

**ORDINANCE NO. 2930**

**AN ORDINANCE ESTABLISHING THE ANNUAL OPERATING BUDGET FOR  
FISCAL YEAR 2024**

THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. The Statement of Anticipated General Fund Revenues for the Fiscal Year Ending June 30, 2024 is as follows:

	<u>Amount Year</u> <u>Ending</u> <u>June 30, 2024</u>
<b><u>Revenues:</u></b>	
<u>Taxes</u>	
Real Property - County	\$ 16,558,000
Real Property - Library	1,941,000
Realty Transfer	31,500,000
Fire Service	1,800,000
Lodging Tax	1,000,000
Penalties and Interest	180,000
<u>Intergovernmental</u>	
Federal Grants	
Emergency Operations	300,000
Housing and Urban Development	2,537,000
Payments in Lieu of Taxes	6,100
State Grants	
Economic Development	100,000
Local Emergency Planning Commission	75,940
Library	400,000
Other	200,000
Paramedic	6,356,000
<u>Charges for Services</u>	
Constitutional Office Fees	
Marriage Bureau	200,000
Recorder of Deeds	5,011,000
Recorder of Deeds - Maintenance	49,500
Recorder of Deeds - Town Realty Transfer Tax	129,000
Register of Wills	1,500,000
Sheriff	950,000

	<u>Amount Year</u> <u>Ending</u> <u>June 30, 2024</u>
General Government Fees	
Building Permits & Zoning Fees	2,267,000
9-1-1 System Fee	559,630
Manufactured Home Placement Fee	200,000
Building Inspection Fees	1,608,000
Airport Operations	110,000
Miscellaneous Fees	84,500
Private Road Review & Inspection Fees	2,122,000
 <u>Miscellaneous Revenue</u>	
Fines and Forfeits	60,000
Investment Income	1,000,000
Miscellaneous Revenues	846,500
 <u>Other Financing Sources</u>	
Interfund Transfers In	47,000
Appropriated Reserve	10,017,000
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Total Revenues	<u>\$ 89,715,170</u>

Section 2. The Statement of Anticipated General Fund Appropriations and Expenditures for the Fiscal Year Ending June 30, 2024 is as follows:

<u>EXPENDITURES</u>	<u>AMOUNT</u> <u>YEAR</u> <u>ENDING</u> <u>JUNE 30, 2024</u>
<u>General Government</u>	
County Council	\$ 760,070
Administration	669,551
Legal	500,000
Finance	2,843,847
Assessment	5,791,308
GIO	1,084,977
Human Resources & General Employment	1,152,232
Records Management	315,807
Facilities Management	2,599,762
Information Technology	2,725,462

<u>Expenditures (continued)</u>	<u>Amount Year Ending June 30, 2024</u>
<u>Planning and Zoning</u>	
Planning and Zoning	1,919,190
Constable	1,533,018
Building Code	1,640,087
<u>Emergency Medical Services</u>	21,058,621
<u>Emergency Preparedness</u>	5,776,296
<u>Engineering</u>	2,438,100
<u>Library</u>	
Administration	908,895
Operations	2,869,897
<u>Economic Development</u>	
Economic Development	564,530
Safety and Security	609,867
Airport and Business Park	1,245,723
<u>Community Development</u>	2,902,803
<u>Grant-in-aid</u>	24,343,586
<u>Constitutional Offices</u>	
Marriage Bureau	295,823
Recorder of Deeds	946,450
Register of Wills	695,832
Sheriff	807,936
<u>Other Financing Uses</u>	
Transfers Out	115,500
Reserve for Contingencies	600,000
Total Expenditures	<u>\$ 89,715,170</u>

Section 3. The Tax Rate, Fireman’s Enhancement Funding Program, Cluster Fees, fee increases and new sources of revenue for the Fiscal Year Ending June 30, 2024 are as follows:

- (a) County Property Tax Rate \$.4450 per \$100.00 of taxable assessed valuation.
- (b) Firemen’s Enhancement Funding Program - Building Permit surcharge of one-quarter of one percent (.25%) of construction values. Distribution will be made to fire companies and ambulance companies who are in good standing with the Sussex County Volunteer Fire Association.

(c) Cluster Fee for density bonus.

- 1.) For the Town Centers and Developing Areas around Greenwood, Bridgeville, Seaford, Blades, Laurel and Delmar - \$15,000 per unit in excess of two dwelling units per acre.
- 2.) For the Town Centers and Developing Areas around Milford, Milton, Ellendale, Georgetown, Millsboro, Dagsboro, Frankford and Selbyville - \$15,000 per unit in excess of two dwelling units per acre.
- 3.) For the Coastal Area (previously known as environmentally sensitive areas) - \$20,000 per unit in excess of two dwelling units per acre.

(d) Fee increases.

- 1.) Enterprise Fund - Water Annual Service Charge based on EDU - increased from \$377 per EDU to \$392.
- 2.) Utility Enterprise - Sewer Annual Service Charge - increased from \$320 per EDU to \$330.
- 3.) Enterprise Fund - Sewer Connection Fee - increased from \$6,600 per EDU to \$7,700 per EDU.
- 4.) Enterprise Fund - Water Connection Fee - increased from \$1,155 per EDU to \$1,500 per EDU.
- 5.) Enterprise Fund - Sewer Plan Review Fees - flat fee for (2) reviews of submitted plans - increased from \$2,000 to \$3,000.
- 6.) Enterprise Fund - Sewer Plan Review Fees - per unit (addition to Flat Fee) from \$20 per unit to \$30 per unit; or \$10 per unit for a multi-family building.
- 7.) Enterprise Fund - Sewer Plan Review Fees - Plan Revisions - after obtaining County approval increase from \$1,000 to \$2,000.
- 8.) Enterprise Fund - Water Plan Review Fees - flat fee for (2) reviews of submitted plans – increased from \$1,500 to \$3,000.
- 9.) Enterprise Fund - Water Plan Review Fees - Plan Revisions - after obtaining County approval increase from \$1,000 to \$2,000.
- 10.) Enterprise Fund - Water Plan Review Fees - per unit (addition to flat fee) increase from \$10 per unit to \$20 per unit; or \$10 per unit for a multi-family building.
- 11.) Enterprise and General Fund - Field inspection fee - overtime and holiday or weekend hours increase from \$50 per hour to \$70 per hour.
- 12.) Enterprise Fund - Sewer and Water connection permits - increase from \$100 per permit to \$130 per permit.
- 13.) Enterprise Fund - Sewer inspection camera fee - increase from \$125 per to \$150 per hour.
- 14.) General Fund - Engineering - Road Plan Review Fees - flat fee for (2) reviews of submitted plans from \$2,500 to \$3,500 flat fee.
- 15.) General Fund - Engineering - Road Plan Review Fees - per unit (addition to flat fee) increase from \$45 per unit to \$55 per unit; or \$20 per unit for a multi-family building.
- 16.) General Fund - Engineering Road Review Fees - Plan Revision - after obtaining County approval - from \$1,000 to \$2,000 per review.

(e) New Sources of Revenue

- 1.) Enterprise Fund - Sewer Inspection - Camera Flagger - \$50 - per hour per employee in addition to sewer inspection camera fee hour rate.
- 2.) Enterprise Fund - Commercial sewer site review fee - \$1,000 per review.
- 3.) Enterprise Fund – Sewer Assessment Fee – Mallard Creek - \$540 based on equivalent dwelling unit (EDU).

Section 4. The Statement of Anticipated Capital Project Fund Revenues and Expenditures for the Fiscal Year Ending June 30, 2024 is as follows:

<u>Revenues and Other Financing Sources</u>	<u>Amount Year Ending June 30, 2024</u>
Appropriated Reserves	\$ 14,958,500
Federal Grant	3,825,000
Investment Income	100,000
State Grant	212,500
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Total Revenues and Other Financing Sources	\$ 19,096,000

Expenditures

Administrative	8,978,000
Airport and Business Park	6,838,000
Engineering	450,000
Library	580,000
Public Safety	2,250,000
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Total Capital Improvement Expenditures	\$ 19,096,000

Section 5. The Statement of Anticipated Enterprise Fund Revenues and Expenses for the Fiscal Year Ending June 30, 2024 is as follows:

<u>Revenues and Other Financing Sources</u>	<u>Amount Year Ending June 30, 2024</u>
Operating Revenues	
Service Charges	\$ 29,910,579
Holding Tank Fees	438,000
Licenses, Permit, and Review Fees	1,453,737
Miscellaneous Fees	467,400
Non-Operating Revenues	
Assessment Charges	7,971,459
Capitalized Ord. 38 Fees	2,300,000
Connection Fees	9,096,682
Investment Results	739,000
Miscellaneous Revenues	590,000
Other Financing Sources	
Available Funds	732,146
Transfers	115,500
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Total Revenues and Other Financing Sources	\$ 53,814,503

**Expenses**

**Amount Year  
Ending  
June 30, 2024**

Administrative Costs	\$ 9,091,612
Operations and Maintenance Costs	26,787,378
Capital Expenditures	4,507,094
Debt Service	13,428,419
Total Expenses and Debt Service	<u>\$ 53,814,503</u>

Section 6. Supplemental funding provided by the American Rescue Plan Act as follows:

**Revenue and Other Financing Sources**

Coronavirus State and Local Fiscal Recovery Grant	<u>\$ 39,818,714</u>
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**Expenses and Other Financing Uses**

Coronavirus State and Local Fiscal Recovery Eligible Expenses	<u>\$ 39,818,714</u>
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Section 7. Unappropriated or unobligated General Fund expenditures requiring a transfer from the General Fund Undesignated Fund Balance require approval by not less than four-fifths of the members of Sussex County Council concurring.

Section 8. The County Pay Plan and Salary Structures for employees not in a collective bargaining unit for Fiscal Year Ending June 30, 2024 shall be:

35-Hour Employees			
Grade	Minimum	Midpoint	Maximum
1	\$13.93	\$17.41	\$20.89
2	\$14.62	\$18.28	\$21.93
3	\$15.35	\$19.19	\$23.03
4	\$16.12	\$20.15	\$24.18
5	\$16.93	\$21.16	\$25.39
6	\$17.77	\$22.22	\$26.66
7	\$18.66	\$23.33	\$27.99
8	\$19.59	\$24.49	\$29.39
9	\$20.57	\$25.72	\$30.86
10	\$21.60	\$27.00	\$32.40
11	\$22.68	\$28.35	\$34.02
12	\$23.82	\$29.77	\$35.73
13	\$25.01	\$31.26	\$37.51
14	\$26.26	\$32.82	\$39.39
15	\$27.57	\$34.46	\$41.36
16	\$28.95	\$36.19	\$43.42
17	\$55,323	\$69,154	\$82,984
18	\$58,089	\$72,611	\$87,133
19	\$60,993	\$76,242	\$91,490
20	\$64,043	\$80,054	\$96,065

35-Hour Employees (continued)			
Grade	Minimum	Midpoint	Maximum
21	\$67,245	\$84,056	\$100,868
22	\$70,607	\$88,259	\$105,911
23	\$74,138	\$92,672	\$111,207
24	\$77,845	\$97,306	\$116,767
25	\$81,737	\$102,171	\$122,605
26	\$85,824	\$107,280	\$128,736
27	\$90,115	\$112,644	\$135,172
28	\$94,621	\$118,276	\$141,931
29	\$99,352	\$124,190	\$149,028
30	\$104,319	\$130,399	\$156,479
31	\$109,535	\$136,919	\$164,303
32	\$115,012	\$143,765	\$172,518
33	\$120,763	\$150,953	\$181,144
34	\$126,801	\$158,501	\$190,201

40-Hour and 42-Hour Employees			
Grade	Minimum	Midpoint	Maximum
8	\$19.59	\$24.49	\$29.39
9	\$20.57	\$25.72	\$30.86
10	\$21.60	\$27.00	\$32.40
11	\$22.68	\$28.35	\$34.02
12	\$23.82	\$29.77	\$35.73
13	\$25.01	\$31.26	\$37.51
14	\$26.26	\$32.82	\$39.39
15	\$27.57	\$34.46	\$41.36
16	\$28.95	\$36.19	\$43.42
17	\$30.40	\$38.00	\$45.60
18	\$31.92	\$39.90	\$47.88
19	\$33.51	\$41.89	\$50.27
20	\$35.19	\$43.99	\$52.78
21	\$36.95	\$46.18	\$55.42
22	\$38.80	\$48.49	\$58.19

Section 9. The County has invested \$10 million of Appropriated Reserves from Realty Transfer Tax funds with a goal to earn five percent per year. The fire companies are to receive a grant for the annual investment income from this investment up to four percent per year; these fire service grants are to be awarded annually based on recommendations from the Fire Resource Committee of the Sussex County Volunteer Firefighters Association, but at the discretion of the Sussex County Council. The County will receive the first one percent of the investment income earned. The fire service would receive investment income of up to four percent after the County receives one percent. A four-fifths vote of the County Council is required to use principal for any other purpose. If there is a loss from the investments, then the principal balance must be restored before any additional grants are made from investment income in the future to the County or fire service. The County is to receive the investment income over five percent per year. These grants

to the fire service will be awarded annually, based on the previous calendar year's annual investment results.

Section 10. This Ordinance shall become effective on July 1, 2023.

I DO HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND CORRECT COPY OF ORDINANCE NO. 2930 ADOPTED BY THE SUSSEX COUNTY COUNCIL ON THE 20TH DAY OF JUNE 2023.

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TRACY N. TORBERT  
CLERK OF THE COUNCIL