES TECHNICIAN	14	33,288	34,951	36,696	38,533	40,459	42,481	44,606	46,837	49,178	51,637	54,219
AUTOMOTIVE PARTS CLERK	14											
CLERK TYPIST	14											
COMPUTER OPERATOR I	14											
JUNIOR ADMINISTRATIVE AIDE	14											
KEY OPERATOR	14											
MICROFILM TECHNICIAN	14											
PUBLIC SAFETY AIDE	14											
ACCOUNT CLERK I	15	34,951	36,696	38,533	40,459	42,481	44,606	46,837	49,178	51,637	54,220	56,932
CUSTOMER SERVICES COORDINATOR	15											
DRAFTING TECHNICIAN I	15											
INTERLIBRARY LOAN ASSISTANT	15											
LIBRARY ASSISTANT	15											
COMPUTER OPERATOR II	16	36,696	38,533	40,459	42,481	44,606	46,837	49,178	51,637	54,220	56,933	59,778
SURVEY INSTRUMENT OPERATOR	16											
ACCOUNT CLERK II	17	38,533	40,459	42,481	44,606	46,837	49,178	51,637	54,220	56,933	59,779	62,769
COURT CLERK	17											
DEPUTY I	17											
PRINCIPAL LIBRARY ASSISTANT	17											
SECRETARY	17											
STOREKEEPER	17											
PUBLIC WORKS DATA TECHNICIAN	17											
DISPATCHER	18	40,459	42,481	44,606	46,837	49,178	51,637	54,220	56,933	59,779	62,768	65,905
GRAPHIC ARTS DESIGNER	18											
MAINTENANCE PROGRAM TECHNICIAN	18											
RADIO COMMUNICATOR	18											
SANITARY MAINTENANCE TECHNICIAN	18											
TREASURY CUSTOMER SERVICE REPRESENTATIVE	18											
ACCOUNT CLERK III	19	42,481	44,606	46,837	49,178	51,637	54,220	56,933	59,779	62,768	65,905	69,202
ADMINISTRATIVE AIDE	19											
ASSESSMENT TECHNICIAN	19											
ASSESSOR I	19											
BUDGET OFFICE ASSISTANT	19											
LIBRARY SPECIALIST	19											
PARTY CHIEF	19											
~~PERMIT PROCESS TECHNICIAN~~	~~19~~											
BUILDING AND SITE INSPECTOR	20	44,606	46,837	49,178	51,637	54,220	56,933	59,779	62,768	65,905	69,203	72,662
CERTIFIED ASSESSOR I	20											
COMMUNITY DEVELOPMENT HOUSING INSPECTOR	20											
CUSTOMER INFORMATION & ASSISTANCE SPECIALIST	20											
CUSTOMER SERVICE AND INFORMATION TECHNICIAN	20											
DELINQUENT ACCOUNT COLLECTOR	20											
DEPUTY II	20											
DRAFTING TECHNICIAN II	20											
GRAPHIC ARTS DESIGNER II	20											
HOUSING PROGRAM ASSISTANT	20											
MAINTENANCE OFFICE ADMINISTRATOR	20											
PAYROLL ASSISTANT I	20											
<u>PERMIT PROCESS TECHNICIAN</u>	<u>20</u>											
PLAN EXAMINER	20											
PUBLIC WORKS INSPECTOR	20											
SANITARY SEWER INFORMATION SPECIALIST	20											
SENIOR OFFICE ASSISTANT	20											
SENIOR SANITARY MAINTENANCE TECHNICIAN	20											
VICTIM'S ASSISTANCE OFFICER	20											

PAY PLANS AND RATES OF PAY FOR CLASSIFIED SERVICE 35-HOUR WORKWEEK EMPLOYEES
REPRESENTED BY THE DELAWARE PUBLIC EMPLOYEES COUNCIL 81, AFSCME, AFL-CIO, AFFILIATE LOCAL 1607

CLASSIFICATION	PAY GRADE	1	2	3	4	5	6	7	8	9	10	11
ASSISTANT PROCUREMENT AGENT	21	46,837	49,178	51,637	54,220	56,933	59,779	62,768	65,905	69,203	72,662	76,295
CERTIFIED PERMIT PROCESS TECHNICIAN	21											
CODE ENFORCEMENT OFFICER	21											
CONSTRUCTION INSPECTOR	21											
DRAFTING TECHNICIAN III	21											
ENVIRONMENTAL ANALYST	21											
PLUMBING AND MECHANICAL CODE SUPERVISOR	21											
RIGHT-OF-WAY AGENT	21											
SENIOR CUSTOMER SERVICES & INFORMATION TECHNICIAN	21											
SENIOR PERMIT PROCESS TECHNICIAN	21											
ACCOUNTANT I	22	49,178	51,637	54,220	56,933	59,779	62,768	65,905	69,203	72,662	76,298	80,113
ASSESSOR II	22											
GEOGRAPHIC INFORMATION SYSTEMS TECHNICIAN	22											
HOUSING REHABILITATION SPECIALIST I	22											
OPERATIONS SPECIALIST	22											
ACCOUNTING OPERATIONS ASSISTANT	23	51,637	54,220	56,933	59,779	62,768	65,905	69,203	72,662	76,298	80,111	84,118
CENTRAL RECEIVING SUPERVISOR	23											
CENTRAL SERVICES TECHNICIAN	23											
CERTIFIED ASSESSOR II	23											
CERTIFIED BUILDING AND SITE INSPECTOR	23											
CERTIFIED PLAN EXAMINER	23											
CERTIFIED PLUMBING & MECHANICAL PLAN EXAMINER	23											
CERTIFIED PROPERTY MAINTENANCE & HOUSING INSPECTC	23											
COMPLAINTS SPECIALIST	23											
CONSTRUCTION INSPECTION SUPERVISOR	23											
EQUESTRIAN PROGRAM COORDINATOR	23											
HOUSING REHABILITATION SPECIALIST II	23											
SENIOR CERTIFIED PERMIT PROCESS TECHNICIAN	23											
SURVEY PARTIES SUPERVISOR	23											
TREASURY ASSOCIATE	23											
CHIEF RIGHT-OF-WAY AGENT	24	54,220	56,933	59,779	62,768	65,905	69,203	72,662	76,298	80,111	84,118	88,323
CUSTOMER SERVICES SPECIALIST	24											
GEOGRAPHIC INFORMATION SYSTEMS SPECIALIST	24											
PUBLIC WORKS CONTRACTS OFFICER	24											
SCHOOL CROSSING GUARD SUPERVISOR	24											
SITE INSPECTIONS SUPERVISOR	24											
STAFF ENGINEER	24											
ACCOUNTANT II	25	56,933	59,779	62,768	65,905	69,203	72,662	76,298	80,111	84,118	88,321	92,738
CHIEF CONSTRUCTION INSPECTOR	25											
CHIEF FIELD SUPERVISOR	25											
EQUESTRIAN PROGRAM SUPERVISOR	25											
PROCUREMENT AGENT	25											
SUPERINTENDENT OF WASTEWATER TREATMENT	25											
CIVIL ENGINEER I	26	59,779	62,768	65,905	69,203	72,662	76,298	80,111	84,118	88,321	92,739	97,376
DRAFTING AND DESIGN SUPERVISOR	26											
ENVIRONMENTAL PROGRAM MANAGER I	26											
GEOGRAPHIC INFORMATION SYSTEMS ANALYST	26											
PAYROLL ASSISTANT II	26											
PROGRAMMER ANALYST	26											
ARCHITECT	28	65,905	69,203	72,662	76,298	80,111	84,118	88,321	92,739	97,375	102,244	107,355
CIVIL ENGINEER II	28											
ENVIRONMENTAL PROGRAM MANAGER II	28											
SENIOR PROCUREMENT AGENT	28											
SEWER MANAGEMENT ENGINEER	28											
SENIOR APPLICATION ENGINEER	28											
CHIEF OF FACILITY MAINTENANCE	30	72,662	76,298	80,111	84,118	88,321	92,739	97,375	102,244	107,357	112,726	118,364
CHIEF OF PROJECT MANAGEMENT	30											
CIVIL ENGINEER III	30											
ENVIRONMENTAL PROGRAM MANAGER III	30											
PUBLIC WORKS PROJECT ADMINISTRATOR	30											
CHIEF OF DRAINAGE OPERATIONS	32	80,111	84,118	88,321	92,739	97,375	102,244	107,357	112,726	118,364	124,280	130,494
CHIEF OF SITE MANAGEMENT	32											

Effective: 07/01/2026 (Ordinance 24-089)
Revised: xx/xx/2024 (Ordinance 24-xxx)

Prime Sponsor(s): Ms. Durham
Requested by: Administration/Finance
Date of introduction: November 26, 2024

ORDINANCE NO. 24-178

TO PROVIDE FOR THE INSTALLATION OF ARLINGTON STREET LIGHTS WITH LIGHT EMITTING DIODE (LED) BULBS (70 WATT EQUIVALENT) AND 8' POLE IN THE FOULKSTONE SUBDIVISION LOCATED IN THE BRANDYWINE HUNDRED AND FOR A LIGHT TAX BASED ON THE COST OF STREET LIGHTS

WHEREAS, a petition has been filed with the Clerk of New Castle County Council for the establishment of a street light tax district in the FOULKSTONE SUBDIVISION and for the installation of ARLINGTON street lights with 70 watt light emitting diode (LED) bulbs and 8' pole, therein.

NOW, THEREFORE, THE COUNTY OF NEW CASTLE HEREBY ORDAINS:

Section 1. The County Executive is hereby authorized to enter a contract, in accordance with 9 *Del. C.* Chapter 21, to provide for the installation of ARLINGTON street lights with 70 watt light emitting diode (LED) bulbs and 8' pole, according to the standards established by the New Castle County Department of Land Use, to be erected along JAMESON WAY as set forth in the petition.

Section 2. The properties set forth in the petition shall continue to be subject to an annual tax based on the full annual cost of the street lighting in an amount to be provided for in the Annual Revenue Ordinance.

Section 3. This Ordinance shall become effective immediately upon its adoption by County Council and approval by the County Executive, or as otherwise provided in 9 *Del. C.* § 1156.

Adopted by County Council of
New Castle County on:

_____
Monique Williams-Johns
President of Council
of New Castle County

Approved on:

_____
Matthew Meyer
County Executive
New Castle County

SYNOPSIS: This Ordinance, if approved, will allow for the installation of ARLINGTON street lights with 70 watt light emitting diode (LED) bulbs and 8’ pole in the FOULKSTONE SUBDIVISION.

FISCAL NOTE: This Ordinance, if approved, provides for the installation of ARLINGTON street lights with 70 watt light emitting diode (LED) bulbs and 8’ pole and the assessment of a light tax based on the rates set in the Annual Revenue Ordinance.

The light tax assessed on these FOULKSTONE SUBDIVISION properties set forth in the petition filed with the Clerk of County Council 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.

Matthew Meyer
County Executive

Michael Smith
Chief Financial Officer

OFFICE OF FINANCE

BUILDERS PETITION FOR STREET LIGHTING

STATE OF DELAWARE :

SS :

NEW CASTLE COUNTY : EXHIBIT A

TO: The Honorable President and Members of County Council of New Castle County, Delaware

BE IT KNOWN, that on this 16th Day of September, A.D. 2024 personally appeared before me, the undersigned Notary Public, Christopher Buccini, Authorized Signatory of BPG Office IV LLC, a limited liability company of the State of Delaware, and Anthony J. Ruggio, Authorized Signatory of Montchanin Foulkstone LLC, a limited liability company of the State of Delaware, known to me as such, and being first duly sworn by me according to law, stated and said as follows:

1. Montchanin Foulkstone LLC holds record title to Parcel 2B (Tax Parcel 06-066.00-227) and Parcel 3.1 (Tax Parcel 06-066.00-232) and BPG Office IV LLC holds record title Parcel 3.3 (Tax Parcel 06-066.00-231), Parcel 3.5 (Tax Parcel 06-066.00-230) Parcel 3.6 (Tax Parcel 06-066.00-229) and Parcel 3.7 (Tax Parcel 06-066.00-233) a subdivision located in Brandywine Hundred, New Castle County, Delaware, the metes and bounds for which are set forth in the Deed dated July 18, 2024, between BPG Office IV LLC as grantors, and Montchanin Foulkstone, LLC as grantee, recorded in the Office for the Recorder of Deeds in and for New Castle County at Wilmington, Delaware, in Deed Instrument Number 202440718-0046716, and the Deed dated September 14, 2005, between BPG Office Partners IV LLC as grantors, and BPG Office IV LLC as grantee, recorded in the Office for the Recorder of Deeds in and for New Castle County at Wilmington, Delaware, in Deed Instrument Number 20050919-0095290, and the Deed dated August 15, 2018, between BPG Office Partners IV LLC as grantors, and BPG Office IV LLC as grantee, recorded in the Office for the Recorder of Deeds in and for New Castle County at Wilmington, Delaware, in Deed Instrument Number 20180817-0041805 a copy of which is attached hereto and made a part hereof as EXHIBIT A. A substantially reduced copy of the record subdivision

plan for the portion of the lands known as
Foulkstone,

New Castle County, Delaware, being known as Subdivision Instrument No. 20240716-0046103, is attached hereto and made a part hereof as EXHIBIT B.

2. Montchanin Foulkstone LLC and BPG Office IV LLC as sole owners of the above parcels an unincorporated community in Brandywine Hundred, New Castle County, Delaware, hereby petitions New Castle County pursuant to 9 Del. C. 2101 et seq. (Rev. 1974) to enter into a contract for the purpose of providing light for the streets running through and within said parcels, the boundary lines of which are set forth on EXHIBIT A attached hereto and made part hereof, and more visually represented in EXHIBIT B attached hereto and made part hereof.

3. The type of streetlight and wattage being requested – Select one…

- ☐ Colonial / Traditionaire LED (70 watt HPS equivalent)
- ☐ Colonial / Traditionaire LED (100 watt HPS equivalent)
- X Arlington LED (70 watt HPS equivalent)
- ☐ Arlington LED (100 watt HPS equivalent)

4. List names of all streets you wish to have lights installed on Jameson Way

BY Montchanin Foulkstone LLC

BY _____

SWORN TO AND SUBSCRIBED before me the day and year aforesaid.

_____ My commission expires: 8/2/2026

Notary Public

(Seal)



❑ Colonial / Traditionaire LED (70 watt HPS equivalent)

❑ Colonial / Traditionaire LED (100 watt HPS equivalent)

X Arlington LED (70 watt HPS equivalent)

❑ Arlington LED (100 watt HPS equivalent)

5. List names of all streets you wish to have lights installed on Jameson Way

_____

_____

_____

_____

BY BPG Office Partners IV LLC

BY _____

SWORN TO AND SUBSCRIBED before me the day and year aforesaid.

_____ My commission expires: 1.30.2026

Notary Public

(Seal)



EXHIBIT A

20240718-0046716
P: 1 of 3 F:$86.00
7/18/2024 3:27:56 PM
Michael E. Kozikowski T20240026276
New Castle Recorder DEE
NC: $17,550.00 State: $29,250.00

P/O Tax Parcel No. 06-066.00-227
Prepared By and return to:
Berger McDermott LLP
1105 N. Market Street, 11th floor
Wilmington, DE 19801

DEED

THIS DEED, made this 18 day of July, 2024 between

BPG OFFICE IV LLC a Delaware limited liability company (the "Grantor"),

and

MONTCHANIN FOULKSTONE, LLC, a Delaware limited liability company (the "Grantee").

WITNESSETH, that the said Grantor, for and in consideration of the sum of Ten Dollars ($10.00), lawful money of the United States of America, and other good and valuable consideration unto it well and truly paid by the said Grantee, at or before the sealing and delivery hereof, the receipt whereof is hereby acknowledged, does hereby grant and convey unto the said Grantee, its successors and assigns:

LEGAL DESCRIPTION ATTACHED AS EXHIBIT "A"

SUBJECT to all easements, restrictions and conditions as recorded in the Office of the Recorder of Deeds in and for New Castle County, Delaware, to the extent the same remain in force and effect.

BEING a part of the same lands and premises which BPG Office Partners IV, LLC did by deed dated September 14, 2005, and recorded in the Office of the Recorder of Deeds in and for New Castle County, Delaware at Instrument No. 20050919-0095290 did grant and convey unto BPG Office IV LLC.

Grantees Address:
300 Water Street, Suite 300
Wilmington, DE 19801

[Signature Page Follows]

IN WITNESS WHEREOF, the Grantor has caused this Deed to be executed under seal on the date first written above.

SIGNED, SEALED AND DELIVERED IN THE PRESENCE OF:

Witness

BPG OFFICE IV LLC,
a Delaware limited liability company

By: _____ (SEAL)
Name: Christopher F. Buccini
Title: Authorized Signatory

STATE OF Delaware :
: ss
COUNTY OF New Castle :

On the 12th day of July 2024, before me, the undersigned, personally appeared Christopher F. Buccini, the Authorized Signatory of BPG OFFICE IV LLC, a Delaware limited liability company, and did execute the foregoing Deed.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

[Notary Seal] NICOLE L METCALFE MY COMMISSION EXPIRES 01/30/26 NOTARY PUBLIC STATE OF DELAWARE

Notary Public
Printed Name: Nicole L. Metcalf
My commission expires: 1.30.2026

EXHIBIT "A"

LEGAL DESCRIPTION

PR. Lot 3.1:

ALL that lot piece and parcel of land containing 0.42 acres of land, more or less, known as PR. Lot 3.1, as more particularly bounded and described on the Record Title Subdivision Plan of Foulkstone prepared by CDA Engineering Inc., recorded July 9, 2024 in the Office of the Recorder of Deeds in and for New Castle County, Delaware in Instrument No. 20240709-0044058, as modified by the Record Plan Modification of Foulkstone prepared by CDA Engineering Inc., recorded July 16, 2024 in the Office of the Recorder of Deeds in and for New Castle County, Delaware in Instrument No. 20240716-0046103.

PR Lot. 3.2:

ALL that lot piece and parcel of land containing 0.39 acres of land, more or less, known as PR. Lot 3.2, as more particularly bounded and described on the Record Title Subdivision Plan of Foulkstone prepared by CDA Engineering Inc., recorded July 9, 2024 in the Office of the Recorder of Deeds in and for New Castle County, Delaware in Instrument No. 20240709-0044058, as modified by the Record Plan Modification of Foulkstone prepared by CDA Engineering Inc., recorded July 16, 2024 in the Office of the Recorder of Deeds in and for New Castle County, Delaware in Instrument No. 20240716-0046103.

Parcel 2B (a/k/a Remaining Lands of Parcel 2B):

ALL that lot piece and parcel of land containing 3.56 acres of land, more or less, known as Parcel 2B, as more particularly bounded and described on the Record Title Subdivision Plan of Foulkstone prepared by CDA Engineering Inc., recorded July 9, 2024 in the Office of the Recorder of Deeds in and for New Castle County, Delaware in Instrument No. 20240709-0044058, as modified by the Record Plan Modification of Foulkstone prepared by CDA Engineering Inc., recorded July 16, 2024 in the Office of the Recorder of Deeds in and for New Castle County, Delaware in Instrument No. 20240716-0046103.

Lot 4B (a/k/a Jameson Way):

ALL that lot piece and parcel of land containing 0.68 acres of land, more or less, known as Lot 4B, as more particularly bounded and described on the Record Title Subdivision Plan of Foulkstone prepared by CDA Engineering Inc., recorded July 9, 2024 in the Office of the Recorder of Deeds in and for New Castle County, Delaware in Instrument No. 20240709-0044058, as modified by the Record Plan Modification of Foulkstone prepared by CDA Engineering Inc., recorded July 16, 2024 in the Office of the Recorder of Deeds in and for New Castle County, Delaware in Instrument No. 20240716-0046103.

20050919-0095290
Pages: 6 F: $80.00
09/19/05 11:11:44 AM
T20050076292
Michael E. Kozikowski
New Castle Recorder DEE

Tax Parcel No. 06-079.00-142
and 06-066.00-147

PREPARED BY AND RETURN TO:
Eugene A. DiPrinzio, Esquire/cp
Young Conaway Stargatt & Taylor, LLP
P.O. Box 391
Wilmington, DE 19899-0391

THIS DEED, made this 14th day of September, 2005,

Between:

BPG OFFICE PARTNERS IV LLC, a Delaware limited liability company, party of the first part,

AND

BPG OFFICE IV LLC, a Delaware limited liability company, party of the second part,

WITNESSETH:

That the said party of the first part, for and in consideration of the sum of **TEN AND 00/100 DOLLARS ($10.00)** lawful money of the United States of America, the receipt whereof is hereby acknowledged, hereby grants and conveys unto the said party of the second part, its successors and assigns:

Tax Parcel Number 06-079.00-142:

ALL that certain lot, piece or parcel of land situate in Brandywine Hundred, New Castle County Delaware, shown as a Private Street on a Record Resubdivision Plan of "Foulkstone" on record in the Recorder of Deeds Office in and for New Castle, Delaware in microfilm number 12150, being more particularly described according to said Plan and a recent field survey by Landmark Engineering, Inc. in August 2005 as follows:

BEGINNING in the northwesterly line of Foulk Road, a public right of way of varying width, and at a common corner with Parcel 1, of said Plan, located on the northeasterly side of said Private Street, said Beginning being located by the said northwesterly line from the southerly end of a 30' radius curve joining the said northwesterly line with the southwesterly line of Tenby Drive, a 50' wide public right of way, by the following four (4) courses:

1. S 47° 44' 44" W, 110.00';

NCC 92756 09/19/05 11:03:00
$0.00 ST
$0.00 NC

2. N 28° 02' 01" W, 7.90';

3. By the arc of a circle curving to the left with a radius of 1,238.00', an arc of 76.22' and a chord bearing S 49° 49' 59" W, 76.21' to a point of tangency;

4. S 48° 04' 09" W, 383.51' to the Beginning;

THENCE, from the Beginning, by the said northwesterly line of Foulk Road S 48° 04' 09" W, 220.00' to a common corner with Parcel 1 A, of the said Plan, located on the southwesterly side of the said Private Road;

THENCE, by the said Parcel 1 A, the following six (6) courses:

1. N 41° 55' 51" W, 2.50';

2. By an arc of a circle curving to the left with a radius of 70.50', an arc of 110.74' and a chord bearing N 03° 04' 09" E, 99.70' to a point of tangency;

3. N 41° 55' 51" W, 242.00' to a point of curvature;

4. By an arc of a circle curving to the right with a radius of 715.75', an arc of 189.62' and a chord bearing N 34° 20' 29" W, 189.07' to a point of Tangency;

5. N 26° 45' 06" W, 66.04' to a point of curvature;

6. By the arc of a circle curving to the left with a radius of 24.11', an arc of 44.26' and a chord bearing N 79° 20' 29" W, 38.30' to the northeasterly line of the subdivision of "Windsor Hills" (MF 630) and at a common corner with Parcel 2 of said Plan;

THENCE, by said Parcel 2, N 48° 04' 09", 79.67' to a common corner with the said Parcel 1;

THENCE, thereby, the following five (5) courses:

1. By the arc of a circle curving to the left with a radius of 10.00', an arc of 13.06' and a chord bearing S 64° 09' 44" W 12.15' to a point of tangency;

2. S 26° 45' 06" E, 38.16';

3. S 41° 55' 51" E, 479.30' to a point of curvature;

4. By the arc of a circle curving to the left with a radius of 70.50', an arc of 110.74' and a chord bearing S 86° 55' 51" E, 99.70';

5. S 41° 55' 51" E, 2.50' to the Place of Beginning.

CONTAINING 1.03+/- acres.

Tax Parcel Number 06-066.00-147:

ALL that certain lot, piece or parcel of land situate in Brandywine Hundred, New Castle County Delaware, shown as Parcel 2 on a Record Resubdivision Plan of "Foulkstone" on record in the Recorder of Deeds Office in and for New Castle County, Delaware in microfilm no. 12150 and being more particularly described according to said plan and a recent field survey performed by Landmark Engineering, Inc. in August 2005 as follows:

BEGINNING at an iron pipe found in the southwesterly line of the subdivision of "Perth" (microfilm no. 478) and common corner with Parcel 1 of the aforesaid Plan; said Beginning being located from the southerly end of a 30' radius curve joining the southwesterly line of Tenby Drive, a 50' wide public right-of-way with the northwesterly line of Foulk Road, a public right-of-way of varying width, by the following two courses:

1. By the said northwesterly line of Foulk Road S 47° 44' 44" W, 110.00';

2. By the common line of said "Perth" and said Parcel 1 N 28°02' 01" W, 624.81' to the Beginning;

THENCE, from the Beginning, by said Parcel 1, S 48° 04' 09" W, 738.38' (738.25' by said survey) to the northwesterly line of the subdivision of "Windosr Hills" (microfilm no. 630) and centerline of a 25' wide public lane, at a common corner with Parcel 1 A and Private Street as shown on the aforesaid Plan;

THENCE, by the said northeasterly line of "Windsor Hills" and said centerline the following nine (9) courses:

1. N 26° 45' 06" W, 278.62';

2. N 32° 39' 44" W, 282.00';

3. N 18° 57' 44" W, 136.01';

4. N 21° 22' 44" W, 200.00';

5. N 18° 34' 44" W, 100.00';

6. N 09° 42' 44" W, 100.00';

7. N 04° 32' 44" W, 100.00';

8. N 05° 07' 56" E, 100.00';

9. N 25° 04' 48" E, 76.92', to a drill hole set in the southerly line of Saddler Lane, a 50' wide public right-of-way (microfilm no. 9088);

THENCE, in part by said Saddler Lane and in part by the subdivision of "Surrey Park" (microfilm no. 858) N 52° 11' 35" E, 481.82' to a concrete monument found at a common corner with the aforesaid subdivision of "Perth";

THENCE, thereby, the following two (2) courses:

5. S 28° 41' 37" E, 979.91' to an iron pipe set, crossing an iron pipe found at 567.11';

6. S 28° 02' 01" E 170.10' to the Place of Beginning.

CONTAINING 18.47 +/- acres.

SUBJECT TO Declaration of Restrictions of Pierce K. Crompton, Jr. and George F. Snyder, dated October 17, 1983, recorded in the Office of the Recorder of Deeds, in and for County of New Castle and State of Delaware, in Deed Record I, Volume 124, Page 86.

SUBJECT TO Declaration by Foulkstone Partnership recorded in the Office of the Recorder of Deeds, in and for County of New Castle and State of Delaware, in Deed Book 422, Page 46.

SUBJECT TO notes, easements, restrictions and covenants appearing on Resubdivision Plan for Foulkstone, recorded in the Office of the Recorder of Deeds, in and for New Castle County and State of Delaware in Microfilm # 12150.

SUBJECT TO notes, easements, restrictions and covenants appearing on Resubdivision Plan for Foulkstone, recorded in the Office of the Recorder of Deeds, in and for New Castle County and State of Delaware in Microfilm # 7066.

SUBJECT TO rights or claims of parties in possession as tenants or as sub-tenants only.

SUBJECT TO ALL other covenants, conditions, restrictions and easements of record, this reference to which shall not be construed to reimpose the same.

BEING a part of the same lands and premises which Foulkstone L.L.C., by Deed dated November 26, 2003, and recorded in the Office of the Recorder of Deeds in and for New Castle County, State of Delaware, as Instrument Number 20031201-0152579, did grant and convey unto BPG Office Partners IV LLC, in fee.

Grantee's Mailing Address:

322 A Street, Suite 300
Wilmington, Delaware 19801

IN WITNESS WHEREOF, the said BPG Office Partners IV LLC, a Delaware corporation, has caused its name to be hereunto set under seal by Christopher F. Buccini, Manager of BPG Office Investors III/IV LLC, Manager of BPG Office III/IV LLC, Manager of BPG Office Mezzanine III/IV, LLC, Manager of BPG Office Partners IV LLC, the day and year aforesaid.

SIGNED, SEALED AND DELIVERED
IN THE PRESENCE OF:

BPG OFFICE PARTNERS IV LLC

By: BPG Office Mezzanine III/IV, LLC, its Manager

By: BPG Office III/IV LLC, its Manager

By: BPG Office Investors III/IV LLC, its Manager

By: _____ (SEAL)
Christopher F. Buccini, its Manager

_____
Witness

STATE OF DELAWARE)
): **S.S.**
COUNTY OF NEW CASTLE)

BE IT REMEMBERED, that on this 14TH day of September, 2005, came before me, the Subscriber, a Notary Public in and for the State and County aforesaid, Christopher F. Buccini, Manager of BPG Office Investors III/IV LLC, Manager of BPG Office III/IV LLC, Manager of BPG Office Mezzanine III/IV, LLC, Manager of BPG Office Partners IV LLC, a Delaware limited liability company, party to this Indenture, known to me personally to be such, and acknowledged this Indenture is the act and deed of such company; that his signature is in his own proper handwriting; and that the act of sealing, executing, acknowledging and delivering this Indenture was duly authorized by the company as its act and deed.

GIVEN under my Hand and Seal of office, the day and year aforesaid.

_____(Seal)
Notary Public or Notarial Officer
Print Name:_____
My Commission Expires: _____

20180817-0041805
Pages: 3 F: $78.00
08/17/18 08:34:32 AM
T20180029043
Michael E. Kozikowski
New Castle Recorder DEE

CLOCK - IN
AND RETURN

Tax Parcel No.: 06-079.00-142
& P/O 06-066.00-147

Prepared by and return to:
Richards, Layton & Finger, P.A.
One Rodney Square
P.O. Box 551
Wilmington, DE 19899

THIS DEED, MADE this 15th day of August, 2018,

BETWEEN BPG OFFICE IV LLC, a Delaware limited liability company, of New Castle County, State of Delaware, party of the first part,

-and-

OFFICE PARTNERS IV FOULKSTONE LLC, a Delaware limited liability company, of New Castle County, State of Delaware, party of the second part,

WITNESSETH, That the said party of the first part, for and in consideration of the sum of TEN AND 00/100 DOLLARS ($10.00), lawful money of the United States of America, and other good and valuable consideration, the receipt whereof is hereby acknowledged, hereby grants and conveys unto the said party of the second part, its successors and assigns,

ALL those certain lots, pieces or parcels of land, together with the improvements thereon, situate in Brandywine Hundred, New Castle County, Delaware, and described on Exhibit "A" attached hereto and made a part hereof.

SUBJECT to all restrictions, easement and agreements of record to the extent applicable and in force and effect.

BEING a part of the same lands and premises which BPG Office Partners IV LLC, a Delaware limited liability company, by Deed dated September 14, 2005 and recorded in the Office of the Recorder of Deeds in and for New Castle County, State of Delaware, in Instrument Number 20050919-0095290 did grant and convey unto BPG Office IV LLC, a Delaware limited liability company, in fee.

GRANTEE(S) ADDRESS:
322 A Street, Suite 300
Wilmington, DE 19801

IN WITNESS WHEREOF, the said party of the first part has caused this Deed to be duly executed as a sealed instrument the day and year aforesaid.

Signed, sealed and delivered
in the presence of:

Witness

BPG OFFICE IV LLC

By: _____ (SEAL)
Name: Christopher F. Buccini
Title: Manager

STATE OF DELAWARE)
) SS.
COUNTY OF NEW CASTLE)

Be It Remembered, That on this 31ST day of JULY, 2018, personally came before me, the Subscriber, a Notary Public for the State and County aforesaid, Christopher F. Buccini, as Manager of BPG Office IV LLC, party to this Deed, known to me to be such, and he acknowledged before me this Indenture to be his act; that the signature thereto is in his own proper handwriting and that his act of sealing, executing, acknowledging and delivering said Deed was duly authorized by resolution.

GIVEN under my hand and seal of office, the day and year aforesaid.

MEAGAN M. SANTANGELO
NOTARY PUBLIC
STATE OF DELAWARE
My Commission Expires January 19, 2019

[Notary Seal]

Notary Public, Delaware
Print Name: Meagan Santangelo
My commission expires: 01/19/19

EXHIBIT "A"
LEGAL DESCRIPTION

PARCEL 2A

ALL that certain piece, parcel or tract of land with the improvements thereon erected, situate in Brandywine Hundred, New Castle County and State of Delaware, being all of Parcel 2A as shown on the Record Title Subdivision Plan of Foulkstone, as recorded in the Office of the Recorder of Deeds in and for New Castle County, State of Delaware in Instrument No. 20180813-0040937.

PRIVATE STREET

ALL that certain piece, parcel or tract of land with the improvements thereon erected, situate in Brandywine Hundred, New Castle County and State of Delaware, being all of the Private Street as shown on the Record Title Subdivision Plan of Foulkstone, as recorded in the Office of the Recorder of Deeds in and for New Castle County, State of Delaware in Instrument No. 20180813-0040937.

TOGETHER with those rights under that certain Foulkstone Plaza Amended and Restated Master Declaration of Covenants, Easements and Restrictions by BPG Office IV LLC and Foulkstone Medical Pavilion Condominium dated August 6, 2018 and recorded August 10, 2018 in the Office of the Recorder of Deeds, in and for New Castle County, Delaware, in Instrument No. 20180810-0040533.

EXHIBIT B

SITE DATA

1. OWNER ADDRESS:
   - PARCEL 2A: OFFICE PARTNERS IV FOULKSTONE LLC, 1000 N. WEST STREET, SUITE 900, WILMINGTON, DE 19801
   - PARCEL 2B: BPG OFFICE IV, LLC, 1000 N. WEST STREET, SUITE 900, WILMINGTON, DE 19801
   - PARCEL 1: 1401 FOULK ROAD, WILMINGTON, DE 19803
   - PUBLIC ACCESS: OFFICE PARTNERS IV FOULKSTONE LLC, 1000 N. WEST STREET, SUITE 900, WILMINGTON, DE 19801
2. PROPERTY ADDRESS:
   - PARCEL 2A (TP# 06-066.00-147): 1403 FOULK ROAD, WILMINGTON, DE 19803
   - PARCEL 2B (TP# 06-066.00-227): 202 JAMESON WAY, WILMINGTON, DE 19803
   - PARCEL 1 (TP# 06-079.00-141): 1401 FOULK ROAD, WILMINGTON, DE 19803
   - PUBLIC ACCESS (TP# 06-079.00-142): 0 FOULK ROAD, WILMINGTON, DE 19803
3. TAX PARCEL NUMBERS: 06-066.00-147 (PARCEL 2A); 06-066.00-227 (PARCEL 2B); 06-079.00-141 (PARCEL 1); 06-079.00-142 (PUBLIC ACCESS)
4. AREA OF PARCELS:
   - 10.62± AC. (PARCEL 2A)
   - 3.56± AC. (PARCEL 2B)
   - 0.42± AC. (LOT 3.1)
   - 0.39± AC. (LOT 3.2)
   - 0.42± AC. (LOT 3.3)
   - 0.40± AC. (LOT 3.4)
   - 0.41± AC. (LOT 3.5)
   - 0.41± AC. (LOT 3.6)
   - 0.40± AC. (LOT 3.7)
   - 0.75± AC. (LOT 4A)
   - 0.68± AC. (LOT 4B)
   - 18.47± AC. TOTAL
   - 9.14± AC. (PARCEL 1)
   - 1.03± AC. (PUBLIC ACCESS)
5. LOTS: 4 EXISTING/13 PROPOSED
6. ZONING: ON – OFFICE NEIGHBORHOOD (MIXED USE)

LOT AREA	LOT WIDTH	STREET YARD	SIDE YARD	REAR YARD	PAVING STREET/OTHER	BUILDING HEIGHT
1 AC	100'	15'	15'	35'	40'/10'	35'

7. SOURCE OF TITLE: INST.# 20180817-0041805 (PARCEL 2A); INST.# 20050919-0095290 (PARCEL 2B); INST.# 20050915-0094437 (PARCEL 1); INST.# 20180817-0041805 (PUBLIC ACCESS)
8. SURVEY: MAY 2018 BY CDA ENGINEERING INC.
   - DATUM: VERTICAL – NAVD 88; HORIZONTAL – COORDINATE SYSTEM AND BASIS OF BEARINGS; DELAWARE STATE PLANE NAD 83/88
   - BENCHMARK: RTH MAG NORTHING 655639.63; EASTING 625722.38 ELEVATION 333.02; POINT NO 11
   - MONUMENTATION: 12 (EXISTING)
9. GROSS FLOOR AREA:
   - EXISTING: 240,000± SF TOTAL
   - PROPOSED: 240,000± SF TOTAL (NO INCREASE IN GFA PROPOSED BY THIS PLAN)
   - USE GFA BREAKDOWN: NON–RESIDENTIAL: 161,610± SF OFFICE (90%); 3,500± SF FITNESS CENTER (2%); 14,890± SF DAY CARE (8%); 180,000± SF (TOTAL EX. GFA)
   - RESIDENTIAL: 60,000± SF 31 TH UNITS (1,935±SF/UNIT)
   - UNIT MIX BREAKDOWN: NON–RESIDENTIAL: 180,000± SF (75%); RESIDENTIAL: 60,000± SF (25%) (FOR RESIDENTIAL TOWNHOUSES: GFA INCLUDES 2nd FLOOR AND PARTIAL 1st FLOOR – EXCLUDING GARAGE AREAS)
10. PARKING:
    - REQUIRED: 62 SPACES: TOWNHOUSES (31 UNITS x 2 SPACES/UNIT FOR 2 & 3 BEDROOM UNITS); 7 SPACES: TOWNHOUSES (1 GUEST PARKING/5 UNITS x 31 UNITS); 396 SPACES: GENERAL OFFICE (113,127± SF x 3.5 SPACES/1,000 SF); 219 SPACES: MEDICAL OFFICE (48,483± SF x 4.5 SPACES/1,000 SF); 25 SPACES: FITNESS CENTER (3,500± SF x 7.0 SPACES/1,000 SF); 53 SPACES: DAY CARE (14,890± SF x 3.5 SPACES/1,000 SF); 762 SPACES TOTAL REQUIRED PER UDC**
    - ** 599+/– SPACES REQUIRED PER SPECIAL STUDY (UDC SECTION 40.03.524). SEE NOTE #38
    - PROVIDED: 472 SPACES EXISTING OFFICE PARKING TO REMAIN; 106 SPACES PROPOSED OFFICE PARKING; 93 SPACES (62 DRIVEWAY SPACES + 31 GARAGE SPACES); 671 EXISTING SPACES, INCLUDING 17 ADA VAN ACCESSIBLE SPACES
    - BICYCLE PARKING: REQUIRED: 20; PROVIDED: 20
    - LOADING BAYS: REQUIRED: 3; PROVIDED: 1*; *PER SPECIAL STUDY (UDC SECTION 40.03.510.A.4). SEE NOTE #39
11. AREA BREAKDOWN:

	EXISTING	PROPOSED
BUILDING COVERAGE:	3.31± AC. (17.9%)	3.31± AC. (17.9%)
IMPERVIOUS SURFACES:	5.66± AC. (30.7%)	5.66± AC. (30.7%)
SWM AREAS:	0.16± AC. (0.9%)	0.16± AC. (0.9%)
OPEN SPACE:	9.34± AC. (50.6%)	9.34± AC. (50.6%)
TOTAL:	18.47± AC. (100%)	18.47± AC. (100%)

12. NATURAL RESOURCES:

PROTECTED RESOURCES	TOTAL AREA†	DISTURBED AREA	PROTECTED AREA	PROTECTION RATIO REQUIRED	PROTECTION RATIO PROVIDED
WETLANDS	0.42± AC.	0.0± AC.	0.42± AC.	1.00	1.00
RIPARIAN BUFFER	1.35± AC.	0.0± AC.	1.35± AC.	1.00	1.00
TIER 2 FOREST	2.77± AC.	0.0± AC.	2.77± AC.	0.40	1.00

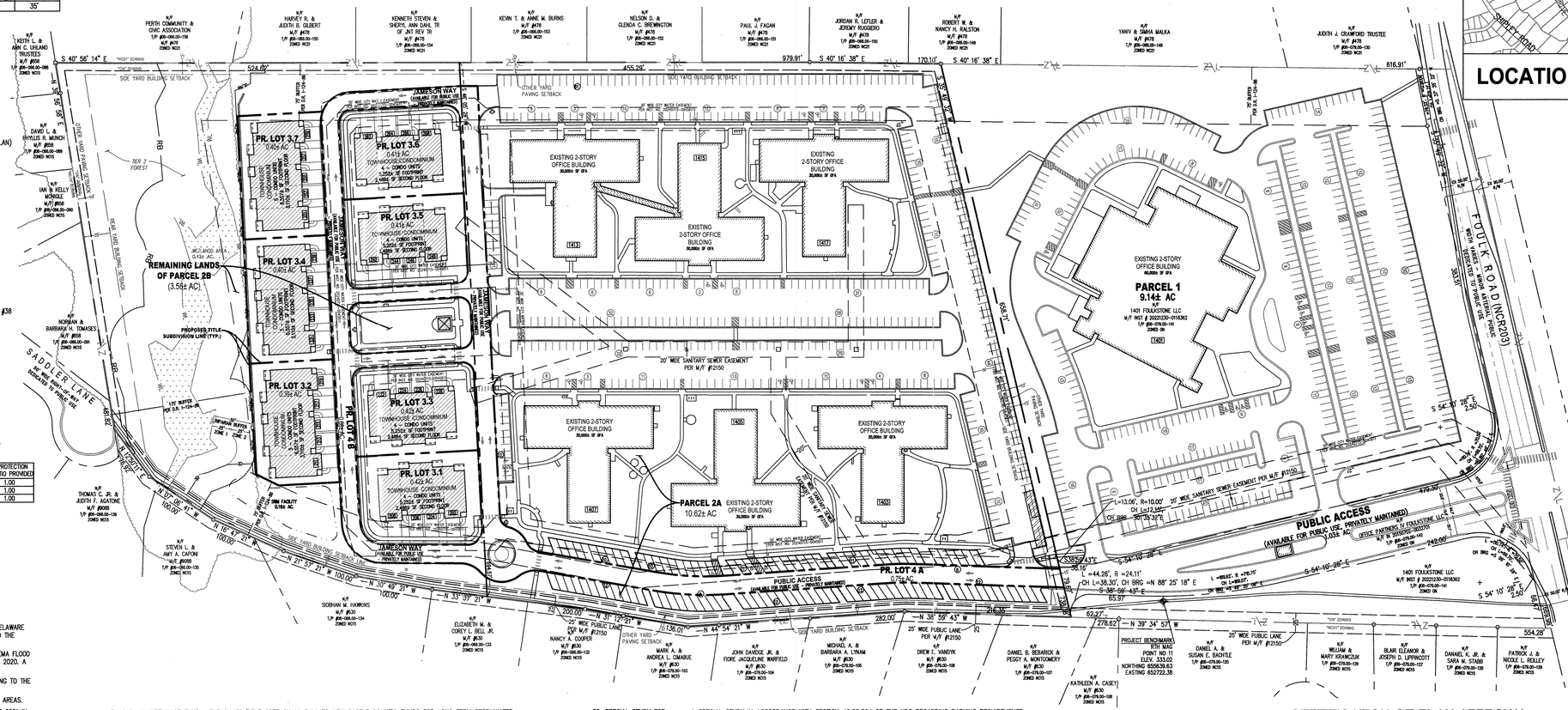
† TOTAL AREA OF RESOURCE; RESOURCES MAY OVERLAP
** DISTURBANCE TO RIPARIAN BUFFER IS PERMITTED WITHIN ZONE 2 FOR STORMWATER MANAGEMENT PRACTICES PER UDC TABLE 40.10.210

13. SEWER: NEW CASTLE COUNTY – SEWERAGE IS SUBJECT TO THE APPROVAL OF THE NEW CASTLE COUNTY DEPARTMENT OF PUBLIC WORKS. AT THE TIME OF APPROVAL OF THIS PLAN, SEWER CAPACITY EXISTED TO ACCOMMODATE THE ANTICIPATED FLOWS GENERATED BY THIS ADDITIONAL DEVELOPMENT. NEW CASTLE COUNTY HAS COMMITTED TO PROVIDE SEWER SERVICE IN ACCORDANCE WITH THE LAND DEVELOPMENT IMPROVEMENT AGREEMENT FOR THIS DEVELOPMENT. THE OWNER OF THIS PROPERTY, HIS SUCCESSORS OR ASSIGNS, SHALL BE RESPONSIBLE FOR EXTENDING SEWER SERVICE TO EACH LOT SHOWN ON OR CREATED BY THIS PLAN.
    - SEWER FLOW: EXISTING: 25,750 GPD*; * NO INCREASE IN SEWER DEMAND PROPOSED BY THIS PLAN
14. WATER SUPPLY: CITY OF WILMINGTON – WATER SUPPLY IS SUBJECT TO THE APPROVAL OF THE DELAWARE STATE DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENTAL CONTROL AND THE DELAWARE STATE DEPARTMENT OF PUBLIC HEALTH.
15. FLOODPLAIN: THIS PROPERTY IS NOT WITHIN THE 100–YEAR FLOODPLAIN ACCORDING TO THE FEMA FLOOD INSURANCE RATE MAP #10003C0067K, WITH AN EFFECTIVE DATE OF JANUARY 22, 2020. A FLOOD STUDY IS NOT REQUIRED FOR THIS APPLICATION.
16. WRPA MAP: THE SITE IS NOT WITHIN A WATER RESOURCE PROTECTION AREA (WRPA) ACCORDING TO THE WRPA MAP 1 OF 3, DATED MARCH 2022.
17. CRITICAL NATURAL AREA: THE SITE IS NOT WITHIN A CRITICAL NATURAL AREA PER INVENTORY OF NATURAL AREAS.
18. WETLANDS: A WETLAND INVESTIGATION WAS CONDUCTED BY WATERSHED ECO, LLC IN OCTOBER 2021 IN ACCORDANCE WITH THE 1987 USACE WETLANDS DELINEATION MANUAL (Y–87–1) AND REGIONAL SUPPLEMENT. WETLANDS WERE FOUND TO EXIST ON THE SITE AS SHOWN ON THIS PLAN.
19. DEBRIS DISPOSAL: NO DEBRIS SHALL BE BURIED ON THE SITE.
20. DRAINAGE: DRAINAGE AND EROSION AND SEDIMENT CONTROL, AND STORMWATER MANAGEMENT SHALL BE PROVIDED IN ACCORDANCE WITH THE DELAWARE SEDIMENT AND STORMWATER REGULATIONS AND THE NEW CASTLE COUNTY DRAINAGE CODE.
21. SEWER ACCESS: NEW CASTLE COUNTY HAS THE RIGHT OF ACCESS TO THE SITE FOR THE PURPOSES OF OPERATING, MAINTAINING AND REPAIRING THE SANITARY SEWER LINES CONTAINED WITHIN THE SEWER EASEMENTS SHOWN ON THIS PLAN.
22. SUPERSEDES NOTE: THIS PLAN SUPERSEDES, IN PART, THE RECORD TITLE SUBDIVISION PLAN FOR FOULKSTONE, DATED 1/31/2024 AND RECORDED ON 7/9/2024, IN THE RECORDER OF DEEDS, IN AND FOR NEW CASTLE COUNTY, STATE OF DELAWARE AS INSTRUMENT #20240709–0044058.
23. IMPACT FEES: THIS PLAN IS SUBJECT TO THE IMPACT FEE PROVISION OF CHAPTER 40, ARTICLE 14 OF THE NEW CASTLE COUNTY CODE, AS MAY BE AMENDED BY NEW CASTLE COUNTY COUNCIL.
24. DECLARATIONS: A MASTER DECLARATION OF COVENANTS, EASEMENTS, AND RESTRICTIONS FOR FOULKSTONE DATED MARCH 27, 2008 WAS RECORDED IN THE OFFICE OF THE RECORDER OF DEEDS, IN AND FOR NEW CASTLE COUNTY, STATE OF DELAWARE, AS INSTRUMENT #20080328–0020902. THE DECLARATION WAS AMENDED AND RESTATED ON AUGUST 6, 2018 BY INSTRUMENT #20180810–0040533, AND FURTHER AMENDED AND RESTATED ON DECEMBER 19, 2023 BY INSTRUMENT #20240129–0005697.
25. DEED RESTRICTIONS: A DECLARATION OF RESTRICTIONS, DATED OCTOBER 17, 1983, WAS RECORDED ON OCTOBER 28, 1983 IN DEED VOLUME I, BOOK 124, PAGE 86, WHICH RESTRICTIONS, INTER ALIA, PROHIBIT THE SALE OF ALCOHOL, LIMIT THE HOURS OF CONSTRUCTION, AND REGULATE SIGNAGE. IN ADDITION, BUILDINGS ARE SUBJECT TO HEIGHTENED SETBACK AND HEIGHT STANDARDS, WHILE PARKING AREAS ARE SIMILARLY SUBJECT TO HEIGHTENED SETBACK STANDARDS. THESE RESTRICTIONS ALSO LIMIT THE AGGREGATE GROSS FLOOR AREA FOR BUILDINGS TO 300,000 SQUARE FEET.
26. LANDSCAPE PLAN: A LANDSCAPE PLAN, PREPARED BY DESIGNS, ETC., LAST DATED 10/14/22 OR AS AMENDED AND APPROVED IN WRITING BY THE DEPARTMENT OF LAND USE, IS HEREBY CONSIDERED A PART OF THE RECORD PLAN.
27. DELDOT: ALL ENTRANCES SHALL CONFORM TO DELDOT'S CURRENT DEVELOPMENT COORDINATION MANUAL (DCM) AND SHALL BE SUBJECT TO ITS APPROVAL.
28. LIMIT OF DISTURBANCE: NO DISTURBANCE PROPOSED BY THIS PLAN
29. LAND DEVELOPMENT IMPROVEMENT AGREEMENT: ALL IMPROVEMENTS REQUIRED BY THIS PLAN AND THE NEW CASTLE COUNTY CODE SHALL BE SUBJECT TO THE LDIA, AND THE PERFORMANCE GUARANTEE INCORPORATED THEREIN. THE LDIA IS RECORDED IN THE OFFICE OF THE RECORDER OF DEEDS IN AND FOR NEW CASTLE COUNTY ON 12/28/2022, AT INSTRUMENT #20221228–0117665.
30. SIDEWALKS: UNLESS OTHERWISE SPECIFIED ON THE PLAN, SIDEWALKS SHALL BE INSTALLED IN THE LOCATIONS SHOWN ON THIS PLAN AND SHALL BE A MINIMUM FIVE (5) FEET IN WIDTH AND CONSTRUCTED OF PORTLAND CEMENT CONCRETE.
31. SWM. MAINTENANCE FUND: THE OWNER/DEVELOPER SHALL PAY, TO NEW CASTLE COUNTY, FUNDS FOR LONG TERM STORMWATER MAINTENANCE AND INSPECTION FUND PURSUANT TO SECTION 40.27.240 OF THE COUNTY CODE. THE FUNDS SHALL BE USED FOR THE COSTS ASSOCIATED WITH INSPECTIONS. AN AMOUNT OF $4,800.00 SHALL BE FUNDED PRIOR TO RECEIVING THE FIRST CERTIFICATE OF OCCUPANCY. THE DEPARTMENT OF LAND USE SHALL WITHHOLD THE ISSUANCE OF ANY CERTIFICATE OF OCCUPANCY UNTIL SATISFACTORY WRITTEN PROOF THAT THE FUNDS HAVE BEEN PAID TO NEW CASTLE COUNTY IS FURNISHED IN ACCORDANCE WITH THE REQUIREMENTS.
32. SWM ACCESS EASEMENT: A STORMWATER MANAGEMENT ACCESS EASEMENT IN FAVOR OF NEW CASTLE COUNTY, ITS AGENTS AND ASSIGNS IS HEREBY CREATED ON, OVER, UNDER AND ACROSS THE ENTIRE AREA OF ALL STORMWATER MANAGEMENT FACILITIES INCLUDING, STORMWATER CONVEYANCE SYSTEMS, BASINS, AND ALL COMPONENTS THEREOF, IDENTIFIED ON THE PLAN AND ALL APPURTENANCES FOR THE PURPOSE OF INSPECTING, EVALUATING AND MAINTAINING THE STORMWATER MANAGEMENT FACILITIES AND WATERCOURSES. THE EASEMENT SHALL EXTEND 15' FROM THE OUTER EDGES OF EACH SUCH STORMWATER MANAGEMENT FACILITY. A GENERAL ACCESS EASEMENT IS HEREBY CREATED OVER AND ACROSS THE PROPERTY SHOWN ON THIS PLAN GRANTING NEW CASTLE COUNTY, ITS AGENTS AND ASSIGNS THE RIGHT, PRIVILEGE AND AUTHORITY TO ENTER UPON AND TRAVEL ACROSS THE PROPERTY TO EACH STORMWATER MANAGEMENT FACILITY. THE EASEMENTS HEREIN CREATED SHALL BE FOR PEDESTRIAN, VEHICULAR AND EQUIPMENT USE. IF NEW CASTLE COUNTY, ITS AGENTS OR ASSIGNS DETERMINES THAT MAINTENANCE IS REQUIRED TO A STORMWATER MANAGEMENT FACILITY, NEW CASTLE COUNTY SHALL PROVIDE NOTICE OF THE REQUIRED MAINTENANCE AND THE TIME FRAME IN WHICH SUCH MAINTENANCE SHALL BE COMPLETED TO THE PROPERTY OWNER OR RESPONSIBLE PARTY. NO NOTICE SHALL BE REQUIRED WHERE NEW CASTLE COUNTY PERFORMS MAINTENANCE WHERE THERE IS IMMINENT THREAT TO LIFE, HEALTH OR PROPERTY. IN THE EVENT NEW CASTLE COUNTY ELECTS TO MAINTAIN THE STORMWATER MANAGEMENT FACILITIES, ALL EXPENSES SHALL BE ASSESSED JOINTLY AND SEVERALLY AGAINST THE OWNERS OF THE PROPERTY SHOWN ON THIS PLAN.
33. CONSERVATION EASEMENT: ANY AREA DESIGNATED FOR PROTECTION AS A NATURAL RESOURCE PURSUANT TO ARTICLE 10 OF THE NEW CASTLE COUNTY UNIFIED DEVELOPMENT CODE IS HEREBY PROTECTED BY A CONSERVATION EASEMENT THAT SHALL RUN IN PERPETUITY FOR THE BENEFIT OF NEW CASTLE COUNTY. ANY AREA ON THIS PLAN DELINEATED AS A CONSERVATION EASEMENT SHALL REMAIN IN ITS NATURAL STATE.
34. SEWER EASEMENT: UNLESS OTHERWISE DESCRIBED BY METES AND BOUNDS, OR BY MATHEMATICAL REFERENCE TO A PROPERTY LINE, A 40' WIDE PERMANENT EASEMENT, 20' ON EACH SIDE OF THE CENTERLINE OF THE PIPE, SHALL BE CREATED WHERE A SANITARY SEWER OR STORM SEWER IS DESIGNATED FOR PUBLIC USE IN UNPAVED AREAS AND IS OUTSIDE OF A DEDICATED PUBLIC ROW. A 20' WIDE PERMANENT EASEMENT, 10' ON EACH SIDE OF THE CENTERLINE OF THE PIPE, SHALL BE CREATED WHERE A SANITARY SEWER OR STORM SEWER PIPE IS DESIGNATED FOR PUBLIC USE IN PRIVATELY MAINTAINED PAVED AREAS, SUCH AS PARKING LOTS, PRIVATE STREETS OR DRIVEWAYS. IF THE CONSTRUCTED HORIZONTAL SEWER MAIN LOCATION DEVIATES BY MORE THAN 2.5' FROM THE DESIGN LOCATION, THE PROJECT MAY BE SUBJECT TO A RESUBDIVISION PLAN OR PIPE LOCATION AS DETERMINED BY THE DEPARTMENT OF PUBLIC WORKS.
35. TRESPASS: DEVELOPER SHALL HAVE THE RIGHT OF TRESPASS FOR A PERIOD OF AT LEAST ONE YEAR AFTER A LOT IS SOLD FOR THE PURPOSES OF COMPLETING OVERALL SITE DRAINAGE AND/OR LANDSCAPING REQUIREMENTS.
36. PROPORTIONAL COMPLIANCE: PER SECTION 40.08.130.B.1 OF THE NEW CASTLE COUNTY CODE, PROPORTIONAL COMPLIANCE IS ACHIEVED FOR THE SITE THROUGH STORMWATER MANAGEMENT, LANDSCAPING, PARKING IMPROVEMENTS, BIKE RACKS, AND ADA IMPROVEMENTS.
37. RETAINING WALL: ANY RETAINING WALL IN EXCESS OF 4–FEET IN HEIGHT MUST BE DESIGNED AND CERTIFIED BY A QUALIFIED PROFESSIONAL ENGINEER WITH ALL DETAILS AND COMPUTATIONS SUBMITTED TO THE DEPARTMENT OF LAND USE FOR REVIEW AND PERMITTING.
38. SPECIAL STUDY FOR PARKING: A SPECIAL STUDY IN ACCORDANCE WITH SECTION 40.03.524 OF THE UDC REGARDING PARKING REQUIREMENTS WAS PERFORMED BY TRAFFIC PLANNING AND DESIGN, INC. IN JULY 2022. BASED ON THIS STUDY, THE 671 PARKING SPACES ARE SUFFICIENT TO ACCOMMODATE THE MIXED–USE DEVELOPMENT.
39. SPECIAL STUDY FOR LOADING: BASED ON A SPECIAL STUDY IN ACCORDANCE WITH SECTION 40.03.510.A.4 OF THE UDC DATED NOVEMBER 21, 2022 REGARDING LOADING BAY REQUIREMENTS, THE ONE (1) PROPOSED LOADING AREA IS SUFFICIENT TO ACCOMMODATE THE MIXED–USE DEVELOPMENT.
40. AGE RESTRICTIONS: THE UNITS ON PARCEL 2B ARE AGE–RESTRICTED. A DECLARATION OF AGE RESTRICTIONS DATED JUNE 12, 2024 WAS RECORDED ON JUNE 12, 2024 IN THE OFFICE OF THE RECORDER OF DEEDS IN AND FOR NEW CASTLE COUNTY, STATE OF DELAWARE, AT INSTRUMENT # 20240612–0037606.
41. PUBLIC ACCESS: THE ROADS, ACCESSWAYS, AND SIDEWALKS IDENTIFIED FOR PUBLIC ACCESS IN THIS PLAN AND THAT CERTAIN AGREEMENT DATED DECEMBER 18, 2023 AND RECORDED IN THE OFFICE OF THE RECORDER OF DEEDS, IN AND FOR NEW CASTLE COUNTY, STATE OF DELAWARE, AT INSTRUMENT # 20231218–0084193 HAVE BEEN MADE AVAILABLE FOR PUBLIC ACCESS PER SAID AGREEMENT. SAID PUBLIC ACCESS IS TO BE MAINTAINED BY THE RESPECTIVE PROPERTY OWNERS. THE STATE OF DELAWARE ASSUMES NO MAINTENANCE RESPONSIBILITY FOR THESE ROADS, ACCESSWAYS, AND SIDEWALKS.
42. TITLE SUBDIVISION: THIS PLAN IS IN COMPLIANCE WITH SECTION 40.31.713 OF THE NEW CASTLE COUNTY CODE REGARDING THE TITLE SUBDIVISION.

PURPOSE OF PLAN: TO DOCUMENT THE OMITTED TITLE SUBDIVISION LINE WITHIN LOT 4.

LEGEND

EXISTING	PROPOSED
PROPERTY LINE	
ADJOINER LINE	
EASEMENT	
BUILDING SETBACK	
PAVING SETBACK	
CONCRETE CURB	
FENCE	
58 CONTOUR	
SANITARY MANHOLE	
LIGHT POLE	
U.P. G/A UTILITY POLE	
FIRE HYDRANT	
FDC FIRE DEPARTMENT CONNECTION	
LIMIT OF DISTURBANCE	
BUILDING	
1415 POSTAL ADDRESS	
CE CONSERVATION EASEMENT	
RB RIPARIAN BUFFER	



20240716-0046103
P: 1 of 4 F:$85.00 7/16/2024 3:20:13 PM
Michael E. Kozikowski T20240023590
New Castle Recorder MINOR SUB

CERTIFICATION OF PLAN APPROVAL

APPROVED 7/16/24 DATE BY [signature] for Chairman GENERAL MANAGER
FOR DEPARTMENT OF LAND USE OF NEW CASTLE COUNTY.

APPROVED 7/16/24 DATE BY [signature] GENERAL MANAGER
FOR COUNTY COUNCIL OF LAND USE OF NEW CASTLE COUNTY.

CERTIFICATION OF OWNERSHIP

I, THE UNDERSIGNED, HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY WHICH IS SUBJECT OF THIS PLAN AND THAT THE LAND USE ACTION PROPOSED BY THIS PLAN IS MADE AT MY DIRECTION AND THAT I AUTHORIZE THIS PLAN TO BE RECORDED IN ACCORDANCE WITH THE REGULATIONS OF THE NEW CASTLE COUNTY UNIFIED DEVELOPMENT CODE.

[signature] 7/16/24
OFFICE PARTNERS IV FOULKSTONE LLC & BPG OFFICE IV, LLC C/O MICHAEL HARE — DATE

CERTIFICATION OF PLAN ACCURACY

I, COLMCILLE DEASCANIS, HEREBY CERTIFY THAT I AM A REGISTERED PROFESSIONAL ENGINEER WITH A BACKGROUND IN CIVIL ENGINEERING IN THE STATE OF DELAWARE AND THAT ALL OF THE INFORMATION SHOWN ON THIS PLAN IS TRUE AND CORRECT TO THE ACCURACY REQUIRED BY ACCEPTED SURVEYING STANDARDS AND PRACTICES AND BY THE NEW CASTLE COUNTY UNIFIED DEVELOPMENT CODE.

COLMCILLE DeASCANIS LICENSE No. 13049 DELAWARE PROFESSIONAL ENGINEER

[signature] 7/16/24
COLMCILLE DEASCANIS — DATE
REGISTRATION #13049

ISSUE/REVISION	DATE
ISSUED FOR RECORDATION	7.15.2024

CDA ENGINEERING INC.
CIVIL/SITE ENGINEERING AND LAND PLANNING
6 LARCH AVENUE, SUITE 401, WILMINGTON, DE 19804
Tel: 302 998 9202
Fax: 302 691 1314
cdaengineering.com

DRAWN BY: ZAK
CHECKED BY: CD
PROJECT No.: 24.108.00
SCALE: 1" = 80'
DATE: JULY 10, 2024
CAD FILE:
0' 40' 80' 160' 240'
1" = 80'

APPLICATION #2024-0325

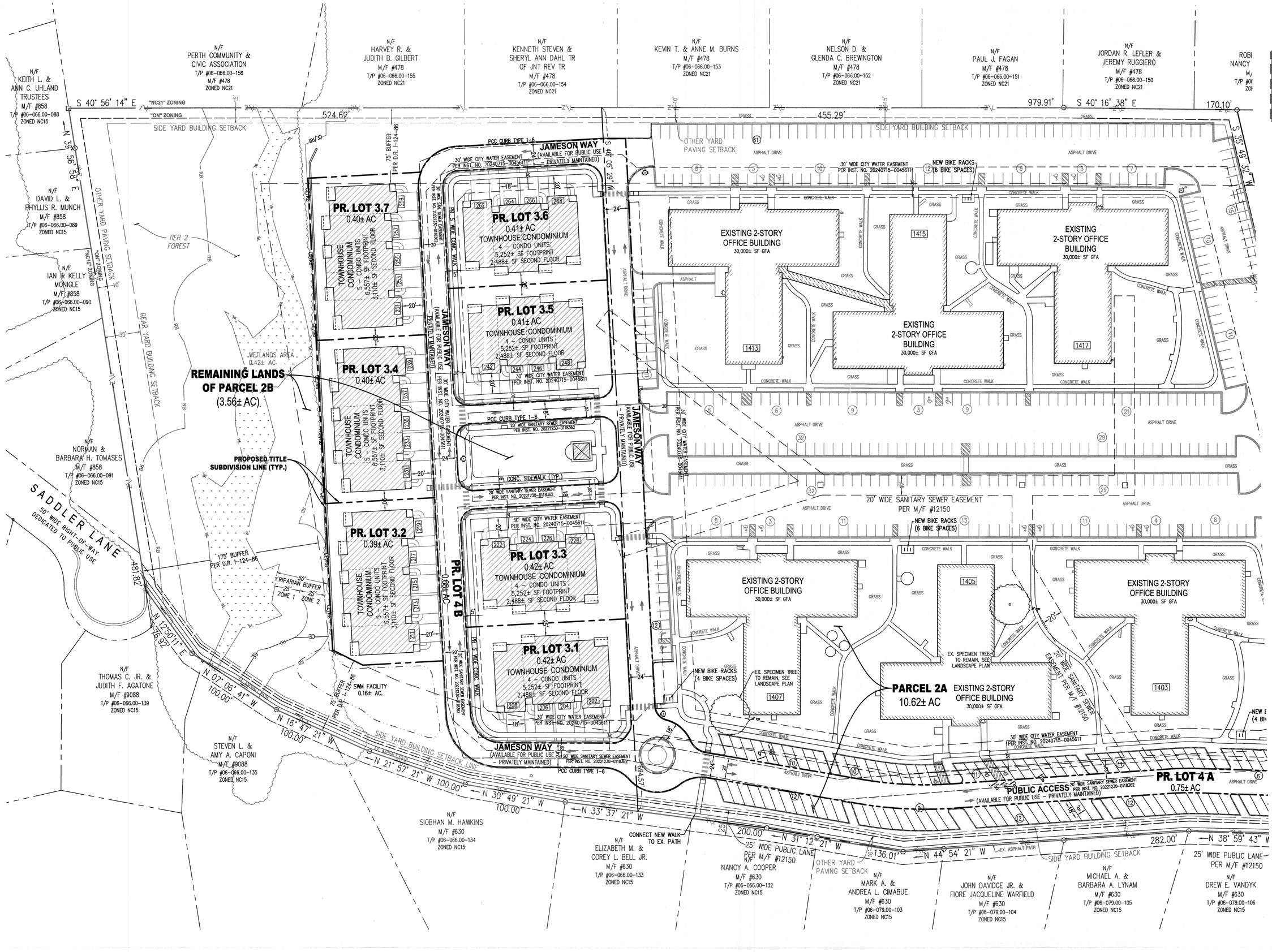
FOULKSTONE

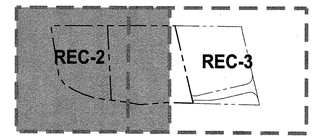
RECORD PLAN MODIFICATION

BRANDYWINE HUNDRED NEW CASTLE COUNTY DELAWARE

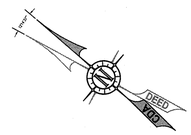
DRAWING TITLE: RECORD PLAN MODIFICATION

DRAWING NUMBER: REC 1 OF 4





KEY MAP



ISSUE/REVISION	DATE
ISSUED FOR RECORDATION	7.15.2024

CDA ENGINEERING INC.

CIVIL/SITE ENGINEERING AND LAND PLANNING

6 LARCH AVENUE
SUITE 401
WILMINGTON, DE 19804

Tel: 302 998 9202
Fax: 302 691 1314
cdaengineering.com

DRAWN BY:	ZAK
CHECKED BY:	CD
PROJECT No.:	24.108.00
SCALE:	1" = 40'
DATE:	JULY 10, 2024
CAD FILE:	

0' 20' 40' 80' 120'
1" = 40'

APPLICATION #2024-0325

FOULKSTONE

RECORD PLAN MODIFICATION

BRANDYWINE HUNDRED NEW CASTLE COUNTY DELAWARE

DRAWING TITLE: **RECORD PLAN MODIFICATION**

DRAWING NUMBER: **REC 2 of 4**

N/F
NELSON D. &
DA C. BREWINGTON
M/F #478
T/P #06-066.00-152
ZONED NC21

N/F
PAUL J. FAGAN
M/F #478
T/P #06-066.00-151
ZONED NC21

N/F
JORDAN R. LEFLER &
JEREMY RUGGIERO
M/F #478
T/P #06-066.00-150
ZONED NC21

N/F
ROBERT W. &
NANCY H. RALSTON
M/F #478
T/P #06-066.00-149
ZONED NC21

N/F
YANIV & SIMHA MALKA
M/F #478
T/P #06-066.00-148
ZONED NC21

N/F
JUDITH J. CRAWFORD TRUSTEE
M/F #478
T/P #06-079.00-130
ZONED NC21

979.91' S 40° 16' 38" E

170.10' S 40° 16' 38" E

616.91'

5.29'

SIDE YARD BUILDING SETBACK

S 35° 49' 32" W

658.71'

75' BUFFER
PER D.R. I-124-86

30' WIDE CITY WATER EASEMENT
PER INST. NO. 20240715-0045611

NEW BIKE RACKS
(6 BIKE SPACES)

EXISTING
2-STORY OFFICE
BUILDING
30,000± SF GFA

1415

1417

EXISTING
2-STORY OFFICE
BUILDING
30,000± SF GFA

EXISTING 2-STORY
OFFICE BUILDING
60,000± SF GFA

PARCEL 1
9.14± AC
N/F
1401 FOULKSTONE LLC
M/F INST # 20221230-0118362
T/P #06-079.00-141
ZONED ON

1401

NEW MODIFIED BUS
STOP WITH SHELTER
PAD TYPE 1 (11'x17')
PER DELDOT
STANDARDS

FOULK ROAD (NCR203)
WIDTH VARIES - MINOR ARTERIAL PUBLIC
DEDICATED TO PUBLIC USE

EX. 50.00' R/W

EX. 90.00' R/W

383.51'

20' WIDE SANITARY SEWER EASEMENT
PER M/F #12150

NEW BIKE RACKS
(6 BIKE SPACES)

1405

EXISTING 2-STORY
OFFICE BUILDING
30,000± SF GFA

1403

EX. SPECIMEN TREE-
TO REMAIN, SEE
LANDSCAPE PLAN

PARCEL 2A
10.62± AC
EXISTING 2-STORY
OFFICE BUILDING
30,000± SF GFA

20' WIDE SANITARY SEWER
EASEMENT PER M/F #12150

NEW BIKE RACKS
(4 BIKE SPACES)

NEW LOADING AREA
(MIN. 12'x60')

OTHER YARD
PAVING SETBACK

SIDE YARD BUILDING SETBACK

L=13.06', R=10.00'
CH L=12.15'
CH BRG =S01°35'32"E

20' WIDE SANITARY SEWER EASEMENT PER M/F #12150

30' WIDE CITY WATER EASEMENT
PER INST. NO. 20240715-0045611

PUBLIC ACCESS
(AVAILABLE FOR PUBLIC USE, PRIVATELY MAINTAINED)
1.03± AC

N/F
OFFICE PARTNERS IV FOULKSTONE LLC
M/F IN 20150702-0032701
T/P #06-079.00-142
ZONED ON

242.00'

L =110.74', R =70.00'
CH L=99.70'
CH BRG =S 09° 10' 28" E

479.30'

PR. LOT 4 A
0.75± AC

PUBLIC ACCESS 20' WIDE SANITARY SEWER EASEMENT PER INST. NO. 20221230-0118362
(AVAILABLE FOR PUBLIC USE - PRIVATELY MAINTAINED)

S38°59'43"E 38.16'

L =44.26', R =24.11'
CH L=38.30', CH BRG =N 88° 25' 18" E

S 38° 59' 43" E 65.97'

L =189.62', R =715.75'
CH L=189.07',
CH BRG =S 46° 35' 06" E

S 54° 10' 28" E

S 54° 10' 28" E 2.50'

1401 FOULKSTONE LLC
M/F INST # 20221230-0118362
T/P #06-079.00-141
ZONED ON

EX. 50.00' R/W

738.08'

62.27'

278.62' N 39° 34' 57" W

216.35'

282.00' N 38° 59' 43" W

136.01' N 44° 54' 21" W

554.28'

EX. ASPHALT PATH

SIDE YARD BUILDING SETBACK

25' WIDE PUBLIC LANE
PER M/F #12150

"ON" ZONING
"NC21" ZONING

PROJECT BENCHMARK
RTH MAG
POINT NO 11
ELEV. 333.02
NORTHING 6556639.63
EASTING 652722.38

N/F
MARK A. &
ANDREA L. CIMABUE
M/F #630
T/P #06-079.00-103
ZONED NC15

N/F
JOHN DAVIDGE JR. &
FIORE JACQUELINE WARFIELD
M/F #630
T/P #06-079.00-104
ZONED NC15

N/F
MICHAEL A. &
BARBARA B. LYNAM
M/F #630
T/P #06-079.00-105
ZONED NC15

N/F
DREW E. VANDYK
M/F #630
T/P #06-079.00-106
ZONED NC15

N/F
DANIEL B. BEBARICK &
PEGGY A. MONTGOMERY
M/F #630
T/P #06-079.00-107
ZONED NC15

N/F
KATHLEEN A. CASEY
M/F #630
T/P #06-079.00-108
ZONED NC15

N/F
DANIEL A. &
SUSAN E. BACHTLE
T/P #06-079.00-125
ZONED NC15

N/F
WILLIAM &
MARY KRAWCZUK
T/P #06-079.00-126
ZONED NC15

N/F
BLAIR ELEANOR &
JOSEPH D. LIPPINCOTT
T/P #06-079.00-127
ZONED NC15

N/F
DANAIEL K. JR. &
SARA M. STABB
T/P #06-079.00-128
ZONED NC15

N/F
PATRICK J. &
NICOLE L. REILLEY
T/P #06-079.00-129
ZONED NC15

REC-2 REC-3

KEY MAP

ISSUE/REVISION	DATE
ISSUED FOR RECORDATION	7.15.2024

CDA ENGINEERING INC.

CIVIL/SITE ENGINEERING AND LAND PLANNING

6 LARCH AVENUE
SUITE 401
WILMINGTON, DE 19804
Tel: 302 998 9202
Fax: 302 691 1314
cdaengineering.com

DRAWN BY:	ZAK
CHECKED BY:	CD
PROJECT No.:	24.108.00
SCALE:	1" = 40'
DATE:	JULY 10, 2024
CAD FILE:	

0' 20' 40' 80' 120'
1" = 40'

APPLICATION #2024-0325

FOULKSTONE

RECORD PLAN MODIFICATION

BRANDYWINE HUNDRED NEW CASTLE COUNTY DELAWARE

DRAWING TITLE: **RECORD PLAN MODIFICATION**

DRAWING NUMBER: **REC 3 of 4**

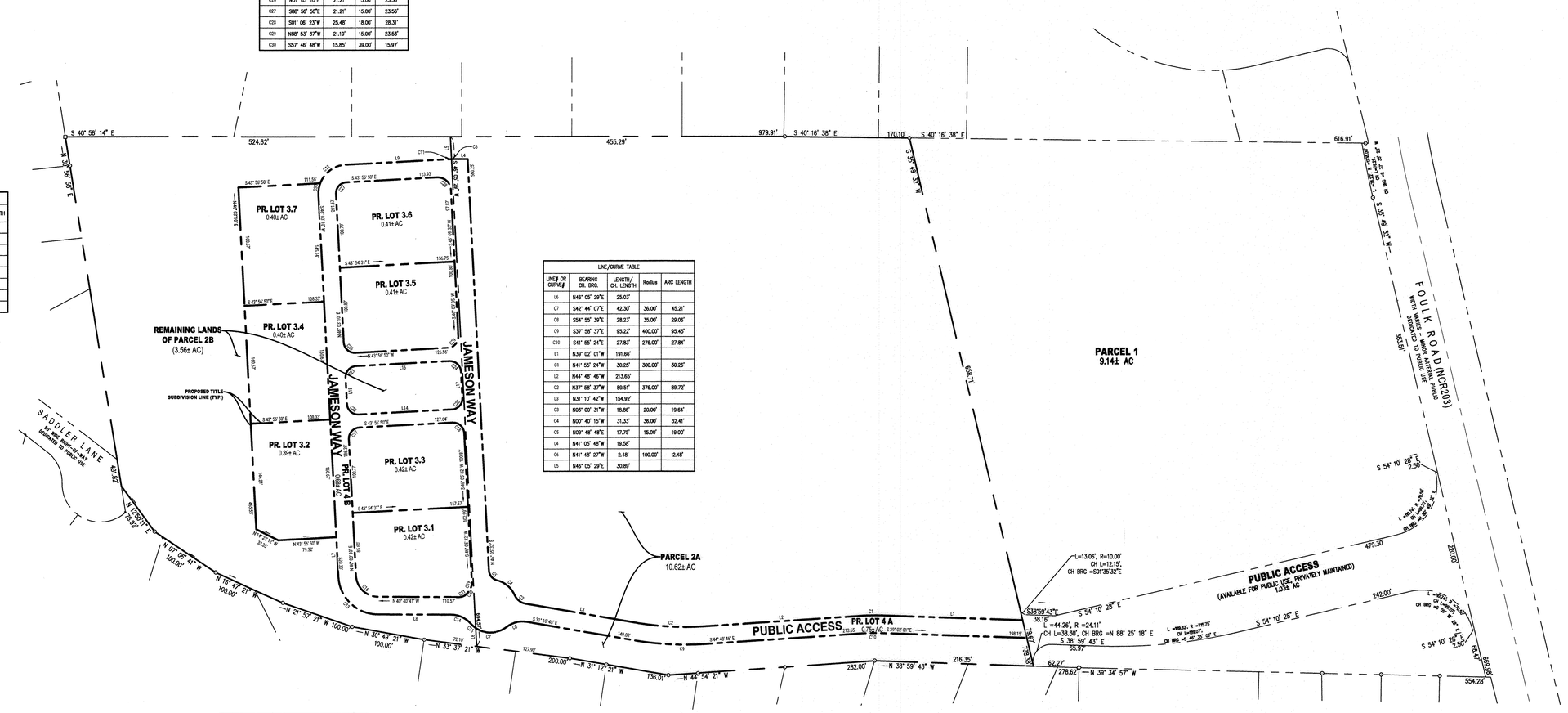
LINE/CURVE TABLE				
LINE # OR CURVE #	BEARING CH. BRG.	LENGTH/ CH. LENGTH	Radius	ARC LENGTH
C11	N43° 13' 58"W	2.49'	100.00'	2.49'
C12	N77° 13' 12"W	42.79'	39.00'	45.30'
L7	S46° 03' 10"W	53.82'		
C13	S02° 41' 14"W	74.16'	54.00'	81.74'
L8	S40° 40' 41"E	100.62'		
C14	S16° 24' 12"E	28.78'	35.00'	29.66'
C15	S00° 33' 28"W	9.17'	36.00'	9.19'
L9	N43° 56' 50"W	142.37'		

LINE/CURVE TABLE				
LINE # OR CURVE #	BEARING CH. BRG.	LENGTH/ CH. LENGTH	Radius	ARC LENGTH
L14	N43° 56' 50"W	127.67'		
C22	N01° 03' 10"E	21.21'	15.00'	23.56'
L15	N46° 03' 10"E	36.25'		
C23	S88° 56' 50"E	21.21'	15.00'	23.56'
L16	S43° 56' 50"E	127.70'		
C24	S01° 04' 21"W	21.22'	15.00'	23.57'
L17	S46° 03' 32"W	36.25'		
C25	N88° 55' 39"W	21.21'	15.00'	23.55'

LINE/CURVE TABLE				
LINE # OR CURVE #	BEARING CH. BRG.	LENGTH/ CH. LENGTH	Radius	ARC LENGTH
C26	N01° 03' 10"E	21.21'	15.00'	23.56'
C27	S88° 56' 50"E	21.21'	15.00'	23.56'
C28	S01° 06' 23"W	25.45'	18.00'	28.31'
C29	N88° 53' 37"W	21.19'	15.00'	23.53'
C30	S57° 46' 48"W	15.85'	39.00'	15.97'

LINE/CURVE TABLE				
LINE # OR CURVE #	BEARING CH. BRG.	LENGTH/ CH. LENGTH	Radius	ARC LENGTH
L6	N46° 05' 29"E	25.03'		
C7	S42° 44' 07"E	42.30'	36.00'	45.21'
C8	S54° 55' 39"E	28.23'	35.00'	29.06'
C9	S37° 58' 37"E	95.22'	400.00'	95.45'
C10	S41° 55' 24"E	27.83'	276.00'	27.84'
L1	N39° 02' 01"W	191.66'		
C1	N41° 55' 24"W	30.25'	300.00'	30.26'
L2	N44° 48' 46"W	213.65'		
C2	N37° 58' 37"W	89.51'	376.00'	89.72'
L3	N31° 10' 42"W	154.92'		
C3	N03° 00' 31"W	18.86'	20.00'	19.64'
C4	N00° 40' 15"W	31.33'	36.00'	32.41'
C5	N09° 48' 48"E	17.75'	15.00'	19.00'
L4	N41° 05' 48"W	19.58'		
C6	N41° 48' 27"W	2.48'	100.00'	2.48'
L5	N46° 05' 29"E	30.89'		

LINE/CURVE TABLE				
LINE # OR CURVE #	BEARING CH. BRG.	LENGTH/ CH. LENGTH	Radius	ARC LENGTH
C16	N02° 41' 14"E	41.20'	30.00'	45.41'
C17	S88° 56' 50"E	21.21'	15.00'	23.56'
C18	S01° 04' 21"W	21.22'	15.00'	23.57'
C19	S66° 24' 03"W	10.41'	15.00'	10.63'
C20	S83° 59' 55"W	3.41'	36.00'	3.41'
C21	N69° 41' 43"W	14.55'	15.00'	15.19'



LINE/CURVE TABLE				
LINE # OR CURVE #	BEARING CH. BRG.	LENGTH/ CH. LENGTH	Radius	ARC LENGTH
C16	N02° 41' 14"E	41.20'	30.00'	45.41'
C17	S88° 56' 50"E	21.21'	15.00'	23.56'
C18	S01° 04' 21"W	21.22'	15.00'	23.57'
C19	S66° 24' 03"W	10.41'	15.00'	10.63'
C20	S83° 59' 55"W	3.41'	36.00'	3.41'
C21	N69° 41' 43"W	14.55'	15.00'	15.19'

ISSUE/REVISION	DATE
ISSUED FOR RECORDATION	7.15.2024

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6 LARCH AVENUE
SUITE 401
WILMINGTON, DE 19804
Tel: 302 998 9202
Fax: 302 691 1314
cdaengineering.com

DRAWN BY:	ZAK
CHECKED BY:	CD
PROJECT No.:	24.108.00
SCALE:	1" = 80'
DATE:	JULY 10, 2024
CAD FILE:	

0' 40' 80' 160' 240'
1" = 80'

APPLICATION #2024-0325

FOULKSTONE

RECORD PLAN MODIFICATION

BRANDYWINE HUNDRED NEW CASTLE COUNTY DELAWARE

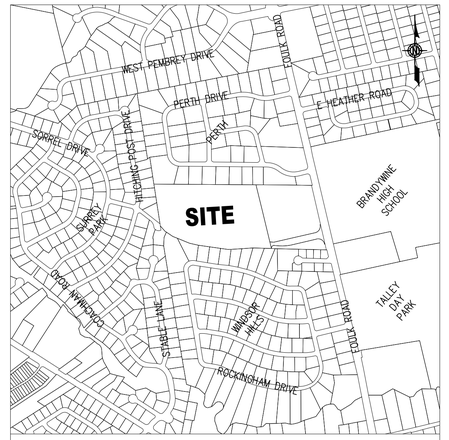
DRAWING TITLE: **RECORD PLAN MODIFICATION**

DRAWING NUMBER: **REC 4 of 4**



SITE LIGHTING PLAN

SCALE: 1" = 50'



LOCATION MAP

SCALE: 1"=800'

REVISION

CDA ENGINEERING INC.

CIVIL/SITE ENGINEERING AND LAND PLANNING

6 LARCH AVENUE
SUITE 401
WILMINGTON, DE 19804

Tel: 302 998 9202
Fax: 302 691 1314
cdaengineering.com

DRAWN BY:	FWM
CHECKED BY:	JCV
PROJECT No.:	18.108.00
SCALE:	1"=50'
DATE:	8-17-2023
CAD FILE:	...\DWG\REC\1810800 BASE.DWG

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1"=50'

APPLICATION No.
RECORD LAND DEVELOMPENT
MIXED-USE
OF

FOULKSTONE

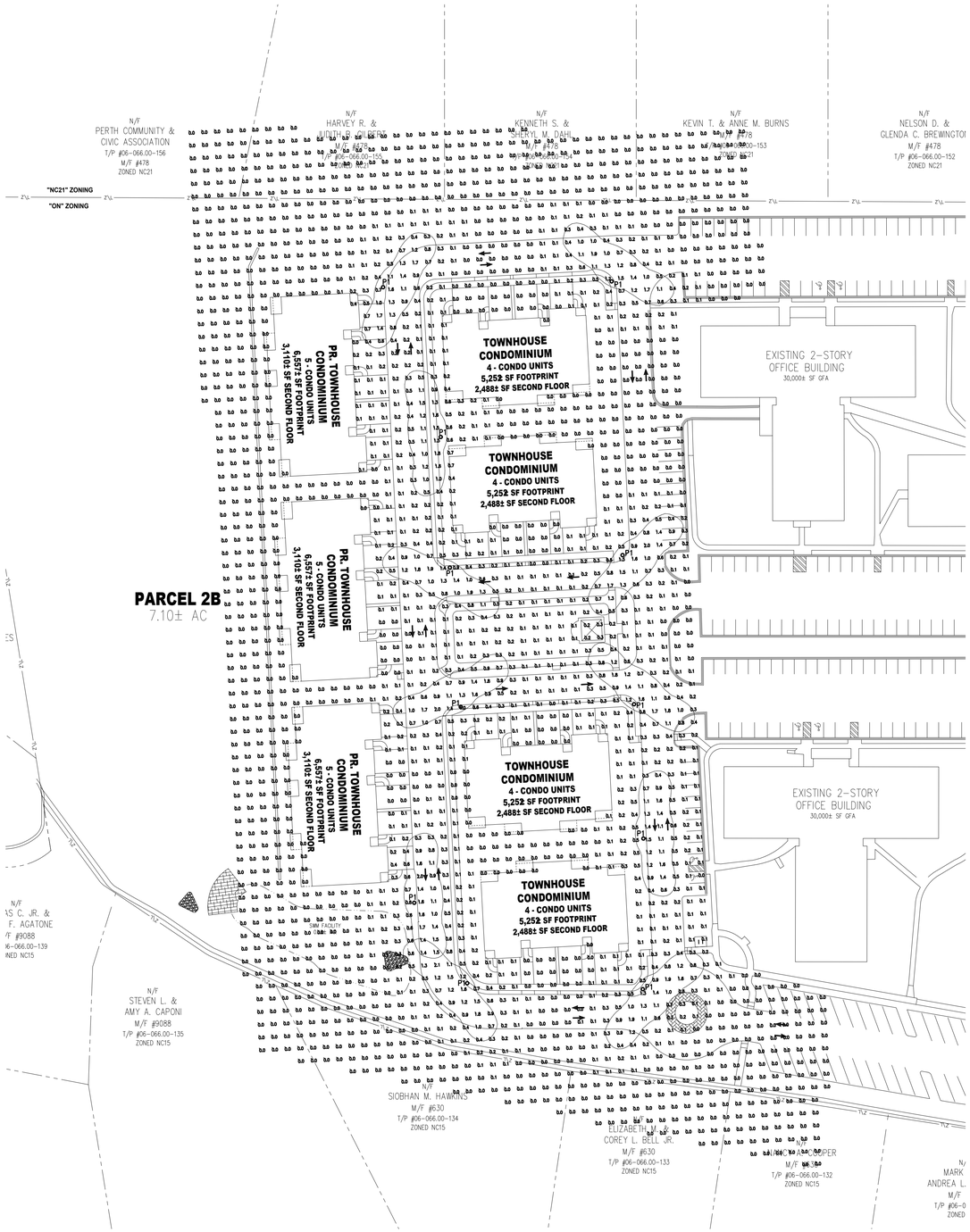
BRNADYWINE HUNDRED NEW CASTLE COUNTY DELAWARE

JEFFREY C. VAUGHAN LICENSE No. 11321 DELAWARE PROFESSIONAL ENGINEER

BLAKE & VAUGHAN ENGINEERING, INC.
Mechanical / Electrical Consulting Engineers
800 Woodlawn Ave., Wilmington, DE 19805
P: (302) 888-1780 F: (302) 888-1781
PROJECT NUMBER: 2022153
DATE: 8/17/23

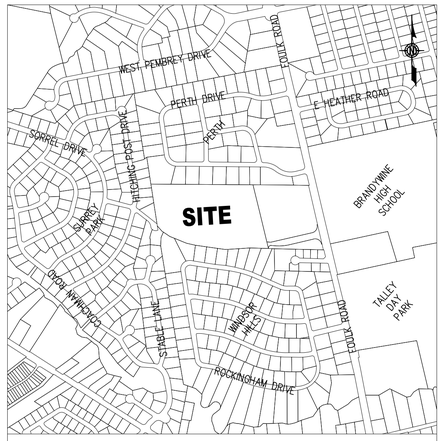
DRAWING TITLE: SITE LIGHTING PLAN

DRAWING NUMBER: E-1



SITE LIGHTING PHOTOMETRICS PLAN

SCALE: 1" = 50'



LOCATION MAP

SCALE: 1"=800'

REVISION

CDA ENGINEERING INC.

CIVIL/SITE ENGINEERING AND LAND PLANNING

6 LARCH AVENUE
SUITE 401
WILMINGTON, DE 19804
Tel: 302 998 9202
Fax: 302 691 1314
cdaengineering.com

DRAWN BY:	FWM
CHECKED BY:	JCV
PROJECT No.:	18.108.00
SCALE:	1"=50'
DATE:	8-17-2023
CAD FILE:	...\DWG\REC\1810800 BASE.DWG

0' 25' 50' 100' 150'
1"=50'

APPLICATION No.
RECORD LAND DEVELOMPENT
MIXED-USE
OF

FOULKSTONE

BRNADYWINE HUNDRED NEW CASTLE COUNTY DELAWARE

DRAWING TITLE: SITE LIGHTING PHOTOMETRICS PLAN

DRAWING NUMBER: E-2

JEFFREY C. VAUGHAN
LICENSE
No. 11321
STATE OF DELAWARE
PROFESSIONAL ENGINEER

BLAKE & VAUGHAN ENGINEERING, INC.

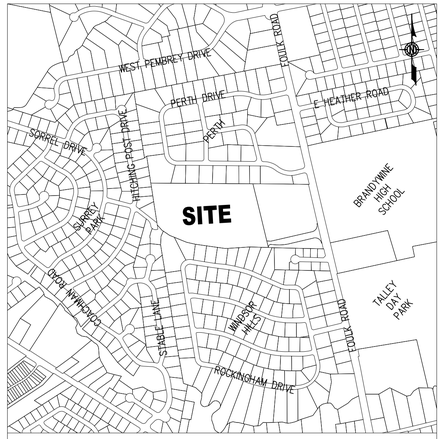
Mechanical / Electrical Consulting Engineers
800 Woodlawn Ave., Wilmington, DE 19805
P: (302) 888-1780 F: (302) 888-1781

PROJECT NUMBER: 2022153
DATE: 8/17/23

SITE LIGHTING FIXTURE SCHEDULE

TYPE	VOLTAGE	LAMP TYPE	LAMP QTY	DESCRIPTION	PROPOSED MANUFACTURER / SERIES	NOTES
P1	SITE SPECIFIED	LED 40W 3000K	N/A	OUTDOOR LED DECORATIVE POST TOP FIXTURE, TYPE III DISTRIBUTION, 3000K, BLACK FINISH.	HOLOPHANE / AWDE3-P20-30K-MVOLT-MS-AL3-BK-ST-TBK (OR APPROVED EQUAL)	SEE APPLICABLE POLE/BASE DETAIL ON THIS DRAWING FOR ADDITIONAL INFORMATION.

Note: Builder will use the Arlington Fixture from Delmarva Power Standard Fixtures with LED 70-watt equivilent lamp in lieu of Granville Fixture to meet dark-sky compliance



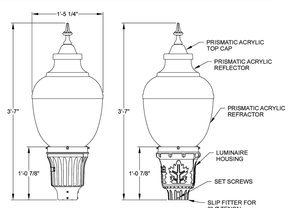
LOCATION MAP SCALE: 1"=800'

Note: Builder will use the Arlington Fixture from Delmarva Power Standard Fixtures with LED 70-watt equivilent lamp in lieu of Granville Fixture to meet dark-sky compliance

HOLOPHANE®
LEADER IN LIGHTING SOLUTIONS

Catalog Number	
Notes	Type





Maximum weight - 37 lbs
Maximum effective projected area - 2.19 sq. ft.

AWDE3

Acrylic Washington Postlite Utility LED3

BAA · C SP US · DLC LISTED · LED

SPECIFICATIONS

General Description
The Acrylic Washington Postlite Utility LED3 is designed for ease of maintenance with the plug-in electrical module common to each of the luminaires in Holophane's Utility Luminaire Series. The large acorn-shaped luminaire, while reminiscent of the 1920's, contains a powerful, stalk-mounted Chip-On-Board, LED platform with a precision optical system that maximizes post spacings while maintaining uniform illumination

Mechanical Specifications
The luminaire housing shall:
- Be heavy grade A360 cast aluminum (aluminum with <1% copper)
- IP55 rated housing provides tool-less access with a spring-loaded latch
- Incorporate a hidden hinge door allowing the door to swing open and remain open
- Offer units with an EEI- NEMA twist lock photocontrol receptacle, the housing contains a tempered glass window to allow light to reach the cell
- Mount to slip-fitter that will accept 3" high by 2-7/8" to 3-1/8" O.D. pole tenon
- Provide four uniquely designed stainless steel spring clips, enclosed in a clear polyvinyl chloride sleeve and adjusted by 1/4-20 hex head bolts that securely cradle the prismatic acrylic refractor. The same ¼-20 bolts also support the decorative rib and banding assembly

The finish shall:
- Utilize a polyester power coat paint to ensure maximum durability
- Rigorous multi-stage pre-treating and painting process yields a finish that achieves a scribe creepage rating of 8 (per ASTM D1654) after over 5,000 hours exposure to salt fog chamber (operated per ASTM B117) on standard and RAL finish options.
- RAL (RALxxxxSDCR) paint colors are Super Durable Corrosion Resistant, 80% gloss.

Electrical Specifications
The driver shall meet the following requirements:
- Certified by UL or CSA for wet locations
- A factory programmable electronic driver with 0-10V dimming control leads
- LEDs shall have a minimum of 70 CRI and available in 2700K, 3000K, 4000K, and 5000K CCT
- The electrical system shall be designed to meet ANSI/IEEE C62.41.2 and shall offer a 10kV/5kA surge protection, fail off, as standard with an upgradable 20kV/10kA surge protection, fail off with indicator light, option
- Lumen output can be customized prior to manufacturing by way of FPDxx Options
- The electrical components are mounted on an aluminum plate that is removeable with minimum use of tools. A matching five conductor plug connects to the receptacle in the luminaire housing to complete the wiring. For photoelectric operation, the electrical module is provided with an EEI-NEMA twist-lock photocell receptacle.

Optical Specifications
The optical system is IP66 rated and consists of a precisely molded thermal resistant acrylic refractor and top reflector mounted within the decorative acrylic optic. The top reflector redirects over 50% of the upward light into the controlling refractor while allowing a soft up-light component to define the traditional acorn shape of the luminaire. The lower refractor uses precisely molded prisms to maximize the pole spacings while maintaining uniform illuminance. Two refractors are available, designed for IES type III and V distributions. Lunar Optics shielding is available for asymmetric and symmetric distributions.

Control Options
The control options shall include, but not limited to, the following:
- Field adjustable output to adjust output to luminaire - AO
- Long life photocontrol, 20 years – PCLL, P34 and P48 with DTL
- 7 pin receptacles internally in housing (PR7) or inside glass mounted (PR7E - not for use with photocontrols & nodes must have photocontrol disabled)
- nLight Air rSBOR6 outdoor fixture-mounted motion and photo-sensor, features a dual radio to communicate wirelessly to other nLight Air devices for group response to motion, on/off control in response to daylight and by switch – RSBOR6
- Fixture embedded nLight Air network interface for individual fixture control and dimming - NLTAIR2.

Certification and Standards
- Luminaire shall be UL or CSA listed.
- Suitable for operation in an ambient temperature up to 40°C / 105°F per UL or CSA certification
- LM79 compliant
- DesignLights Consortium® (DLC) qualified product. Not all versions of this product may be DLC qualified. Please check the DLC Qualified Products List at www.designlights.org/QPL to confirm which versions are qualified.

Buy American Act
This product is assembled in the USA and meets the Buy America(n) government procurement requirements under FAR, DFARS and DOT regulations.
Please refer to www.acuitybrands.com/resources/buy-american for additional information.

Warranty
5-year limited warranty. This is the only warranty provided and no other statements in this specification sheet create any warranty of any kind. All other express and implied warranties are disclaimed Complete warranty terms located at: www.acuitybrands.com/support/warranty/terms-and-conditions

Note: Actual performance may differ as a result of end-user environment and application.
All values are design or typical values, measured under laboratory conditions at 25 °C.
Specifications subject to change without notice.

AWDE3

Acrylic Washington Postlite Utility LED3

HOLOPHANE®

ORDERING INFORMATION **Example:** AWDE3 P50 30K MVOLT MS AL3 BK MB ST TBK AO

Series		LED Performance Package		LED Color temperature		Voltage		Housing Style	
AWDE3	Acrylic Washington Postlite Utility LED3	P10	3,700 nominal lumens	27K	2700K CCT	MVOLT	Auto-Sensing 120-277V 50/60HZ	MS	Modern Style Swing Open Design
		P20	6,000 nominal lumens	30K	3000K CCT	HVOLT	Auto-Sensing 347-480V 50/60HZ	LS	Leaf Style Swing Open Design
		P30	9,000 nominal lumens	40K	4000K CCT				
		P40	12,000 nominal lumens	50K	5000K CCT				
		P50	13,800 nominal lumens						
		P60	16,100 nominal lumens						
		P70	20,100 nominal lumens						

Optics		Housing Color		Trim		Finial		Trim Color	
AL3	Acrylic, Type III	BK	Black	(Blank)	No Trim	(Blank)	No Finial	(Blank)	If No Trim AND No Finial
AL5	Acrylic, Type V	BZ	Bronze	FBM	Full Cover with Medallions and Band	BL	Ball	TBK	Black
AL3LU	Acrylic, Type III Lunar Optic	GH	Graphite	FNT	Full Cover only	CL	Clear Acrylic 3"	TBZ	Bronze
		GN	Green	MB	Medallions and Band	CR	Cross	TGL	Gold
AL5LU	Acrylic, Type V Lunar Optic	GR	Grey	RBM	Ribs, Band and Medallions	EG	Eagle	TGH	Graphite
		PP	Prime Paint	FRBM	Full Cover, Ribs, Band and Medallions	FL	Flower	TGN	Green
		WH	White			KC	Knurled Cap	TGR	Grey
		CMC	CustomMatchColor Finish			PN	Pawn	TPP	Prime Paint
		XX	STD Finish, TBD			ST	Standard	TWH	White
		RALxxxxSDCR	RAL Super Durable Corrosion Resistant, 80% Gloss Paint, replace xxxx with RAL number.			RM	Roman Cross	TCMC	Custom Match Color Finish
								TRALxxxxSDCR	RAL Super Durable Corrosion Resistant, 80% Gloss Paint, replace xxxx with RAL number.
								TXX	STD Finish, TBD

Options: *Option Compatibility Matrix on page 3 of 4*

CONTROLS OPTIONS
- AO Field Adjustable Output
- PR7 NEMA twistlock dimming photocontrol receptacle - 7 pin
- PR7E NEMA twistlock dimming photocontrol receptacle - 7 Pin (Under Acrylic)
- PCLL Long Life DTL Twistlock Photocontrol for Solid State, MVOLT
- P34 Long Life DTL Twistlock Photocontrol for Solid State, 347V
- P48 Long Life DTL Twistlock Photocontrol for Solid State, 480V
- SH Shorting Cap
- RSBOR6 nLight Motion Sensing Photocontrols
- NLTAIR2 nLight rtO 2.0 Antenna

DRIVER ELECTRICAL OPTIONS
- FPDxx Factory Programmed Driver
- 20KV Extreme surge protection 20kV/10kA, fail off with indicator light

PREWIRED LEAD OPTIONS
- L1H 1.5 ft prewired leads
- L03 3ft prewired leads
- L10 10 ft prewired leads
- L20 20 ft prewired leads
- L25 25 ft prewired leads
- L30 30 ft prewired leads

OPTIC OPTIONS
- TB Tucson Black Cover

NEMA LABEL OPTIONS
- NL1X1 1" X 1" ANSI Wattage Label
- NL2X2 2" X 2" ANSI Wattage Label

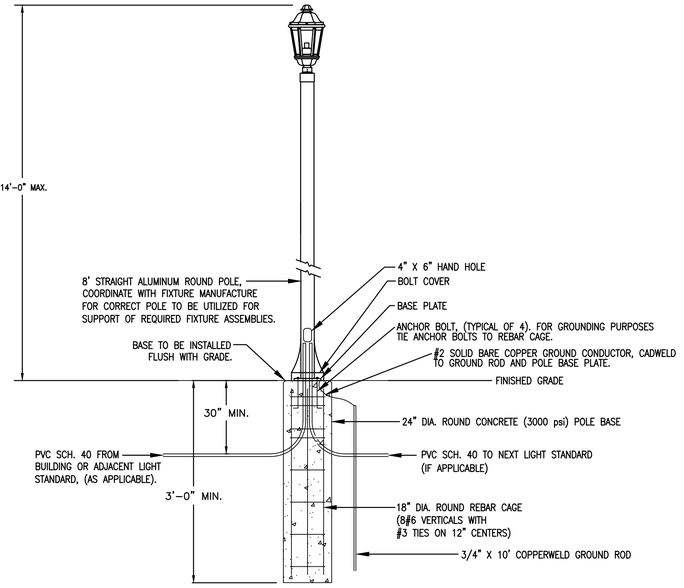
OPTIC OPTIONS
- UA Unitized Assembly

Accessories: *Order as separate catalog number.*

DECORATIVE BAND OPTIONS
- RBMX Ribs and Band Kit, Field installed

(Field installed. For use with units without factory installed ribs and band. Insert trim color for X)

HOUSE-SIDE SHIELD OPTIONS
- GVDHSS90 House Side Shield Solid 90°
- GVDHSS12 House Side Shield Solid 120°
- GVDHSS18 House Side Shield Solid 180°
- GVDHSL90 House Side Shield for Lunar Optic Solid 90°
- GVDHSL12 House Side Shield for Lunar Optic Solid 120°
- GVDHSL18 House Side Shield for Lunar Optic Solid 180°



TYPE "P1" POLE/BASE DETAIL

SCALE: NONE

REVISION

CDA ENGINEERING INC.

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SUITE 401
WILMINGTON, DE 19804
Tel: 302 998 9202
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DATE:	8-17-2023
CAD FILE:	...\DWG\REC\1810800 BASE.DWG

0' 25' 50' 100' 150'
1"=50'

APPLICATION No.
RECORD LAND DEVELOMPENT
MIXED-USE
OF
FOULKSTONE

BRNADYWINE HUNDRED NEW CASTLE COUNTY DELAWARE

DRAWING TITLE: SITE LIGHTING DETAILS, SCHEDULE

DRAWING NUMBER: E-3

JEFFREY C. VAUGHAN LICENSE No. 11321 DELAWARE PROFESSIONAL ENGINEER

BLAKE & VAUGHAN ENGINEERING, INC.
Mechanical / Electrical Consulting Engineers
800 Woodlawn Ave., Wilmington, DE 19805
P: (302) 888-1780 F: (302) 888-1781
PROJECT NUMBER: 2022153
DATE: 8/17/23

Grant Matrix
12/10/24

GRANT APPLICANT	AMOUNT REQUESTED / AMOUNT PROPOSED	INTENDED USE OF GRANT	Standard Accounting Practices/ Non-Discrimination Policy	PRIOR COUNCIL GRANTS IN CURRENT FISCAL YEAR	COUNCIL MEMBER
Windybush Civic Association, Inc.	$2000/$2000	Funds will be used for reimbursement of tree work that was completed in February 2024 and to help replace the neighborhood sign.	Yes/No	No	Cartier
Unlimited Alms, Inc./ Becoming Esther, Inc.	$3065.40/ $700	Funds will be used for their All About the Girls Event on January 25, 2025.	Yes/Yes	No	Williams-Johns
Project She Blooms- The Bria Maria Nix Memorial Scholarship	$750/$750	Funds will be used to help support the Bria Maria Nix Memorial Scholarship.	Yes/Yes	No	Williams-Johns
Dreim Elite Sport & Mentorship	Amend the previously awarded grant of $500 to $1000	Funds will be to assist with travel and lodging accommodations for youth chosen to represent Delaware in the National D1 All American Bowl taking place in Bullhead, AZ.	Yes/Yes	No	Williams-Johns

NEW CASTLE COUNTY
TRAVEL & TRAINING EXPENSE FORM

EMPLOYEE NAME	**Dee Durham**	**TELEPHONE**	**302-395-8342**
TITLE	**Council Member**	**DEPARTMENT**	**County Council**
DESTINATION	**Washington DC**	**OCA - GRANT/PROJECT**	**10100**
DATES	**March 1-4, 2025**		
PURPOSE	NACO Legislative Conference		

Dates	3/1/2025	3/2/2025	3/3/2025	3/4/2025				TOTALS	Obj Lvl
TRANSPORTATION									
Airfare								-	2001
Trainfare	$250							250.00	2002
Taxi & Shuttle	25.00			25.00				50.00	2003
Tolls								-	2005
Parking								-	2006
Total	$ 275.00	$ -	$ -	$ 25.00	$ -	$ -	$ -	$ 300.00	
MILEAGE									
Actual miles									
Allowable Rate	0.670	0.670	0.670	0.670	0.670	0.670	0.670		
Total	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	2004
LODGING									
Hotel	225.00	225.00	225.00					675.00	2010
Telephone								-	2030
Total	$ 225.00	$ 225.00	$ 225.00	$ -	$ -	$ -	$ -	$ 675.00	
MEALS									
Number of days (overnight travel):			**Rate per day:**		**Maximum meal allowance:**				
Actual meal costs								-	
Less than full day:									
Breakfast								-	
Lunch								-	
Dinner								-	
Total	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	2020
MISCELLANEOUS									
Conference Fees	530.00							530.00	2101
Seminar Fees								-	2102
ATM Fees								-	2007
Tips								-	2007
Books, Tapes, Etc								-	4101
Auto Rental								-	2008
Other								-	
Total	$ 530.00	$ -	$ -	$ -	$ -	$ -	$ -	$ 530.00	
SUMMARY	**$ 1,030.00**	**$ 225.00**	**$ 225.00**	**$ 25.00**	**$ -**	**$ -**	**$ -**	**$ 1,505.00**	

Expense Explanations:

Less Pre-payments:	
Less Charges paid by NCC:	
Due Employee:	**$ 1,505.00**

Explanation continued on attachment: yes( ) no( )

I hereby certify that these expenses, incurred by me on official New Castle County business, are reimbursable in accordance with current policies and have not been reimbursed, except where indicated.

Employee Signature **Date**

Type or print legibly - - Attach approval, receipts and original brochures.
Reference Administrative Policy #1
Form updated March 2006.

REVIEW AND APPROVAL:

Supervisor's Signature **Date**

I certify that all expenses are in compliance with all policies and Executive Orders.

General Manager's Signature **Date**

VENDOR NUMBER:

VOUCHER NUMBER: **VE**

NEW CASTLE COUNTY
DRAFT--TRAVEL & TRAINING EXPENSE FORM
Business Meal Meetings and Entertainment Detail - Cont'd

Employee Name:		**Travel Dates:**	
Title:		**Travel Location:**	
Department:		**OCA-Grant/Project:**	

NEW CASTLE COUNTY
TRAVEL & TRAINING EXPENSE FORM

EMPLOYEE NAME	**David Carter**	**TELEPHONE**	**302-395-8346**
TITLE	**Council Member**	**DEPARTMENT**	**County Council**
DESTINATION	**Washington DC**	**OCA - GRANT/PROJECT**	**10100**
DATES	**March 1-4, 2025**		
PURPOSE	NACO Legislative Conference		

Dates	3/1/2025	3/2/2025	3/3/2025	3/4/2025				TOTALS	Obj Lvl
TRANSPORTATION									
Airfare								-	2001
Trainfare								-	2002
Taxi & Shuttle								-	2003
Tolls								-	2005
Parking	$50	$50	$50	$50				200.00	2006
Total	$ 50.00	$ 50.00	$ 50.00	$ 50.00	$ -	$ -	$ -	$ 200.00	
MILEAGE									
Actual miles	99			99.00					
Allowable Rate	0.670	0.670	0.670	0.670	0.670	0.670	0.670		
Total	$ 66.26	$ -	$ -	$ 66.33	$ -	$ -	$ -	$ 132.59	2004
LODGING									
Hotel	225.00	225.00	225.00					675.00	2010
Telephone								-	2030
Total	$ 225.00	$ 225.00	$ 225.00	$ -	$ -	$ -	$ -	$ 675.00	
MEALS									
Number of days (overnight travel):			**Rate per day:**		**Maximum meal allowance:**				
Actual meal costs								-	
Less than full day:									
Breakfast								-	
Lunch								-	
Dinner								-	
Total	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	2020
MISCELLANEOUS									
Conference Fees	530.00							530.00	2101
Seminar Fees								-	2102
ATM Fees								-	2007
Tips								-	2007
Books, Tapes, Etc								-	4101
Auto Rental								-	2008
Other								-	
Total	$ 530.00	$ -	$ -	$ -	$ -	$ -	$ -	$ 530.00	
SUMMARY	**$ 871.26**	**$ 275.00**	**$ 275.00**	**$ 116.33**	**$ -**	**$ -**	**$ -**	**$ 1,537.59**	

Expense Explanations:

For travel and lodging to the NACo Legislative Conference in Washington DC. These charges are approximate at the time of preparation, and actuals may vary.

Less Pre-payments:	
Less Charges paid by NCC:	
Due Employee:	**$ 1,537.59**

Explanation continued on attachment: yes( ) no( )

I hereby certify that these expenses, incurred by me on official New Castle County business, are reimbursable in accordance with current policies and have not been reimbursed, except where indicated.

Employee Signature **Date**

Type or print legibly - - Attach approval, receipts and original brochures.
Reference Administrative Policy #1
Form updated March 2006.

REVIEW AND APPROVAL:

Supervisor's Signature **Date**

I certify that all expenses are in compliance with all policies and Executive Orders.

General Manager's Signature **Date**

VENDOR NUMBER:

VOUCHER NUMBER: **VE**

NEW CASTLE COUNTY
DRAFT--TRAVEL & TRAINING EXPENSE FORM
Business Meal Meetings and Entertainment Detail - Cont'd

Employee Name:		**Travel Dates:**	
Title:		**Travel Location:**	
Department:		**OCA-Grant/Project:**	

NEW CASTLE COUNTY
TRAVEL & TRAINING EXPENSE FORM

EMPLOYEE NAME	**Brandon Toole**	**TELEPHONE**	**302-395-8341**
TITLE	**Council Member**	**DEPARTMENT**	**County Council**
DESTINATION	**Washington DC**	**OCA - GRANT/PROJECT**	**10100**
DATES	**March 1-4, 2025**		
PURPOSE	NACO Legislative Conference		

Dates	3/1/2025	3/2/2025	3/3/2025	3/4/2025				TOTALS	Obj Lvl
TRANSPORTATION									
Airfare								-	2001
Trainfare	$250							250.00	2002
Taxi & Shuttle	25.00			25.00				50.00	2003
Tolls								-	2005
Parking								-	2006
Total	$ 275.00	$ -	$ -	$ 25.00	$ -	$ -	$ -	$ 300.00	
MILEAGE									
Actual miles									
Allowable Rate	0.655	0.655	0.655	0.655	0.655	0.655	0.655		
Total	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	2004
LODGING									
Hotel	225.00	225.00	225.00					675.00	2010
Telephone								-	2030
Total	$ 225.00	$ 225.00	$ 225.00	$ -	$ -	$ -	$ -	$ 675.00	
MEALS									
Number of days (overnight travel):			**Rate per day:**		**Maximum meal allowance:**				
Actual meal costs								-	
Less than full day:									
Breakfast								-	
Lunch								-	
Dinner								-	
Total	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	2020
MISCELLANEOUS									
Conference Fees	530.00							530.00	2101
Seminar Fees								-	2102
ATM Fees								-	2007
Tips								-	2007
Books, Tapes, Etc								-	4101
Auto Rental								-	2008
Other	100.00							100.00	
Total	$ 630.00	$ -	$ -	$ -	$ -	$ -	$ -	$ 630.00	
SUMMARY	**$ 1,130.00**	**$ 225.00**	**$ 225.00**	**$ 25.00**	**$ -**	**$ -**	**$ -**	**$ 1,605.00**	

Expense Explanations:

Less Pre-payments:	
Less Charges paid by NCC:	
Due Employee:	**$ 1,605.00**

Explanation continued on attachment: yes( ) no( )

I hereby certify that these expenses, incurred by me on official New Castle County business, are reimbursable in accordance with current policies and have not been reimbursed, except where indicated.

Employee Signature **Date**

Type or print legibly - - Attach approval, receipts and original brochures.
Reference Administrative Policy #1
Form updated March 2006.

REVIEW AND APPROVAL:

Supervisor's Signature **Date**

I certify that all expenses are in compliance with all policies and Executive Orders.

General Manager's Signature **Date**

VENDOR NUMBER:

VOUCHER NUMBER: **VE**

NEW CASTLE COUNTY
DRAFT--TRAVEL & TRAINING EXPENSE FORM
Business Meal Meetings and Entertainment Detail - Cont'd

Employee Name:	**Brandon Toole**	**Travel Dates:**	NA
Title:	**Councilman, District 1**	**Travel Location:**	NA
Department:	**County Council**	**OCA-Grant/Project:**	

Prime Sponsor(s): Mr. Hollins
Date of Introduction: December 10, 2024

RESOLUTION NO. 24-204

APPOINTING BRIAN MURPHY TO THE NEW CASTLE COUNTY BOARD OF ASSESSMENT REVIEW

WHEREAS, Brian Murphy has worked in various roles over a long career which includes economic development, negotiating the financing of Frawley Stadium, working in government affairs for a large healthcare provider, and working in public relations for an economic development consulting firm; and

WHEREAS, pursuant to 9 *Del C*. Sec. 1318 and New Castle County Code Sec. 2.05.102, the Board of Assessment Review is vested with the responsibility of hearing appeals from property owners regarding improper assessment, following the hearing of any property owner and determining whether the assessment is correct, and reviewing the methods by which the general manager of the Department of Land Use has established the assessments, among other duties; and

WHEREAS, pursuant to 9 Del C. Sec. 1317, Brian Murphy is a resident and property owner in the County; and

WHEREAS, Mr. Murphy resides in NCC Council District 4.

NOW, THEREFORE, BE IT RESOLVED by and for the County Council of New Castle County that County Council hereby appoints Brian Murphy to the New Castle County Board of Assessment Review for a tern beginning on December 10, 2024 and expiring on December 10, 2028.

Adopted by County Council of
New Castle County on:

_____
Monique Williams-Johns
President of County Council
Of New Castle County

SYNOPSIS: Same as title.
FISCAL NOTE: There is no discernible fiscal impact upon the adoption of this legislation.