



Sussex County Council Public/Media Packet

**MEETING:
August 29, 2017**

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**Sussex County Council
2 The Circle | PO Box 589
Georgetown, DE 19947
(302) 855-7743**

MICHAEL H. VINCENT, PRESIDENT
GEORGE B. COLE, VICE PRESIDENT
ROBERT B. ARLETT
IRWIN G. BURTON III
SAMUEL R. WILSON JR.



2 THE CIRCLE | PO BOX 589
GEORGETOWN, DE 19947
(302) 855-7743 T
(302) 855-7749 F
sussexcountyde.gov
ROBIN GRIFFITH
CLERK

Sussex County Council

AGENDA

AUGUST 29, 2017

10:00 A.M.

Call to Order

Approval of Agenda

Approval of Minutes

Reading of Correspondence

Public Comments

Todd Lawson, County Administrator

1. Administrator's Report

Gina Jennings, Finance Director

1. Third Quarter Employee Recognition Awards
2. Delaware Transit Reimbursement Program Request
3. Quarterly Pension and OPEB Update with Committee Recommendations
 - A. Domestic and International Equities Targets in Pension Fund
 - B. DuPont Capital Investment
 - C. Allocation of Assets with Additional Contribution

Michael Costello, Government Affairs Manager

1. Update on Trash and Property Violations



Hans Medlarz, County Engineer

1. **Lewes Board of Public Works**
 - A. **Assistance request under the FY18 General Labor & Equipment Contract**
2. **FY 18 General Labor & Equipment Contract**
 - A. **Change Order No. 6**
3. **2017 Western Sussex Property Maintenance RFP**
 - A. **Recommendation to Award**
4. **Combine – 275 HP, Project #18-04**
 - A. **Recommendation to Award**
5. **Dual Wheel Tractor with Loader – 140 HP, Project #18-05**
 - A. **Recommendation to Award**
6. **Whitman, Requardt & Associates – North Coastal Planning Area Base Contract**
 - A. **Amendment 11 – Wolfe Neck and Piney Neck Regional Wastewater Facility Effluent Spray Irrigation**

John Ashman, Director of Utility Planning

1. **Request permission to prepare and post notices for the Conley’s Chapel Village expansion of the Sussex County Unified Sanitary Sewer District**
2. **Request permission to prepare and post notices for the Joy Beach Expansion of the Sussex County Unified Sanitary Sewer District**
3. **Request permission to prepare and post notices for the Tuck’s Road Expansion of the Sussex County Unified Sanitary Sewer District**
4. **Request permission to prepare and post notices for the Mallard Creek expansion of the Sussex County Unified Sanitary Sewer District**

Grant Requests

1. **Delaware Community Foundation for the Melody Joy Foundation Fundraiser**

Introduction of Proposed Zoning Ordinances

Council Members’ Comments

Executive Session – Pending Litigation pursuant to 29 Del. C. §10004(b)

Possible Action on Executive Session Items

1:30 p.m. Public Hearings

Conditional Use No. 2089 filed on behalf of Massey's Landing Properties, LLC

“AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR AN AMENDMENT TO ORDINANCE NO. 2378 FOR CONDITIONAL USE NO. 1963 FOR A CAMPGROUND TO AMEND CONDITION OF APPROVAL NO. 9 RELATING TO PARKING OF “PARK MODEL RV’S” AND CAMPGROUND FOOD TRAILER(S) TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN INDIAN RIVER HUNDRED, SUSSEX COUNTY, CONTAINING 54.33 ACRES, MORE OR LESS” (located on both sides of the eastern end of Long Neck Road) (Tax I.D. No. 234-25.00-31.02, 234-25.00-31.05, 234-25.00-31.04, and 234-25.00-31.00) (911 Address: 36625 Long Neck Road and 20628 Long Beach Drive, Millsboro)

Conditional Use No. 2090 filed on behalf of Edgar Reyes Hernandez

“AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A SHOP FOR PAINTING BUSINESS AND STORAGE TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN INDIAN RIVER HUNDRED, SUSSEX COUNTY, CONTAINING 1.4583 ACRES, MORE OR LESS” (located on the north side of Zoar Road, approximately 748 feet west of Gravel Hill Road (911 Address: 25203 Zoar Road, Georgetown) (Tax I.D. No. 234-14.00-30.01)

Conditional Use No. 2095 filed on behalf of Sposato Investments, LLC

“AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR AN AMENDMENT TO ORDINANCE NO. 1533 FOR CONDITIONAL USE NO. 1446 FOR A LANDSCAPING BUSINESS WITH OUTDOOR STORAGE TO REQUEST AN AMENDMENT TO CONDITION NO. 3 REGARDING HOURS OF OPERATION TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN BALTIMORE HUNDRED, SUSSEX COUNTY, CONTAINING 5.0 ACRES, MORE OR LESS” (located on the south side of Rickards Road, approximately 0.62 mile northeast of Daisey Road) (Tax I.D. No. 134-18.00-31.01 and 134-18.00-31.02) (911 Address: 34742 Rickards Road, Frankford)

Adjourn

Sussex County Council meetings can be monitored on the internet at www.sussexcountyde.gov.

In accordance with 29 Del. C. §10004(e)(2), this Agenda was posted on August 22, 2017, at 4:40 p.m., and at least seven (7) days in advance of the meeting.

This Agenda was prepared by the County Administrator and is subject to change to include the addition or deletion of items, including Executive Sessions, which arise at the time of the Meeting.

Agenda items listed may be considered out of sequence.

###

SUSSEX COUNTY COUNCIL - GEORGETOWN, DELAWARE, AUGUST 22, 2017

A regularly scheduled meeting of the Sussex County Council was held on Tuesday, August 22, 2017, at 10:00 a.m., in the Council Chambers, Sussex County Administrative Office Building, Georgetown, Delaware, with the following present:

Michael H. Vincent	President
George B. Cole	Vice President
Robert B. Arlett	Councilman
Irwin G. Burton III	Councilman
Samuel R. Wilson Jr.	Councilman
Todd F. Lawson	County Administrator
Gina A. Jennings	Finance Director
J. Everett Moore Jr.	County Attorney

The Invocation and Pledge of Allegiance were led by Mr. Vincent.

**Call to
Order**

Mr. Vincent called the meeting to order.

**M 393 17
Approve
Agenda**

A Motion was made by Mr. Cole, seconded by Mr. Wilson, to approve the agenda, as posted.

(Mr. Lawson noted that agenda items listed under Hans Medlarz, County Engineer, would be presented by other staff members.)

Motion Adopted: 4 Yeas, 1 Absent.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Absent;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**Recognition
of the
Georgetown
Senior
League
Softball
Team**

Sussex County Council presented awards recognizing members and coaches of the 2017 District III Senior League World Series softball championship team from Georgetown. The Delaware District III Girls' Softball Team won its first title as World Champions during the Senior League World Series held in Roxana in August. The Delaware District III team of 14 to 16 year old girls won the Senior League World Series title, defeating Asia-Pacific 4-0 during the championship game on August 6th.

Mr. Vincent passed the gavel to Mr. Cole prior to leaving the meeting for the purpose of a group photo with the softball championship team.

**M 394 17
Approve
Minutes**

A Motion was made by Mr. Arlett, seconded by Mr. Burton, to approve the minutes of August 8, 2017.

**M 394 17
(continued)**

Motion Adopted: 4 Yeas, 1 Absent.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Absent**

**Corre-
spondence**

Mr. Moore read the following correspondence:

THE MUSIC SCHOOL OF DELAWARE, MILFORD, DELAWARE.

RE: Letter in appreciation of grant.

AUTISM DELAWARE, LEWES, DELAWARE.

RE: Letter in appreciation of grant.

WEST SIDE NEW BEGINNINGS, REHOBOTH, DELAWARE.

RE: Letter in appreciation of grant.

REHOBOTH ART LEAGUE, REHOBOTH, DELAWARE.

RE: Letter in appreciation of grant.

**Public
Comments**

Public Comments

Paul Reiger commented on the following matters: the agenda item “poultry house regulations”; regulations regarding farms, chickens, etc.; and the Planning and Zoning Commission member for District 2.

Mr. Vincent rejoined the meeting.

Dan Kramer commented on the requirement that County employees clock in. He also commented on and raised questions regarding the agenda item “Western Sussex Area of the Sussex County Unified Sanitary Sewer District”.

William Kinnick discussed a letter he received from the County in April 2017 in response to the White Paper he submitted to the Council and he discussed issues that have arisen since the receipt of the letter, i.e. variances and construction of houses not meeting Code.

Leonard Sears commented on manufactured home communities including grandfathering, single wide homes being replaced with double wide homes, making a new lot out of two lots, setback requirements, and buffer zones.

Philip Greene commented on activities, development, traffic, and vacated houses on Route 24.

**Public
Hearing/
Robin
Salisbury
Annexation**

A Public Hearing was held on extending the boundary of the Sussex County Unified Sanitary Sewer District (SCUSSD), Miller Creek Area, to include a parcel of land along the south side of Double Bridges Road, being situate in Baltimore Hundred (Robin Salisbury Annexation). The expansion request

**Public
Hearing
(continued)**

was submitted by the owner of the property; the property owner wishes to construct a single-family home at this time with plans of subdividing in the future. The parcel is adjacent to the County's sewer district and the Engineering Department has planned capacity for the parcel. Mr. Ashman reported that the Engineering Department has not received any correspondence in support of or in opposition to the proposed expansion.

**M 395 17
Adopt
R 021 17**

A Motion was made by Mr. Cole, seconded by Mr. Arlett, to Adopt Resolution No. R 021 17 entitled "A RESOLUTION TO EXTEND THE BOUNDARY OF THE SUSSEX COUNTY UNIFIED SANITARY SEWER DISTRICT (SCUSSD) MILLER CREEK AREA, TO INCLUDE A PARCEL OF LAND (134-19.00-69.00) ALONG THE SOUTH SIDE OF DOUBLE BRIDGES ROAD LOCATED IN BALTIMORE HUNDRED, SUSSEX COUNTY, DELAWARE, AND RECORDED IN THE OFFICE OF THE RECORDER OF DEEDS, IN AND FOR SUSSEX COUNTY, DELAWARE".

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**Consent
Agenda**

Mr. Vincent presented the items listed under the Consent Agenda for Council's consideration.

**M 396 17
Approve
Consent
Agenda**

A Motion was made by Mr. Cole, seconded by Mr. Arlett, to approve the following items listed under the Consent Agenda:

**Wastewater Agreement No. 866-10
Sussex County Project No. 81-04
Lewes Crossing – Phase 7
West Rehoboth Expansion of the Dewey Beach Sanitary Sewer District**

**Wastewater Agreement No. 516-7
Sussex County Project No. 81-04
Landings at Pepper Creek (aka The Marina at Pepper's Creek – Phase 3-5)
Dagsboro/Frankford Sanitary Sewer District**

**Wastewater Agreement Nos. 1017-1, 1017-2 and 1017-3
Sussex County Project No. 81-04
Showfield – Phases 2 and 2A – Pump Station and Force Main, and Phase 3
West Rehoboth Expansion of the Dewey Beach Sanitary Sewer District**

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**Adminis-
trator's
Report**

Mr. Lawson read the following information in his Administrator's Report:

1. Delaware State Police Activity Report

The Delaware State Police year-to-date activity report for July 2017 is attached listing the number of violent crime and property crime arrests, as well as total traffic charges and corresponding arrests. In addition, DUI and total vehicle crashes investigated are listed. In total, there were 191 troopers assigned to Sussex County for the month of July.

2. Projects Receiving Substantial Completion

Per the attached Engineering Department Fact Sheets, the following projects have received Substantial Completion: Coastal Club – Land Bay 3 – Phase A-2, effective July 31st; Solitude on Whites Creek – Phase 1B, effective August 8th; and The Estuary – Phase 1C-1B (Construction Record), effective August 15th.

[Attachments to the Administrator's Report are not attachments to the minutes.]

**Poultry
House
Zoning
Regulations**

Janelle Cornwell, Director of Planning and Zoning, and Vince Robertson, Assistant County Attorney, discussed poultry house zoning regulations. Ms. Cornwell reported that staff has met with local poultry stakeholders as well as the Delmarva Poultry Industry, Inc. (DPI). Ms. Cornwell presented a summary of the County's current regulations regarding poultry houses and the recommendation of DPI and the DPI White Paper on their Best Management Practices; she noted that this information was provided in Council packets.

Council members raised questions on who was included in the group of stakeholders that met and specifically, whether or not any poultry growers attended. Ms. Cornwell responded that meetings took place with representatives from Mountaire, Allen Harim, Perdue and Delmarva Poultry Industry. Ms. Cornwell stated that the intent was to meet with the companies to receive feedback. She noted that there can be further outreach if and when the process moves forward. It was also noted that there would be public hearings scheduled on a proposed ordinance if the process moves forward.

Mr. Lawson commented on the background of scheduling the meetings stating that public comments have recently been heard by the Council during Council meetings in regard to poultry regulations and that Council directed staff to look into this issue.

Also questioned was how the proposed changes compare to neighboring states/counties. Ms. Cornwell responded that the proposed changes came from Delmarva Poultry Industry and she noted that the stakeholders they met with are amenable to the proposed changes. She noted that the

**Poultry
House
Zoning
Regulations
(continued)**

proposed changes are similar to other counties and possibly more restrictive than in Kent County.

Other questions raised related to acreage and setbacks required for poultry houses.

Mr. Cole requested that a chart be prepared comparing regulations of other areas on the Eastern Shore. Mr. Robertson stated that a comparison chart has been prepared and that he would forward the chart to the Council members.

Council members discussed poultry house regulations and the impact on farmers and residents that live in the rural areas. Issues discussed included the five acre requirement, concerns of the general public, agriculture versus industrial site, farmers rights and residential rights, and recognizing that poultry is the Number 1 industry in the County.

It was noted that the intent of this matter being placed on the agenda on this date is for comments and feedback from Council for the purpose of preparing a draft ordinance.

**AHA's
Mission:
Lifeline
Silver
Award**

Jeff Cox, EMS Deputy Director of Administration, announced that Sussex County Emergency Medical Services (EMS) in conjunction with Nanticoke Health Services have received national recognition for excellence in cardiac care, being awarded the American Heart Association's Mission: LifeLine Silver Award for implementing quality improvement measures for the treatment of patients who experience severe heart attacks. In attendance were representatives of Sussex County EMS and representatives of Nanticoke Health Services. State Representative Danny Short was also in attendance to testify to the importance of paramedic response and cardiac care and he extended his thanks to Sussex County EMS and Nanticoke Hospital and cardiac staff for the care he received following a recent heart attack.

**Asset
Management
Program
Phase II**

John Ashman, Director of Utility Planning, and Meghan Nehrbas, GIS Manager, presented Contract Amendment No. 2 for the Asset Management Program, Phase II, for the County's wastewater facilities. Mr. Ashman explained that Amendment No. 2 to the Contract with KCI Technologies represents the next stages of the Asset Management Program implementation effort. Mr. Ashman stated that, since September 2015, when the Utility Planning Department presented a DNREC-sponsored Asset Management Initiative to Council, the Engineering Department has been working with KCI Technologies and Sussex County's Mapping and Addressing Department to complete the original pilot study area of Fenwick Island and has proceeded into digitizing additional sewer districts into a GIS database. The County has contracted with Salisbury University's Eastern Shore Regional GIS Cooperative and they have completed the digitizing of the County's Auto-Cad As-Builts information. Mr. Ashman reported that the initiative is a 5-year program which identifies all existing

Asset Management, Phase II (continued)

sewer infrastructure (and eventually water infrastructure). Mr. Ashman and Ms. Nehrbas also presented a request for authorization to continue the cooperation with the Eastern Shore Regional GIS Cooperative utilizing their pool of student interns for this program at a cost not to exceed an additional \$25,000.00.

M 397 17 Approve Contract Amendment/ Asset Management Program

A Motion was made by Mr. Arlett, seconded by Mr. Cole, based upon the recommendation of the Engineering Department, that Amendment No. 2 to the EJCDC Contract for miscellaneous engineering services with KCI Technologies, Inc. be approved in the amount not to exceed \$123,860.00 for Phase II of the Asset Management Program and authorizes the continued utilization of the Eastern Shore Regional GIS Cooperative in the amount not to exceed \$25,000.00, as presented on August 22, 2017.

Motion Adopted: 5 Yeas.

Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea; Mr. Wilson, Yea; Mr. Cole, Yea; Mr. Vincent, Yea

SCRWF/ GHD Base Contract

Joe Wright, Assistant County Engineer, presented an agreement with GHD, Inc. for design services at the South Coastal Regional Wastewater Facility (SCRWF) which will take the facility to a design capacity of 10.00 MGD. (GHD Inc. is formally known as Sterns & Wheler, LLC.)

M 398 17 Approve Base Contract Amendment (SCRWF)

A Motion was made by Mr. Cole, seconded by Mr. Arlett, based upon the recommendation of the Engineering Department, that Amendment No. 12 to the Base Engineering Contract with GHD, Inc. be approved in an amount not to exceed \$2,240,286.38 for preparation of construction bid documents and bid phase services.

Motion Adopted: 5 Yeas.

Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea; Mr. Wilson, Yea; Mr. Cole, Yea; Mr. Vincent, Yea

Western Sussex Area of the SCUSSD

Mr. Lawson presented an overview of the proposal for the Western Sussex Area Expansion of the Unified Sewer District: the Town of Bridgeville currently owns and operates a sanitary sewer system for the Bridgeville/Greenwood service area; due to the high cost of system improvements, the Bridgeville Town Council and the Greenwood Town Council asked Sussex County to investigate an alternate scenario; Sussex County Engineering Department, in conjunction with the respective municipal engineering consultants, developed an alternate scenario for a Western Sussex County Sewer District connecting to the City of Seaford estimated at a project cost of \$12.68 million; Seaford City Council has agreed in principle to the arrangement; once the expansion is approved by Council, the Engineering Department will start working on an agreement

**Western
Sussex
Area
of the
SCUSSD
(continued)**

between Sussex County and the City of Seaford; it is proposed that Sussex County would assume all municipal sewer related assets, liabilities and legacy obligations after district expansion.

Pat Correll, President of Bridgeville Town Commission, was in attendance and spoke in support of the proposal.

Council members discussed the proposal including the request of the two municipalities for sewer service, the support of the municipalities and the residents of Bridgeville and Greenwood, wastewater disposal, the County's role, and the topic of municipal annexation areas / growth areas,

**M 399 17
Adopt
R 022 17**

A Motion was made by Mr. Cole, seconded by Mr. Arlett, to Adopt Resolution No. R 022 17 entitled "A RESOLUTION TO ESTABLISH THE WESTERN SUSSEX COUNTY UNIFIED SANITARY SEWER DISTRICT UNDER THE PROVISIONS OF TITLE 9 OF THE DELAWARE CODE".

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**Grant
Requests**

Mrs. Jennings presented grant requests for the Council's consideration.

**M 400 17
Council-
manic
Grant**

A Motion was made by Mr. Cole, seconded by Mr. Wilson, to give \$500.00 from Mr. Cole's Councilmanic Grant Account to the Rehoboth Summer Children's Theatre for program costs.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**M 401 17
Council-
manic
Grant**

A Motion was made by Mr. Wilson, seconded by Mr. Cole, to give \$500.00 from Mr. Wilson's Councilmanic Grant Account to Grace-N-Mercy Ministries for summer youth camp costs.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**M 402 17
Council-
manic
Grant**

A Motion was made by Mr. Cole, seconded by Mr. Wilson, to give \$1,000.00 from Mr. Cole's Councilmanic Grant Account to the Delaware State College Alumni Association for Delaware State University Marching Band's

**M 402 17
(continued)**

performance in Rehoboth.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**M 403 17
Council-
manic
Grant**

A Motion was made by Mr. Arlett, seconded by Mr. Burton, to give \$2,500.00 (\$500.00 from each Councilmanic Grant Account) to the Nanticoke Indian Association for the 40th Nanticoke Indian Powwow.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**M 404 17
Council-
manic
Grant**

A Motion was made by Mr. Cole, seconded by Mr. Burton, to give \$3,500.00 (\$2,500.00 from Mr. Cole's Councilmanic Grant Account and \$1,000.00 from Mr. Burton's Councilmanic Grant Account) to the West Rehoboth Community Land Trust for maintenance and renovations.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**M 405 17
Grant/
Motion
Died**

A Motion was made by Mr. Wilson to give \$500.00 (\$100.00 from each Councilmanic Grant Account) to La Esperanza for the Sisters Fund.

The Motion died for the lack of a Second.

**M 406 17
Council-
manic
Grant**

A Motion was made by Mr. Arlett, seconded by Mr. Burton, to give \$2,500.00 (\$500.00 from each Councilmanic Grant Account) to La Esperanza for the Sisters Fund.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**Introduction
of Proposed
Ordinances**

Mr. Burton introduced the Proposed Ordinance entitled "AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A HOLISTIC TREATMENT CENTER INCLUDING MASSAGE, ACUPUNCTURE, AND CHIROPRACTOR TO BE LOCATED ON A CERTAIN PARCEL

**Introduction
of Proposed
Ordinances
(continued)**

OF LAND LYING AND BEING IN LEWES AND REHOBOTH HUNDRED, SUSSEX COUNTY, CONTAINING 0.55 ACRE, MORE OR LESS” (Conditional Use No. 2109) filed on behalf of Quakertown Wellness Center (Tax I.D. No. 335-8.14-49.00 and 335-8.00-35.00) (911 Address: 1204 Savannah Road, Lewes).

Mr. Cole introduced the Proposed Ordinance entitled “AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT TO A CR-1 COMMERCIAL RESIDENTIAL DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN BALTIMORE HUNDRED, SUSSEX COUNTY, CONTAINING 2.72 ACRES, MORE OR LESS” (Change of Zone No. 1840) filed on behalf of Preston and Brenda Brasure (Tax I.D. No. 134-11.00-200.00 and 134-11.00-200.01) (911 Address: 32026 and 32014 Roxana Road, Ocean View).

Mr. Arlett introduced the Proposed Ordinance entitled “AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT TO A B-1 NEIGHBORHOOD BUSINESS DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN BALTIMORE HUNDRED, SUSSEX COUNTY, CONTAINING 5.29 ACRES, MORE OR LESS” (Change of Zone No. 1841) filed on behalf of Lemuel H. Hickman GST Exempt Trust fbo Brenton Archut (Tax I.D. No. 134-19.00-22.00 (portion of) (911 Address: Not Available).

Mr. Arlett introduced the Proposed Ordinance entitled “AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT TO A B-1 NEIGHBORHOOD BUSINESS DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN BALTIMORE HUNDRED, SUSSEX COUNTY, CONTAINING 2.4968 ACRES, MORE OR LESS” (Change of Zone No. 1842) filed on behalf of Carmelita L. Pavlosky and Karl Meek (Tax I.D. No. 533-11.00-82.03) (911 Address: 36169 Zion Church Road, Frankford).

The Proposed Ordinances will be advertised for Public Hearing.

**Council
Members’
Comments**

Council Members’ Comments

Mr. Cole commented on older manufactured housing parks and asked that Council place this matter on a future agenda to discuss how to address problems in parks, i.e. setbacks.

Mr. Cole commented on the yard sale and abandoned homes complaints heard during public comments on this date and asked that Council look at existing regulations and discuss the problems at a future Council meeting.

Mr. Arlett commented on a property that was previously a dump site and

Comments (continued) has now been cleaned up. He commended the County and the State on working together to resolve this problem site.

Mr. Arlett commended and thanked Sussex County paramedics, referencing the presentation and testimony on this date which demonstrates why public safety must be a priority.

M 407 17 At 12:14 p.m., a Motion was made by Mr. Arlett, seconded by Mr. Cole, to
Go Into recess the Regular Session and go into Executive Session for the purpose of
Executive discussing matters relating to pending litigation and land acquisition.
Session

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

Executive At 12:17 p.m., an Executive Session of the Sussex County Council was held
Session in the Basement Caucus Room for the purpose of discussing matters relating to pending litigation and land acquisition. The Executive Session concluded at 1:35 p.m.

M 408 17 At 1:37 p.m., a Motion was made by Mr. Arlett, seconded by Mr. Burton, to
Reconvene come out of Executive Session and reconvene the Regular Session.
Regular
Session

Motion Adopted: 4 Yeas, 1 Absent.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Absent; Mr. Cole, Yea;
Mr. Vincent, Yea**

E/S Action There was no action on Executive Session matters.

Rules Mr. Moore read the Rules of Procedure for public hearings.

Mr. Cole left the room and did not attend or participate in the first Public Hearing,

Mr. Wilson joined the meeting.

Public A Public Hearing was held on the Proposed Ordinance entitled "AN
Hearing/ ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN A GR
CU 2085 GENERAL RESIDENTIAL DISTRICT FOR MULTI-FAMILY DWELLING STRUCTURES TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN BALTIMORE HUNDRED, SUSSEX COUNTY, CONTAINING 4.16 ACRES, MORE OR LESS" (Conditional Use No. 2085) filed on behalf of Land and Marketing Corporation (Tax I.D. No. 134-9.00-88.00, 80.06, and 80.01 (portion of) (911 Address: Not Available).

**Public
Hearing/
CU 2085
(continued)**

Janelle Cornwell, Planning and Zoning Director, presented the Conditional Use application.

The Planning and Zoning Commission held a Public Hearing on this application on July 13, 2017 at which time action was deferred. On July 27, 2017, the Commission recommended approval with the following conditions:

- A. The maximum number of residential units shall be 19.**
- B. All entrances, intersection, roadways and multi-modal improvements shall be completed by the Developer in accordance with all DelDOT requirements.**
- C. The project shall be served by Sussex County sewer. The Developer shall comply with all Sussex County Department requirements including any offsite upgrades necessary to provide service to the project.**
- D. The project shall be served by central water to provide drinking water and fire protection.**
- E. The Applicant shall submit as part of the Final Site Plan a landscape plan showing the proposed tree and shrub landscape design, including any buffer areas.**
- F. All construction and site work on the properties, including deliveries of materials to or from the property, shall only occur between 7 a.m. and 6 p.m. Monday through Saturday.**
- G. Street naming and addressing shall be subject to the review and approval of the Sussex County Mapping and Addressing Department.**
- H. The Applicant shall form a homeowners' or condominium association responsible for the perpetual maintenance of the streets, road, any buffers or landscaping, stormwater management facilities, erosion and sediment control facilities and other common elements.**
- I. The stormwater management system shall meet or exceed the requirements of the State and County. It shall be constructed and maintained using Best Management Practices.**
- J. The Final Site Plan shall contain the approval of the Sussex County Conservation District for the design and location of all stormwater management areas and erosion and sedimentation control facilities.**
- K. The Final Site Plan shall be subject to review and approval of the Sussex County Planning and Zoning Commission.**

(See the minutes of the Planning and Zoning Commission dated July 13 and 27, 2017.)

An Exhibit Booklet was provided by the Applicant and previously distributed to the Council members.

The Council found that Jeff Clark with Land Tech Land Planning, LLC and Robert Harris, President of Land and Marketing Corporation, were present on behalf of the application. Mr. Clark reported on the proposed use of the property as a single family home community with 19 homes (Salt

**Public
Hearing/
CU 2085
(continued)**

Aire). Information presented included an environmental assessment, public facility evaluation, PLUS comments and Applicant's response, boundary and topographic survey, storm drainage design, public water (Sussex Shores) and wastewater service (Sussex County), analysis of traffic, open space (57%), architectural floor plans, setbacks, buffers, parking, streetlighting, landscaping, FEMA requirements, and compliance with the County's Land Use Plan,

Mr. Clark reported that the site is in an Investment Level 3 Area according to Strategies for State Policies and Spending; that the project is within the Environmentally Sensitive Development District Overlay Zone; that DelDOT did not require a Traffic Impact Study or a Traffic Operations Analysis; that DelDOT will require a public right-of-way dedication along Sandy Cove Road and Cedar Neck Road and a permanent sign easement (community name signage at the gateway to the community); and that access into the community will be from Sandy Cove Road.

Mr. Clark also reported that the site consists of 4.61 acres and is comprised of three abutting tracks of land on three separate tax parcels and is mostly undeveloped; that there is an interior parcel of land surrounded by existing single family dwellings, all of which are fronting on existing roads and streets; that one residence and some storage buildings are currently on the site; and that the entire Salt Aire track is zoned GR General Residential as are all the existing lots abutting the property on all sides.

Mr. Clark also reported that the project lies within the Cedar Neck Expansion of the Bethany Beach Sanitary Sewer District; that the allocated EDU capacity is 15 EDUs; that a letter was received from John Ashman, Sussex County Engineering Department, stating that there are no capacity issues; and that they propose to enter into a Use of Existing Infrastructure Agreement with Sussex County and purchase an additional 4 EDUs.

There were no public comments and the Public Hearing was closed.

Mr. Vincent questioned Mr. Clark's report on the Engineering Department's comments relating to sewer capacity and he referenced a letter written by Rob Davis of the Sussex County Engineering Department that is not in agreement with Mr. Ashman's letter (referenced by the Applicant). Mr. Vincent stated that he would like to receive an explanation/clarification from the Engineering Department on this matter.

**M 409 17
Defer
Action/
CU 2085**

A Motion was made by Mr. Wilson, seconded by Mr. Burton, to defer action on Conditional Use No. 2085 filed on behalf of Land and Marketing Corporation for the purpose of receiving a response to a sewer capacity question (submitted to the Sussex County Engineering Department) with the record remaining open for a period of ten days for a written response; and further, once the written response has been received, the record will remain open for a period of one week for the Applicant to have the opportunity to respond.

**M 409 17
(continued)**

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**Public
Hearing/
CU 2086**

A Public Hearing was held on the Proposed Ordinance entitled “AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A BEAUTY SHOP (WITH TWO CHAIRS AND THREE EMPLOYEES) TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN DAGSBORO HUNDRED, SUSSEX COUNTY, CONTAINING 1.012 ACRES, MORE OR LESS” (Conditional Use No. 2086) filed on behalf of Kristin Bryan (Tax I.D. No. 133-10.00-9.07) (911 Address: 26330 Governor Stockley Road, Georgetown).

Janelle Cornwell, Planning and Zoning Director, presented the Conditional Use application.

The Planning and Zoning Commission held a Public Hearing on this application on July 13, 2017 at which time the Commission recommended approval with the following conditions:

- A. There shall be no more than three employees.**
- B. The Applicant shall comply with all roadway and entrance improvements required by DelDOT.**
- C. There shall be no more than two chairs in the beauty shop.**
- D. One unlit sign shall be permitted, it shall not be greater than 32 square feet per side.**
- E. The Final Site Plan shall be subject to the review and approval of the Planning and Zoning Commission.**

(See the minutes of the Planning and Zoning Commission dated July 13, 2017.)

The Council found that Cory Bryan (the Applicant’s husband) was in attendance on behalf of the application. He stated that the business is currently a sole proprietorship; that his wife proposes to step away from the business; however, she will still manage it and own it; that they propose two new employees to take over the existing customer base; that they are not expanding the customer base and therefore, the foot/road traffic will not change; that parking will remain the same; and that they propose to offer additional services that customers have requested.

There were no public comments in support of or in opposition to the application.

The Public Hearing and public record were closed.

Mr. Moore read the title of the Proposed Ordinance.

**M 410 17
Amend
Condition**

A Motion was made by Mr. Arlett, seconded by Mr. Cole, to amend Condition D recommended by the Planning and Zoning Commission, as follows:

F. One unlit sign shall be permitted, it shall not be greater than 16 square feet per side.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**M 411 17
Adopt
Ordinance
No. 2516/
CU 2086**

A Motion was made by Mr. Cole, seconded by Mr. Arlett, to Adopt Ordinance No. 2516 entitled "AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A BEAUTY SHOP (WITH TWO CHAIRS AND THREE EMPLOYEES) TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN DAGSBORO HUNDRED, SUSSEX COUNTY, CONTAINING 1.012 ACRES, MORE OR LESS" (Conditional Use No. 2086) filed on behalf of Kristin Bryan, with the following conditions, as amended:

- A. There shall be no more than three employees.**
- B. The Applicant shall comply with all roadway and entrance improvements required by DelDOT.**
- C. There shall be no more than two chairs in the beauty shop.**
- D. One unlit sign shall be permitted, it shall not be greater than 16 square feet per side.**
- E. The Final Site Plan shall be subject to the review and approval of the Planning and Zoning Commission.**

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**Public
Hearing/
CU 2087**

A Public Hearing was held on the Proposed Ordinance entitled "AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR AN AUTOMOTIVE REPAIR SHOP TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN BALTIMORE HUNDRED, SUSSEX COUNTY, CONTAINING 1.0218 ACRES, MORE OR LESS" (Conditional Use No. 2087) filed on behalf of John F. and Brenda L. Fegelein Trustees (Tax I.D. No. 533-6.00-18.01) (911 Address: Not Available).

**Public
Hearing/
CU 2087
(continued)**

Janelle Cornwell, Planning and Zoning Director, presented the Conditional Use application.

The Planning and Zoning Commission held a Public Hearing on this application on July 13, 2017 at which time the Commission deferred action. On July 27, 2017, the Commission recommended approval with the following conditions:

- A. One lighted sign not to exceed 32 square feet per side.**
- B. Security lighting shall be downward screened and shall be directed away from neighboring properties and roadways.**
- C. Any dumpsters shall be screened from view of neighbors and roadways. The dumpster locations shall be shown on the Final Site Plan.**
- D. All repairs shall be performed indoors. No automobile parts shall be stored outside.**
- E. No junked, unregistered or permanently inoperable vehicles or trailers shall be stored on the site.**
- F. As proposed by the Applicant, no more than 8 cars shall be on the site for repairs at any one time.**
- G. The property shall be screened from view of neighboring properties with a fence or vegetation. This screen shall be shown on the Final Site Plan.**
- H. No cars shall be sold on the property.**
- I. The site shall be subject to all DelDOT entrance and roadway requirements.**
- J. The hours of operation shall be from 7:00 a.m. through 6:00 p.m., Monday through Saturday.**
- K. The Final Site Plan shall be subject to the review and approval of the Planning and Zoning Commission.**

(See the minutes of the Planning and Zoning Commission dated July 13 and 27, 2017.)

Ms. Cornwell reported that an email has been received from Howard (Keith) and Leah Clark suggesting conditions of approval if the application is not denied. The correspondence was made a part of the record.

An Exhibit Booklet was provided by the Applicant and previously distributed to the Council members.

William Scott, Attorney with Scott and Schumann, was present on behalf of the application with Mr. Fegelein, the Applicant, and Mr. Smudin, owner of Roxana Automotive Services, the proposed tenant.

Mr. Scott and Mr. Smudin stated that the relocation of the business (Roxana Automotive Services) is proposed; that the lease at the current site will expire on October 20, 2017; that the application site, where relocation is proposed, is currently unimproved; that the business is established in the area and the proposed business site is in the general area of the current

**Public
Hearing/
CU 2087
(continued)**

location; that no employees are proposed; that eight parking spots are proposed and will be screened (to be shown on the final site plan); that the site is located in a Low Density Rural Area; and that the use will have no impact on neighboring properties.

Mr. Smudin presented three additional letters of support (in addition to letters previously submitted to Planning and Zoning). The letters were made a part of the record.

There were no public comments in support of or in opposition to the application.

The Public Hearing and public record were closed.

Mr. Moore read the title of the Proposed Ordinance.

**M 412 17
Amend
Condition**

A Motion was made by Mr. Arlett, seconded by Mr. Burton, to amend Condition A recommended by the Planning and Zoning Commission, as follows:

A. One lighted sign not to exceed 16 square feet per side.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**M 413 17
Amend
Condition**

A Motion was made by Mr. Cole, seconded by Mr. Burton, to amend Condition D recommended by the Planning and Zoning Commission, as follows:

D. All repairs shall be performed indoors. No outside storage permitted (propane and oil tanks for heat shall not be considered storage).

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**M 414 17
Adopt
Ordinance
No. 2517/
CU 2087**

A Motion was made by Mr. Cole, seconded by Mr. Arlett, to Adopt Ordinance No. 2517 entitled "AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR AN AUTOMOTIVE REPAIR SHOP TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN BALTIMORE HUNDRED, SUSSEX COUNTY, CONTAINING 1.0218 ACRES, MORE OR LESS" (Conditional Use No. 2087) filed on behalf of John F. and Brenda L. Fegelein Trustees, with the following

**M 414 17
Adopt
Ordinance
No. 2517/
CU 2087
(continued)**

conditions, as amended:

- A. One lighted sign not to exceed 16 square feet per side.**
- B. Security lighting shall be downward screened and shall be directed away from neighboring properties and roadways.**
- C. Any dumpsters shall be screened from view of neighbors and roadways. The dumpster locations shall be shown on the Final Site Plan.**
- D. All repairs shall be performed indoors. No outside storage permitted (propane and oil tanks for heat shall not be considered storage).**
- E. No junked, unregistered or permanently inoperable vehicles or trailers shall be stored on the site.**
- F. As proposed by the Applicant, no more than 8 cars shall be on the site for repairs at any one time.**
- G. The property shall be screened from view of neighboring properties with a fence or vegetation. This screen shall be shown on the Final Site Plan.**
- H. No cars shall be sold on the property.**
- I. The site shall be subject to all DelDOT entrance and roadway requirements.**
- J. The hours of operation shall be from 7:00 a.m. through 6:00 p.m., Monday through Saturday.**
- K. The Final Site Plan shall be subject to the review and approval of the Planning and Zoning Commission.**

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**Public
Hearing/
CZ 1824**

A Public Hearing was held on the Proposed Ordinance entitled “AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT TO A CR-1 COMMERCIAL RESIDENTIAL DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN INDIAN RIVER HUNDRED, SUSSEX COUNTY, CONTAINING 5.38 ACRES, MORE OR LESS” (Change of Zone No. 1824) filed on behalf of Tomark, LLC (Tax I.D. No. 234-32.00-73.00) (911 Address: Not Available).

Janelle Cornwell, Planning and Zoning Director, presented the Change of Zone application.

The Planning and Zoning Commission held a Public Hearing on this application on July 13, 2017 at which time the Commission deferred action. On July 27, 2017, the Commission recommended approval.

(See the minutes of the Planning and Zoning Commission dated July 13, and 27, 2017.)

**Public
Hearing/
CZ 1824
(continued)**

The Council found that Harold Dukes, Attorney with Tunnell & Raysor, P.A., Mark Showell, and Tom DePrince were present on behalf of the application. Also present was John Murray of the Kercher Group.

Information reviewed included the preliminary layout of the project; the aspects of the property; the selection of the site as a potential warehouse site, and other commercial zonings and uses in the surrounding area.

They stated that they are seeking commercial zoning for the purpose of using the site for storage of antiques and for a showroom for antiques; that the site is centrally located between both of Mr. Showell's business locations (Mark Showell Interiors); that Delmarva Power's substation is the adjacent property; that the site is in an Investment Level 2 Area according to Strategies for State Policies and Spending; that they propose a multi-use path along the Route 24 frontage; that there are no plans to provide an access for this project via Jersey Road; that they have received a Letter of No Objection from DelDOT and that no Traffic Impact Study was required; that there is a small panhandle of property that goes from the large section of the property to Jersey Road and that area is 20 feet wide; that to create an access there would not be possible by Fire Marshal and County standards; that a one way access could fit but there are absolutely no plans to provide access to this parcel from Jersey Road; and that the proposed zoning change is consistent with the Comprehensive Plan.

There were no public comments in support of the application.

The following people spoke in opposition to the application: Ms. Brasby, Alice Betts, Karen Lessey and her grandson, Nicholas, Alice Ann Williams, and Bob Seringer. They expressed concerns about traffic and the use of Jersey Road as a cut-through; the safety of children and senior citizens, the impact the project will have on the area and property values, permitting another commercial activity in a residential area; and the inadequate signage/notification of the public hearings for this application.

There were no additional public comments.

The Public Hearing was closed.

A discussion was held regarding the panhandle portion of the property and the concerns expressed by the opposition regarding access to the site from Jersey Road. Discussion was held on the possibility of eliminating the potential Jersey Road access via the panhandle and the possibility of deeding the panhandle portion of the property to a neighboring property owner which would eliminate the Jersey Road concern.

Mr. Moore noted that if a deed is proffered, it is still not a promise on how the Council will vote.

**M 415 17
Defer
Action on
CZ 2087**

A Motion was made by Mr. Cole, seconded Mr. Arlett, to defer action on Change of Zone No. 2087 and to close the public record with the exception of leaving the record open for any potential amendment by way of a deed; the record will remain open for 30 days for this information only (a deed for the portion of land accessing Jersey Road).

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

**M 416 17
Adjourn**

A Motion was made by Mr. Arlett, seconded by Mr. Burton, to adjourn at 3:16 p.m.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Arlett, Yea; Mr. Burton, Yea;
Mr. Wilson, Yea; Mr. Cole, Yea;
Mr. Vincent, Yea**

Respectfully submitted,

**Robin A. Griffith
Clerk of the Council**

{An audio recording of this meeting is available on the County's website.}

GINA A. JENNINGS, MBA, MPA
FINANCE DIRECTOR
(302) 855-7741 T
(302) 855-7749 F
gjennings@sussexcountype.gov



Sussex County
DELAWARE
sussexcountype.gov

MEMORANDUM:

TO: Sussex County Council
The Honorable Michael H. Vincent, President
The Honorable George B. Cole, Vice President
The Honorable Samuel R. Wilson Jr.
The Honorable Robert B. Arlett
The Honorable Irwin G. Burton III

FROM: Gina A. Jennings
Finance Director

RE: **DELAWARE TRANSIT CORPORATION FUNDING BUDGET**

DATE: August 25, 2017

DART, a division of DelDOT, has allocated \$796,850, for funding of transportation expenses for various senior centers in Sussex County. This amount decreased \$12 from last year. The County's responsibility is to approve a recommended funding amount for Fiscal Year 2018 as per State law. This is an allocation of State grant funds to various senior agencies for transportation purposes. The recommended funding for each agency is the same as in previous years minus the allocation of the \$12:

Nanticoke Senior Center	\$ 44,958.62
Indian River Senior Center	2,099.97
Laurel Senior Center	99,081.45
Lewes Senior Center	27,120.00
Cape Henlopen Senior Center	43,065.00
CHEER, Inc.	<u>580,524.96</u>
TOTAL	\$796,850.00

At the August 29, 2017 County Council meeting, I will recommend funding at the levels for each agency listed above. Please feel free to contact me if you have any questions or concerns.

GAJ/nc

pc: Mr. Todd F. Lawson

GINA A. JENNINGS, MBA, MPA
FINANCE DIRECTOR

(302) 855-7741 T
(302) 855-7749 F
gjennings@sussexcountyde.gov



Sussex County

DELAWARE
sussexcountyde.gov

Memorandum

TO: Sussex County Council
The Honorable Michael H. Vincent, President
The Honorable George B. Cole, Vice President
The Honorable Robert B. Arlett
The Honorable Irwin G. Burton III
The Honorable Samuel R. Wilson Jr.

FROM: Gina A. Jennings
Finance Director/COO

RE: **SUSSEX COUNTY PENSION AND OPEB UPDATE**

DATE: August 25, 2017

On Tuesday, I will be discussing the County's pension performance, requesting a change to our Pension Investment Policy Statement, and requesting approval to reallocate funds in the Pension and Other Post Employee Benefit (OPEB) Funds. Attached for your review are the draft minutes of the August 17, 2017 Pension Committee meeting, quarterly pension investment update, and Tuesday's presentation.

Please contact me if you have any questions or concerns.

Attachments

pc: Mr. Todd F. Lawson



GINA A. JENNINGS, MBA, MPA
FINANCE DIRECTOR

(302) 855-7741 T
(302) 855-7749 F
gjennings@sussexcountyde.gov



Sussex County
DELAWARE
sussexcountyde.gov

PENSION FUND COMMITTEE

Minutes of Meeting

August 17, 2017

The Sussex County Pension Fund Committee met on August 17, 2017 at 10:00 a.m. in the County Council Chambers, Georgetown, Delaware. Those in attendance included members: Gina Jennings, Karen Brewington, Kathy Roth, Hugh Leahy, and Kathleen Ryan. Also in attendance was Patrick Wing of Marquette Associates, the County's Pension Investment Consultant. Committee members Todd Lawson and David Baker were unable to attend.

On August 9, 2017, the Agenda for today's meeting was posted in the County's locked bulletin board located in the lobby of the County Administrative Offices, as well as posted on the County's website.

Ms. Jennings called the meeting to order.

1. **Approval of Minutes**

The minutes of the May 18, 2017 meeting were approved by consent.

2. **Performance Reports of the Pension and OPEB Funds**

Mr. Wing distributed copies of a booklet entitled, "Sussex County Quarterly Performance Report as of June 30, 2017". The report includes information regarding the market environment for the second quarter of 2017, as well as quarterly and annual performances of the Pension and OPEB Plans. The report should be referenced for a detailed analysis.

Mr. Wing referred members to Exhibit II – Sussex County Employee Pension Plan. As of June 30, 2017, the ending market value of the Pension Plan was \$82.8 million. The portfolio saw a second quarter investment gain of \$2.2 million and realized a 2.6 percent return (net of investment management fees) versus policy index of 2.7 percent. The fund underperformed its policy index by approximately 10 basis points, DuPont and the portfolio's value tilt detracted from performance, and the fund's overweight to equities added to returns.

The Pension Fund had an investment gain of \$5.25 million year-to-date that was a byproduct of the strong equity market, and a five-year gain of \$29 million. It was noted the fund was within investment policy ranges for each asset class.

Distribution of returns for various time periods were discussed. The total fund composite for the second quarter was 2.6 percent versus a median return of 2.8



percent, with a policy index of 2.7 percent. The fund has a higher proportion allocation to U. S. equities versus non-U.S. equities than to its peers. Year-to-date, the fund increased 6.6 percent versus a policy index of 7.1 percent; this underperformance was mostly due to the State Pool. For the past one-year, Mr. Wing noted that the fund has had good returns and is ahead of its assumed rate of return of 7.25 percent.

The total equity composite is weighted toward index funds with the Vanguard large cap index fund added in October 2016 as part of the portfolio restructuring. DuPont Capital realized a 2.8 percent return (net of fees) versus a 3.1 percent policy index for the last three months of the quarter, or lagging by 30 basis points. For the past 7 years, returns also lagged by 30 basis points, or 15.1 percent versus a 15.4 percent policy index. Mr. Wing reported that although DuPont ranked in the top third within their peer group, they have not outperformed. He noted that this was indicative of how difficult it is for U. S. large cap equity managers to add value. It was noted that the State comprises 50 percent of the pension fund.

Mr. Wing referred members to Exhibit III - Sussex Post-Employment Benefit Plan. As of June 30, 2017, the ending market value of the OPEB Plan was \$35.5 million and realized a second quarter gain of approximately \$900,000. The Plan realized a return of 2.6 percent (net of investment management fees) versus a policy index of 2.7 percent. The portfolio underperformed its policy index by 10 basis points. Although the portfolio's value tilt detracted from the fund's performance, its overweight to equities added to returns.

Regarding the summary of cash flows, Mr. Wing reported that it had been a good environment for capital markets in general. The OPEB Fund realized an investment gain of \$11.5 million over the last five years. Year-to-date, the OPEB fund performed slightly better than the Pension Fund due to the State Pool; the fund lagged behind its policy index due to investment management fees.

Mr. Wing reported on the annualized returns, specifically noting two new global equity managers, Artisan Global Opportunities Fund (growth manager) and Dodge & Cox (value manager), both of whom have added value to the portfolio during the second quarter.

Mr. Wing discussed two handouts for the Pension and OPEB Fund showing their performance as of July 31, 2017. The Pension Fund, for the quarter, was up 1.6 percent, which is in line with its policy index; international equities outperformed U. S. equities during July. Year-to-date, the total fund composite of 8.4 percent slightly lagged its policy index due to DuPont and the State, but ahead of the assumed rate of return of 7.25 percent. The market value of the Pension Fund at the end of July was \$84.1 million. Value managers for the OPEB Plan have lagged slightly for July, and global managers have performed well. Year-to-date, the OPEB Plan increased by 8.6 percent, which is also ahead of the 7.25 percent assumed rate of return.

3. **Additional Fund Contributions & Allocation**

Mr. Wing distributed copies of a booklet entitled, "Equity Manager Search – Sussex County Pension Plan – August 17, 2017". At May's meeting, the Pension Committee requested Marquette to present possible replacements for DuPont Capital as a result of

their underperformance. Currently, the Pension Fund has two U. S. large cap equity managers – DuPont Capital and Vanguard. He noted that Vanguard was added in October 2016 and DuPont has slightly lagged its benchmark (net of fees) overall in both the short- and long-term periods. In performing a search, Marquette Associates considers both quantitative and qualitative aspects, i.e. firms that have stable portfolio management teams, consistent execution of investment process, and downside protection.

Marquette presented three portfolio managers for the Committee’s consideration: Atlanta Capital (High Quality Select Equity); Coho Partners (Relative Value Equity), and Vanguard (S & P 500 Index Fund). One similarity between Atlanta and Coho is that both look for high quality companies. Included in the presentation were Manager Information as of June 30, 2017 (Portfolio Management, Investment Process, and Risk Management), Top 10 Holding Percentages, Strategy Comparisons (Sector Distribution and Market Capitalization), Cumulative Returns Annualized Percentages (over various time periods), Yearly Returns Percentages, Up/Down Market Participation – 10 years as of June 2017 (including downside protection), Risk Statistics as of June 2017, and Pros and Cons.

Mr. Wing reported that although Atlanta’s stated fees are 70 basis points on the first \$50 million, they reduced their fee to 50 basis point assuming a portfolio value of \$10 million. Coho’s stated fee is 60 basis points, but is negotiable and, most likely, 50 basis point would be acceptable. Both Atlanta and Coho are concentrated managers, having only 27 holdings.

Concern and questions were expressed by the Committee, with Mr. Wing giving further explanation as to the manager’s high investment fees, their concentrated/limited number of holdings, what was involved with a separately managed account, the Russell 1000 versus S & P 500, and downside protection.

The question was raised as to what was included in the State’s 46 percent equity portfolio/holdings. After discussion, it was the consensus of the Committee that this information was needed prior to the Committee making possible manager changes; this information will be provided at the November meeting.

Mr. Wing distributed booklets entitled, “Asset Allocation Update & Portfolio Options – Sussex County – August 17, 2017”. He explained that, each year, Marquette performs capital market projections across the major asset classes that their clients are invested in; for the County, this would include fixed income, as well as U. S. and non-U.S. equities. Currents yields for fixed income are 2.1 percent, which is a reasonable return to expect over the next 5 years. Interest rates are expected to rise slightly, which should result in years 6 to 10 realizing a better performance, possibly seeing 2.5 percent over the next 10 years. He further explained that over the next ten years, a return of 6 to 7 percent for U. S. equities was expected. For Non-U.S. stocks, average returns are expected for the next 10 years. Portfolio options and projections for the Pension fund were discussed reflecting a target allocation increase of 2 percent (12 to 14 percent) to Non-U.S/international equities from U. S. equities. Similar information was presented for the OPEB Fund; it was noted that the OPEB Fund is already at a target allocation of 14 percent in international equities.

Mr. Jennings reiterated that the County is contributing an additional \$5,000,000 to both the Pension and OPEB Funds. With the additional contribution to the Pension Fund, it is estimated that the fund would be 84 percent funded.

A Motion was made by Ms. Ryan, seconded by Ms. Roth, to recommend to the Sussex County Council to increase the international target allocation for the Pension Fund from 12 to 14 percent.

Motion Adopted: 5 Yeas.

Vote by Roll Call: Ms. Brewington, Yea; Ms. Roth, Yea;
Mr. Leahy, Yea; Ms. Ryan, Yea;
Ms. Jennings, Yea

A Motion was made by Mr. Leahy, seconded by Ms. Ryan, to recommend to the Sussex County Council to approve Option 4 for the Pension Plan, which includes moving funds from Dupont Capital to an index fund, with the additional \$5,000,000 contribution, to reflect: DuPont Capital – 0 percent; Vanguard S&P 500 Index – 21.9 percent; Vanguard Mid Cap Value Index – 5.2 percent; Vanguard Extended Mkt Index – 5.2 percent; Vanguard Total Int'l Stock Mkt Index – 4.0 percent; Wilmington Trust Fixed Income – 12.4 percent; Cash – 1.8 percent; and DE State Pool – 49.5 percent.

Vote by Roll Call: 5 Yeas.

Vote by Roll Call: Ms. Brewington, Yea; Ms. Roth, Yea;
Mr. Leahy, Yea; Ms. Ryan, Yea;
Ms. Jennings, Yea

A Motion was made by Mr. Leahy, seconded by Ms. Ryan, to recommend to the Sussex County Council to approve Option 1 for the OPEB Plan, which will the rebalance the Plan without increasing the international target allocation, to reflect: Vanguard S&P 500 Index – 34.2 percent; Vanguard Small Cap Value Index – 6.7 percent; Vanguard Small Cap Value Index – 3.1 percent; Artisan Global Opportunities – 3.8 percent; Dodge & Cox Global – 3.6 percent; MFS Low Volatility Global – 6.4 percent; Vanguard Total Int'l Stock Index – 7.1 percent; Wilmington Trust FI – 34.1 percent; and Cash – 0.9 percent.

Motion Adopted: 5 Yeas.

Vote by Roll Call: Ms. Brewington, Yea; Ms. Roth, Yea;
Mr. Leahy, Yea; Ms. Ryan, Yea;
Ms. Jennings, Yea

Ms. Jennings and the Committee thanked Mr. Wing for his time in preparing the information presented today.

4. **Additional Business**

No additional business.

5. **Adjourn**

At 11:39 a.m., a Motion was made by Mr. Leahy, seconded by Ms. Roth, to adjourn.

Motion Adopted: 5 Yeas.

Vote by Roll Call: Ms. Brewington, Yea; Ms. Roth, Yea;
Mr. Leahy, Yea; Ms. Ryan, Yea;
Ms. Jennings, Yea

The next meeting of the Pension Committee is scheduled for November 16, 2017, at 10:00 a.m., in the Sussex County Council Chambers.

Respectfully submitted,

Nancy J. Cordrey
Administrative Secretary

DRAFT



Sussex County

Quarterly Performance Report
As of
June 30, 2017

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Usually we use a client's custodian for market values and transaction dates. If the custodian cannot provide accurate information, manager data is usually used. Custodial information may differ from investment manager records. When the manager(s) and the custodian are one and the same, or where the manager provides the valuation to the custodian, we have no ability to determine the accuracy of the valuation put forth. For clients that calculate their own returns and provide them to us, we report only what is provided to us. Therefore, we have no ability to determine the accuracy of the calculation(s) and assume no liability for their use.

Returns are generally calculated by geometrically linking the holding period returns (generally monthly). When available, total account returns are calculated and usually presented net of fees. For net of fee return calculations, returns are reduced by the investment management fees, if not already reported net of fees. Returns are not reduced by other expenses such as custody, actuarial, accounting, and investment consulting fees.

If a client requests, we will provide gross of fee total fund returns. To calculate a gross of fee total account return, we increase the return for each investment that is reported net of fees by an amount that reflects, as accurately as possible, expenses of the manager or fund. For example, for mutual funds, net of fee returns are increased by the amount of their reported expense ratio. The expense ratio includes, but is not limited to, management fees, advisory/sub-advisory fees, administrative fees, transfer agent fees, and fund accounting fees. In determining expenses or expense ratios, we attempt to obtain accurate information that is readily available from Morningstar. Our results may differ from other reported sources. As such, we make no guarantee as to the accuracy of fee information. Investments have various types and levels of risk. There is no guarantee of gain nor any guarantee of loss protection. Information provided in this report, should not be considered a recommendation by us of any mutual fund, manager, or strategy.

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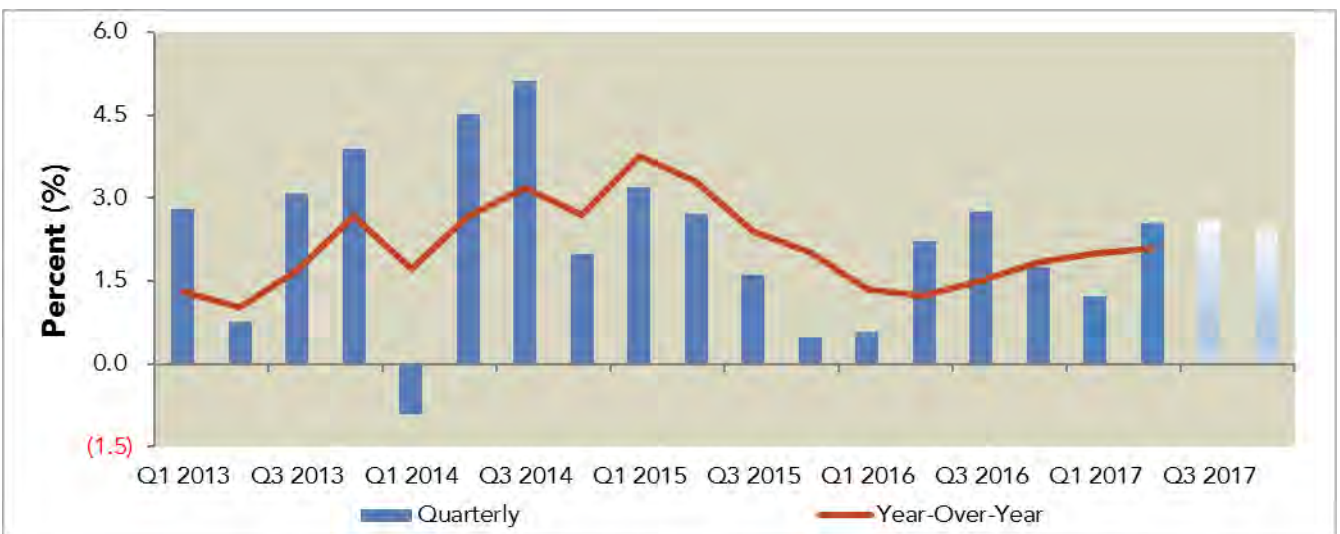


Market Environment

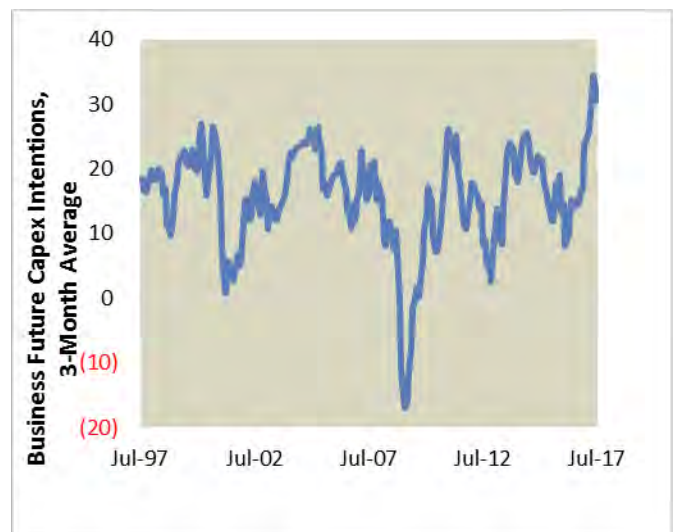
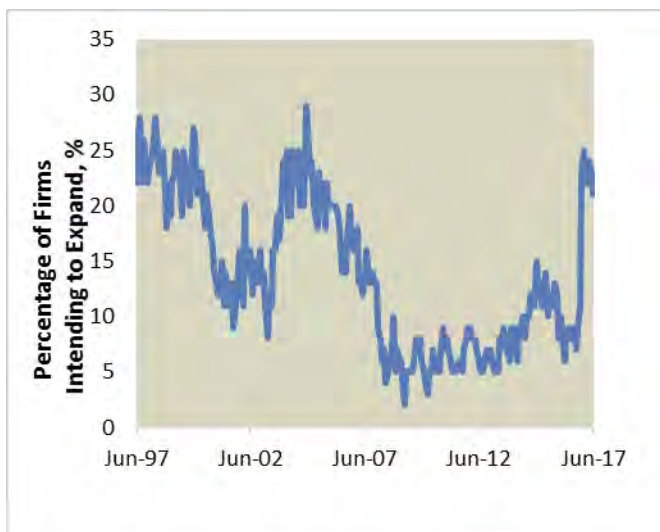
U.S. Economy

- After economic activity slowed in the first quarter, economic growth accelerated in Q2, with real GDP growing at an annual pace of 2.6%.
- While actual “hard” economic data (income, spending, production, etc.) has improved, activity remains more subdued than consumer and business surveys suggest. Looking ahead, economists expect growth for the rest of 2017 to remain in the 2-3% range.
- The Federal Reserve (Fed) raised interest rates in June amid a tight labor market and stable inflation expectations. The Fed also signaled it intends to begin reducing its balance sheet, which would further tighten monetary policy, later this year.

U.S. Economy: Real GDP Growth



U.S. Economy: Business Surveys

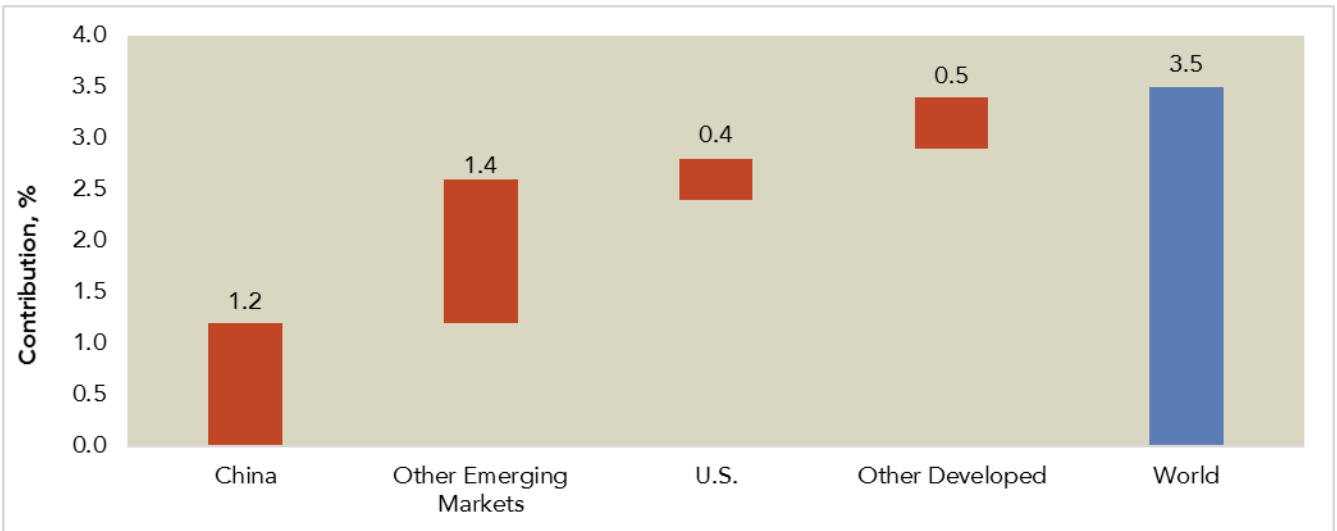


Source: Thomson Reuters Datastream and The Wall Street Journal. Light bars reflect analyst estimates.

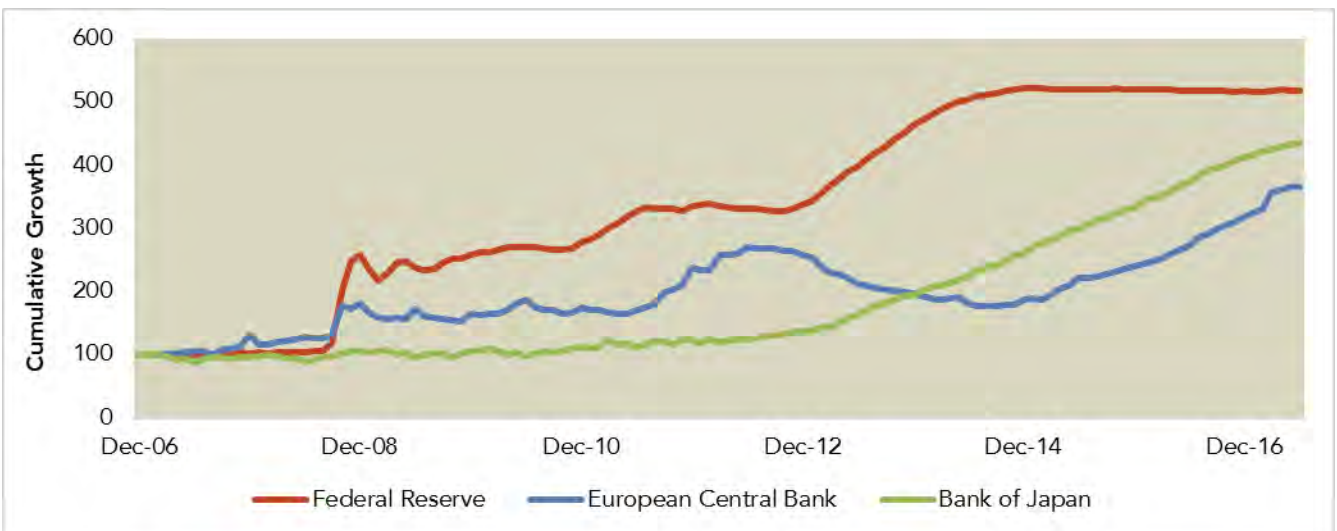
Global Economy

- The global economy continues to experience one of the most synchronized economic upturns in years. Three-quarters of total global economic growth will likely come from emerging markets in 2017, while the U.S. will likely account for 10%.
- Many major developed market economies outside the U.S., particularly the Eurozone and Japan, continue to benefit from loose monetary policy. The former, meanwhile, is also experiencing the positive effects of reduced political uncertainty in the wake of French elections.

Global Economy: 2017 Real Global GDP Growth Contribution



Global Economy: Total Assets of Major Central Banks (Cumulative Growth in Local Currency)

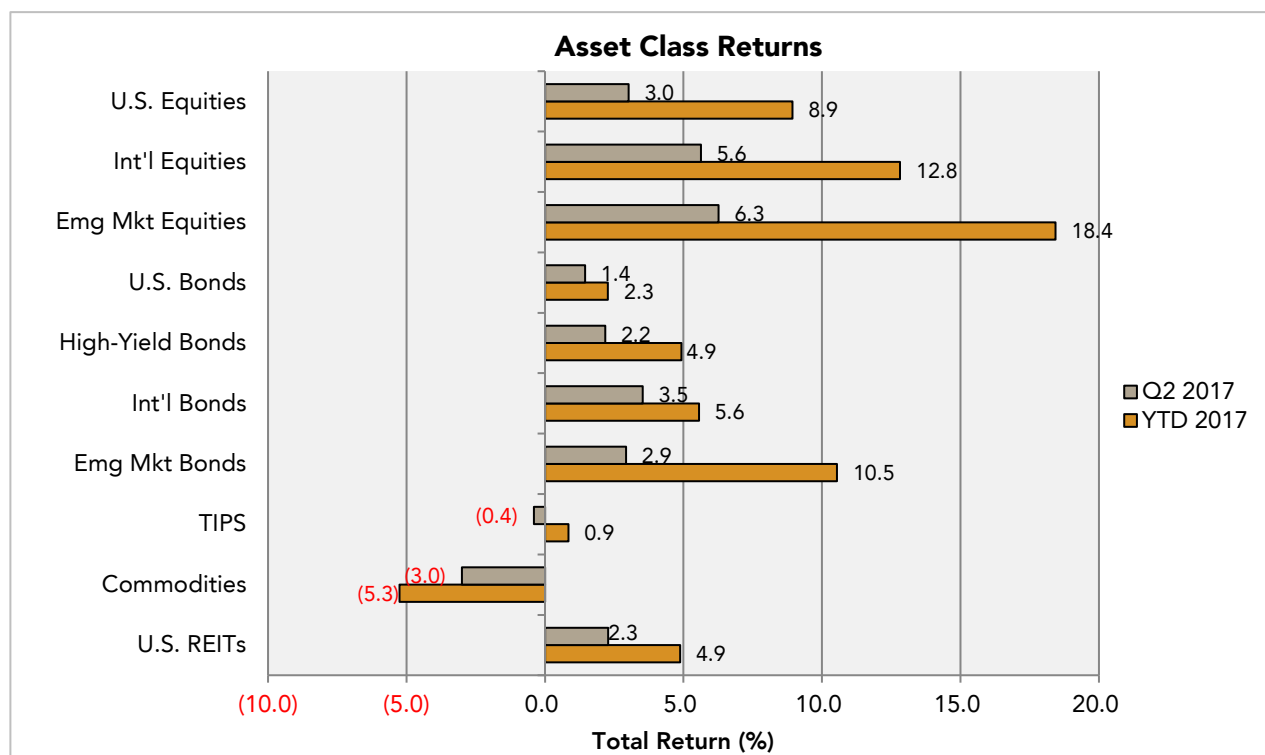


Source: Federal Reserve Bank of St. Louis, IMF and Thomson Reuters Datastream

Global Asset Class Performance

- Equities continued to deliver solid gains on the heels of a strong first quarter, with international markets outperforming domestic indices. While an encouraging earnings season buoyed U.S. stocks, foreign equity markets enjoyed diminishing political uncertainty following key national elections and a weaker U.S. Dollar. Emerging markets once again outperformed developed markets, although heightened political risks and a decline in oil prices weighed on Brazilian and Russian stocks.
- Within fixed income, longer duration bonds outperformed amid a flattening of the yield curve, which was likely the result of a Fed that is increasingly likely to tighten monetary policy further and stagnant inflation and wage growth. Investment-grade and high-yield corporates performed well given marginally tighter credit spreads and higher coupons.
- REITs finished as one of the few bright spots for inflation-sensitive assets, posting returns in-line with the broader stock market. Despite a tight labor market, inflation expectations have remained subdued, which weighed on TIPS. Commodities declined as oil prices fell despite OPEC production cuts, while weaker demand from China weighed on industrial metals prices.

Asset Class Returns: Select Asset Class Performance

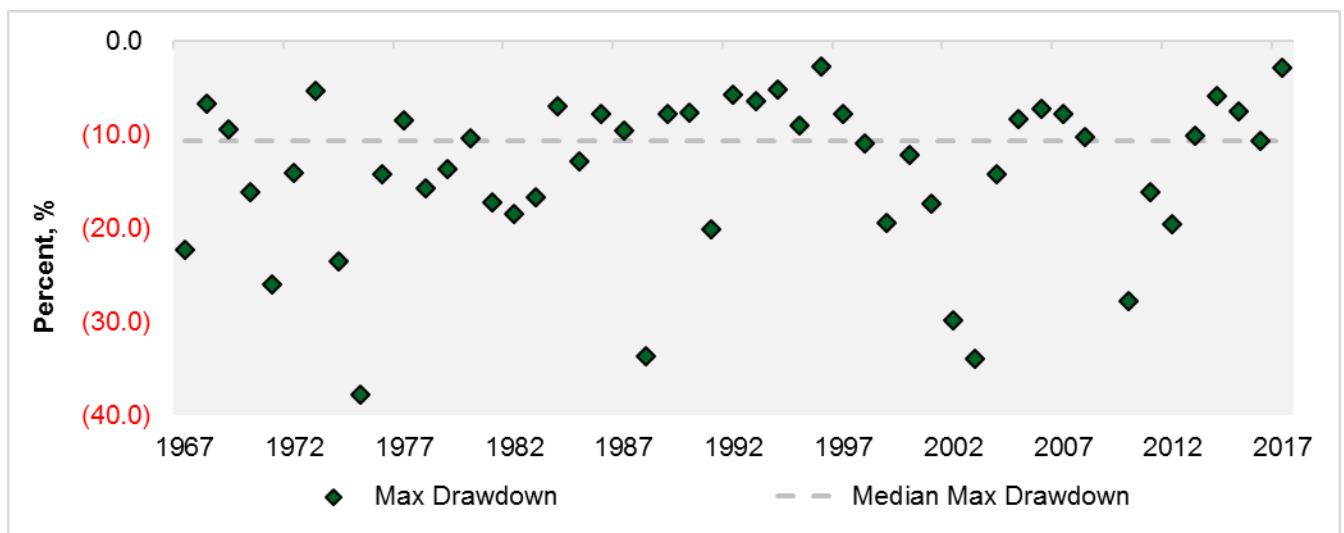


Source: Markov Processes International

U.S. Markets

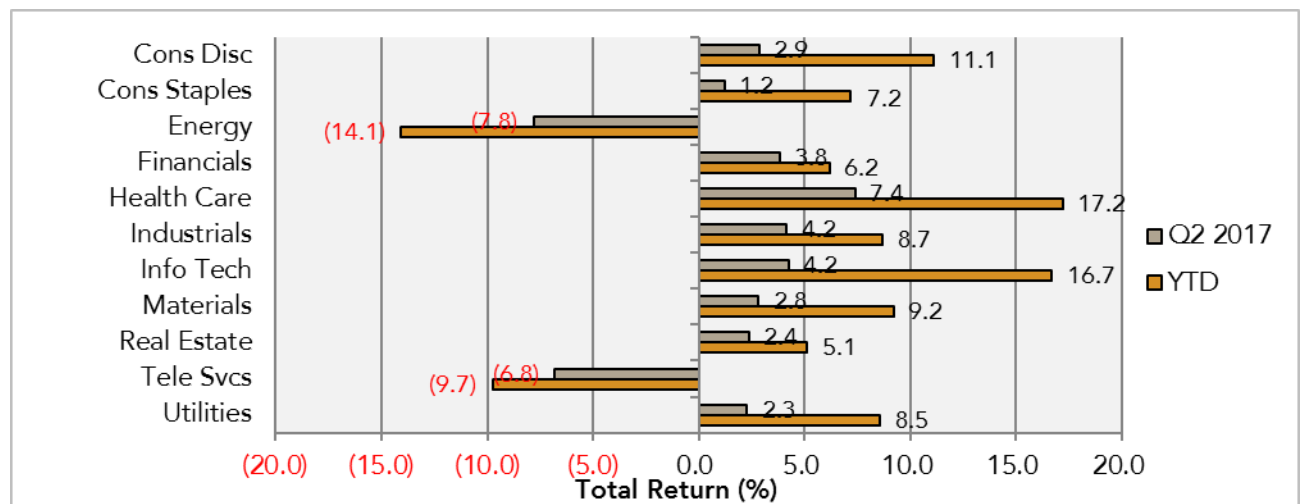
- Market volatility was almost nonexistent during the second quarter, continuing a theme from Q1. In 2017, the S&P 500 has experienced a drawdown of only 2.8%, marking the second-smallest drawdown in the first six months of a year since at least 1967.
- Market themes also saw a continuation from Q1. Namely, **large-cap stocks** outperformed mid- and small-caps by 0.5 and 0.7 percentage points, respectively, while **growth** stocks bested their value counterparts across the capitalization spectrum again. The energy sector was in the red amid weakness in oil prices. At the other end of the spectrum, healthcare and technology stocks remained top performers despite a June pull-back for the latter.

U.S. Markets: S&P 500 Index Historical H1 Drawdowns



Source: Thomson Reuters Datastream.

U.S. Markets: Sector Returns



Source: Markov Processes International

Global Index Returns

Select Market Indexes: Equities, Fixed Income, and Inflation-Sensitive Assets

DOMESTIC EQUITY	QTR	YTD	1 Year	3 Year	5 Year	10 Year
S&P 500 Index	3.1	9.3	17.9	9.6	14.6	7.2
Russell 3000 Index	3.0	8.9	18.5	9.1	14.6	7.3
Russell 3000 Growth Index	4.7	13.7	20.7	10.8	15.2	8.8
Russell 3000 Value Index	1.3	4.3	16.2	7.3	13.9	5.6
Russell TOP 200 Index	3.2	9.8	18.6	9.9	14.6	7.2
Russell TOP 200 Growth Index	4.8	14.9	21.6	12.4	15.8	9.4
Russell TOP 200 Value Index	1.3	4.4	15.4	7.3	13.4	4.9
Russell 1000 Index	3.1	9.3	18.0	9.3	14.7	7.3
Russell 1000 Growth Index	4.7	14.0	20.4	11.1	15.3	8.9
Russell 1000 Value Index	1.3	4.7	15.5	7.4	13.9	5.6
Russell Mid-Cap Index	2.7	8.0	16.5	7.7	14.7	7.7
Russell Mid-Cap Growth Index	4.2	11.4	17.0	7.8	14.2	7.9
Russell Mid-Cap Value Index	1.4	5.2	15.9	7.5	15.1	7.2
Russell 2000 Index	2.5	5.0	24.6	7.4	13.7	6.9
Russell 2000 Growth Index	4.4	10.0	24.4	7.6	14.0	7.8
Russell 2000 Value Index	0.7	0.5	24.9	7.0	13.4	5.9
DOMESTIC EQUITY BY SECTOR (MSCI)						
Consumer Discretionary	2.9	11.1	18.3	11.0	17.2	10.0
Consumer Staples	1.2	7.2	2.8	9.8	12.7	10.4
Energy	(7.8)	(14.1)	(5.0)	(12.6)	0.4	0.6
Financials	3.8	6.2	34.4	12.7	17.4	2.0
Health Care	7.4	17.2	14.8	11.4	18.2	11.3
Industrials	4.2	8.7	23.1	9.6	16.3	7.7
Information Technology	4.2	16.7	33.4	15.1	17.1	10.6
Materials	2.8	9.2	21.1	5.3	11.8	6.0
Real Estate	2.4	5.1	1.1	8.0	9.5	5.4
Telecommunication Services	(6.8)	(9.7)	(9.5)	4.3	6.8	3.6
Utilities	2.3	8.5	3.2	9.4	11.7	7.2
INTERNATIONAL/GLOBAL EQUITY						
MSCI EAFE (Net)	6.1	13.8	20.3	1.1	8.7	1.0
MSCI EAFE Growth (Net)	7.5	16.7	15.7	2.8	9.2	2.1
MSCI EAFE Value (Net)	4.8	11.1	25.0	(0.6)	8.1	(0.1)
MSCI EAFE Small Cap (Net)	8.1	16.7	23.2	5.6	12.9	3.4
MSCI AC World Index (Net)	4.3	11.5	18.8	4.8	10.5	3.7
MSCI AC World Index Growth (Net)	5.7	15.3	18.6	6.5	11.4	5.0
MSCI AC World Index Value (Net)	2.9	7.8	19.0	3.1	9.6	2.4
MSCI Europe ex UK (Net)	8.4	17.5	24.4	0.9	10.5	0.7
MSCI United Kingdom (Net)	4.7	10.0	13.3	(3.0)	5.3	0.2
MSCI Pacific ex Japan (Net)	1.5	13.5	19.4	1.3	6.7	3.6
MSCI Japan (Net)	5.2	9.9	19.2	5.5	9.6	1.2
MSCI Emerging Markets (Net)	6.3	18.4	23.7	1.1	4.0	1.9
FIXED INCOME						
Merrill Lynch 3-month T-Bill	0.2	0.3	0.5	0.2	0.2	0.6
Barclays Intermediate Gov't./Credit	0.9	1.7	(0.2)	1.9	1.8	3.9
Barclays Aggregate Bond	1.4	2.3	(0.3)	2.5	2.2	4.5
Barclays Short Government	0.1	0.3	0.4	0.4	0.4	1.4
Barclays Intermediate Government	0.7	1.2	(1.2)	1.5	1.1	3.4
Barclays Long Government	3.9	5.4	(7.0)	5.5	2.8	7.3
Barclays Investment Grade Corp.	2.5	3.8	2.3	3.6	4.0	5.8
Barclays High Yield Corp. Bond	2.2	4.9	12.7	4.5	6.9	7.7
JPMorgan Global ex US Bond	3.5	5.6	(5.7)	(2.0)	(0.9)	3.5
JPMorgan Emerging Market Bond	2.9	10.5	7.4	(3.1)	(0.7)	3.5
INFLATION SENSITIVE						
Consumer Price Index	0.5	1.5	1.6	0.9	1.3	1.6
BC TIPS	(0.4)	0.9	(0.6)	0.6	0.3	4.3
Commodities	(3.0)	(5.3)	(6.5)	(14.8)	(9.2)	(6.5)
Gold	(0.8)	7.4	(6.9)	(2.7)	(5.5)	5.9
REITs	2.3	4.9	0.2	8.9	10.0	6.2
FTSE EPRA/NAREIT Global REITs	3.7	7.2	3.1	4.8	8.1	2.5



Sussex County Employee Pension Plan

As of June 30, 2017

Observations

- Pension Plan Market Value as of June 30, 2017, was \$82.8 million
 - Q2-17 the portfolio gained \$2.2 million
 - Q2-17 the portfolio returned 2.6% (net), vs. policy index of 2.7%
- Underperformed Policy Index by approximately 10 basis points
 - DuPont and the portfolio's value tilt detracted from performance
 - An overweight to equities added to returns

Looking Ahead

- Additional contributions and allocations

Sussex County Employee Pension Plan

As of June 30, 2017

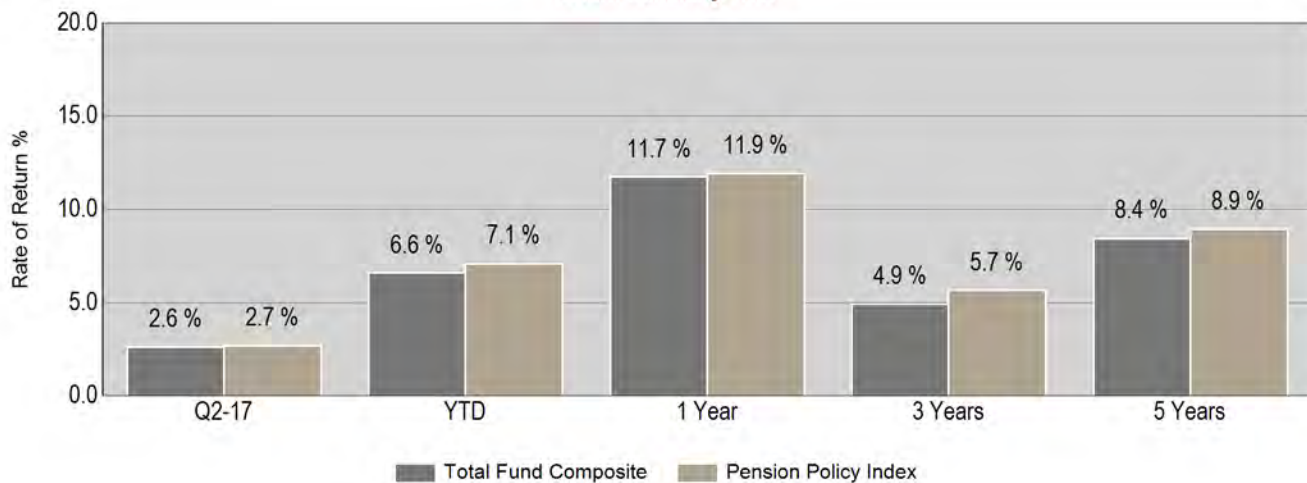
Portfolio Summary

Market Value: \$82.8 Million and 100.0% of Fund

Summary of Cash Flows

	Second Quarter	Year-To-Date	One Year	Three Years	Five Years
Beginning Market Value	\$80,723,500	\$77,665,280	\$73,994,465	\$70,904,338	\$53,343,264
Contributions	\$31,425	\$43,269	\$89,300	\$1,009,583	\$7,808,058
Withdrawals	-\$184,559	-\$223,643	-\$331,257	-\$1,257,489	-\$7,586,955
Net Cash Flow	-\$153,135	-\$180,374	-\$241,957	-\$247,906	\$221,104
Net Investment Change	\$2,209,529	\$5,294,989	\$9,027,386	\$12,123,462	\$29,215,527
Ending Market Value	\$82,779,894	\$82,779,894	\$82,779,894	\$82,779,894	\$82,779,894

Return Summary - Net



Asset Allocation vs. Target

	Current	Policy	Policy Range	Within Range
U.S. Equity	35.7%	34.0%	29.0% - 39.0%	Yes
Non-U.S. Equity	2.0%	2.0%	0.0% - 7.0%	Yes
U.S. Fixed Income	12.5%	12.0%	7.0% - 17.0%	Yes
Cash Equivalent	0.2%	2.0%	0.0% - 5.0%	Yes
State of Delaware Investment Pool	49.5%	50.0%	0.0% - 100.0%	Yes
Total	100.0%	100.0%		

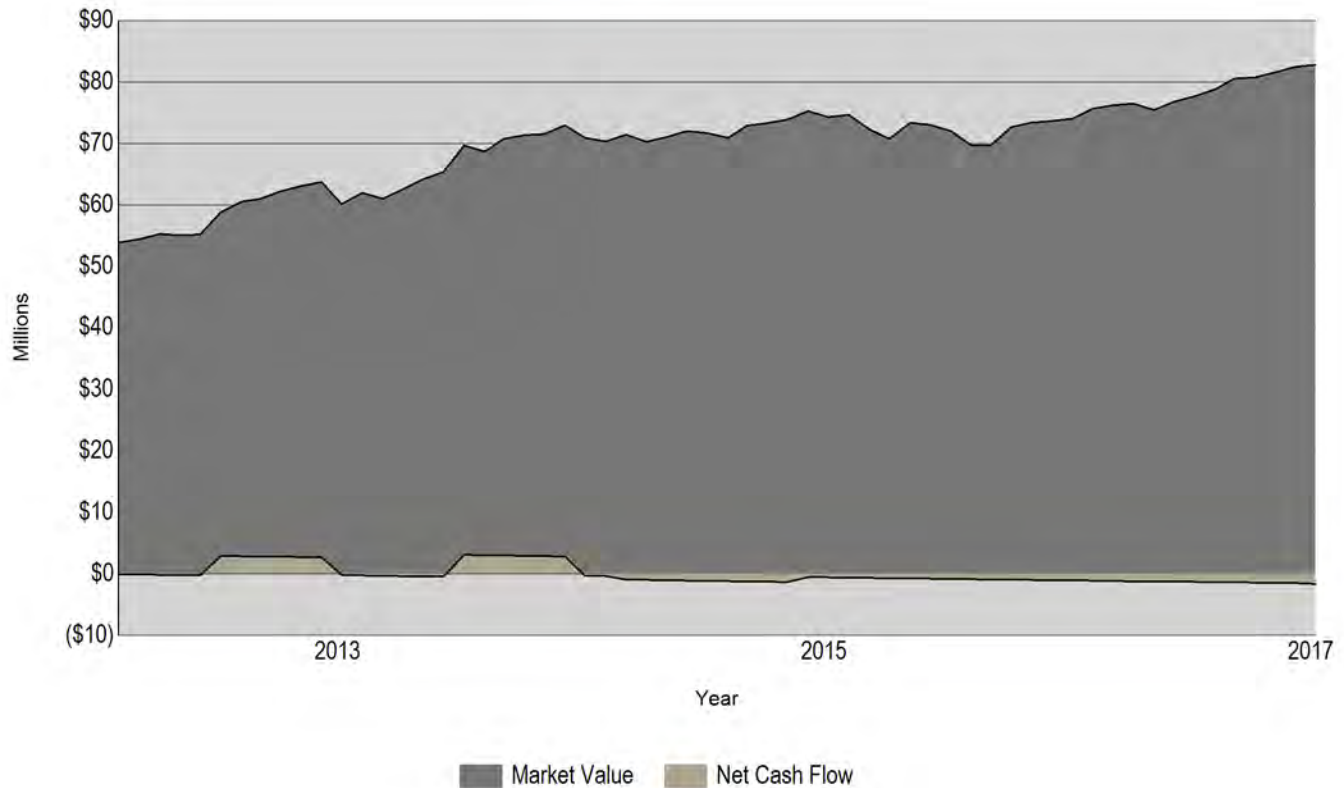
Sussex County Employee Pension Plan

As of June 30, 2017

Market Value Summary

Market Value: \$82.8 Million and 100.0% of Fund

Market Value History
5 Years Ending June 30, 2017



Cash Flow by Investment Manager
Quarter Ending June 30, 2017

	Beginning Market Value	Net Cash Flow	Net Investment Change	Ending Market Value
Vanguard S&P 500 Index	\$3,772,723	\$0	\$115,965	\$3,888,688
Dupont Capital Investment	\$16,526,707	-\$4,369	\$481,124	\$17,003,463
Vanguard Mid Cap Value	\$4,225,766	\$0	\$60,837	\$4,286,603
Vanguard Extended Market Index	\$4,228,089	\$0	\$112,792	\$4,340,881
Vanguard Total Int'l Stock Index	\$1,601,178	\$0	\$93,234	\$1,694,411
Wilmington Trust Bonds	\$10,425,780	-\$145,053	\$94,069	\$10,374,796
Wilmington Trust Short Term	\$0	\$0	\$0	\$0
Operating Account	\$172,407	-\$18,575	\$23	\$153,855
Wilm Trust MF Acct - MM Fund	\$0	\$43,086	\$32	\$43,118
State of Delaware Investment Pool	\$39,770,851	-\$28,224	\$1,251,453	\$40,994,080
Total	\$80,723,500	-\$153,135	\$2,209,529	\$82,779,894

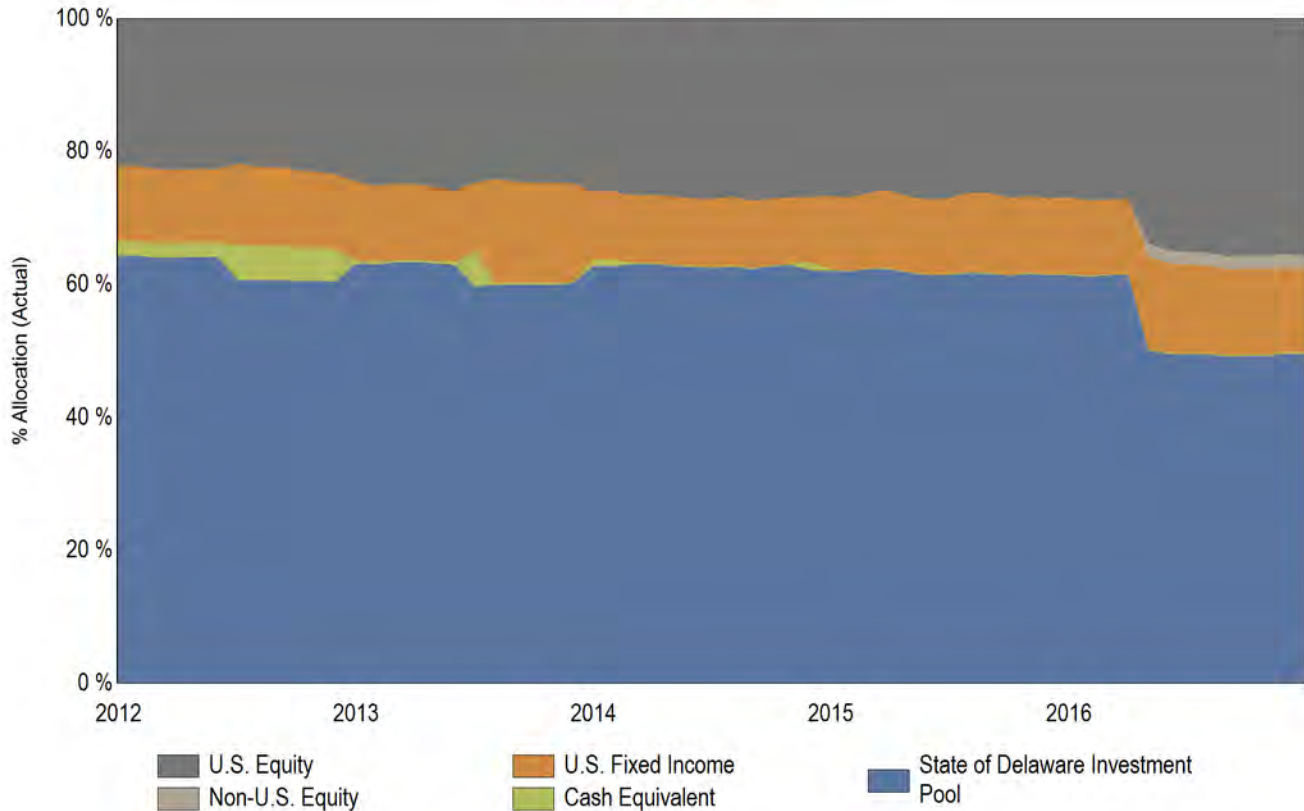
Sussex County Employee Pension Plan

As of June 30, 2017

Asset Allocation Summary

Market Value: \$82.8 Million and 100.0% of Fund

Asset Allocation History
5 Years Ending June 30, 2017



	Market Value	% of Portfolio	Policy %	Policy Difference
Total Equity Composite	31,214,045	37.7	36.0	1.7
Vanguard S&P 500 Index	3,888,688	4.7		
Dupont Capital Investment	17,003,463	20.5		
Vanguard Mid Cap Value	4,286,603	5.2		
Vanguard Extended Market Index	4,340,881	5.2		
Vanguard Total Int'l Stock Index	1,694,411	2.0		
Fixed Income Composite	10,374,796	12.5	12.0	0.5
Wilmington Trust Bonds	10,374,796	12.5		
Cash & Equivalents	196,973	0.2	2.0	-1.8
Operating Account	153,855	0.2		
Wilm Trust MF Acct - MM Fund	43,118	0.1		
Balanced Pool Composite	40,994,080	49.5	50.0	-0.5
State of Delaware Investment Pool	40,994,080	49.5		

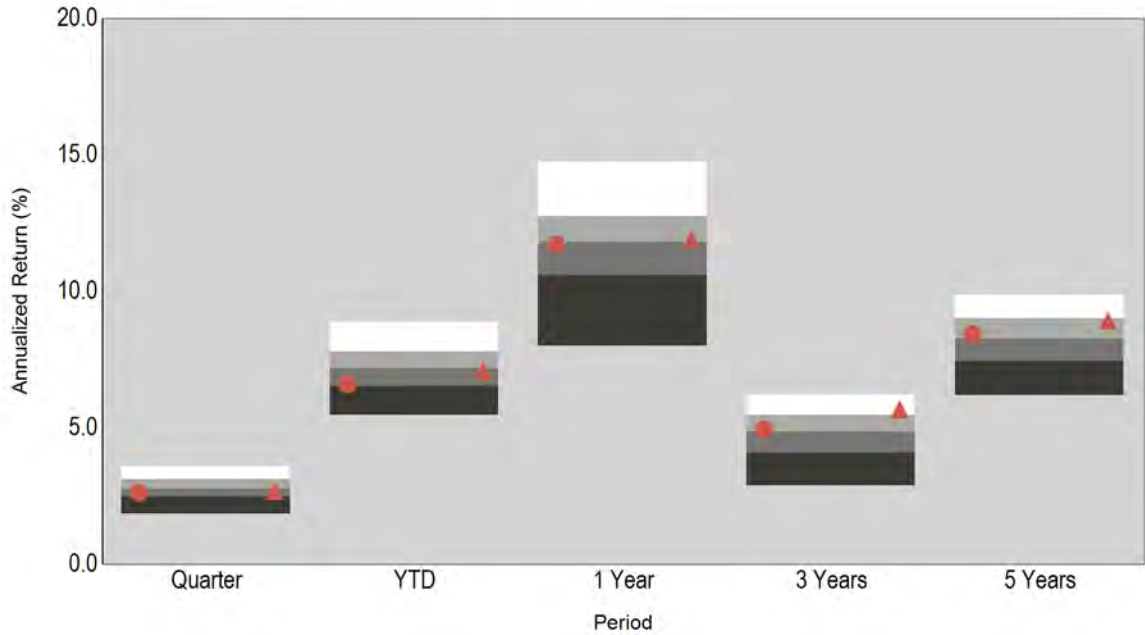
Sussex County Employee Pension Plan

As of June 30, 2017

Annualized Returns (Net)

Market Value: \$82.8 Million and 100.0% of Fund

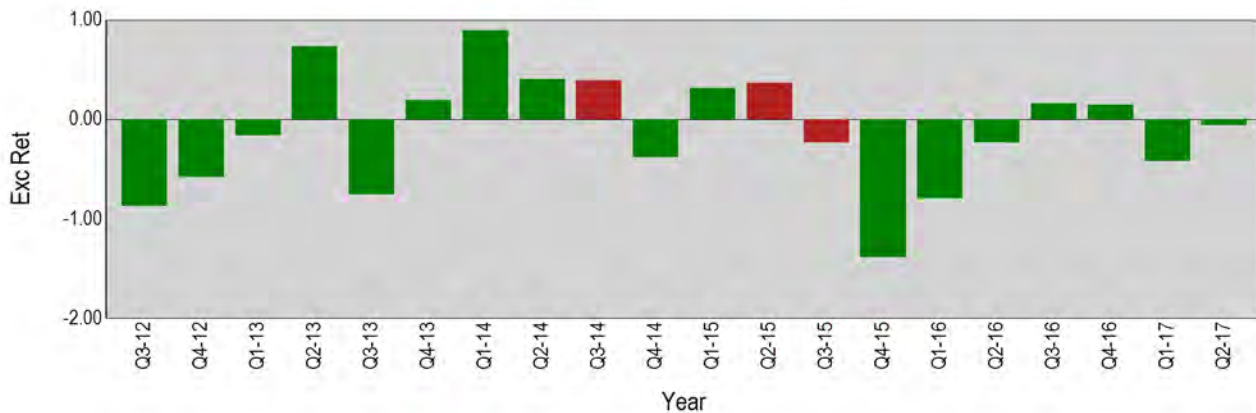
InvestorForce Public DB Net Accounts



Return (Rank)

5th Percentile	3.6	8.9	14.7	6.2	9.9
25th Percentile	3.1	7.8	12.8	5.5	9.0
Median	2.8	7.2	11.8	4.9	8.3
75th Percentile	2.5	6.5	10.6	4.1	7.4
95th Percentile	1.9	5.5	8.0	2.9	6.2
# of Portfolios	230	230	230	221	201
● Total Fund Composite	2.6 (64)	6.6 (73)	11.7 (52)	4.9 (46)	8.4 (46)
▲ Pension Policy Index	2.7 (58)	7.1 (53)	11.9 (48)	5.7 (17)	8.9 (29)

Quarterly Excess Performance - Net



■ Quarterly Out/Under Performance, Rising Market
■ Quarterly Out/Under Performance, Falling Market

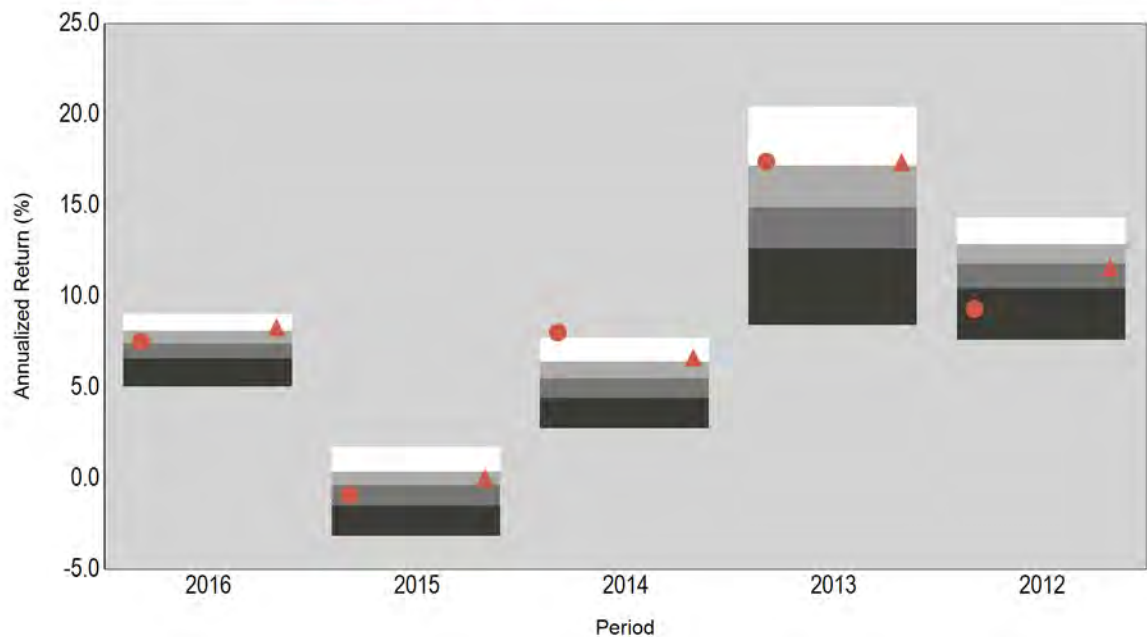
Sussex County Employee Pension Plan

As of June 30, 2017

Calendar Year Returns (Net)

Market Value: \$82.8 Million and 100.0% of Fund

InvestorForce Public DB Net Accounts



	Return (Rank)									
5th Percentile	9.0	1.7	7.7	20.4	14.3					
25th Percentile	8.1	0.4	6.4	17.2	12.9					
Median	7.4	-0.4	5.5	14.9	11.8					
75th Percentile	6.6	-1.5	4.4	12.7	10.4					
95th Percentile	5.0	-3.2	2.7	8.4	7.6					
# of Portfolios	269	262	210	191	159					
● Total Fund Composite	7.5	(48)	-0.9	(66)	8.0	(4)	17.4	(23)	9.3	(86)
▲ Pension Policy Index	8.3	(24)	0.0	(34)	6.6	(21)	17.4	(23)	11.6	(54)

Policy Index History

Total Fund Composite		
10/1/2016	Present	50% Balanced Pooled Fund Policy Index / 34% Russell 3000 / 2% MSCI ACWI ex USA / 12% BBgBarc US Govt/Credit Int TR / 2% BofA Merrill Lynch 91-Day T-Bill
1/1/2016	9/30/2016	60% Balanced Pooled Fund Policy Index / 24% Russell 3000 / 14% BBgBarc US Govt/Credit Int TR / 2% BofA Merrill Lynch 91-Day T-Bill
7/1/2014	12/31/2015	60% Balanced Pooled Fund Policy Index / 24% Russell 3000 / 14% BBgBarc US Govt Int TR / 2% BofA Merrill Lynch 91-Day T-Bill
1/1/2009	6/30/2014	46% Russell 3000 / 40% BBgBarc US Govt/Credit Int TR / 14% MSCI EAFE

Sussex County Employee Pension Plan

As of June 30, 2017

Annualized Returns (Net)

Market Value: \$82.8 Million and 100.0% of Fund

	3 Mo	YTD	1 Yr	5 Yrs	Market Value	% of Portfolio	Return	Since
Total Equity Composite	2.8	8.6	18.3	14.3	31,214,045	37.7	16.1	Sep-11
<i>Total Equity Policy Index</i>	3.2	9.2	18.5	14.4			15.8	Sep-11
Vanguard S&P 500 Index	3.1	9.3	17.9	14.6	3,888,688	4.7	13.5	Oct-16
<i>S&P 500</i>	3.1	9.3	17.9	14.6			13.5	Oct-16
<i>Large Blend MStar MF Rank</i>	40	31	44	25			43	Oct-16
Dupont Capital Investment	2.8	8.5	17.8	14.3	17,003,463	20.5	15.1	Jul-10
<i>S&P 500</i>	3.1	9.3	17.9	14.6			15.4	Jul-10
<i>eA US Large Cap Equity Net Rank</i>	56	53	51	34			31	Jul-10
Vanguard Mid Cap Value	1.4	6.9	18.0	15.7	4,286,603	5.2	7.9	Dec-14
<i>CRSP US Mid Cap Value TR USD</i>	1.5	7.0	18.1	15.8			8.0	Dec-14
<i>Mid-Cap Value MStar MF Rank</i>	31	16	47	11			36	Dec-14
Vanguard Extended Market Index	2.7	7.4	21.6	14.3	4,340,881	5.2	8.2	Oct-14
<i>S&P Completion Index TR</i>	2.6	7.3	21.5	14.2			8.1	Oct-14
<i>SMID Blend MStar MF Rank</i>	25	15	36	36			42	Oct-14
Vanguard Total Int'l Stock Index	5.8	14.8	20.1	7.7	1,694,411	2.0	12.6	Oct-16
<i>FTSE Global All Cap ex US</i>	5.8	14.3	20.8	8.1			12.9	Oct-16
<i>Foreign MStar MF Rank</i>	76	55	45	76			46	Oct-16
Fixed Income Composite					10,374,796	12.5		
Wilmington Trust Bonds	0.9	1.5	-0.5	1.3	10,374,796	12.5	1.7	Sep-10
<i>WT Fixed Income Policy Income</i>	0.9	1.7	-0.2	1.4			1.8	Sep-10
<i>eA US Interm Duration Fixed Inc Net Rank</i>	80	85	89	94			96	Sep-10
Cash & Equivalents					196,973	0.2		
Operating Account					153,855	0.2		
Wilm Trust MF Acct - MM Fund					43,118	0.1		
Balanced Pool Composite					40,994,080	49.5		
State of Delaware Investment Pool	3.0	6.5	10.6	7.6	40,994,080	49.5	7.6	Jul-12
<i>Balanced Pooled Fund Policy Index</i>	2.9	7.2	11.2	8.1			8.1	Jul-12
<i>InvestorForce Public DB Net Rank</i>	34	75	76	72			72	Jul-12

Sussex County Employee Pension Plan

As of June 30, 2017

Investment Manager Fees

Market Value: \$82.8 Million and 100.0% of Fund

Account	Fee Schedule	% of Portfolio	Estimated Annual Fee (\$)	Estimated Annual Fee (%)
Vanguard S&P 500 Index	0.05% of Assets	4.7%	\$1,944	0.05%
Dupont Capital Investment	0.35% of First \$25.0 Mil, 0.30% of Next \$25.0 Mil, 0.25% Thereafter	20.5%	\$59,512	0.35%
Vanguard Mid Cap Value	0.07% of Assets	5.2%	\$3,001	0.07%
Vanguard Extended Market Index	0.08% of Assets	5.2%	\$3,473	0.08%
Vanguard Total Int'l Stock Index	0.11% of Assets	2.0%	\$1,864	0.11%
Wilmington Trust Bonds	0.20% of Assets	12.5%	\$20,750	0.20%
Operating Account	No Fee	0.2%	--	--
Wilm Trust MF Acct - MM Fund	No Fee	0.1%	--	--
State of Delaware Investment Pool	0.62% of Assets	49.5%	\$254,163	0.62%
Investment Management Fee		100.0%	\$344,707	0.42%

Total Equity Composite

As of June 30, 2017

Characteristics

Market Value: \$31.2 Million and 37.7% of Fund

Total Equity Composite Top Ten Equity Holdings

APPLE	2.6%
MICROSOFT	1.8%
SPDR S&P 500 ETF TST.	1.6%
JP MORGAN CHASE & CO.	1.3%
AMAZON.COM	1.2%
ALPHABET 'C'	1.2%
FACEBOOK CLASS A	1.1%
JOHNSON & JOHNSON	1.1%
BANK OF AMERICA	1.0%
PFIZER	1.0%
Total For Top Ten Holdings	13.9%

Regional Equity Allocation Summary

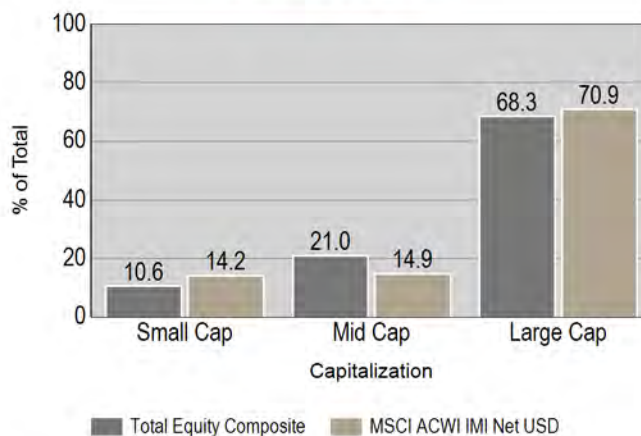
Benchmark: MSCI ACWI IMI Net USD

Region	% of Total	% of Bench	% Diff
North America ex U.S.	0.4%	3.2%	-2.8%
United States	94.5%	52.1%	42.5%
Europe Ex U.K.	1.8%	15.1%	-13.4%
United Kingdom	0.7%	5.9%	-5.3%
Pacific Basin Ex Japan	0.6%	4.0%	-3.4%
Japan	0.9%	8.2%	-7.2%
Emerging Markets	1.1%	11.1%	-10.0%
Other	0.0%	0.4%	-0.3%
Total	100.0%	100.0%	0.0%

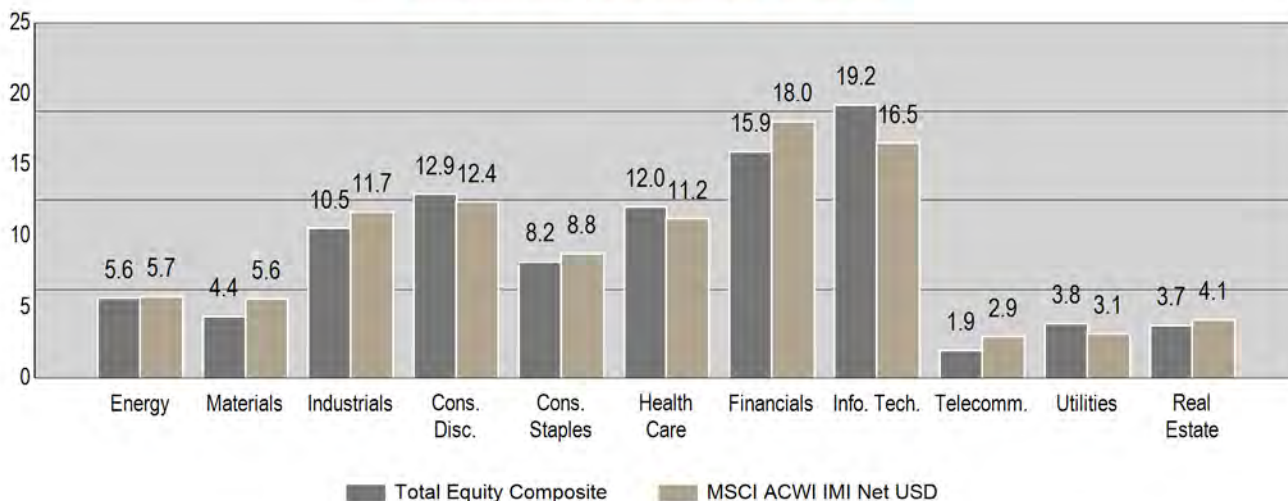
Characteristics

	MSCI ACWI Portfolio	IMI Net USD
Number of Holdings	9,825	8,668
Weighted Avg. Market Cap. (\$B)	114.4	91.0
Median Market Cap. (\$B)	1.5	1.6
Price To Earnings	23.1	23.0
Price To Book	4.3	3.3
Price To Sales	3.1	2.9
Return on Equity (%)	19.1	15.5
Yield (%)	2.1	2.3
Beta	0.9	1.0

Market Capitalization As of June 30, 2017



Sector Allocation (%) vs MSCI ACWI IMI Net USD



Equity Characteristics exclude the State of Delaware Investment Pool

Total Equity Composite

As of June 30, 2017

Characteristics

Market Value: \$31.2 Million and 37.7% of Fund

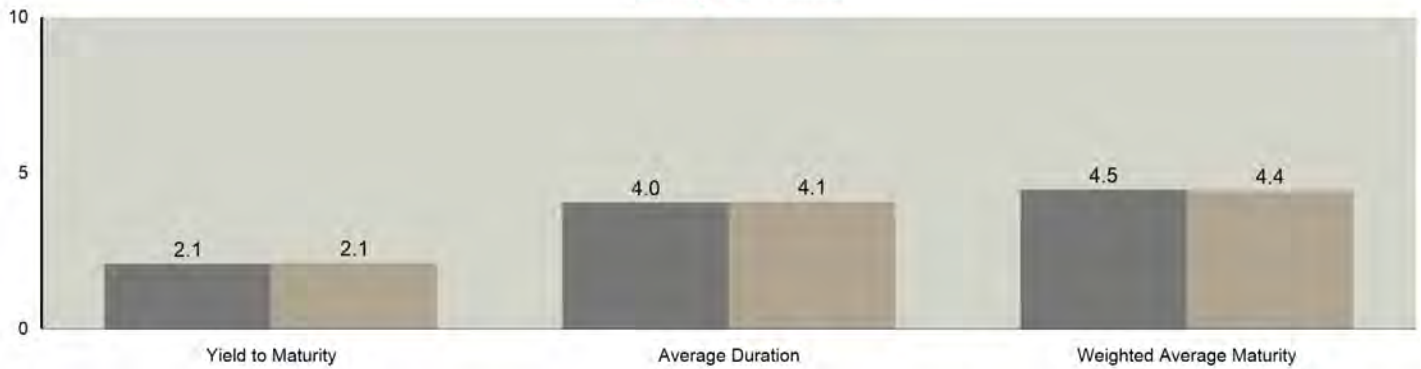
Common Holdings Matrix

	<i>Vanguard S&P 500 Index</i>		<i>Dupont Capital Investment</i>		<i>Vanguard Mid Cap Value</i>		<i>Vanguard Extended Market Index</i>		<i>Vanguard Total Int'l Stock Index</i>	
	#	%	#	%	#	%	#	%	#	%
Vanguard S&P 500 Index	--	--	187	95	144	81	1	0	0	0
Dupont Capital Investment	187	66	--	--	40	23	2	0	0	0
Vanguard Mid Cap Value	144	8	40	12	--	--	54	8	0	0
Vanguard Extended Market Index	1	0	2	0	54	19	--	--	0	0
Vanguard Total Int'l Stock Index	0	0	0	0	0	0	0	0	--	--

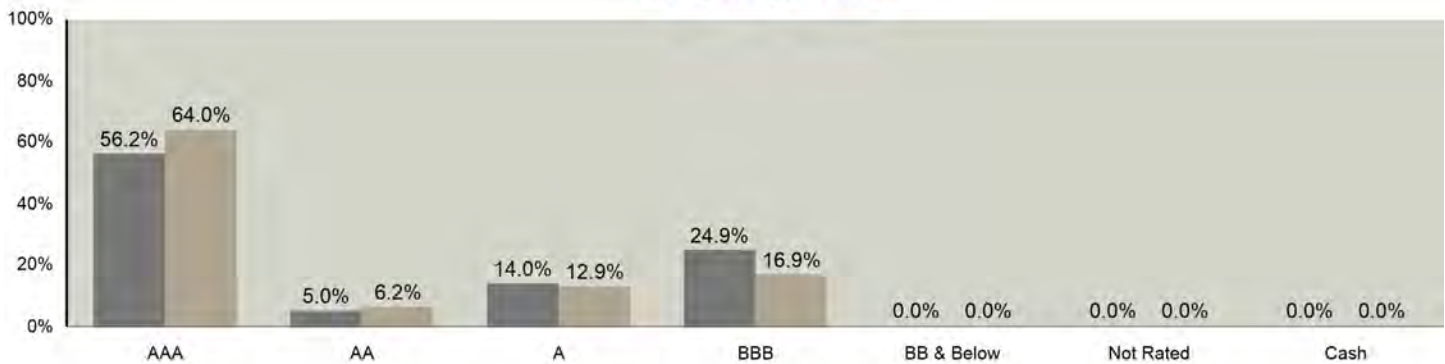
Manager Summary

Strategy focuses equally on duration management, sector selection and yield curve exposure. Assess overall market environment and position portfolio to benefit from realistic expectations. Will actively trade, including analysis of technical factors, price momentum, interest rate outlook and yield curve movement.

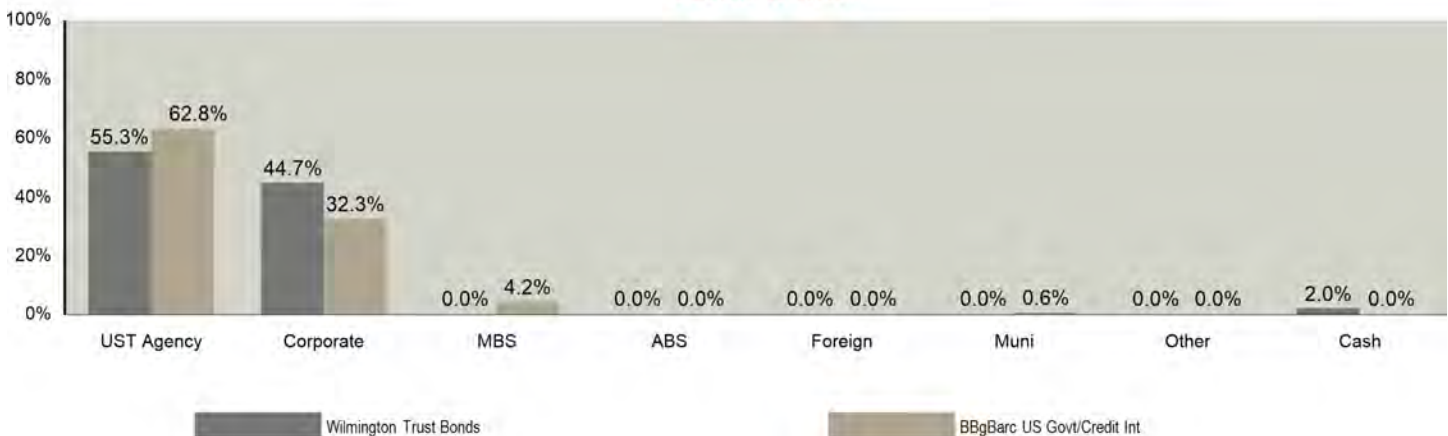
Summary Characteristics



Credibility Quality Allocation



US Sector Allocation



Vanguard S&P 500 Index

As of June 30, 2017

Characteristics

Market Value: \$3.9 Million and 4.7% of Fund

Manager Summary: Passively-managed. Seeks to track the performance of the S&P 500 Index. Invests in large-cap U.S. equities diversified among growth and value styles. Fund remains fully invested.

Characteristics

	Portfolio	S&P 500
Number of Holdings	507	505
Weighted Avg. Market Cap. (\$B)	153.6	154.7
Median Market Cap. (\$B)	20.6	20.6
Price To Earnings	25.3	24.7
Price To Book	5.4	4.6
Price To Sales	3.6	3.4
Return on Equity (%)	20.5	19.0
Yield (%)	2.0	2.0
Beta (holdings; domestic)	1.0	1.0

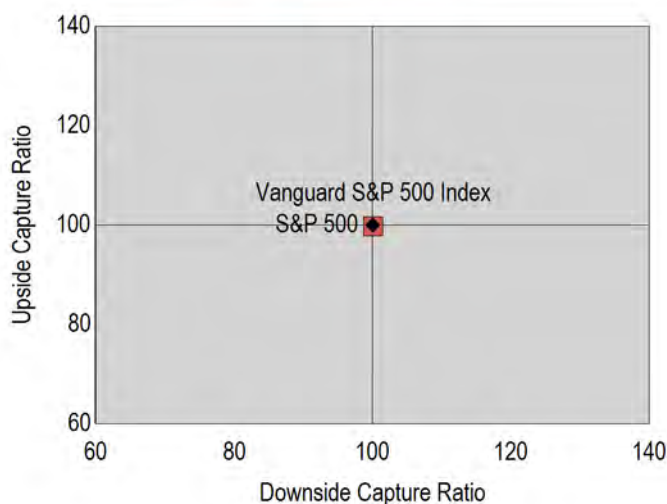
Largest Holdings

APPLE	3.7%
MICROSOFT	2.6%
AMAZON.COM	1.9%
FACEBOOK CLASS A	1.7%
JOHNSON & JOHNSON	1.7%
EXXON MOBIL	1.7%
JP MORGAN CHASE & CO.	1.6%
ALPHABET 'A'	1.4%
ALPHABET 'C'	1.3%
WELLS FARGO & CO	1.2%
Total For Top Ten Holdings	18.8%

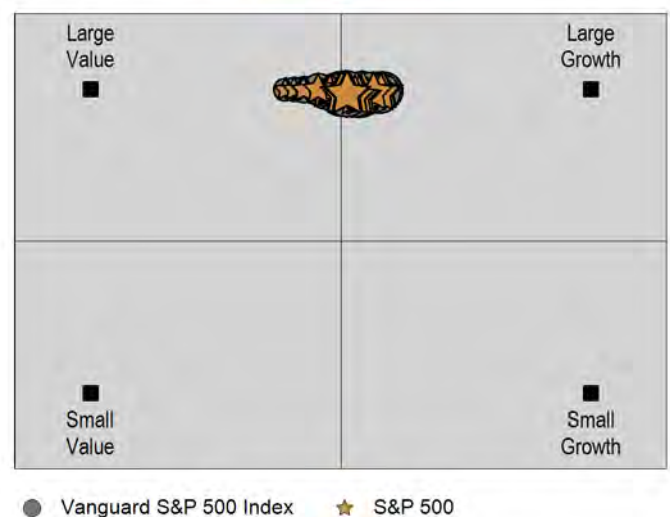
Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Vanguard S&P 500 Index	0.0%	18.9%	80.7%	0.4%
S&P 500	0.0%	18.7%	81.3%	0.0%
<i>Weight Over/Under</i>	0.0%	0.2%	-0.7%	0.4%

Upside Capture Ratio vs. Downside Capture Ratio
5 Years Ending June 30, 2017



Style Drift - 5 Years



Dupont Capital Investment

As of June 30, 2017

Characteristics

Market Value: \$17.0 Million and 20.5% of Fund

Manager Summary: Strategy seeks to systematically identify companies with sustainable earnings power trading at reasonable valuations. Quantitative approach looks for companies with the strongest relative value within their industries through a combination of valuation, quality and momentum characteristics. Focuses on companies that are underpriced relative to their long-term intrinsic value and supported by sustainable, high quality earnings and realistic cash flows expectations. Enhanced index portfolio of 100 to 200 securities, targets a tracking error between 1.5% and 2.25% relative to the S&P 500.

Characteristics

	Portfolio	S&P 500
Number of Holdings	191	505
Weighted Avg. Market Cap. (\$B)	165.5	154.7
Median Market Cap. (\$B)	35.0	20.6
Price To Earnings	22.2	24.7
Price To Book	4.4	4.6
Price To Sales	3.2	3.4
Return on Equity (%)	21.4	19.0
Yield (%)	2.2	2.0
Beta (holdings; domestic)	1.0	1.0

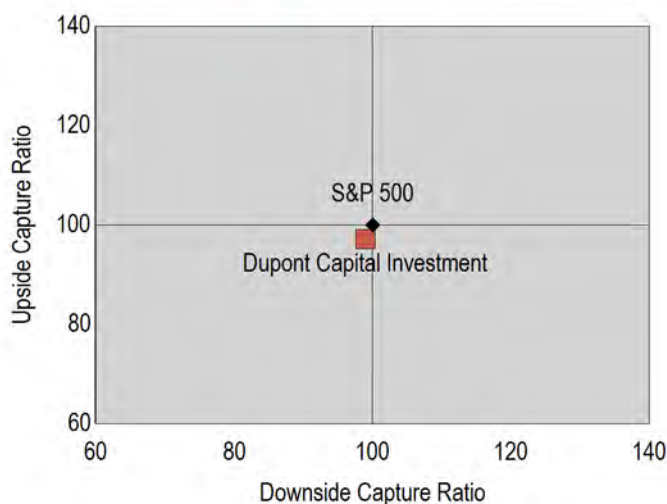
Largest Holdings

APPLE	4.0%
SPDR S&P 500 ETF TST.	3.0%
MICROSOFT	2.7%
JP MORGAN CHASE & CO.	2.1%
ALPHABET 'C'	1.8%
AMAZON.COM	1.8%
FACEBOOK CLASS A	1.6%
JOHNSON & JOHNSON	1.6%
PFIZER	1.6%
BANK OF AMERICA	1.5%
Total For Top Ten Holdings	21.7%

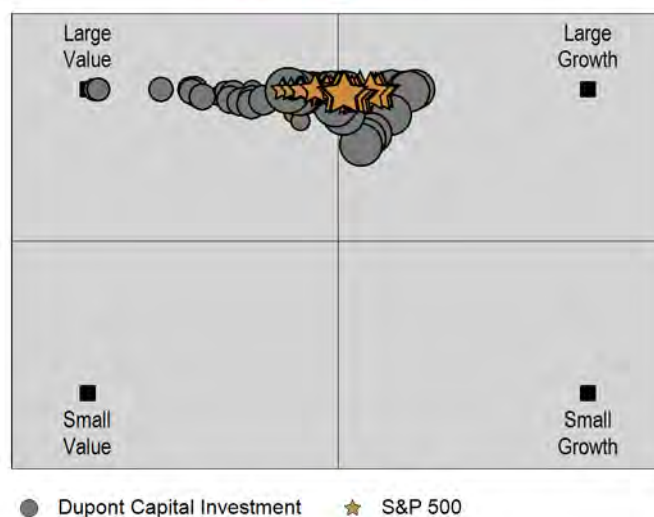
Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Dupont Capital Investment	0.0%	18.2%	81.5%	0.2%
S&P 500	0.0%	18.7%	81.3%	0.0%
<i>Weight Over/Under</i>	0.0%	-0.4%	0.2%	0.2%

Upside Capture Ratio vs. Downside Capture Ratio
5 Years Ending June 30, 2017



Style Drift - 5 Years



Vanguard Mid Cap Value

As of June 30, 2017

Characteristics

Market Value: \$4.3 Million and 5.2% of Fund

Manager Summary: Passively-managed. Seeks to track the performance of the CRSP US Mid Cap Value Index. Invests in value stocks of medium-size U.S. companies. Fund remains fully invested.

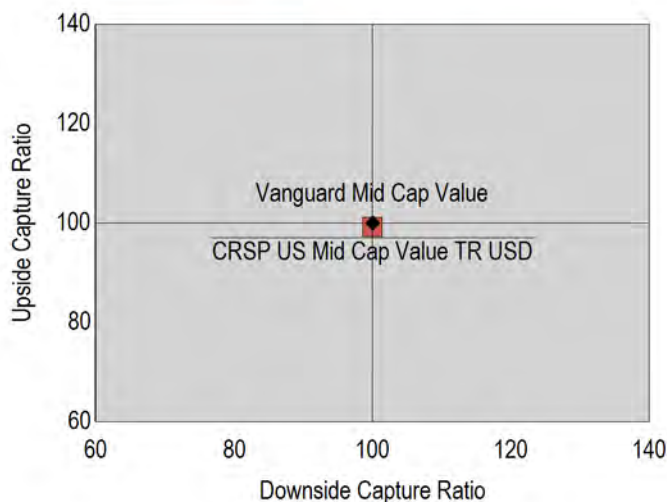
Characteristics

	Portfolio	CRSP US Mid Cap Value TR USD	Largest Holdings	
Number of Holdings	202	200	NEWELL RUBBERMAID	1.4%
Weighted Avg. Market Cap. (\$B)	13.0	13.0	WESTERN DIGITAL	1.4%
Median Market Cap. (\$B)	10.4	10.5	M&T BANK	1.2%
Price To Earnings	22.2	20.7	KEYCORP	1.1%
Price To Book	3.2	2.9	WEC ENERGY GROUP	1.0%
Price To Sales	2.1	2.0	HARTFORD FINL.SVS.GP.	1.0%
Return on Equity (%)	14.2	13.6	EVERSOURCE ENERGY	1.0%
Yield (%)	2.1	2.0	DTE ENERGY	1.0%
Beta (holdings; domestic)	1.1	1.1	ROYAL CARIBBEAN CRUISES	1.0%
			WILLIS GROUP HOLDINGS	1.0%
			Total For Top Ten Holdings	11.1%

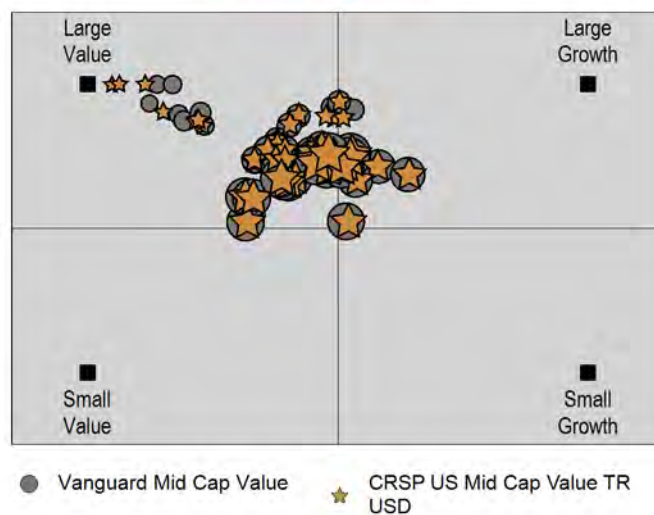
Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Vanguard Mid Cap Value	0.9%	65.0%	34.0%	0.0%
CRSP US Mid Cap Value TR USD	0.9%	65.0%	34.0%	0.0%
<i>Weight Over/Under</i>	0.0%	0.0%	0.0%	0.0%

Upside Capture Ratio vs. Downside Capture Ratio
5 Years Ending June 30, 2017



Style Drift - 5 Years



Vanguard Extended Market Index

Characteristics

As of June 30, 2017

Market Value: \$4.3 Million and 5.2% of Fund

Manager Summary: Seeks to track the performance of the S&P Completion Index. Mid- and small-cap equity diversified across growth and value styles. Passively managed, using index sampling. Fund remains fully invested. Low expenses help minimize net tracking error.

Characteristics

	Portfolio	S&P Completion Index TR
Number of Holdings	3,208	3,287
Weighted Avg. Market Cap. (\$B)	5.9	5.9
Median Market Cap. (\$B)	0.6	0.6
Price To Earnings	26.3	26.3
Price To Book	4.0	3.2
Price To Sales	3.5	3.3
Return on Equity (%)	14.5	12.2
Yield (%)	1.4	1.2
Beta (holdings; domestic)	1.2	1.2

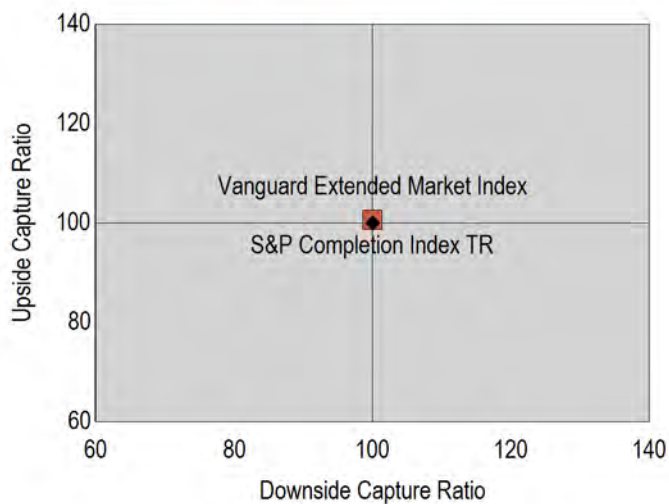
Largest Holdings

TESLA MOTORS	1.0%
LAS VEGAS SANDS	0.5%
LIBERTY GLOBAL SR.C	0.5%
SERVICENOW	0.4%
T-MOBILE US	0.4%
SBA COMMS.	0.4%
BIOMARIN PHARM.	0.4%
FIRST REPUBLIC BANK	0.3%
MGM RESORTS INTL.	0.3%
MARKEL	0.3%
Total For Top Ten Holdings	4.6%

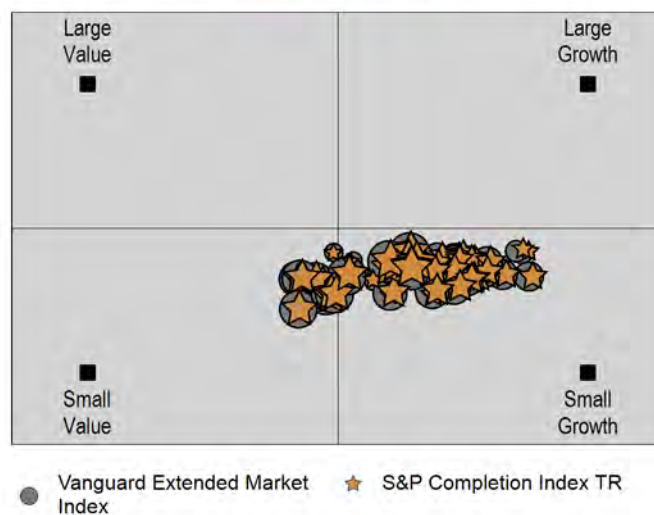
Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Vanguard Extended Market Index	34.4%	62.5%	3.0%	0.1%
S&P Completion Index TR	34.4%	62.7%	3.0%	0.0%
<i>Weight Over/Under</i>	<i>0.0%</i>	<i>-0.2%</i>	<i>0.0%</i>	<i>0.1%</i>

Upside Capture Ratio vs. Downside Capture Ratio 5 Years Ending June 30, 2017



Style Drift - 5 Years



Vanguard Total Int'l Stock Index

Characteristics

As of June 30, 2017

Market Value: \$1.7 Million and 2.0% of Fund

Manager Summary:- Passively managed. Seeks to track the performance of the FTSE Global All Cap ex US Index. Broad exposure across developed and emerging non-U.S. equity markets. Fund remains fully invested.

Characteristics

	Portfolio	FTSE Global All Cap ex US
Number of Holdings	6,098	5,839
Weighted Avg. Market Cap. (\$B)	47.7	47.6
Median Market Cap. (\$B)	1.6	1.6
Price To Earnings	21.7	20.3
Price To Book	3.0	2.4
Price To Sales	2.5	2.1
Return on Equity (%)	15.4	14.0
Yield (%)	2.8	2.8
Beta (holdings; global)	1.0	1.0

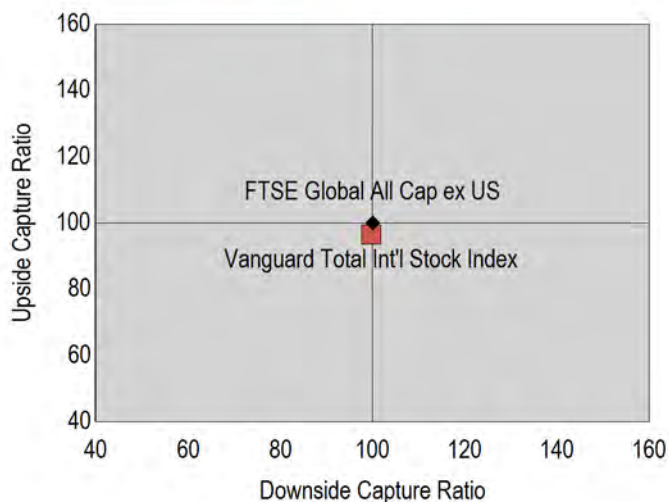
Largest Holdings

NESTLE 'R'	1.2%
SAMSUNG ELECTRONICS	0.9%
NOVARTIS 'R'	0.9%
TENCENT HOLDINGS	0.9%
HSBC HDG. (ORD \$0.50)	0.8%
ROCHE HOLDING	0.8%
TAIWAN SEMICON.MNFG.	0.7%
TOYOTA MOTOR	0.6%
BRITISH AMERICAN TOBACCO	0.6%
ROYAL DUTCH SHELL A(LON)	0.5%
Total For Top Ten Holdings	7.9%

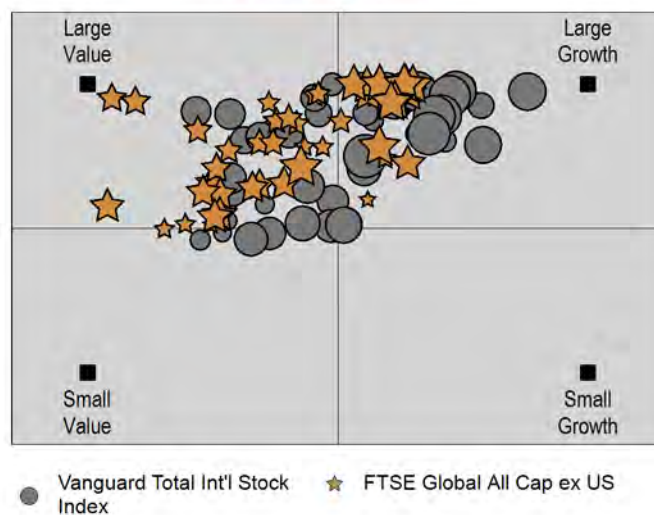
Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Vanguard Total Int'l Stock Index	17.0%	18.4%	64.7%	0.0%
MSCI ACWI ex USA	4.8%	19.5%	75.8%	0.0%
<i>Weight Over/Under</i>	12.2%	-1.1%	-11.1%	0.0%

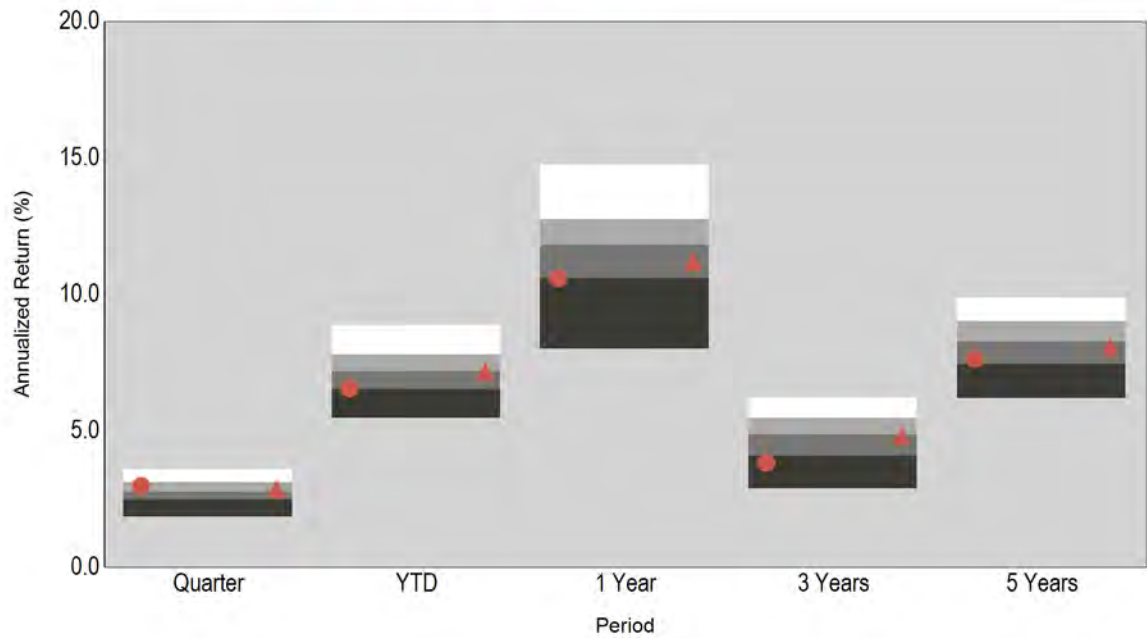
Upside Capture Ratio vs. Downside Capture Ratio
5 Years Ending June 30, 2017



Style Drift - 5 Years



InvestorForce Public DB Net Accounts



	Return (Rank)									
5th Percentile	3.6	8.9	14.7	6.2	9.9					
25th Percentile	3.1	7.8	12.8	5.5	9.0					
Median	2.8	7.2	11.8	4.9	8.3					
75th Percentile	2.5	6.5	10.6	4.1	7.4					
95th Percentile	1.9	5.5	8.0	2.9	6.2					
# of Portfolios	230	230	230	221	201					
● State of Delaware Investment Pool	3.0 (34)	6.5 (75)	10.6 (76)	3.8 (81)	7.6 (72)					
▲ Balanced Pooled Fund Policy Index	2.9 (44)	7.2 (51)	11.2 (64)	4.8 (53)	8.1 (57)					

Policy Index History

State of Delaware Investment Pool		
7/1/2012	Present	Russell 3000 38% / MSCI ACWI ex USA 20% / BBgBarc US Universal TR 38.5% / BBgBarc US TIPS TR 1.5% / BofA Merrill Lynch 91-Day T-Bill 2%

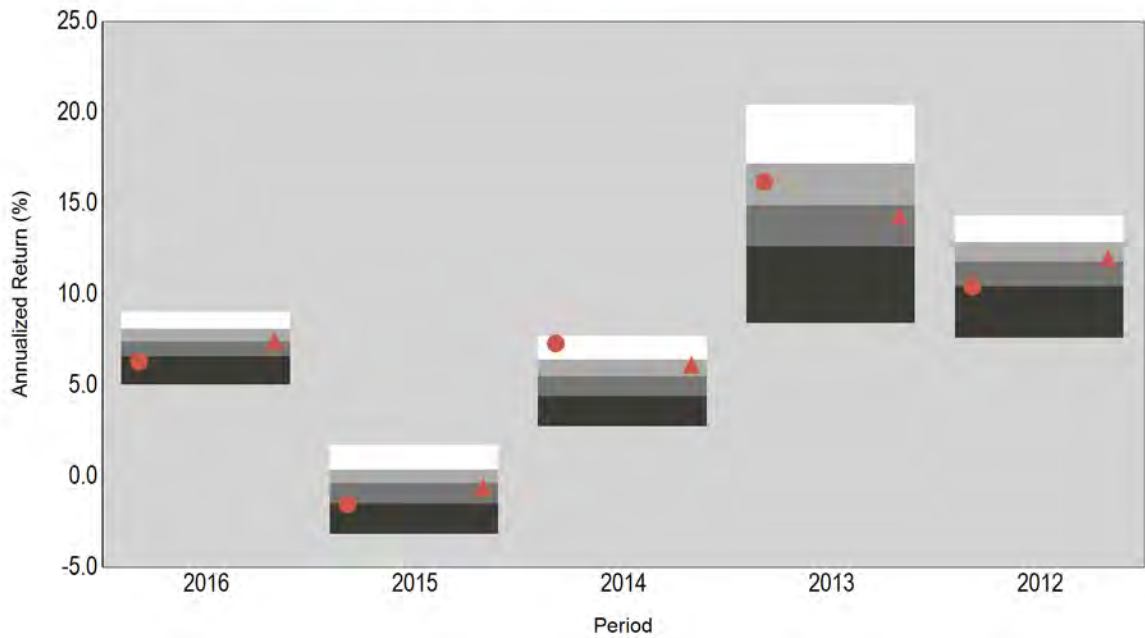
State of Delaware Investment Pool

As of June 30, 2017

Characteristics

Market Value: \$41.0 Million and 49.5% of Fund

InvestorForce Public DB Net Accounts



	Return (Rank)									
	2016		2015		2014		2013		2012	
5th Percentile	9.0	1.7	7.7	20.4	14.3					
25th Percentile	8.1	0.4	6.4	17.2	12.9					
Median	7.4	-0.4	5.5	14.9	11.8					
75th Percentile	6.6	-1.5	4.4	12.7	10.4					
95th Percentile	5.0	-3.2	2.7	8.4	7.6					
# of Portfolios	269	262	210	191	159					
● State of Delaware Investment Pool	6.3	(82)	-1.5	(76)	7.3	(9)	16.2	(36)	10.4	(75)
▲ Balanced Pooled Fund Policy Index	7.5	(48)	-0.6	(57)	6.1	(33)	14.3	(57)	12.0	(46)



NORTHERN TRUST

Investment Hierarchy

Trust : Delaware Retirement System

Reference Date : 06/30/17

Asset Class : Total Fund Gross of Fees

Group/Account	06/30/17 Market Value	% of Total	% Rate of Return				
			1 Mo.	3 Mos.	YTD	1 Yr.	3 Yrs.
Delaware Retirement System	9,493,572,868	100.00%	0.37	3.12	6.84	11.28	4.52
<i>Delaware Benchmark</i>			0.36	2.88	7.18	11.21	4.82
DPERS w/o Vol. Firemen Fund	9,474,178,700	99.80%	0.37	3.12	6.84	11.28	4.51
Total Equity	4,364,305,519	45.97%	0.86	4.41	11.04	18.87	5.57
<i>DPERS Total Equity</i>			0.70	3.97	10.71	19.27	6.25
Total Fixed Income	2,679,711,070	28.23%	0.02	1.30	2.53	2.44	2.41
<i>DPERS Total Fixed Income</i>			-0.12	1.45	2.56	0.85	2.68
Private Equity/Venture Cap.	1,601,195,747	16.87%	0.04	4.69	5.51	11.18	7.80
<i>90 Day T-Bill + 4%(DPERS)</i>			0.41	1.21	2.35	4.57	4.26
Hedge Funds	576,632,112	6.07%	-0.82	-1.27	2.97	6.78	1.17
<i>HFRI Fund of Funds Composite</i>			-0.21	0.62	3.01	6.28	1.48
Cash	252,334,251	2.66%	0.10	0.28	0.52	0.80	0.36
Volunteer Firemen Fund	19,394,168	0.20%	0.41	2.89	7.22	10.54	4.73
3-8380 Volunteer Fire	613,350	0.01%	--	--	--	--	--
Mellon EB DV Agg Bond Index Fd	7,724,279	0.08%	-0.11	1.45	2.28	-0.41	2.46
Vanguard Total Intl Index Fd	3,796,377	0.04%	0.48	5.79	14.71	19.90	1.36
Vanguard Total Stock Market Fd	7,260,162	0.08%	0.94	3.04	9.07	18.50	8.99



Sussex County Post-Employment Benefit Plan

As of June 30, 2017

Observations

- Post Employee Benefit Plan Market Value as of June 30, 2017 was \$35.5 million
 - Q2-17 the portfolio gained \$917,000
 - Q2-17 the portfolio returned 2.6% (net), vs. policy index of 2.7%
- Underperformed Policy Index by approximately 10 basis points
 - Portfolio's value tilt detracted from performance
 - An overweight to equities added to returns

Looking Ahead

- Additional contributions and allocations

Sussex County Post Employment Benefit Plan

As of June 30, 2017

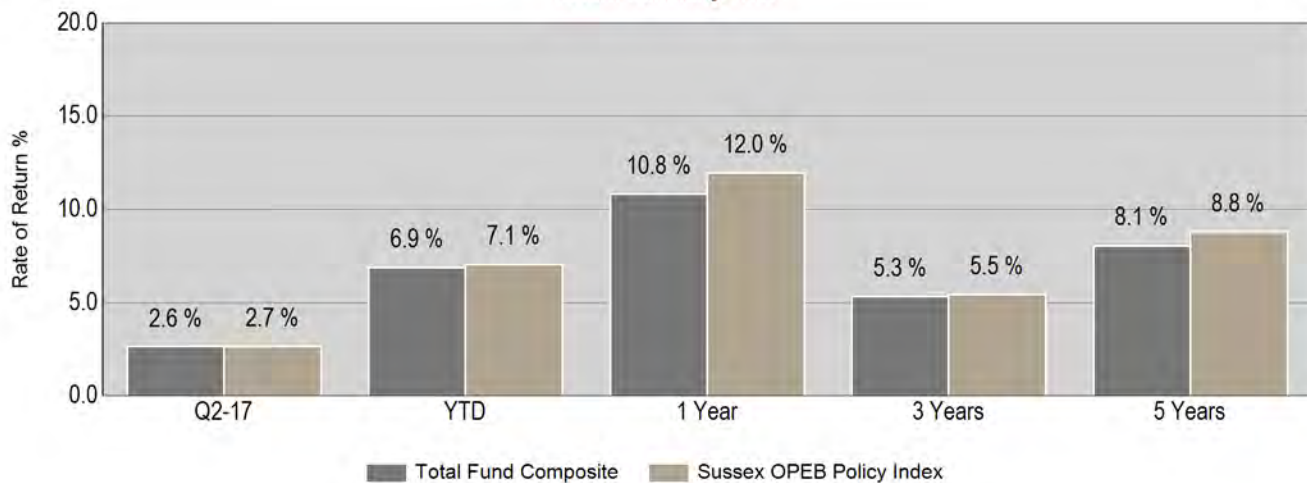
Portfolio Summary

Market Value: \$35.5 Million and 100.0% of Fund

Summary of Cash Flows

	Second Quarter	Year-To-Date	One Year	Three Years	Five Years
Beginning Market Value	\$34,463,358	\$33,084,789	\$31,937,953	\$30,316,793	\$23,267,866
Contributions	\$140,000	\$140,000	\$140,000	\$1,496,808	\$6,053,634
Withdrawals	-\$69,607	-\$77,122	-\$114,052	-\$1,510,925	-\$5,373,919
Net Cash Flow	\$70,393	\$62,878	\$25,948	-\$14,116	\$679,715
Net Investment Change	\$917,171	\$2,303,255	\$3,487,022	\$5,148,246	\$11,503,342
Ending Market Value	\$35,450,922	\$35,450,922	\$35,450,922	\$35,450,922	\$35,450,922

Return Summary - Net



Asset Allocation vs. Target

	Current	Policy	Policy Range	Within Range
U.S. Equity	45.2%	44.5%	39.5% - 49.5%	Yes
Global Equity	13.7%	13.0%	8.0% - 18.0%	Yes
Non-U.S. Equity	8.1%	7.5%	2.5% - 12.5%	Yes
U.S. Fixed Income	32.1%	34.0%	29.0% - 39.0%	Yes
Cash Equivalent	0.9%	1.0%	0.0% - 5.0%	Yes
Total	100.0%	100.0%		

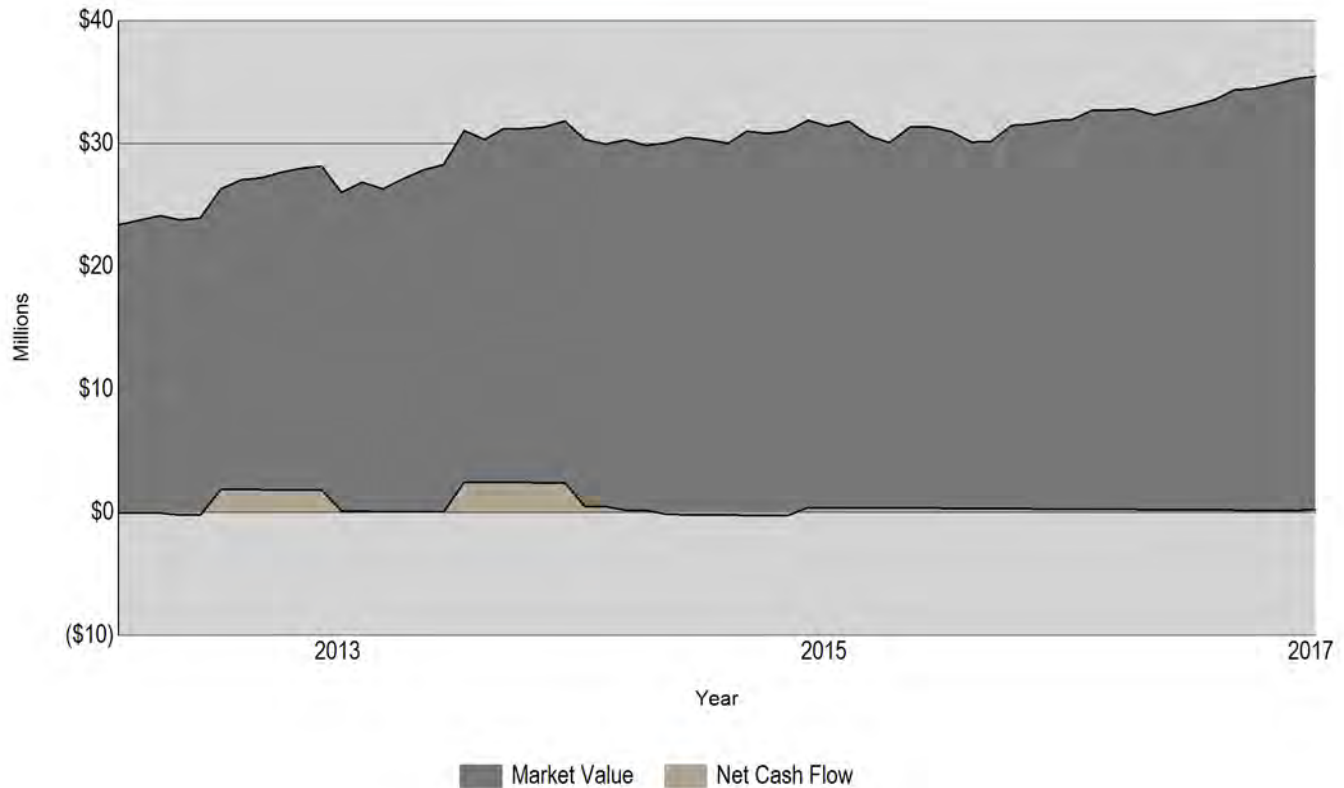
Sussex County Post Employment Benefit Plan

As of June 30, 2017

Market Value Summary

Market Value: \$35.5 Million and 100.0% of Fund

Market Value History
5 Years Ending June 30, 2017



Cash Flow by Investment Manager

Quarter Ending June 30, 2017

	Beginning Market Value	Net Cash Flow	Net Investment Change	Ending Market Value
Vanguard Institutional Index	\$12,168,230	\$0	\$375,000	\$12,543,231
Vanguard Mid Cap Value	\$2,332,269	\$0	\$33,577	\$2,365,845
Vanguard Small Cap Value Index	\$1,118,645	\$0	\$4,907	\$1,123,552
Artisan Global Opportunities	\$1,220,949	\$0	\$100,985	\$1,321,934
Dodge & Cox Global Stock	\$1,209,427	\$0	\$35,821	\$1,245,247
MFS Low Volatility Global Equity	\$2,192,215	\$0	\$108,410	\$2,300,626
Vanguard Total Int'l Stock Index	\$2,701,037	\$0	\$157,277	\$2,858,314
Wilmington Trust Fixed Income	\$11,189,401	\$72,574	\$101,027	\$11,363,001
Wilmington Trust Short Term	\$0	\$0	\$0	\$0
Operating Account	\$200,614	\$0	\$30	\$200,644
Mutual Fund Cash	\$130,572	-\$2,181	\$137	\$128,528
Total	\$34,463,358	\$70,393	\$917,171	\$35,450,922

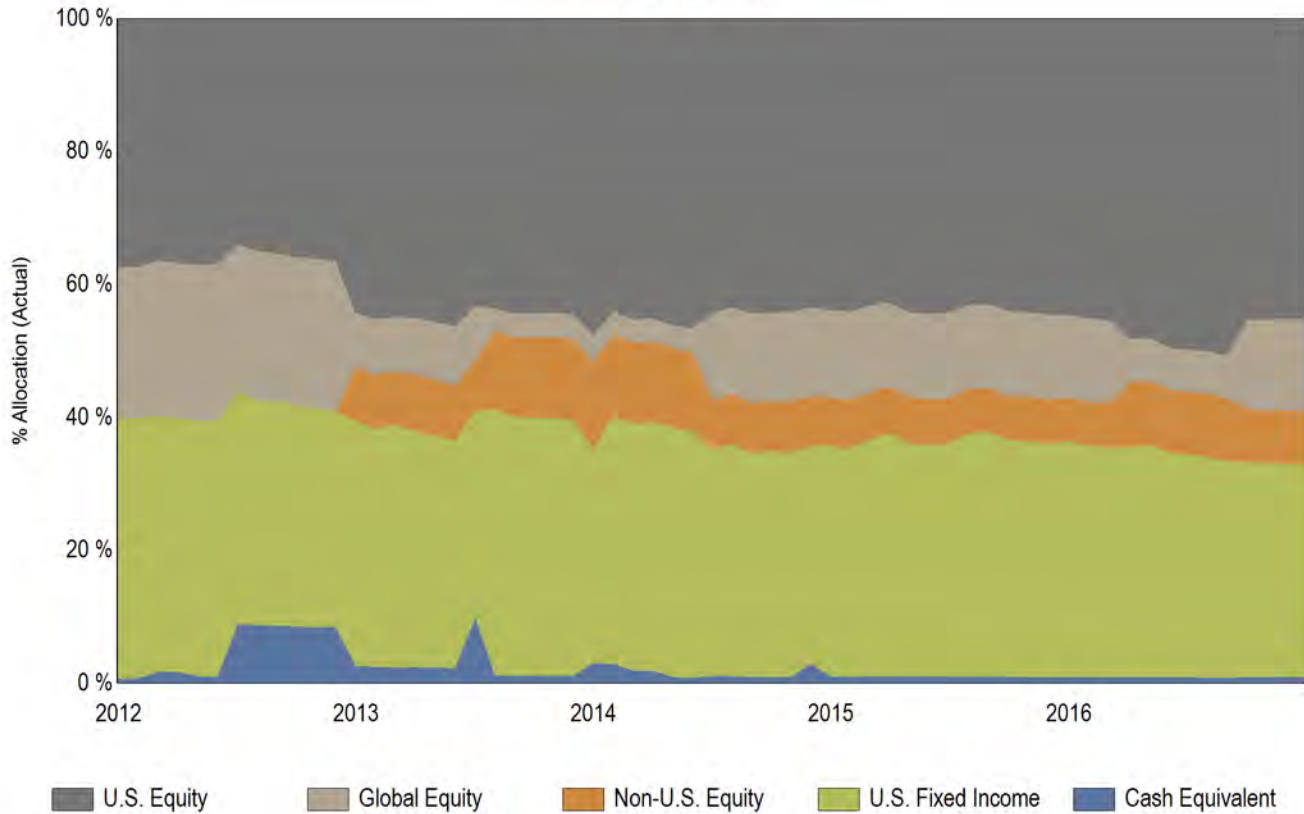
Sussex County Post Employment Benefit Plan

As of June 30, 2017

Asset Allocation Summary

Market Value: \$35.5 Million and 100.0% of Fund

Asset Allocation History
5 Years Ending June 30, 2017



	Market Value	% of Portfolio	Policy %	Policy Difference
Total Equity Composite	23,758,749	67.0	65.0	2.0
Vanguard Institutional Index	12,543,231	35.4		
Vanguard Mid Cap Value	2,365,845	6.7		
Vanguard Small Cap Value Index	1,123,552	3.2		
Artisan Global Opportunities	1,321,934	3.7		
Dodge & Cox Global Stock	1,245,247	3.5		
MFS Low Volatility Global Equity	2,300,626	6.5		
Vanguard Total Int'l Stock Index	2,858,314	8.1		
Fixed Income Composite	11,692,173	33.0	35.0	-2.0
Wilmington Trust Fixed Income	11,363,001	32.1		
Operating Account	200,644	0.6		
Mutual Fund Cash	128,528	0.4		

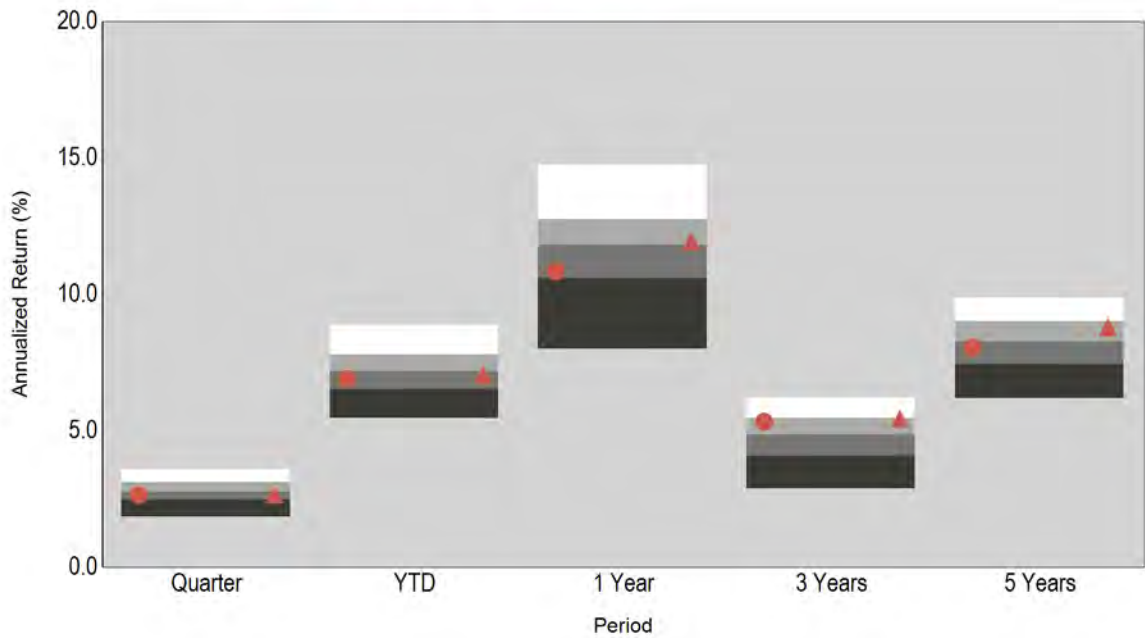
Sussex County Post Employment Benefit Plan

As of June 30, 2017

Annualized Returns (Net)

Market Value: \$35.5 Million and 100.0% of Fund

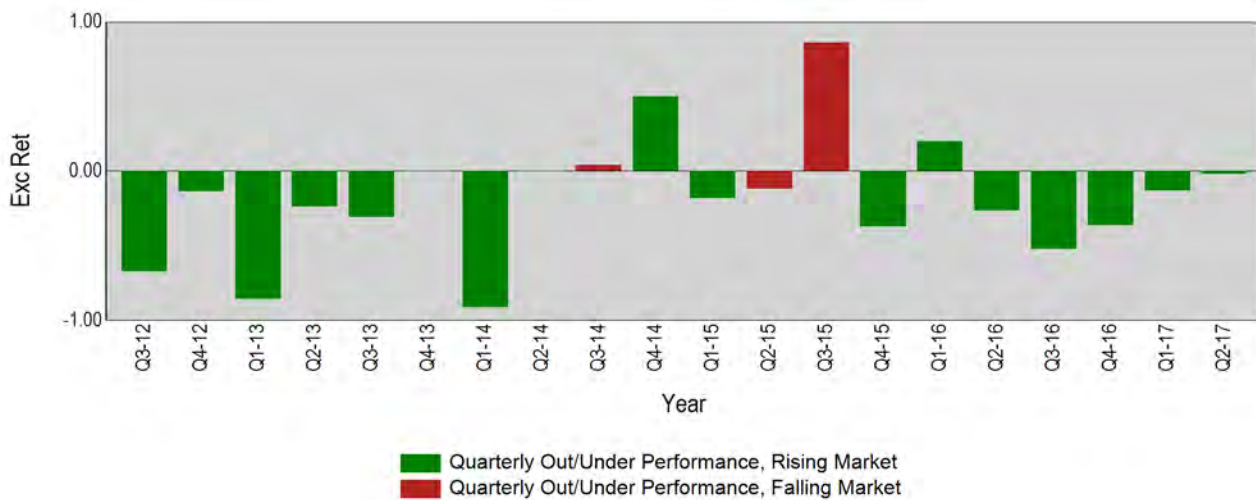
InvestorForce Public DB Net Accounts



Return (Rank)

5th Percentile	3.6	8.9	14.7	6.2	9.9
25th Percentile	3.1	7.8	12.8	5.5	9.0
Median	2.8	7.2	11.8	4.9	8.3
75th Percentile	2.5	6.5	10.6	4.1	7.4
95th Percentile	1.9	5.5	8.0	2.9	6.2
# of Portfolios	230	230	230	221	201
● Total Fund Composite	2.6 (62)	6.9 (62)	10.8 (66)	5.3 (31)	8.1 (58)
▲ Sussex OPEB Policy Index	2.7 (60)	7.1 (55)	12.0 (47)	5.5 (26)	8.8 (33)

Quarterly Excess Performance - Net



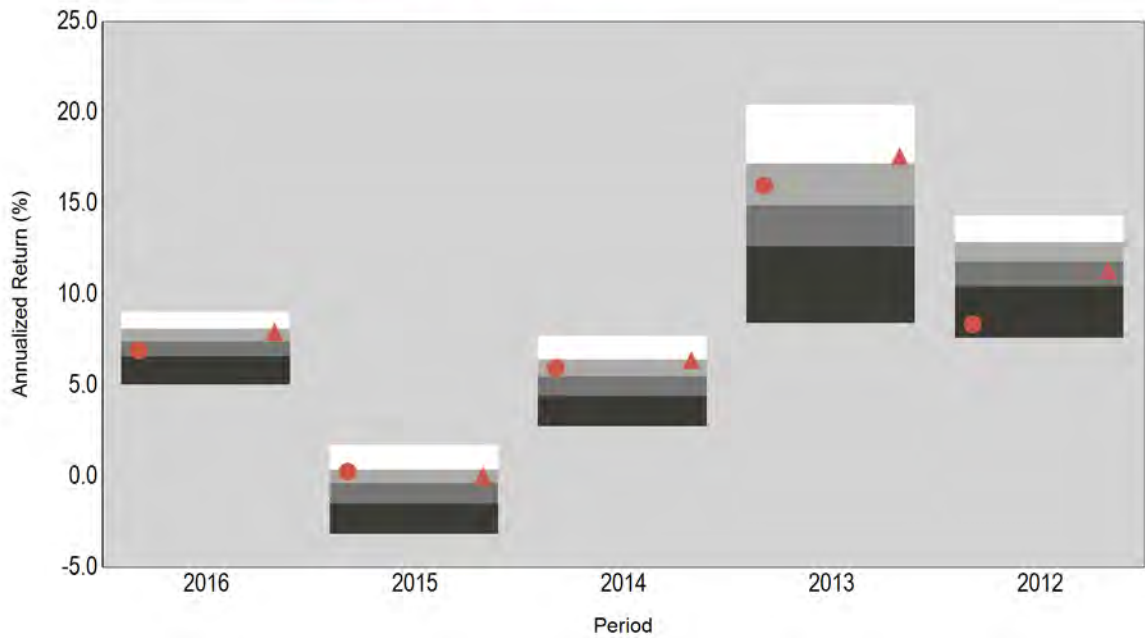
Sussex County Post Employment Benefit Plan

As of June 30, 2017

Calendar Year Returns (Net)

Market Value: \$35.5 Million and 100.0% of Fund

InvestorForce Public DB Net Accounts



	Return (Rank)				
	2016	2015	2014	2013	2012
5th Percentile	9.0	1.7	7.7	20.4	14.3
25th Percentile	8.1	0.4	6.4	17.2	12.9
Median	7.4	-0.4	5.5	14.9	11.8
75th Percentile	6.6	-1.5	4.4	12.7	10.4
95th Percentile	5.0	-3.2	2.7	8.4	7.6
# of Portfolios	269	262	210	191	159
● Total Fund Composite	6.9 (65)	0.3 (28)	6.0 (36)	16.0 (38)	8.4 (94)
▲ Sussex OPEB Policy Index	7.9 (30)	0.0 (34)	6.4 (27)	17.6 (22)	11.3 (60)

Policy Index History

Total Fund Composite		
1/1/2015	Present	51% Russell 3000 / 14% MSCI ACWI ex USA / 34% BBgBarc US Govt/Credit Int TR / 1% 91 Day T-Bills
10/1/2014	12/31/2014	46% Russell 3000 / 14% MSCI ACWI ex USA / 39% BBgBarc US Govt/Credit Int TR / 1% 91 Day T-Bills
4/1/2012	9/30/2014	48% Russell 3000 / 12% MSCI EAFE / 40% BBgBarc US Govt/Credit Int TR
3/1/2011	3/31/2012	48% Russell 3000 / 12% MSCI EAFE / 40% BofA Merrill Lynch 91-Day T-Bill

Sussex County Post Employment Benefit Plan

Annualized Returns (Net)

As of June 30, 2017

Market Value: \$35.5 Million and 100.0% of Fund

	3 Mo	YTD	1 Yr	5 Yrs	Market Value	% of Portfolio	Return	Since
Total Equity Composite	3.6	9.8	17.5	12.7	23,758,749	67.0	12.8	Dec-11
<i>Equity Policy Index</i>	3.6	10.1	19.0	13.3			13.6	Dec-11
Vanguard Institutional Index	3.1	9.3	17.9	14.6	12,543,231	35.4	10.3	Jan-14
<i>S&P 500</i>	3.1	9.3	17.9	14.6			10.3	Jan-14
<i>Large Blend MStar MF Rank</i>	39	30	44	25			10	Jan-14
Vanguard Mid Cap Value	1.4	6.9	18.0	15.7	2,365,845	6.7	9.6	Jan-14
<i>CRSP US Mid Cap Value TR USD</i>	1.5	7.0	18.1	15.8			9.7	Jan-14
<i>Mid-Cap Value MStar MF Rank</i>	31	16	47	11			12	Jan-14
Vanguard Small Cap Value Index	0.4	2.4	19.1	15.0	1,123,552	3.2	9.3	Jun-15
<i>CRSP US Small Cap Value TR USD</i>	0.4	2.4	19.2	15.7			9.3	Jun-15
<i>Small Value MStar MF Rank</i>	42	26	79	7			34	Jun-15
Artisan Global Opportunities	8.3	19.6	24.5	14.4	1,321,934	3.7	10.6	Mar-17
<i>MSCI ACWI</i>	4.3	11.5	18.8	10.5			5.5	Mar-17
<i>World Stock MStar MF Rank</i>	11	10	14	8			13	Mar-17
Dodge & Cox Global Stock	3.0	10.9	30.5	14.1	1,245,247	3.5	4.2	Mar-17
<i>MSCI ACWI Value NR USD</i>	2.9	7.8	19.0	9.6			3.5	Mar-17
<i>World Stock MStar MF Rank</i>	89	64	5	9			88	Mar-17
MFS Low Volatility Global Equity	4.9	10.7	8.7	--	2,300,626	6.5	7.2	Dec-14
<i>MSCI ACWI</i>	4.3	11.5	18.8	--			6.6	Dec-14
<i>World Stock MStar MF Rank</i>	48	66	94	--			44	Dec-14
Vanguard Total Int'l Stock Index	5.8	14.8	20.1	7.7	2,858,314	8.1	15.0	Aug-16
<i>FTSE Global All Cap ex US</i>	5.8	14.3	20.8	8.1			14.9	Aug-16
<i>Foreign Large Blend MStar MF Rank</i>	79	48	45	69			51	Aug-16
Fixed Income Composite	0.8	1.5	-0.5	1.3	11,692,173	33.0	1.3	Sep-11
<i>Fixed Income Policy Index</i>	0.9	1.7	-0.2	1.5			1.6	Sep-11
Wilmington Trust Fixed Income	0.9	1.5	-0.5	1.2	11,363,001	32.1	1.5	Mar-12
<i>WT Fixed Income Policy Income</i>	0.9	1.7	-0.2	1.4			1.6	Mar-12
Operating Account					200,644	0.6		
Mutual Fund Cash					128,528	0.4		

Sussex County Post Employment Benefit Plan

As of June 30, 2017

Investment Manager Fees

Market Value: \$35.5 Million and 100.0% of Fund

Account	Fee Schedule	% of Portfolio	Estimated Annual Fee (\$)	Estimated Annual Fee (%)
Vanguard Institutional Index	0.04% of Assets	35.4%	\$5,017	0.04%
Vanguard Mid Cap Value	0.07% of Assets	6.7%	\$1,656	0.07%
Vanguard Small Cap Value Index	0.07% of Assets	3.2%	\$786	0.07%
Artisan Global Opportunities	0.93% of Assets	3.7%	\$12,294	0.93%
Dodge & Cox Global Stock	0.63% of Assets	3.5%	\$7,845	0.63%
MFS Low Volatility Global Equity	0.95% of Assets	6.5%	\$21,856	0.95%
Vanguard Total Int'l Stock Index	0.11% of Assets	8.1%	\$3,144	0.11%
Wilmington Trust Fixed Income	0.20% of Assets	32.1%	\$22,726	0.20%
Operating Account	No Fee	0.6%	--	--
Mutual Fund Cash	No Fee	0.4%	--	--
Investment Management Fee		100.0%	\$75,325	0.21%

Total Equity Composite

As of June 30, 2017

Characteristics

Market Value: \$23.8 Million and 67.0% of Fund

Total Equity Composite Top Ten Equity Holdings

APPLE	1.9%
MICROSOFT	1.4%
FACEBOOK CLASS A	1.2%
JOHNSON & JOHNSON	1.2%
ALPHABET 'A'	1.0%
EXXON MOBIL	1.0%
AMAZON.COM	1.0%
ALPHABET 'C'	0.9%
BANK OF AMERICA	0.9%
JP MORGAN CHASE & CO.	0.8%
Total For Top Ten Holdings	11.4%

Regional Equity Allocation Summary

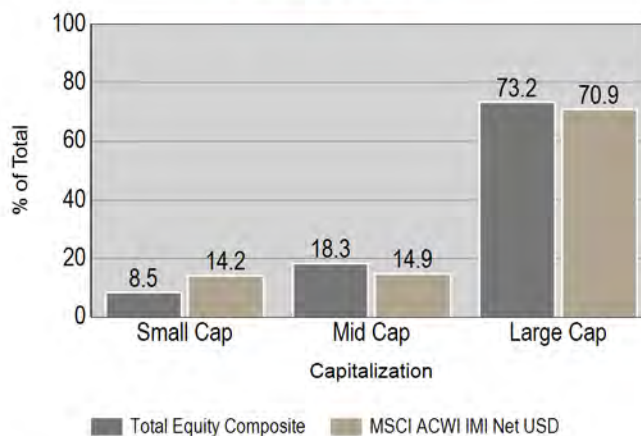
Benchmark: MSCI ACWI IMI Net USD

Region	% of Total	% of Bench	% Diff
North America ex U.S.	1.6%	3.2%	-1.6%
United States	77.9%	52.1%	25.8%
Europe Ex U.K.	7.0%	15.1%	-8.1%
United Kingdom	2.4%	5.9%	-3.6%
Pacific Basin Ex Japan	2.7%	4.0%	-1.3%
Japan	3.7%	8.2%	-4.4%
Emerging Markets	4.4%	11.1%	-6.7%
Other	0.2%	0.4%	-0.1%
Total	100.0%	100.0%	0.0%

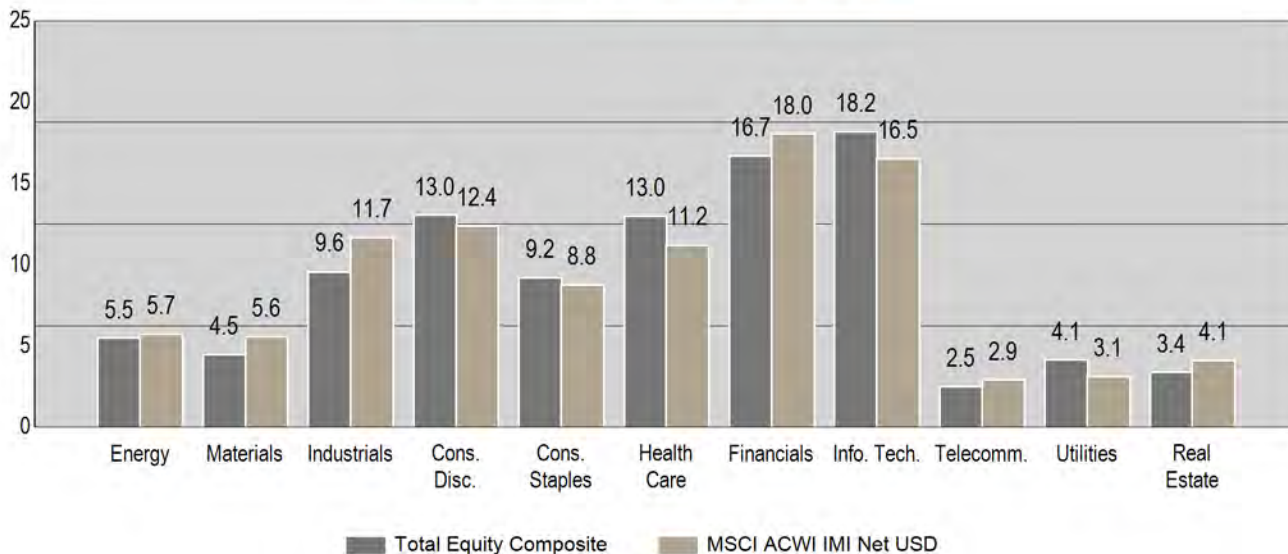
Characteristics

	MSCI ACWI Portfolio	IMI Net USD
Number of Holdings	7,515	8,668
Weighted Avg. Market Cap. (\$B)	103.9	91.0
Median Market Cap. (\$B)	2.1	1.6
Price To Earnings	25.0	23.0
Price To Book	4.5	3.3
Price To Sales	3.3	2.9
Return on Equity (%)	18.1	15.5
Yield (%)	2.1	2.3
Beta	0.9	1.0

Market Capitalization As of June 30, 2017



Sector Allocation (%) vs MSCI ACWI IMI Net USD



Total Equity Composite

As of June 30, 2017

Characteristics

Market Value: \$23.8 Million and 67.0% of Fund

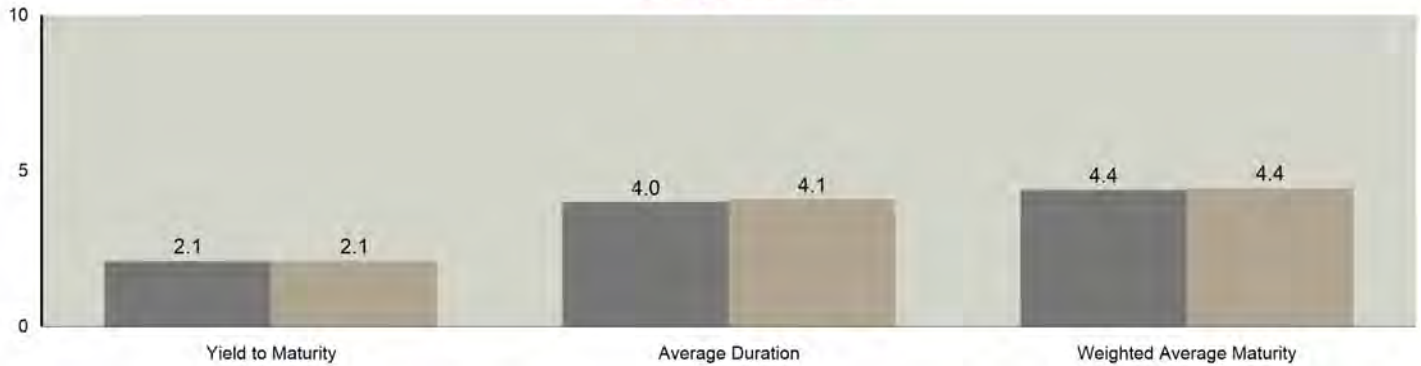
Common Holdings Matrix

	<i>Vanguard Institutional Index</i>		<i>Vanguard Mid Cap Value</i>		<i>Vanguard Small Cap Value Index</i>		<i>Artisan Global Opportunities</i>		<i>Dodge & Cox Global Stock</i>		<i>MFS Low Volatility Global Equity</i>		<i>Vanguard Total Int'l Stock Index</i>	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Vanguard Institutional Index	--	--	144	81	20	5	20	56	38	46	37	39	0	0
Vanguard Mid Cap Value	144	8	--	--	15	2	3	3	7	4	6	4	0	0
Vanguard Small Cap Value Index	20	1	15	3	--	--	0	0	1	0	4	5	0	0
Artisan Global Opportunities	20	9	3	1	0	0	--	--	3	7	2	2	19	3
Dodge & Cox Global Stock	38	17	7	4	1	0	3	6	--	--	6	6	34	7
MFS Low Volatility Global Equity	37	19	6	3	4	1	2	8	6	9	--	--	44	7
Vanguard Total Int'l Stock Index	0	0	0	0	0	0	19	35	34	40	44	45	--	--

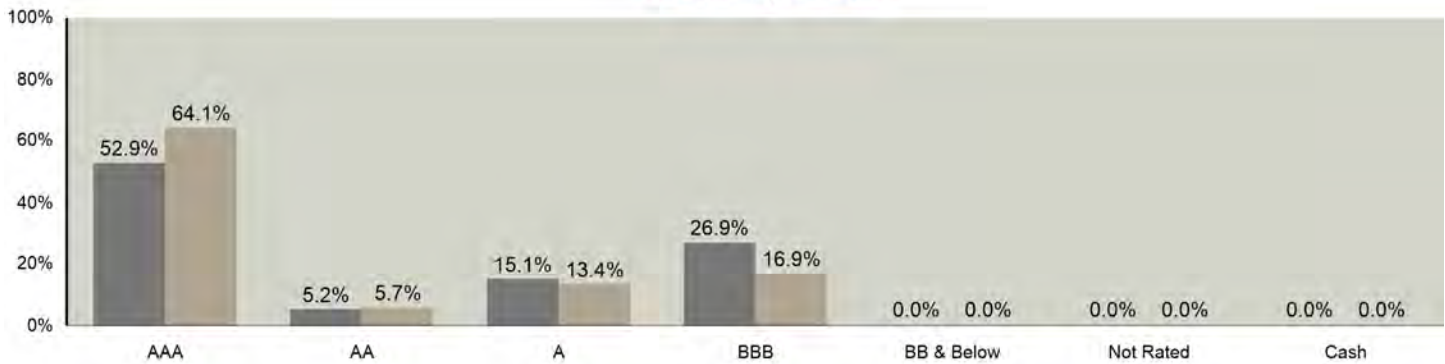
Manager Summary

Strategy focuses equally on duration management, sector selection and yield curve exposure. Assess overall market environment and position portfolio to benefit from realistic expectations. Will actively trade, including analysis of technical factors, price momentum, interest rate outlook and yield curve movement.

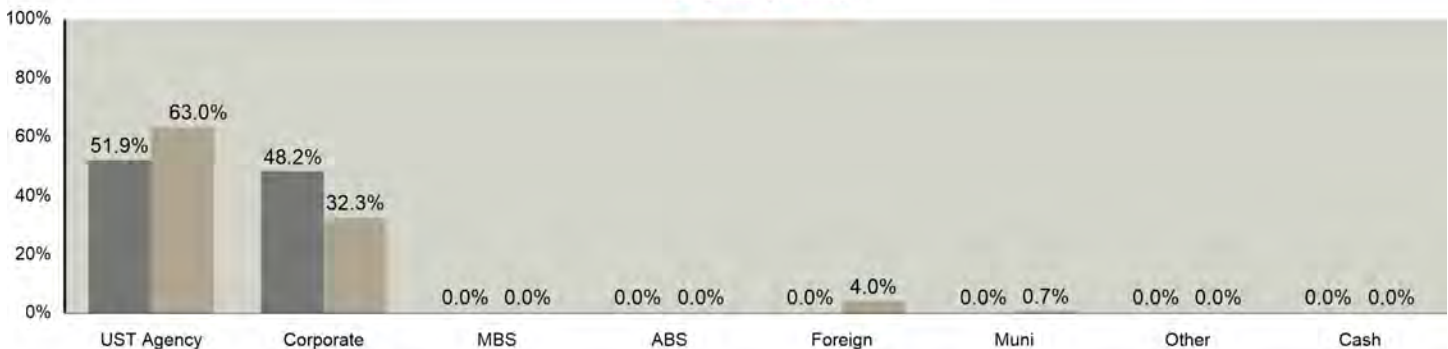
Summary Characteristics



Credibility Quality Allocation



US Sector Allocation



Wilmington Trust Bonds

BBgBarc US Govt/Credit Int

Vanguard Institutional Index

Characteristics

As of June 30, 2017

Market Value: \$12.5 Million and 35.4% of Fund

Manager Summary: Passively-managed. Seeks to track the performance of the S&P 500 Index. Invests in large-cap U.S. equities diversified among growth and value styles. Fund remains fully invested.

Characteristics

	Portfolio	S&P 500
Number of Holdings	507	505
Weighted Avg. Market Cap. (\$B)	153.6	154.7
Median Market Cap. (\$B)	20.6	20.6
Price To Earnings	25.3	24.7
Price To Book	5.4	4.6
Price To Sales	3.6	3.4
Return on Equity (%)	20.5	19.0
Yield (%)	2.0	2.0
Beta (holdings; domestic)	1.0	1.0

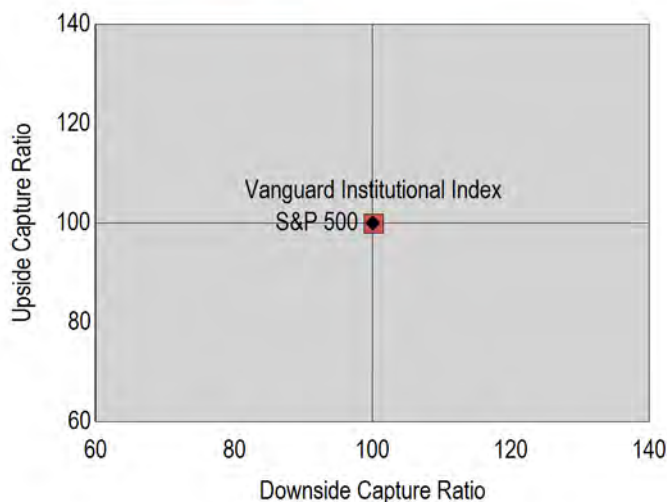
Largest Holdings

APPLE	3.7%
MICROSOFT	2.6%
AMAZON.COM	1.9%
FACEBOOK CLASS A	1.7%
JOHNSON & JOHNSON	1.7%
EXXON MOBIL	1.7%
JP MORGAN CHASE & CO.	1.6%
ALPHABET 'A'	1.4%
ALPHABET 'C'	1.3%
WELLS FARGO & CO	1.2%
Total For Top Ten Holdings	18.8%

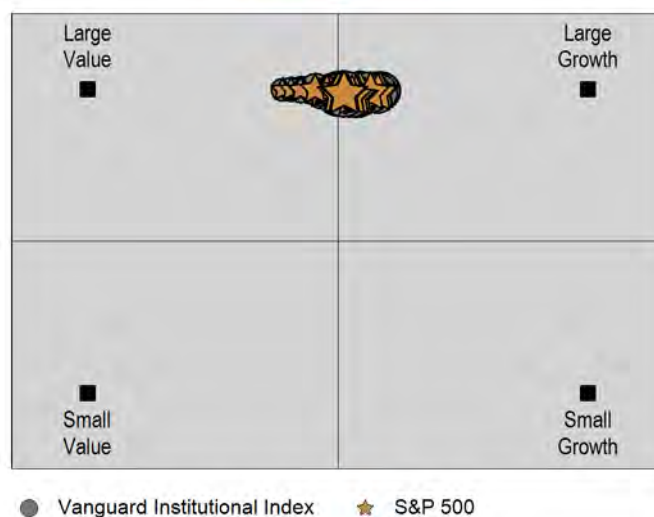
Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Vanguard Institutional Index	0.0%	18.9%	80.7%	0.4%
S&P 500	0.0%	18.7%	81.3%	0.0%
<i>Weight Over/Under</i>	<i>0.0%</i>	<i>0.2%</i>	<i>-0.7%</i>	<i>0.4%</i>

Upside Capture Ratio vs. Downside Capture Ratio
5 Years Ending June 30, 2017



Style Drift - 5 Years



Vanguard Mid Cap Value

As of June 30, 2017

Characteristics

Market Value: \$2.4 Million and 6.7% of Fund

Manager Summary: Passively-managed. Seeks to track the performance of the CRSP US Mid Cap Value Index. Invests in value stocks of medium-size U.S. companies. Fund remains fully invested.

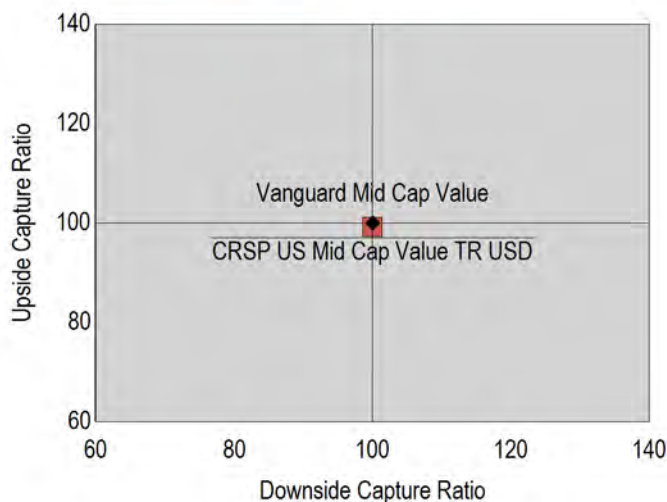
Characteristics

	Portfolio	CRSP US Mid Cap Value TR USD	Largest Holdings	
Number of Holdings	202	200	NEWELL RUBBERMAID	1.4%
Weighted Avg. Market Cap. (\$B)	13.0	13.0	WESTERN DIGITAL	1.4%
Median Market Cap. (\$B)	10.4	10.5	M&T BANK	1.2%
Price To Earnings	22.2	20.7	KEYCORP	1.1%
Price To Book	3.2	2.9	WEC ENERGY GROUP	1.0%
Price To Sales	2.1	2.0	HARTFORD FINL.SVS.GP.	1.0%
Return on Equity (%)	14.2	13.6	EVERSOURCE ENERGY	1.0%
Yield (%)	2.1	2.0	DTE ENERGY	1.0%
Beta (holdings; domestic)	1.1	1.1	ROYAL CARIBBEAN CRUISES	1.0%
			WILLIS GROUP HOLDINGS	1.0%
			Total For Top Ten Holdings	11.1%

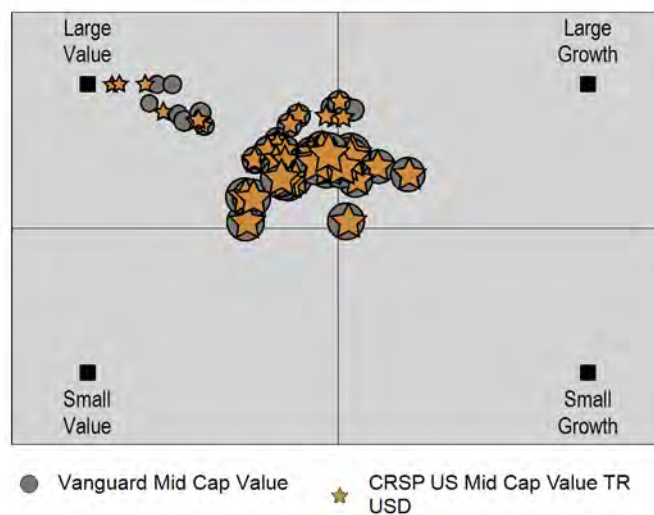
Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Vanguard Mid Cap Value	0.9%	65.0%	34.0%	0.0%
CRSP US Mid Cap Value TR USD	0.9%	65.0%	34.0%	0.0%
<i>Weight Over/Under</i>	0.0%	0.0%	0.0%	0.0%

Upside Capture Ratio vs. Downside Capture Ratio
5 Years Ending June 30, 2017



Style Drift - 5 Years



Vanguard Small Cap Value Index

Characteristics

As of June 30, 2017

Market Value: \$1.1 Million and 3.2% of Fund

Manager Summary: Passively managed to track the performance of the CRSP US Small Cap Value Index. Follows a full-replication approach whereby the fund attempts to hold the same securities at the same weights as the benchmark. Low expense ratio means the returns will also track the benchmark closely on a net-of-fees basis.

Characteristics

	Portfolio	CRSP US Small Cap Value TR USD
Number of Holdings	847	840
Weighted Avg. Market Cap. (\$B)	3.9	3.9
Median Market Cap. (\$B)	2.0	2.0
Price To Earnings	22.6	21.4
Price To Book	2.8	2.4
Price To Sales	2.3	2.2
Return on Equity (%)	13.9	11.6
Yield (%)	2.0	1.9
Beta (holdings; domestic)	1.2	1.2

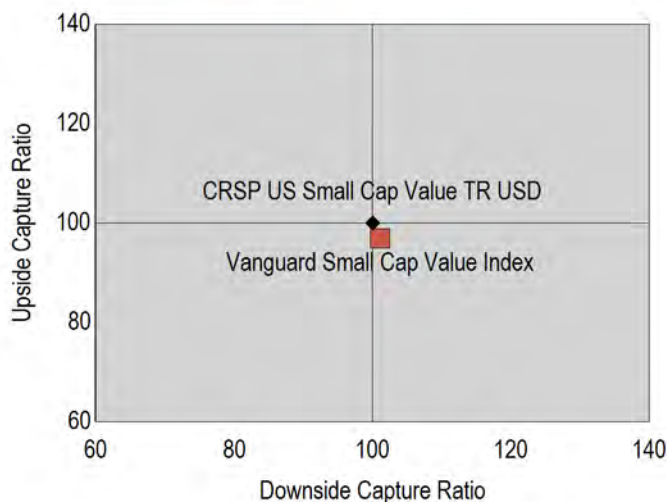
Largest Holdings

CDW	0.6%
TELEFLEX	0.5%
ATMOS ENERGY	0.5%
IDEX	0.5%
EAST WEST BANCORP	0.5%
UGI	0.5%
STEEL DYNAMICS	0.5%
WELLCARE HEALTH PLANS	0.4%
LEIDOS HOLDINGS	0.4%
ALLEGION	0.4%
Total For Top Ten Holdings	4.8%

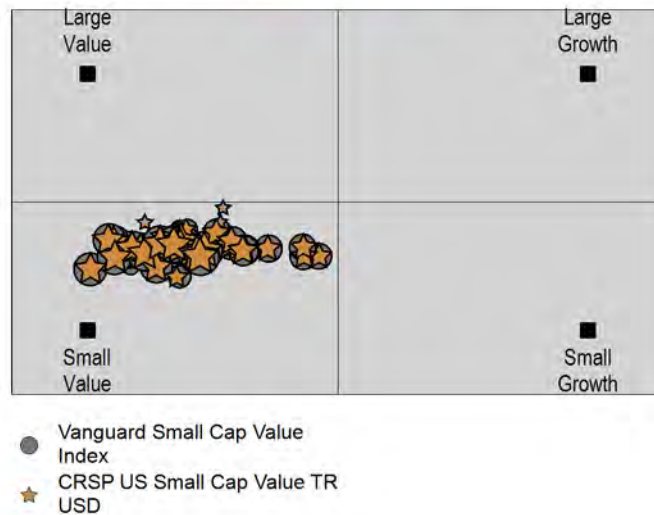
Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Vanguard Small Cap Value Index	68.7%	31.2%	0.0%	0.1%
CRSP US Small Cap Value TR USD	68.8%	31.2%	0.0%	0.0%
<i>Weight Over/Under</i>	<i>-0.1%</i>	<i>-0.1%</i>	<i>0.0%</i>	<i>0.1%</i>

Upside Capture Ratio vs. Downside Capture Ratio
5 Years Ending June 30, 2017



Style Drift - 5 Years



Artisan Global Opportunities

As of June 30, 2017

Characteristics

Market Value: \$1.3 Million and 3.7% of Fund

Manager Summary: Focuses on stocks exhibiting the following three characteristics. **1) Franchise Company:** possess a proprietary asset, dominates its market, or has a defensible brand. **2) Attractive Valuation:** discount to the team's estimate of private market value. **3) Accelerating Profit Cycle:** solid cash flow and well positioned to take advantage of market opportunities. Companies are typically identified through two sources: quantitative screens and qualitative analysis. Concentrated strategy of approximately 30-50 stocks.

Characteristics

	Portfolio	MSCI ACWI
Number of Holdings	46	2,501
Weighted Avg. Market Cap. (\$B)	76.6	104.7
Median Market Cap. (\$B)	30.5	9.4
Price To Earnings	43.6	23.0
Price To Book	6.0	3.5
Price To Sales	6.5	2.9
Return on Equity (%)	16.6	16.0
Yield (%)	0.9	2.4
Beta (holdings; global)	1.2	1.0

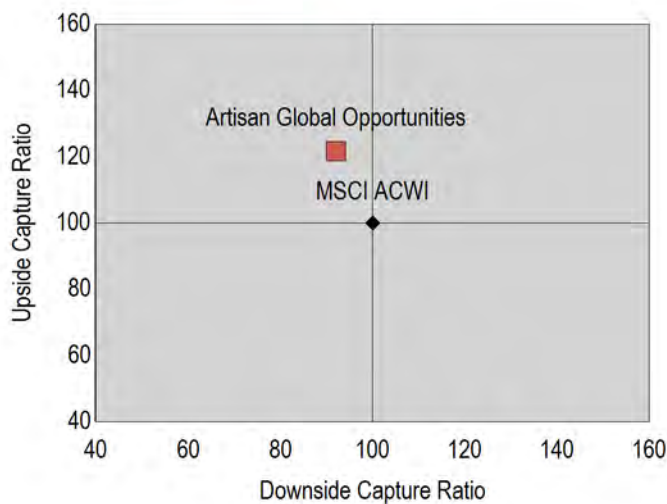
Largest Holdings

MARKIT	
VISA 'A'	8.6%
ALPHABET 'A'	5.5%
BOSTON SCIENTIFIC	4.2%
REGENERON PHARMS.	4.0%
MCGRAW HILL FINANCIAL	3.7%
FACEBOOK CLASS A	3.6%
GENMAB	3.4%
TREASURY WINE ESTATES	3.4%
LKQ	3.1%
Total For Top Ten Holdings	42.4%

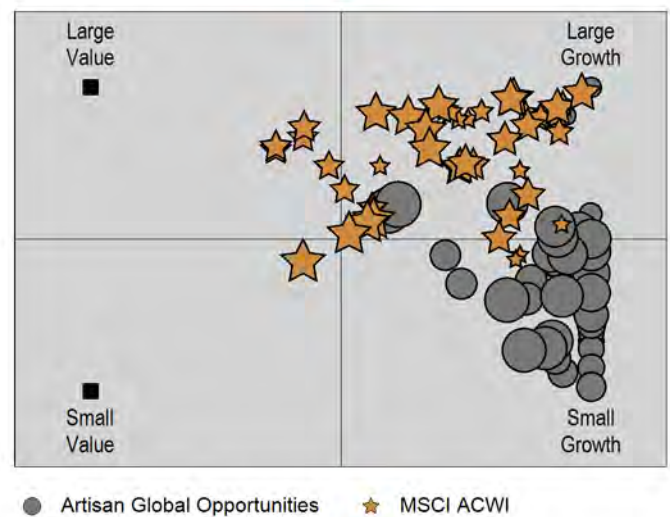
Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Artisan Global Opportunities	3.1%	27.4%	69.5%	0.0%
MSCI ACWI	2.6%	15.6%	81.9%	0.0%
<i>Weight Over/Under</i>	0.6%	11.9%	-12.4%	0.0%

Upside Capture Ratio vs. Downside Capture Ratio
5 Years Ending June 30, 2017



Style Drift - 5 Years



Dodge & Cox Global Stock

As of June 30, 2017

Characteristics

Market Value: \$1.2 Million and 3.5% of Fund

Manager Summary: Focuses on identifying large, well-established companies across the globe that trade at a discount to their long-term profit opportunities. Emphasize fundamental research, attempting to understand risks facing businesses over a 3-5-year time horizon. Seeks companies with solid management teams and strong, competitive franchises. Strategy tends to hold deep value stocks that may be out-of-favor in the short-term but offer good value for the long-term investor.

Characteristics

	Portfolio	MSCI ACWI
Number of Holdings	91	2,501
Weighted Avg. Market Cap. (\$B)	85.0	104.7
Median Market Cap. (\$B)	35.8	9.4
Price To Earnings	21.0	23.0
Price To Book	2.8	3.5
Price To Sales	2.3	2.9
Return on Equity (%)	14.1	16.0
Yield (%)	1.8	2.4
Beta (holdings; global)	1.2	1.0

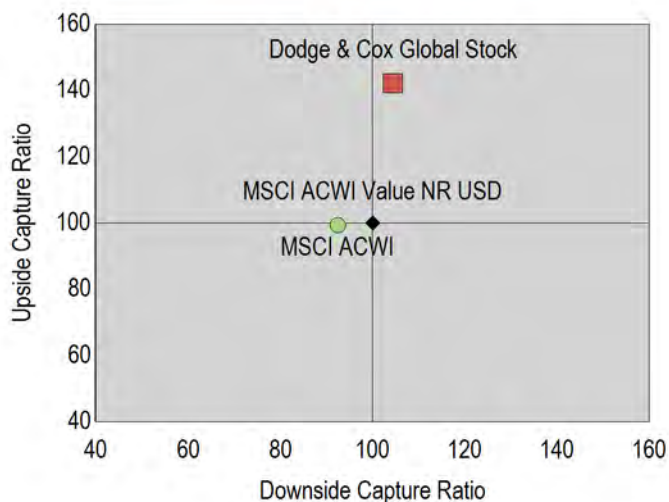
Largest Holdings

SANOFI	2.9%
NASPERS	2.9%
ALPHABET 'C'	2.7%
NOVARTIS 'R'	2.6%
ICICI BANK	2.4%
BANK OF AMERICA	2.4%
HEWLETT PACKARD ENTER.	2.1%
EXPRESS SCRIPTS HOLDING	2.0%
CHARLES SCHWAB	2.0%
GOLDMAN SACHS GP.	1.9%
Total For Top Ten Holdings	23.7%

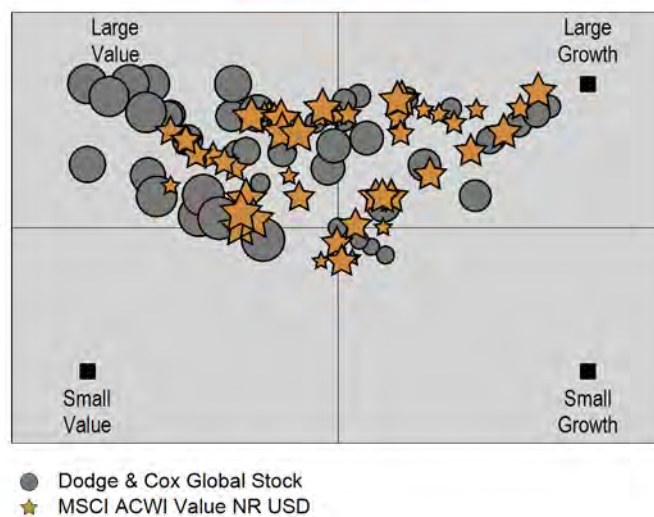
Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Dodge & Cox Global Stock	0.7%	8.2%	91.1%	0.0%
MSCI ACWI	2.6%	15.6%	81.9%	0.0%
<i>Weight Over/Under</i>	<i>-1.9%</i>	<i>-7.4%</i>	<i>9.2%</i>	<i>0.0%</i>

Upside Capture Ratio vs. Downside Capture Ratio 5 Years Ending June 30, 2017



Style Drift - 5 Years



MFS Low Volatility Global Equity

Characteristics

As of June 30, 2017

Market Value: \$2.3 Million and 6.5% of Fund

Manager Summary: Strategy seeks to produce long-term excess market returns with less volatility than the market. Investment process combines quantitative inputs and fundamental analysis. Only stocks that exhibit low volatility are considered for further analysis. Fundamental inputs include analyst expectations for earnings and valuation. Stocks are then rated buy, hold, or sell. Strategy typically holds 80-120 names with a maximum position limit of 4%.

Characteristics

	Portfolio	MSCI ACWI
Number of Holdings	97	2,501
Weighted Avg. Market Cap. (\$B)	75.0	104.7
Median Market Cap. (\$B)	23.5	9.4
Price To Earnings	22.6	23.0
Price To Book	4.1	3.5
Price To Sales	3.3	2.9
Return on Equity (%)	18.4	16.0
Yield (%)	2.8	2.4
Beta (holdings; global)	0.7	1.0

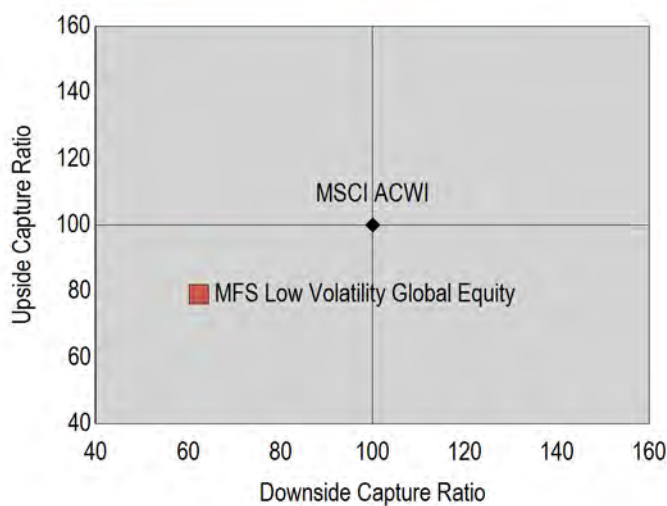
Largest Holdings

TAIWAN SEMICON.SP.N.ADR 1:5	3.3%
JOHNSON & JOHNSON	2.9%
GENERAL MILLS	2.5%
ROCHE HOLDING	2.4%
INTEGRA LFSC.HDG.	2.4%
FISHER & PAYKEL HLTHCR.	2.4%
MCDONALDS	2.4%
VALIDUS HOLDINGS	1.9%
ROSS STORES	1.9%
NESTLE 'R'	1.9%
Total For Top Ten Holdings	24.0%

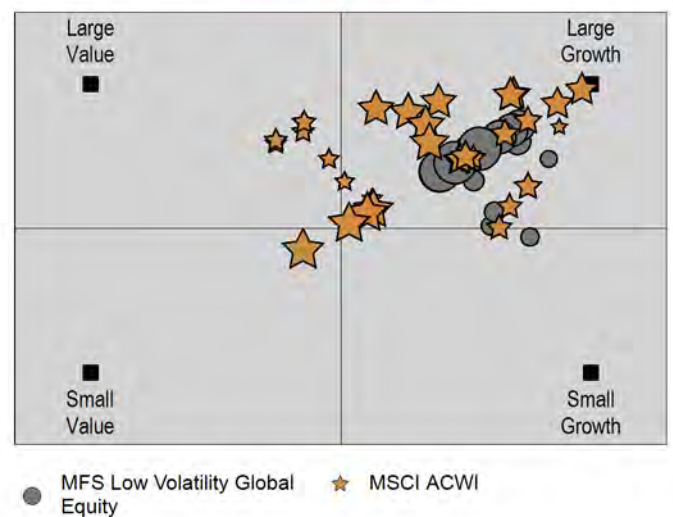
Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
MFS Low Volatility Global Equity	19.1%	15.7%	65.2%	0.0%
MSCI ACWI	2.6%	15.6%	81.9%	0.0%
<i>Weight Over/Under</i>	16.6%	0.1%	-16.7%	0.0%

Upside Capture Ratio vs. Downside Capture Ratio
3 Years 6 Months Ending June 30, 2017



Style Drift - 5 Years



Vanguard Total Int'l Stock Index

Characteristics

As of June 30, 2017

Market Value: \$2.9 Million and 8.1% of Fund

Manager Summary:- Passively managed. Seeks to track the performance of the FTSE Global All Cap ex US Index. Broad exposure across developed and emerging non-U.S. equity markets. Fund remains fully invested.

Characteristics

	Portfolio	FTSE Global All Cap ex US
Number of Holdings	6,098	5,839
Weighted Avg. Market Cap. (\$B)	47.7	47.6
Median Market Cap. (\$B)	1.6	1.6
Price To Earnings	21.7	20.3
Price To Book	3.0	2.4
Price To Sales	2.5	2.1
Return on Equity (%)	15.4	14.0
Yield (%)	2.8	2.8
Beta (holdings; global)	1.0	1.0

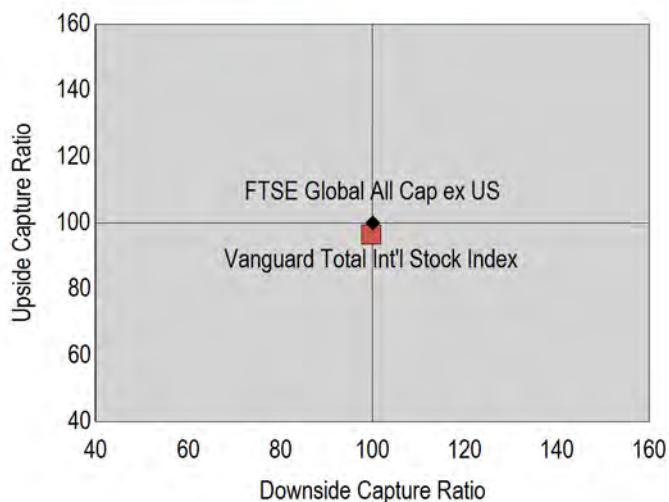
Largest Holdings

NESTLE 'R'	1.2%
SAMSUNG ELECTRONICS	0.9%
NOVARTIS 'R'	0.9%
TENCENT HOLDINGS	0.9%
HSBC HDG. (ORD \$0.50)	0.8%
ROCHE HOLDING	0.8%
TAIWAN SEMICON.MNFG.	0.7%
TOYOTA MOTOR	0.6%
BRITISH AMERICAN TOBACCO	0.6%
ROYAL DUTCH SHELL A(LON)	0.5%
Total For Top Ten Holdings	7.9%

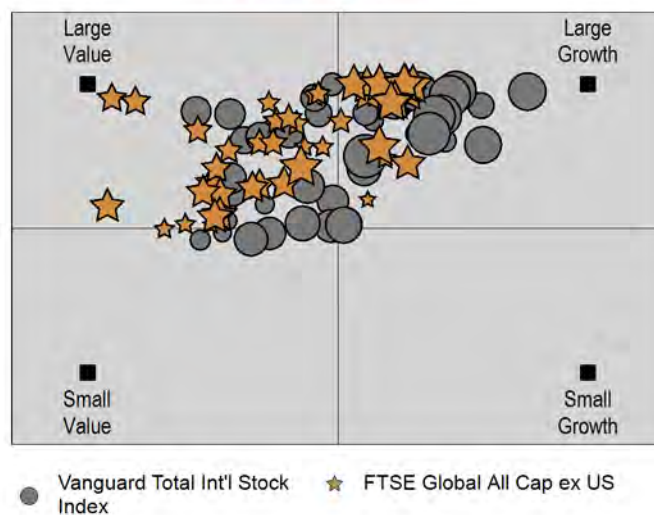
Market Capitalization

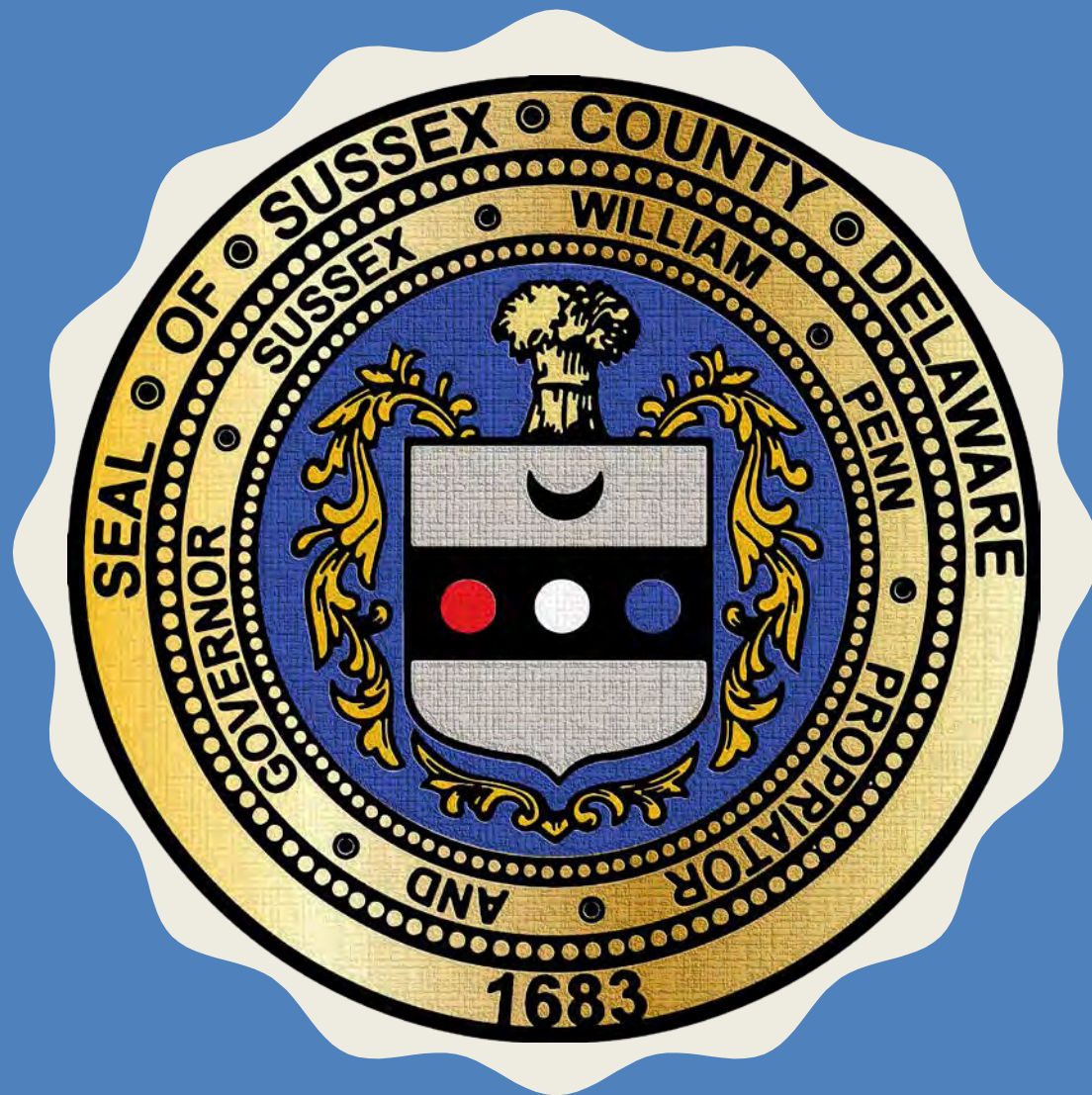
	Small Cap	Mid Cap	Large Cap	Unclassified
Vanguard Total Int'l Stock Index	17.0%	18.4%	64.7%	0.0%
MSCI ACWI ex USA	4.8%	19.5%	75.8%	0.0%
<i>Weight Over/Under</i>	12.2%	-1.1%	-11.1%	0.0%

Upside Capture Ratio vs. Downside Capture Ratio
5 Years Ending June 30, 2017



Style Drift - 5 Years



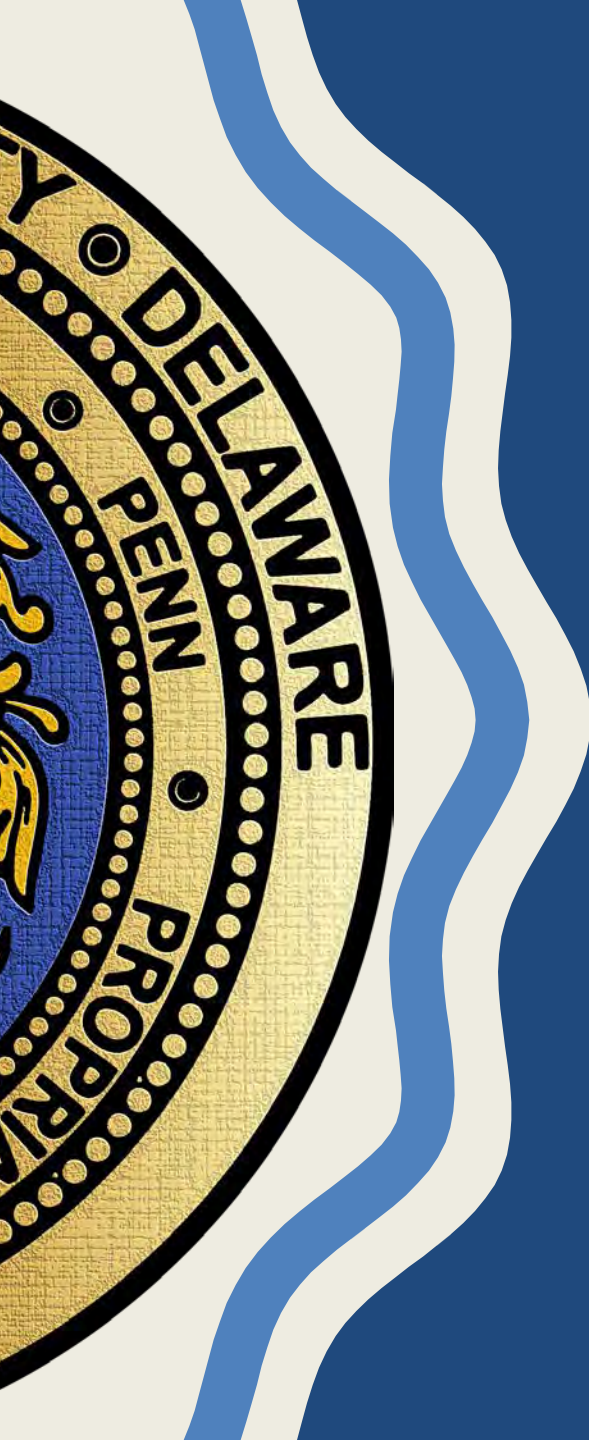


SUSSEX COUNTY QUARTERLY PENSION UPDATE



TOPICS

- Quarterly Performance Summary
- International Equity Targets
- U.S. Large-Cap Equity Manager – DuPont Capital Investment
- Allocation of Assets



PERFORMANCE SUMMARY

Pension Fund		
Market Value	2 nd Quarter Return	1 Year Return
\$82,779,894	2.6%	11.7%

Net Investment Change		
2 nd Quarter	1 Year	3 Years
\$2,209,529	\$9,027,386	\$12,123,462

OPEB (Benefits) Fund		
Market Value	2 nd Quarter Return	1 Year Return
\$35,450,922	2.6%	10.8%

Net Investment Change		
2 nd Quarter	1 Year	3 Years
\$917,171	\$3,487,022	\$5,148,246

DOMESTIC VERSUS INTERNATIONAL EQUITIES

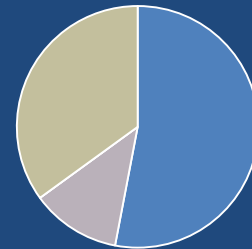
Expected 10-Year Equity Returns



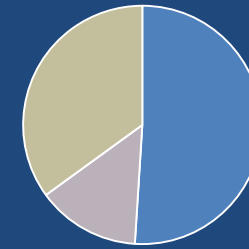
International Equities: 3.6 + 2.5 + 2.25 + 0.0 - 1.5 = 8.6 - 10.1%

Domestic Equities: 2.2 + 3.0 + 2.25 + (2.2) - 0.0 = 5.3 - 7.5%

Current



Recommendation



U.S. Equities	53%	51%
Non-U.S. Equities	12%	14%
U.S. Fixed Income	35%	35%
Median 10 yr. Nominal Annualized Return	6.07%	6.14%
"Poor Markets" Scenario – 10 yr.	0.81%	0.83%



MOTION

Be it moved that the Sussex County Council, based on the recommendation of the Pension Committee and Marquette Associates, amend the Pension Fund Investment Policy by increasing International Equities Target by 2% and decreasing the Domestic Equities Target by 2%.

U.S. LARGE-CAP EQUITY MANAGERS

Annualized Returns (net)

	3 Months	YTD	1 Year	5 Years	Since Inception (July 2010)
DuPont Capital Investment	2.8%	8.5%	17.8%	14.3%	15.1%*
Index (S&P 500)	3.1%	9.3%	17.9%	14.6%	15.4%

* Although performance was under their benchmark, Dupont ranked in the top third when compared to its performance against its peers

Estimated Annual Fee

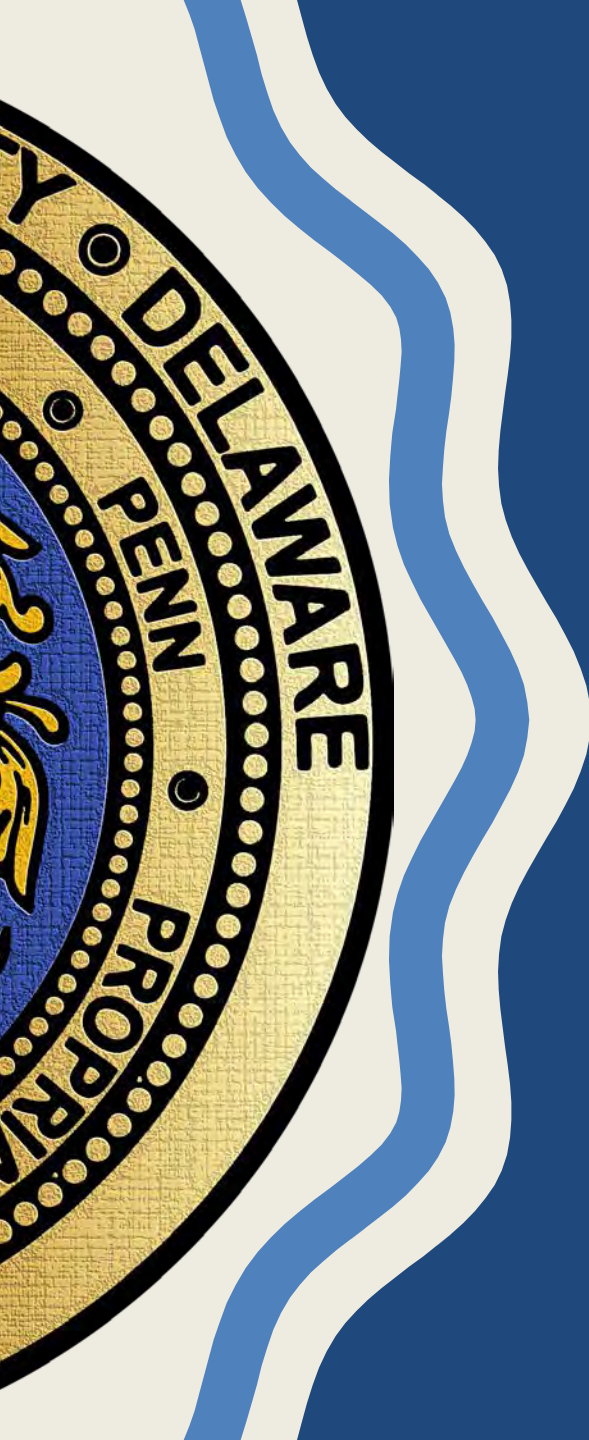
	Fee (%)	Fee (\$)
DuPont Capital Investment	0.35%	\$59,512
Vanguard S&P 500 Index	0.05%	\$8,502



PENSION PORTFOLIO ALLOCATION

	<u>TOTAL ASSETS</u>	<u>ALLOCATIONS</u>	<u>REBALANCING</u>	<u>TOTAL ASSETS AFTER \$5M CONTRIBUTION</u>	<u>RECOMMENDED ALLOCATION</u>
Employee Pension Plan	83,243,952	100.0%	5,000,000	88,243,952	100.0%
<u>U.S. Equity</u>	-	-	-	-	-
DuPont Capital	17,087,190	20.5%	(17,087,190)	0	0.0%
Vanguard S&P 500 Index Adm	3,903,287	4.7%	15,380,000	19,283,287	21.8%
Vanguard Mid Cap Value Index	4,240,770	5.1%	325,000	4,565,770	5.2%
Vanguard Extended Market Index	4,235,742	5.1%	330,000	4,565,742	5.2%
Total U.S. Equity	29,466,989	35.4%	(1,052,190)	28,414,799	32.2%
<u>Non-U.S. Equity</u>	-	-	-	-	-
Vanguard Total Int'l Stock Index Adm	1,734,523	2.1%	1,770,000	3,504,523	4.0%
Total Non-U.S. Equity	1,734,523	2.1%	1,770,000	3,504,523	4.0%
<u>U.S. Fixed Income</u>	-	-	-	-	-
Wilimington Trust Fixed Income	10,460,739	12.6%	460,000	10,920,739	12.4%
Total U.S. Fixed Income	10,460,739	12.6%	460,000	10,920,739	12.4%
<u>Delaware Pooled Fund</u>	-	-	-	-	-
State of Delaware Investment Pool*	41,380,458	49.7%	2,300,000	43,680,458	49.5%
Total Delaware Pooled Fund	41,380,458	49.7%	2,300,000	43,680,458	49.5%
<u>Cash & Equivalents</u>	-	-	-	-	-
Mutual Fund Cash Account	36,033	0.0%	1,522,190	1,558,223	1.7%
M&T Operating Account (7/31/17)	165,210	0.2%	0	165,210	0.2%
Total Cash & Equivalents	201,243	0.2%	1,522,190	1,723,433	1.9%





MOTION

Be it moved that the Sussex County Council, based on the recommendation of the Pension Committee and Marquette Associates, after contributing the additional \$5 million to the Pension fund, allocate the portfolio as presented, which terminates the County's investment agreement with DuPont Capital Investment.

OPEB PORTFOLIO ALLOCATION

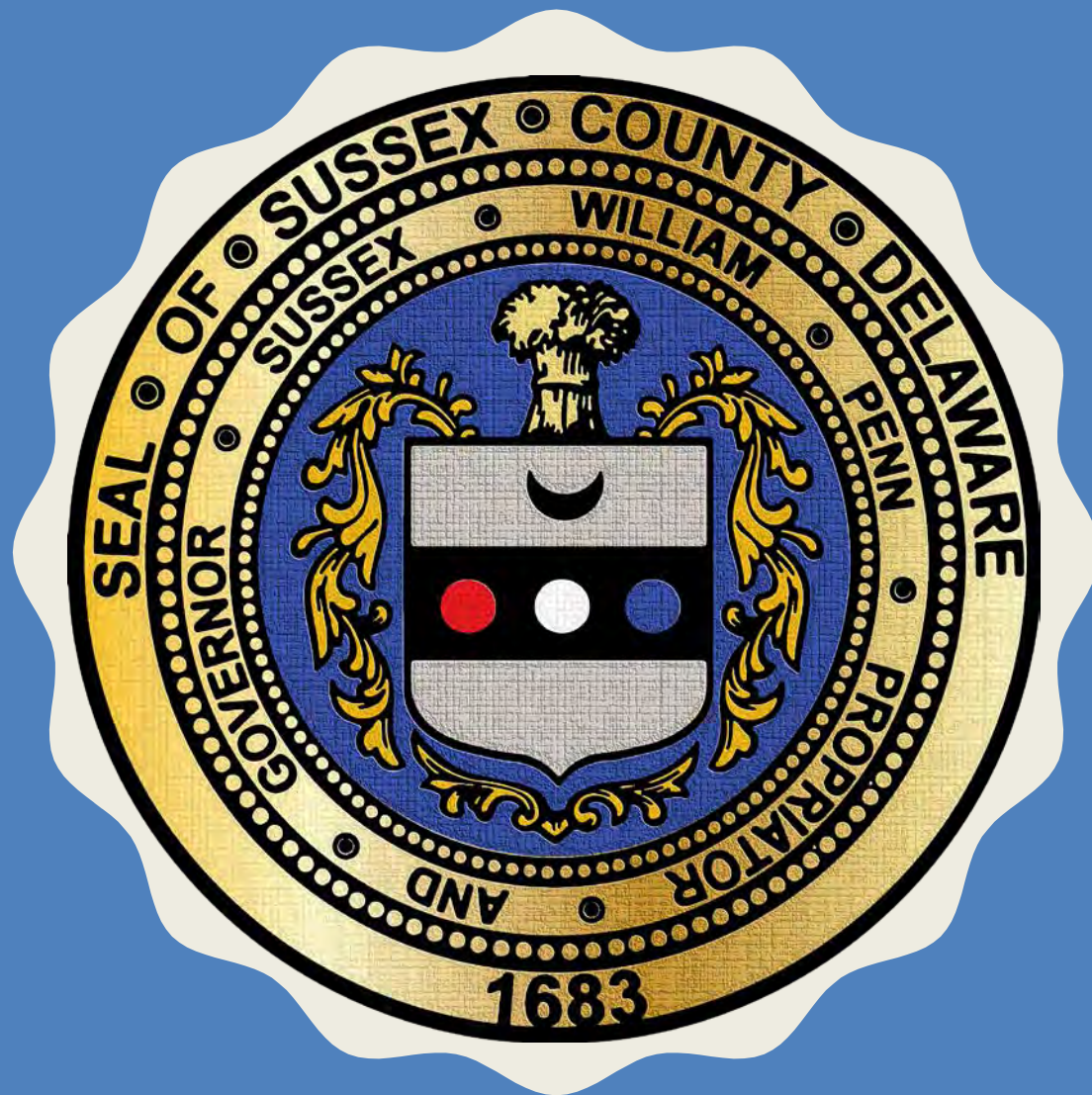
	<u>TOTAL ASSETS</u>	<u>ALLOCATIONS</u>	<u>REBALANCING</u>	<u>TOTAL ASSETS AFTER \$5M CONTRIBUTION</u>	<u>RECOMMENDED ALLOCATION</u>
Post Employment Benefit Plan	35,655,613	100.0%	5,000,000	40,655,613	100.0%
<u>U.S. Equity</u>					
Vanguard Institutional Index	12,590,384	35.3%	1,300,000	13,890,384	34.2%
Vanguard Mid Cap Value Index Adm	2,340,549	6.6%	400,000	2,740,549	6.7%
Vanguard Small Cap Value Index Adm	1,088,467	3.0%	175,000	1,263,467	3.1%
Total U.S. Equity	16,019,400	44.9%	1,875,000	17,894,400	44.0%
<u>Global Equity</u>					
Artisan Gloval Opportunities Instl	1,352,551	3.8%	200,000	1,552,551	3.8%
Dodge & Cox Global Stock	1,257,502	3.5%	200,000	1,457,502	3.6%
MFS Low Volatility Global Equity	2,318,885	6.5%	275,000	2,593,885	6.4%
Total Global Equity	4,928,938	13.8%	675,000	5,603,938	13.8%
<u>Non-U.S. Equity</u>					
Vanguard Total International Stock Index Adm	2,925,979	8.2%	0	2,925,979	7.2%
Total Non-U.S. Equity	2,925,979	8.2%	0	2,925,979	7.2%
<u>U.S. Fixed Income</u>					
Wilmington Trust Fixed Income	11,454,252	32.1%	2,400,000	13,854,252	34.1%
Total U.S. Fixed Income	11,454,252	32.1%	2,400,000	13,854,252	34.1%
<u>Cash & Equivalents</u>					
Wilmington US Govt. MM Fund	126,389	0.4%	50,000	176,389	0.4%
M&T Commercial Checking Account (7/31/17)	200,655	0.6%	0	200,654	0.5%
Total Cash & Equivalents	327,044	1.0%	50,000	377,044	0.9%





MOTION

Be it moved that the Sussex County Council, based on the recommendation of the Pension Committee and Marquette Associates, after contributing the additional \$5 million to the OPEB fund, allocate the portfolio as presented.



SUSSEX COUNTY QUARTERLY PENSION UPDATE

ADDENDUM

**THE SUSSEX COUNTY, DELAWARE EMPLOYEE PENSION PLAN
INVESTMENT POLICY STATEMENT**

DATED JUNE 24, 2014

(AMENDED DECEMBER 8, 2015)

(AMENDED SEPTEMBER 20, 2016)

DOCUMENT CHANGES:

ASSET ALLOCATION.....ATTACHMENT I

DECREASED DOMESTIC EQUITIES TARGET FROM 34% TO 32%

MINIMUM AND MAXIMUM RANGES ADJUSTED TO +/- 5% OF TARGETS

INCREASED INTERNATIONAL EQUITIES TARGET FROM 2% TO 4%

MINIMUM AND MAXIMUM RANGE ADJUSTED TO 0% AND 9%, RESPECTIVELY.

ADOPTED _____, 201_

EFFECTIVE _____, 201_

SUSSEX COUNTY COUNCIL PRESIDENT

FINANCE DIRECTOR

ATTACHMENT I

Asset Class	Minimum %	Target %	Maximum%	Benchmark
Delaware State Pool	0	50	0	38% Russell 3000 20% MSCI ACWI ex USA (net) 38.5% Barclays U.S. Universal 1.5% Barclays U.S. TIPs 2% BofA ML 3 Month Tbill
Equities	31	36	41	
Domestic	27	32	37	Russell 3000
International	0	4	9	MSCI ACWI ex U.S. (net)
Fixed Income	9	14	19	
Bonds		12		Barclay's Intermediate Government/Credit Index
Cash	0	2	5	ML 90 Day T-Bill

The Committee intends to maintain an overall, targeted allocation of 65% equities and 35% fixed income. If changes to the Delaware State Pool benchmark occur, the Committee will review the target allocations listed above and may adjust accordingly.



Memorandum

TO: Sussex County Council
The Honorable Michael H. Vincent, President
The Honorable George B. Cole, Vice President
The Honorable Robert B. Arlett
The Honorable Irwin G. Burton III
The Honorable Samuel R. Wilson Jr.
Todd Lawson, County Administrator

FROM: Michael Costello
Government Affairs Manager

RE: **Project Update-Trash Clean-Up, Kennel Rd. Frankford**

DATE: August 25, 2017

During Tuesday's meeting, I will be providing information on the clean-up project that was conducted on the property located at 34084 Kennel Rd. in Frankford.

As you recall, this parcel was the subject of a complaint this past spring related to a large amount of trash and waste that had been illegally deposited on the property.

A referral was made to the Delaware Department of Natural Resources and their Environmental Crimes Unit investigated. Following the conclusion of their efforts, the Constable's Office began working with an agent for the property and partial funding from the County was required to complete the project.

Before and after photos are included.



134-16.00-1212.00

34084 Kennel Rd. Frankford, De.

Before - April 17, 2017



134-16.00-1212.00

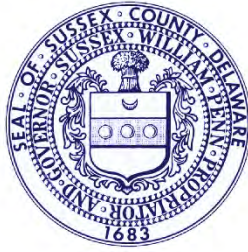
34084 Kennel Rd. Frankford, De.

After- August 1, 2017



ENGINEERING DEPARTMENT

ADMINISTRATION	(302) 855-7718
AIRPORT & INDUSTRIAL PARK	(302) 855-7774
ENVIRONMENTAL SERVICES	(302) 855-7730
PUBLIC WORKS	(302) 855-7703
RECORDS MANAGEMENT	(302) 854-5033
UTILITY ENGINEERING	(302) 855-7717
UTILITY PERMITS	(302) 855-7719
UTILITY PLANNING	(302) 855-1299
FAX	(302) 855-7799



Sussex County

DELAWARE

sussexcountyde.gov

HANS M. MEDLARZ, P.E.
COUNTY ENGINEER

JOSEPH WRIGHT, P.E.
ASSISTANT COUNTY ENGINEER

Memorandum

TO: Sussex County Council
The Honorable Michael H. Vincent, President
The Honorable George B. Cole, Vice President
The Honorable Samuel R. Wilson, Jr.
The Honorable I.G. Burton, III
The Honorable Robert B. Arlett

FROM: Hans Medlarz, P.E., County Engineer

RE: ***Lewes Board of Public Works Assistance Request
under the FY18 General Labor & Equipment Contract
-and- General Labor & Equipment Contract Change Order No. 6***

DATE: August 29, 2017

On July 19, 2016, the Engineering Department gave a presentation on Sussex County's proactive wastewater infrastructure planning in the North Coastal Planning Area. Because of the presentation, County Council authorized agreement negotiations with other wastewater service providers for the utilization of existing wastewater treatment & transmission capacity.

On September 20, 2016, County Council approved the Agreement with the Lewes Board of Public Works for the wastewater treatment and disposal of up to 75,000 gallons per day into the BPW's system, with a seasonal ramp up of up to 300,000 gallons per day during the fall/winter season. Under the Agreement, the County can request a thirty-three (33) percent increase in base and seasonal flows after the first five (5) years.

The Board requested the County Council agree to utilize George, Miles & Buhr, Inc., the Board's Engineer of Record for the design of the improvements on a reimbursement basis. In addition, the Engineering Department proposed implementation of the improvements via the General Labor & Equipment Contract. County Council concurred in both requests and moved to reimburse the Board of Public Works for incurred engineering expenses; and to implement construction under the General Labor & Equipment Contract, with prior approval of a change order by the Council. The design and permitting of the connection along Gills Neck Road is nearing completion and, as part of the overall approach, the Board made an existing 6-inch water main available for use as a force main resulting in a project cost reduction, but also some water main related work items.



The Agreement under Article VII – Capital Improvements, contemplates that the County is solely responsible for all capital expenses associated with the construction of the new transmission facilities. However, both parties “shall be jointly responsible on a flow proportional basis for all future capital expenses associated with the Board’s transmission system downstream of the system Connection Point if said improvements are directly attributable to the addition of County’s flow.” This is true for project Phase 1B (1) the necessary gravity sewer upgrades along Gills Neck Road within the City limits. In addition, Phase 1C the gravity sewer work in the Savannah Road intersection up to the Board’s pump station has a small County contribution.

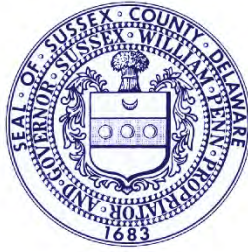
The Board’s General Manager and the Engineering Department have agreed to the cost split represented on the attached exhibit with the Board assuming the entire cost of Phase 1C while the County is to assume the entire cost associated with Phase 1B (1). This arrangement is cost neutral and it allows for a better cost tracking during construction. Phase 1C must be completed first in a very narrow time window influenced by DelDOT’s maintenance of traffic permit conditions and the anticipated DelDOT traffic signal improvement slated for this fall.

George & Lynch, the General Labor & Equipment Contractor, has estimated the various phases, including the work in the intersection of Savannah Road and Gills Neck Road. Said Phase 1C is exclusively the responsibility of the Board, as per the cost sharing arrangements, however, due to the sequencing and scheduling reasons stated above, the Board made the request to include this work and the water main transfer Phase 1B(2) with full reimbursement by the Lewes Board of Public Works. Hence change order no. 6 in the amount of \$1,669,669.00 is required to cover the construction of all phases of the interconnection, including the estimated reimbursement amount by the Board of \$804,846.00 for work in Phases 1C and 1B(2).

The Board further requested that the cost would be passed through without mark-up in exchange for the Board dropping any past and future mark-ups on George, Miles & Buhr, Inc.’s engineering services invoices. In addition, a construction agreement between the parties has been drafted, and once finalized will be presented to the County Council and the Board for approval prior to start of construction of Phases 1C and 1B(2). The Engineering Department recommends acceptance of the Lewes Board of Public Works’ request to conduct the Phase 1C and 1B(2) work as part of the County’s Gills Neck Road project, as well as approve scope modification change order no. 6 to the General Labor & Equipment Contract, contingent upon approval of a construction agreement by both parties.

ENGINEERING DEPARTMENT

ADMINISTRATION	(302) 855-7718
AIRPORT & INDUSTRIAL PARK	(302) 855-7774
ENVIRONMENTAL SERVICES	(302) 855-7730
PUBLIC WORKS	(302) 855-7703
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FAX	(302) 855-7799



Sussex County

DELAWARE

sussexcountyde.gov

HANS M. MEDLARZ, P.E.
COUNTY ENGINEER

JOSEPH WRIGHT, P.E.
ASSISTANT COUNTY ENGINEER

Memorandum

TO: Sussex County Council
The Honorable Michael H. Vincent, President
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**SUSSEX COUNTY
CHANGE ORDER REQUEST**

A. ADMINISTRATIVE:

1. Project Name: **FY 18 GENERAL LABOR & EQUIPMENT**
2. Sussex County Contract No. 17-01
3. Change Order No. 6
4. Date Change Order Initiated - 8/24/17
5.
 - a. Original Contract Sum \$4,300,000.00
 - b. Net Change by Previous Change Orders -0-
 - c. Contract Sum Prior to Change Order \$4,300,000.00
 - d. Requested Change \$1,669,669.00
 - e. Net Change (No. of days) -0-
 - f. New Contract Amount \$5,969,669.00
6. Contact Person: Hans Medlarz, P.E.
Telephone No. (302) 855-7718

B. REASON FOR CHANGE ORDER (CHECK ONE)

- 1. Differing Site Conditions
- 2. Errors and Omissions in Construction Drawings and Specifications
- 3. Changes Instituted by Regulatory Requirements
- 4. Design Change
- 5. Overrun/Underrun in Quantity
- 6. Factors Affecting Time of Completion

X 7. Other (explain below):

C. BRIEF DESCRIPTION OF CHANGE ORDER:

Pump Station 196 Transmission to the Lewes Board of Public Works.

D. JUSTIFICATION FOR CHANGE ORDER INCLUDED?

Yes X No

E. APPROVALS

1. George & Lynch, Project General Contractor

Signature Date

Representative's Name in Block Letters

2. Sussex County Engineer

Signature Date

3. Sussex County Council President

Signature Date

FY 18 GENERAL LABOR & EQUIPMENT CONTRACT CHANGE ORDER #6		
PHASE	DESCRIPTION	COSTS
1C	Savannah Rd. intersection work including pump station connection and jack & bore	\$642,522.00
1B(1)	12" gravity sewer extension on Gills Neck Road from new manhole to City limits	\$286,244.00
1B(2)	4" water main abandonment, new service lines, and final pavement repair on Gills Neck Rd.	\$162,324.00
1A(2)	Horizontal directional drilling with tie-ins and restoration along Gills Neck Road	\$333,263.00
1A(1)	6" water main cleaning, lining and connections to drilled force main sections	\$245,316.00
Total Change Order #6		\$1,669,669.00

ENGINEERING DEPARTMENT

ADMINISTRATION (302) 855-7718
AIRPORT & INDUSTRIAL PARK (302) 855-7774
ENVIRONMENTAL SERVICES (302) 855-7730
PUBLIC WORKS (302) 855-7703
RECORDS MANAGEMENT (302) 854-5033
UTILITY ENGINEERING (302) 855-7717
UTILITY PERMITS (302) 855-7719
UTILITY PLANNING (302) 855-1299
FAX (302) 855-7799



Sussex County

DELAWARE
sussexcountyde.gov
HANS M. MEDLARZ, P.E.
COUNTY ENGINEER
JOSEPH WRIGHT, P.E.
ASSISTANT COUNTY ENGINEER

Memorandum

TO: Sussex County Council
The Honorable Michael H. Vincent, President
The Honorable George B. Cole, Vice President
The Honorable I.G. Burton, III
The Honorable Robert B. Arlett
The Honorable Samuel R. Wilson, Jr.

FROM: Hans Medlarz, P.E., County Engineer

RE: ***2017 Western Sussex County Property Site Maintenance
Award of one (1)-year Maintenance Contract***

DATE: August 29, 2017

Each year, maintenance services are solicited on multiple occasions for property maintenance at various Sussex County owned properties. Altogether, the total costs meet the requirements for a nonprofessional service procurement, per Delaware code. The Sussex County Engineering Department advertised a request for proposals for a one (1) year site maintenance agreement, with the option to renew annually, for up to five (5) years for the three (3) Sussex County properties known as Woodland Park Site, Woodland Dredge Site and the Consalo Site.

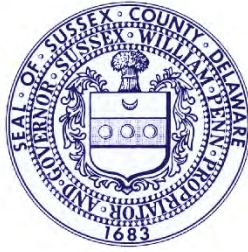
The request for proposals was prepared and provided to fifteen (15) contractors engaging in this type of work. Proposals from three (3) bidders were opened on August 17, 2017. The lowest responsive, responsible bidder was William F. Betts II, with a base bid of \$3,650.00 for the first year, and \$9,700.00 for each remaining year of the contract.

The Sussex County Engineering Department recommends award of the base bid for up to five (5) years in a site maintenance contract to William Betts. Partial funding for this contract has been approved in the Fiscal Year 2017 budget. Funding for subsequent years will be budgeted accordingly.



ENGINEERING DEPARTMENT

ADMINISTRATION (302) 855-7718
AIRPORT & INDUSTRIAL PARK (302) 855-7774
ENVIRONMENTAL SERVICES (302) 855-7730
PUBLIC WORKS (302) 855-7703
RECORDS MANAGEMENT (302) 854-5033
UTILITY ENGINEERING (302) 855-7717
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Sussex County

DELAWARE

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HANS M. MEDLARZ, P.E.
COUNTY ENGINEER

JOSEPH WRIGHT, P.E.
ASSISTANT COUNTY ENGINEER

2017 WESTERN SUSSEX COUNTY PROPERTY MAINTENANCE

BID OPENING, at 3:00 p.m., THURSDAY, August 17, 2017

Bidder	2017	2018	2019	2020	2021
Betts *	\$3,650.00	\$9,700.00	\$9,700.00	\$9,700.00	\$9,700.00
W.T. Clearing	\$3,725.00	\$11,760.00	\$12,113.00	\$12,476.00	\$12,853.00
Neville Wright	\$36,900.00	\$36,900.00	\$36,900.00	\$36,900.00	\$36,900.00

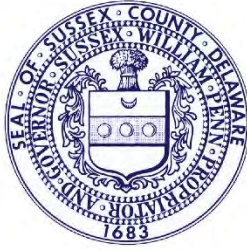
*Apparent Low Bidder



COUNTY ADMINISTRATIVE OFFICES
2 THE CIRCLE | PO BOX 589
GEORGETOWN, DELAWARE 19947

ENGINEERING DEPARTMENT

ADMINISTRATION (302) 855-7718
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Sussex County

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sussexcountyde.gov
HANS M. MEDLARZ, P.E.
COUNTY ENGINEER
JOSEPH WRIGHT, P.E.
ASSISTANT COUNTY ENGINEER

Memorandum

TO: Sussex County Council
The Honorable Michael H. Vincent, President
The Honorable George B. Cole, Vice President
The Honorable Samuel R. Wilson, Jr.
The Honorable I.G. Burton, III
The Honorable Robert B. Arlett

FROM: Hans Medlarz, P.E., County Engineer

RE: **COMBINE – 275 HP**
PROJECT NO. 18-04
BID AWARD

DATE: August 29, 2017

County Council approved in the fiscal year 2018 budget, the procurement of a combine to allow the Wolfe Neck Wastewater Facility employees to farm the land themselves. This maximizes the amount of time the field can be sprayed by minimizing the duration of inactivity during harvest.

Invitations to bid were advertised in two (2) newspapers, viewable on the Sussex County website, and directly sent to contractors on our supplier list. On August 23, 2017, bids for the Combine – 275 HP project were opened. Three (3) bids were received. One (1) bid was deemed non-responsive due to the bidder not supplying all required information.

The Engineering Department recommends award of the project to Hooper, Inc. for their Bid Alternate 3 and Additive Bids D1 and D2, in the total amount of \$184,800.00. These costs are under our original budget for this project.



ENGINEERING DEPARTMENT

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sussexcountyde.gov
HANS M. MEDLARZ, P.E.
COUNTY ENGINEER
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ASSISTANT COUNTY ENGINEER

Memorandum

TO: Sussex County Council
The Honorable Michael H. Vincent, President
The Honorable George B. Cole, Vice President
The Honorable Samuel R. Wilson, Jr.
The Honorable I.G. Burton, III
The Honorable Robert B. Arlett

FROM: Hans Medlarz, P.E., County Engineer

RE: **DUAL WHEEL TRACTOR**
PROJECT NO. 18-05
BID REJECTION

DATE: August 29, 2017

With the commitment of the Wolfe Neck Wastewater Facility to farm the land for maximum effluent disposal, the need for a second operational tractor with the proper capabilities is essential to operations. The tractor originally purchased with the facility is at the end of its life expectancy and is currently inoperable. The Engineering Department prepared a competitive sealed proposal to obtain prices for a 140 HP dual wheel tractor.

Invitations to bid were advertised in two (2) newspapers, viewable on the Sussex County website, and directly sent to contractors on our supplier list. On August 24, 2017, bids for the Dual Wheel Tractor - 140 HP project were opened. Four (4) bids were received.

The Sussex County Engineering Department recommends rejecting all bids because all bidders had incomplete submittals. We would like to request to re-advertise with a different focus. In addition, we are seeking authorization to dispose of the non-operational farm tractor.



ENGINEERING DEPARTMENT

ADMINISTRATION	(302) 855-7718
AIRPORT & INDUSTRIAL PARK	(302) 855-7774
ENVIRONMENTAL SERVICES	(302) 855-7730
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Sussex County

DELAWARE

sussexcountyde.gov

HANS M. MEDLARZ, P.E.
COUNTY ENGINEER

JOSEPH WRIGHT, P.E.
ASSISTANT COUNTY ENGINEER

Memorandum

TO: Sussex County Council
The Honorable Michael H. Vincent, President
The Honorable George B. Cole, Vice President
The Honorable Samuel R. Wilson, Jr.
The Honorable I.G. Burton, III
The Honorable Robert B. Arlett

FROM: Hans Medlarz, P.E., County Engineer

RE: ***North Coastal Planning Area – Professional Services WRA Associates, Inc.
Amendment No.11 for Wolfe Neck RWF & Piney Neck RWF
Permitting of Effluent Spray Irrigation Expansions***

DATE: August 29, 2017

On January 24, 2014, County Council awarded a five (5) year, cost plus fixed fee type, base contract regarding engineering services for the North Coastal Planning Area to Whitman, Requardt and Associates, LLP (WRA). Since then, Council utilized the contract by approving ten (10) amendments totaling \$6,613,221.43 in value. The latest amendment was approved on February 14, 2017 for construction administration and project inspection for the Route 54 Expansion of the Fenwick Island Sanitary Sewer District and Angola North Expansion SR 24, Love Creek Woods & Camp Arrowhead Road areas.

WRA completed initial hydrogeologic studies at Piney Neck in October 2009 and Wolfe Neck in December of 2007 for potential spray irrigation expansion areas. The Engineering Department requested WRA to provide a scope of services to update the studies, using the previous investigations to the extent possible, as well as address the permitting aspects surrounding the planned Wolfe Neck conversion to a natural setting with fixed head irrigation. Once the permitting phase concludes, we will seek Council's approval for professional engineering services through the implementation of the bidding process.

The Department is now presenting a request for the approval of the attached Contract Amendment No.11 in a "not to exceed" amount of \$280,463.00 covering the above scope.



NORTH COASTAL PLANNING AREA

SUSSEX COUNTY, DELAWARE

CONTRACT AMENDMENT NO. 11

This contract amendment, **Contract Amendment No. 11** dated _____, 2017 amends our original contract dated January 14, 2014 between Sussex County, a political subdivision of the State of Delaware, as First Party, hereinafter referred to as the COUNTY and Whitman, Requardt and Associates, LLP, a State of Maryland Limited Liability Partnership, hereinafter referred to as CONSULTANT, whose address is 801 South Caroline Street, Baltimore, Maryland 21231 (Original Contract). Except as specifically amended herein, the provisions of the Original Contract dated January 14, 2014, as thereafter amended, remain in effect and fully valid.

By execution of this Amendment, the following sections are hereby added as new sections to the Original Contract, as respectfully numbered below.

ARTICLE FOUR

FEE STRUCTURE

- 4.4.1 The previous versions of Section 4.4 as set forth in **Contract Amendment Nos. 1 to 10** are hereby incorporated by reference. Notwithstanding any language to the contrary in such Amendments, the parties agree that those Amendments are intended to be additions to the Original Contract between the parties dated January 14, 2014.
- 4.4.2 In accordance with the method of fee determination described in Articles 4.3.1, 4.3.2, 4.3.3, and 4.3.4 of this Agreement, the total compensation and reimbursement obligated and to be paid the CONSULTANT by the COUNTY for the CONSULTANT's Scope of Services for **Wolfe Neck and Piney Neck RWF Effluent Spray Irrigation** as set forth in **Attachment A**, which is attached hereto and incorporated by reference, shall not exceed **Two Hundred Eighty Thousand Four Hundred and Sixty Three Dollars (\$280,463.00)**. In the event of any discrepancy or inconsistency between the amounts set forth in this Article 4.4.2 and any appendices, exhibits, attachments or other sections of this Agreement, the amounts set forth in this Article 4.4.2 shall govern.

ARTICLE FOURTEEN

INCORPORATED DOCUMENTS

- 14.1.2 **Attachment A: Consultant's Scope of Services, Wolfe Neck and Piney Neck RWF Effluent Spray Irrigation with Man-hour Spreadsheets. (Contract Amendment No. 11).**

By execution of this Agreement, the following sections are amended as set forth below:

- 2.4 The CONSULTANT shall perform the Scope of Services attached hereto as Attachment A and all additional Scopes of Services as may be set forth in consecutively numbered subsets of Attachment A.

- 4.3 The COUNTY shall pay the CONSULTANT for the satisfactory completion of the Scope of Services specified herein before in Attachment A and all additional Scopes of Services as may be set forth in consecutively numbered subsets of Attachment, based on and limited to the following method of determination....”

IN WITNESS WHEREOF, the parties hereunto have caused this Amendment No. 11 to this Agreement to be executed on the day and year first written hereof by their duly authorized officers.

SEAL

FOR THE COUNTY:
SUSSEX COUNTY

President, Sussex County Council

STANDARD FORM
PREVIOUSLY APPROVED:

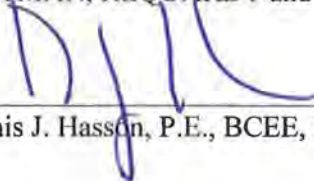
Date

ATTEST:

Clerk of the Sussex County Council

FOR THE CONSULTANT:

WHITMAN, REQUARDT and ASSOCIATES, LLP



Dennis J. Hasson, P.E., BCEE, Partner

WITNESS:





Attachment A

SCOPE OF SERVICES

WOLFE NECK AND PINEY NECK RWF EFFLUENT SPRAY IRRIGATION REVISED 08-11-17

This attachment outlines the required Scope of Services for various tasks related to the Soils and Hydrogeologic Studies for the effluent disposal sites associated with Wolfe Neck and Piney Neck Regional Wastewater Facilities.

A. HYDROGEOLOGIC STUDY AT WOLFE FARM

WRA completed a hydrogeologic study at the Wolfe Farm for spray irrigation expansion, which was presented in a December 28, 2007 report. WRA will provide an updated study, using the previous investigations to the extent possible. Elements of the previous work which will be incorporated include the topographic mapping, the soil boring logs, and the hydraulic conductivity test data. The hydrogeologic study will consider two alternates, 1.) Wolfe Farm will be utilized as additional spray fields to increase the effluent spray irrigation capacity at Wolfe Neck RWF, 2.) Wolfe Farm will be used as alternate effluent spray irrigation fields, and will not add to the capacity. WRA will perform the services described below.

- 1.) Driller Procurement : WRA will assess the condition of the monitoring wells at the Wolfe Farm. Some wells may need to be replaced, because they can fill with silt over time. Conservatively it is assumed that six new wells are needed. WRA will select a drilling company to provide well drilling services as a subcontractor to WRA. Selection will be based on WRA's knowledge of the driller's experience with similar type well drilling services.
- 2.) Site Investigation Report : WRA will subcontract a Soils Scientist to provide a Site Investigation Report for the Wolfe Farm area.
- 3.) Coordination of well construction : WRA will coordinate and observe the construction of the monitoring wells.
- 4.) Survey : WRA's surveyor will determine the location and elevations of the monitoring wells at the Wolfe Farm Area. Surveyors will also determine the location and elevations of domestic wells and surface water bodies within 1,000 feet of the Wolfe Farm Area.
- 5.) Reports : WRA will analyze the site data including determination of the seasonal high water table, and assessment of groundwater mounding using modeling. WRA will provide a hydrogeologic suitability report, and a surface water assessment report, stamped by a licensed geologist.

B. HYDROGEOLOGIC STUDY AT SECTION 2 PINES AREA

WRA completed a hydrogeologic study at Piney Neck for spray irrigation expansion, which was presented in an October 5, 2009 report. WRA will provide an updated study, using the previous investigations to the extent possible. Elements of the previous work which will be incorporated include the topographic mapping, the soil boring logs, and the hydraulic conductivity test data. WRA will perform the services described below.

- 1.) Driller Procurement : WRA will assess the condition of the monitoring wells at the Wolfe Farm. Some wells may need to be replaced, because they can fill with silt over time. Conservatively it is assumed that six new wells are needed. WRA will select a drilling company to provide well drilling services as a subcontractor to WRA. Selection will be based on WRA's knowledge of the driller's experience with similar type well drilling services.
- 2.) Soil Scientist : Accent Environmental will provide soil science services as outlined in their attached proposal as a subcontractor to WRA.
- 3.) Coordination of well construction : WRA will coordinate and observe the construction of the monitoring wells.
- 4.) Survey : WRA's surveyor will determine the location and elevations of the monitoring wells at the Section 2 Pines Area. Surveyors will also determine the location and elevations of domestic wells and surface water bodies within 1,000 feet of the Section 2 Pines Area.
- 5.) Reports : WRA will analyze the site data including determination of the seasonal high water table, and assessment of groundwater mounding using modeling. WRA will provide a hydrogeologic suitability report, and a surface water assessment report, stamped by a licensed geologist.

C. SITE INVESTIGATION REPORT AT WOLFE FARM AREA

- 1.) Conduct soil profiles, borings, infiltrometer tests, and soil sample chemical analysis for the Wolfe Farm Area, and assimilate this information into a SIR stamped by a licensed soil scientist for review by the DNREC as described in the attached subcontractor proposal.

D. SITE INVESTIGATION REPORT AT SECTION 2 PINES AREA

- 1.) Conduct soil profiles, borings, infiltrometer tests, and soil sample chemical analysis, for the Section 2 Pines Area, and assimilate this information into a SIR stamped by a licensed soil scientist for review by the DNREC as described in the attached subcontractor proposal.

E. ENGINEERING REPORT FOR WOLFE FARM AREA

- 1.) Develop nitrogen, phosphorus, and water balances for Wolfe Farm spray irrigation
- 2.) Develop summary and conclusions of the Hydrogeologic and Site Investigation Report

F. ENGINEERING REPORT FOR SECTION 2 PINES AREA

- 1.) Review Piney Neck RWF effluent quality data.
- 2.) Develop nitrogen, phosphorus, and water balances for Piney Neck spray irrigation.
- 3.) Develop summary and conclusions of the Hydrogeologic and Site Investigation Report.

G. MEETINGS

- 1.) WRA will coordinate and attend the following meetings:
 - i.) Kick off Meeting with Sussex County
 - ii.) Progress Meeting, 30% complete
 - iii.) Progress Meeting, 60% complete
 - iv.) Meeting with Sussex County and DNREC.

WRA assumes the following:

- Sussex County will provide right of entry to domestic well sites.
- Sussex County will measure water levels on a weekly basis in monitoring wells, during the wet season period of January 1, 2018 to April 30, 2018.
- Sussex County will collect groundwater quality samples from the monitoring wells (in three sampling events, thirty days apart) for the required State chemical parameters; and Sussex County will provide the lab data to WRA.
- Wetland delineation and permitting is not included. Additional hours can be added to the contract for wetland delineation and permitting in the case that regulated wetlands or waterways are encountered during the site investigations.

PROJECT NAME: Wolfe Neck and Piney Neck Spray Irrigation							Attachment					
MATE AND PROPOSAL							DATE 8/9/2017					
Engineering Department							BY DRN/SM					
: WNRWF and PNRWF Spray												
	Project Manager	Assoc. Hydrogeologist / Snr. Wastewater Engineer	Hydrogeologist	Arborist	Civil Designer / CADD	WR&A TOTALS	WR&A EXPENSES	Subcontractor	Subcontractor Payroll	Subcontractor Expenses		
Use Labor Cost Rates for year:	2017	\$77	\$69	\$29	\$75	\$38	S, or L (See Legend)	S, or L (See Legend)				
ea	16	144	80		24	264	T \$1,200	Driller	\$30,000			
								Surveyor	\$35,000			
s Area	16	144	80		24	264	T \$1,200	Driller	\$30,000			
								Surveyor	\$35,000			
a	2					2	- \$		\$15,500			
Area	2					2	- \$		\$19,000			
Wolfe Farm Spray Irrigation	16	40			40	96	- \$					
Section 2 Pines Area Spray	16	50			40	106	- \$					
Review Meetings	60	40				100	T \$800					
SUBTOTALS =	128	418	160	0	128	834	\$3,200	Subcontractor Total	\$164,500			
TOTAL DOLLARS (INCLUDING O&P)=	\$23,138	\$67,490	\$10,858	\$0	\$11,277	\$112,763		Profit on Sub	0.0%			
								WR&A Total	\$115,963			
								TOTAL	\$280,463			

	Project Manager	Assoc. Hydrogeologist	Hydrogeologist	Arborist	Civil Designer / CADD	
Bare Labor Cost rates for year	2017	\$77.25	\$69.00	\$29.00	\$74.50	\$37.65
- LOADED LABOR AT A FACTOR OF:	2.34	\$180.77	\$161.46	\$67.86	\$174.33	\$88.10

WR&A EXPENSES

T = Travel at 0.535 / mile

R = Reproduction



Whitman, Requardt and Associates, LLP

PROJECT NAME: Wolfe Neck and Piney Neck Spray Irrigation								Attachment			
MANHOUR ESTIMATE AND PROPOSAL								DATE 8/9/2017			
CLIENT: Sussex County Engineering Department								BY DRN/SM			
TASK	PROJECT DESCRIPTION: WNRWF and PNRWF Spray Irrigation Investigations	Project Manager	Assoc. Hydrogeologist / Snr. Wastewater Engineer	Hydrogeologist	Arborist	Civil Designer / CADD	WR&A TOTALS	WR&A EXPENSES	Subcontractor	Subcontractor Payroll	Subcontractor Expenses
Use Labor Cost Rates for year:		2017	\$77	\$69	\$29	\$75	\$38	S, or L (See Legend)	S, or L (See Legend)		
A	HSR for Wolfe Farm Area	16	144	80		24	264	T \$1,200	Driller	\$30,000	
									Surveyor	\$35,000	
B	HSR for Section 2 Pines Area	16	144	80		24	264	T \$1,200	Driller	\$30,000	
									Surveyor	\$35,000	
C	SIR for Wolfe Farm Area	2					2	- \$		\$15,500	
D	SIR for Section 2 Pines Area	2					2	- \$		\$19,000	
E	Engineering Report for Wolfe Farm Spray Irrigation	16	40			40	96	- \$			
F	Engineering Report for Section 2 Pines Area Spray Irrigation	16	50			40	106	- \$			
G	Kick off and three (3) Review Meetings	60	40				100	T \$800			
SUBTOTALS =		128	418	160	0	128	834	\$3,200	Subcontractor Total		\$164,500
SUB-TOTAL DOLLARS (INCLUDING O&P)=		\$23,138	\$67,490	\$10,858	\$0	\$11,277	\$112,763	Profit on Sub		0.0%	
								WR&A Total		\$115,963	
								TOTAL		\$280,463	

	2017	Project Manager	Assoc. Hydrogeologist	Hydrogeologist	Arborist	Civil Designer / CADD
Bare Labor Cost rates for year	2017	\$77.25	\$69.00	\$29.00	\$74.50	\$37.65
Contract Rates - LOADED LABOR AT A FACTOR OF:	2.34	\$180.77	\$161.46	\$67.86	\$174.33	\$88.10

WR&A EXPENSES

T = Travel at 0.535 / mile
R = Reproduction




Whitman, Reardon and Associates, LLP

Conley's Chapel Village Expansion of SCUSSD

Chapel Branch Area Fact Sheet

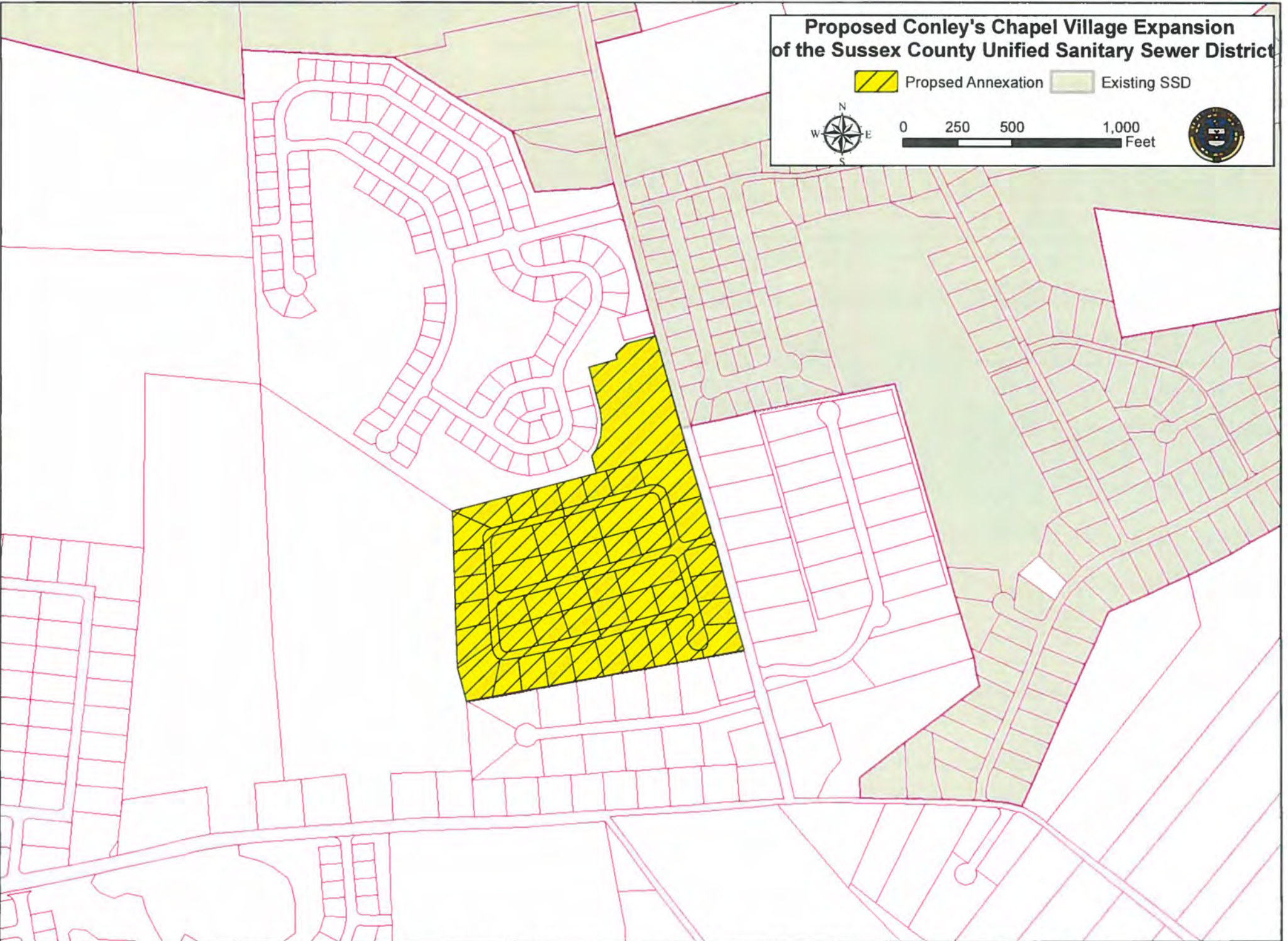
- Expansion of the Sussex County Unified Sanitary Sewer District (Chapel Branch Area)
- Includes the entire subdivision of Conley's Chapel Village and an adjacent parcel.
- The Engineering Department had received a request from several property owners interested in having the County extend the District Boundary. Therefore, the Engineering Department mailed out a polling letter to the community and adjacent parcel(s).
- The polling letter asked the owners to respond as to whether they had an immediate need, a future need or no current need for sewer service from the County.
- The results of the poll to date show 11 people with an immediate need, 22 with a future need and 15 with no current need.
- As the County is in process of designing the connections for the greater Chapel Branch Area the Engineering Department believes inclusion at this time would benefit the residents of the existing area as well as the residents of Conley's Chapel Village in lieu of the cost of a future tie-in to the Chapel Branch infrastructure.

Proposed Conley's Chapel Village Expansion of the Sussex County Unified Sanitary Sewer District

 Proposed Annexation  Existing SSD



0 250 500 1,000
Feet



The proposed annexation is scheduled to be discussed October 20, 2017 at 3:00 pm, in Sussex County Council Chambers, 2 The Circle, Georgetown, DE 19947
For more information please visit: <https://www.sussexcountyde.gov/legal-notice/sewer-water>. Or call Sussex County Utility Planning at 302-855-1299

Joy Beach Expansion of SCUSSD

Angola Neck Area Fact Sheet

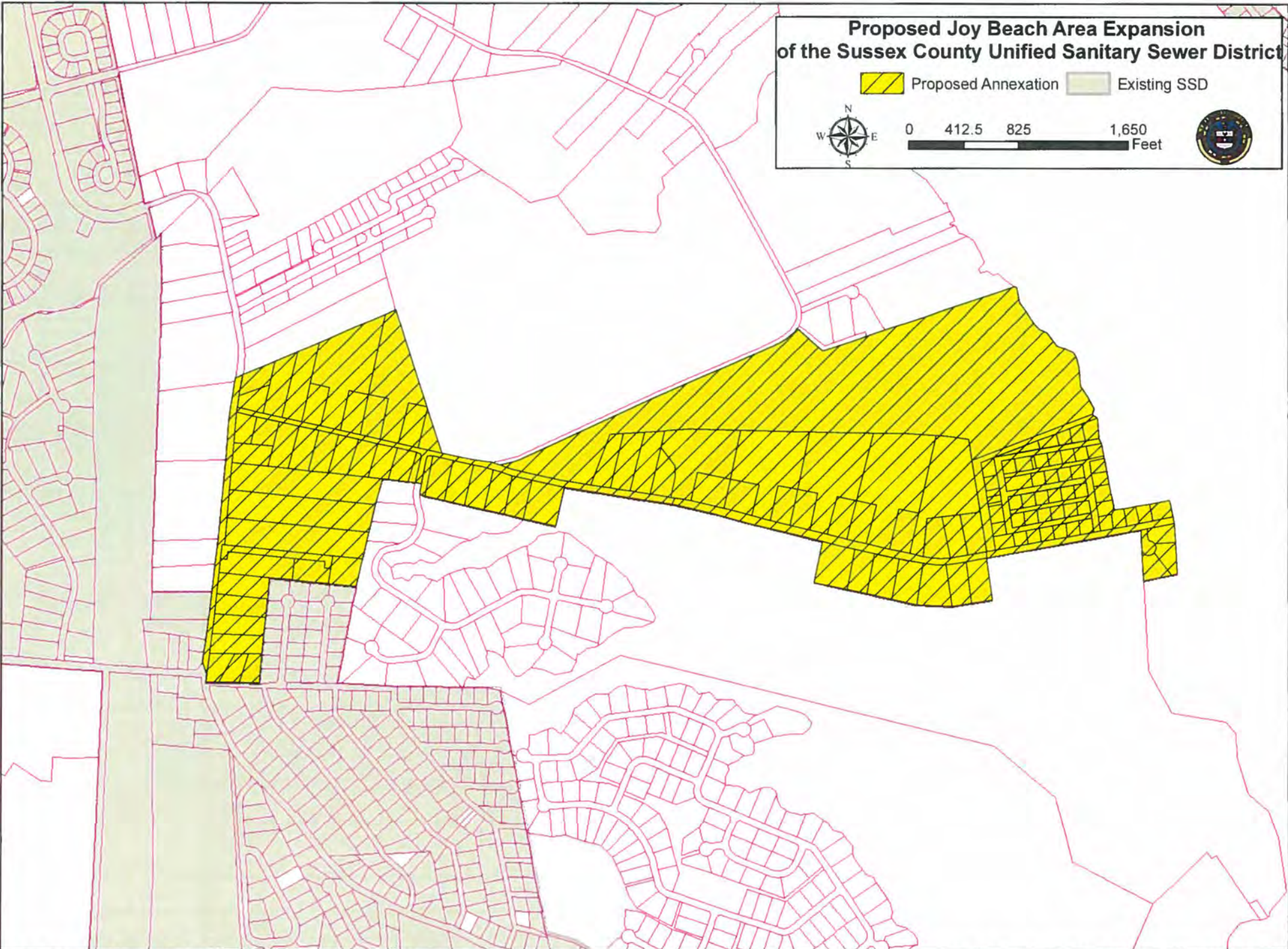
- Expansion of the Sussex County Unified Sanitary Sewer District (Angola Neck Area)
- Includes parcels along Waterview Road and Bookhammer Landing Road from Camp Arrowhead Road to Joy Beach.
- The Engineering Department has received requests from many property owners interested in having the County extend the Sewer District Boundary over the past several years. The past several months have seen an increase in these requests. The County is currently preparing to install additional Infrastructure in Camp Arrowhead Road.
- The Engineering Department mailed out a polling letter to the community and adjacent parcel(s).
- The polling letter asked the owners to respond as to whether they had an immediate need, a future need or no current need for sewer service from the County.
- The results of the poll to date show 30 people with an immediate need, 30 with a future need and 33 with no current need.
- In total 105 parcels were polled and an additional 13 parcels have been recommended for this expansion.
- Two of these parcels had previously requested annexation, with one of those parcels connected as an emergency hook-up and the annexation fee paid.
- The Engineering Department would like to request permission to prepare and post notices for a Public Hearing on the annexation of the area.

Proposed Joy Beach Area Expansion of the Sussex County Unified Sanitary Sewer District

 Proposed Annexation  Existing SSD



0 412.5 825 1,650
Feet





The proposed annexation is scheduled to be discussed October 20, 2017 at 5:00 pm, in Sussex County Council Chambers, 2 The Circle, Georgetown, DE 19947
For more information please visit: <https://www.sussexcountyde.gov/legal-notices/sewer-water>. Or call Sussex County Utility Planning at 302-855-1299

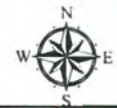
Tucks Road Expansion of SCUSSD

Long Neck Area Fact Sheet

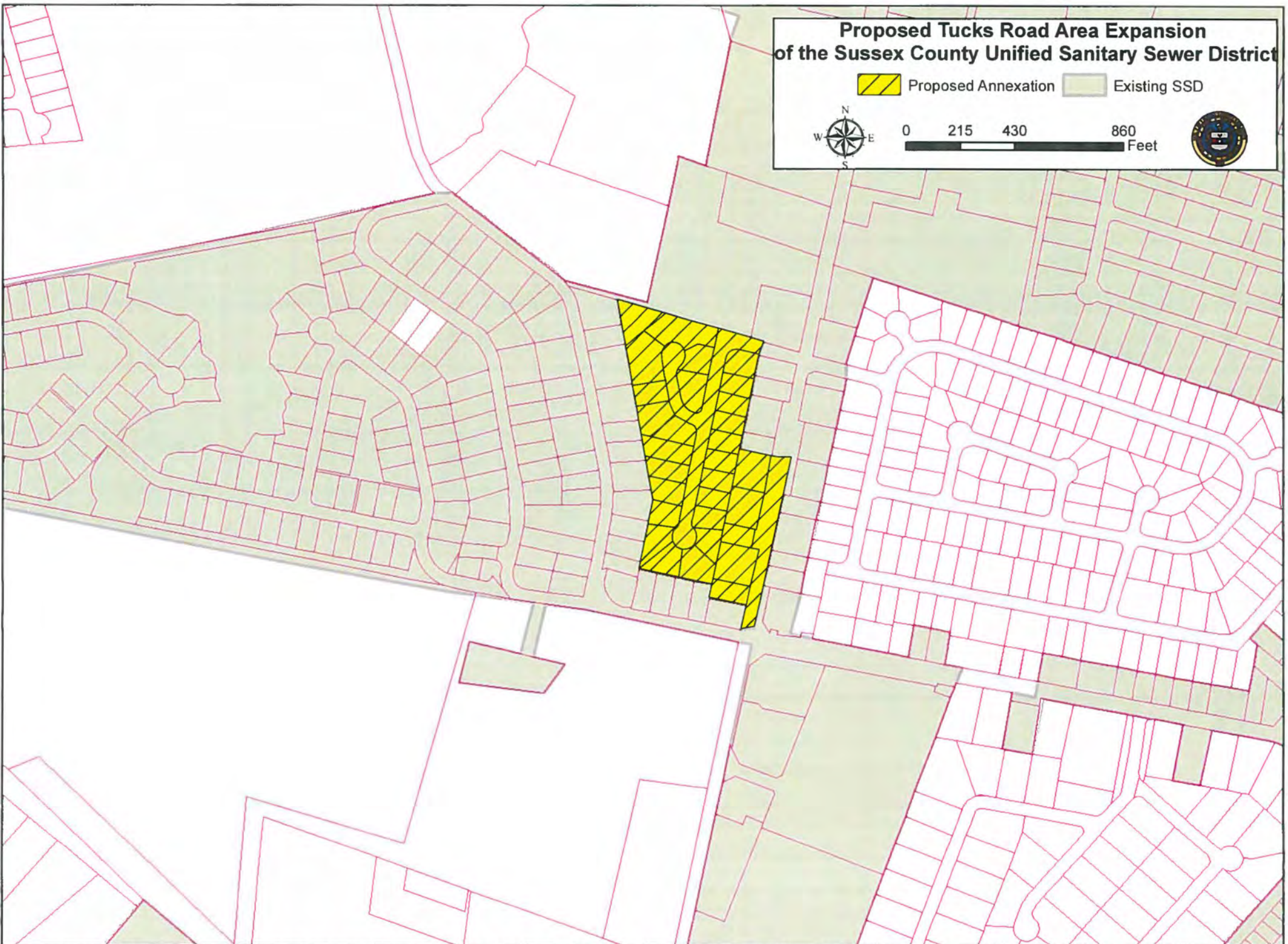
- Expansion of the Sussex County Unified Sanitary Sewer District (Long Neck Area)
- Includes all parcels fronting on Tucks Road and Abby Way, as well as infill parcels fronting on Route 24 (service to the parcels along Route 24 will be completed in the future, but eliminates existing donut hole.
- The Engineering Department had the developer of the adjacent parcel prepare preliminary sewer infrastructure planning to verify their Route 24 crossing could serve this area.
- The Deerbrooke subdivision is completing the regional pumpstation and forcemain to serve the area of Branch and Autumn Roads
- The Engineering Department will be under-taking installation of the gravity sewers to serve Autumn and Branch Roads in the future and would like to install the infrastructure to serve this area as part of this contract, in an effort to reduce the cost to the residents by reducing mobilization costs and pure economies of scale planning.
- The Engineering Department would like to request permission to prepare and post notices for a Public Hearing on the annexation of the area.

Proposed Tucks Road Area Expansion of the Sussex County Unified Sanitary Sewer District

 Proposed Annexation  Existing SSD



0 215 430 860 Feet





The proposed annexation is scheduled to be discussed October 3, 2017 at 10:15 am, in Sussex County Council Chambers, 2 The Circle, Georgetown, DE 19947
For more information please visit: <https://www.sussexcountyde.gov/legal-notices/sewer-water>. Or call Sussex County Utility Planning at 302-855-1299

Mallard Creek Expansion of SCUSSD Holt's Landing Area Fact Sheet

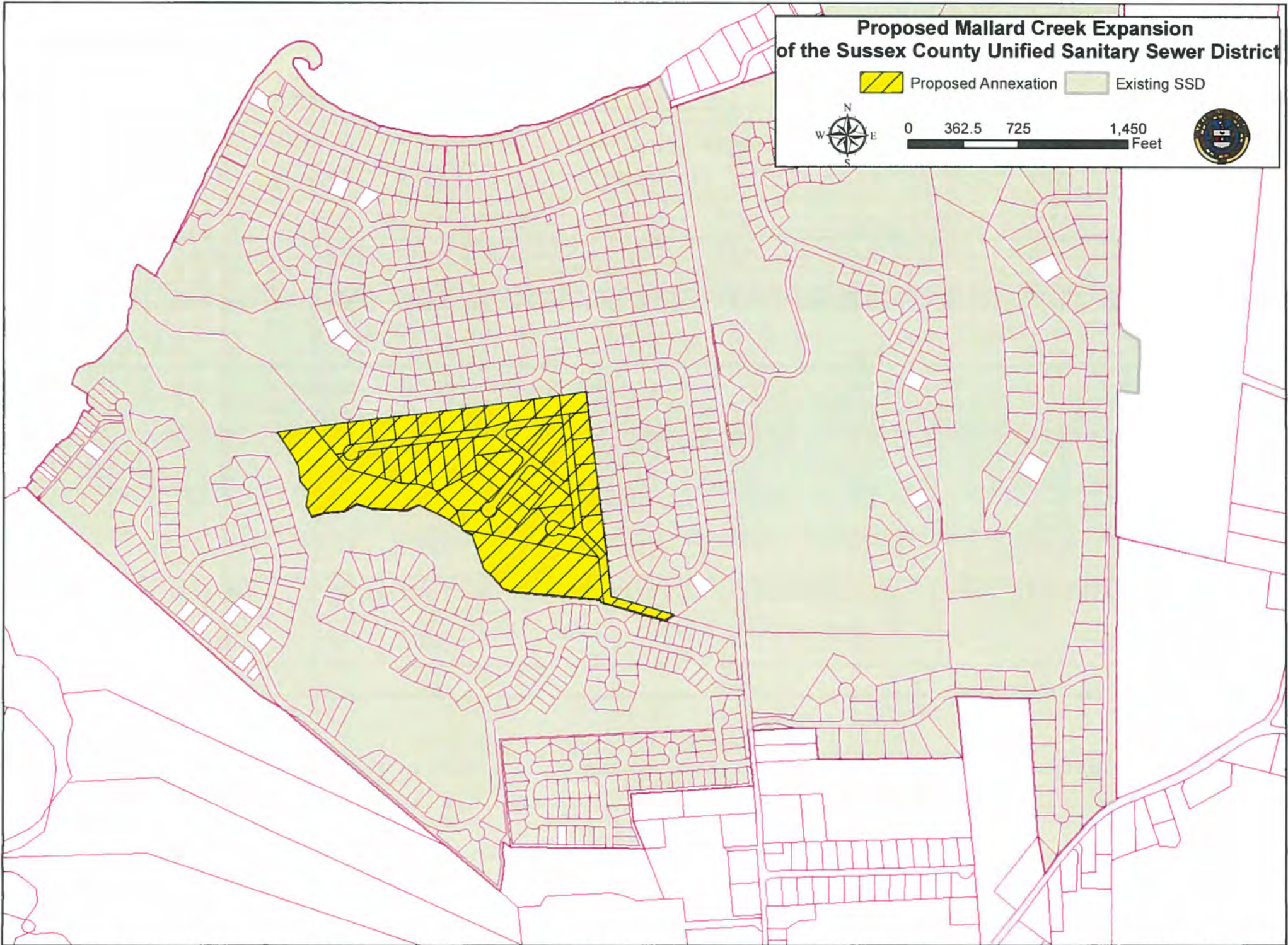
- Expansion of the Sussex County Unified Sanitary Sewer District (Holt's Landing Area)
- Includes the entire subdivision of Mallard Creek.
- The Engineering Department has received requests from several property owners interested in having the County extend the Sewer District Boundary over the past several years. With an increase in those requests The Engineering Department mailed out a polling letter to the community.
- The polling letter asked the owners to respond to:
 - Yes, I would like to be in the proposed sanitary sewer district boundary.
 - No, I would *not* like to be in the proposed sanitary sewer district boundary.
- The results of the poll to date shows 20 yes responses and 12 no responses. 78% responded – 63% in favor 38% not
- This being a response of 32 out 41 parcels polled the Engineering Department would like to request permission to prepare and post notices for a Public Hearing on the annexation of the area.

Proposed Mallard Creek Expansion of the Sussex County Unified Sanitary Sewer District

 Proposed Annexation  Existing SSD



0 362.5 725 1,450
Feet



The proposed annexation is scheduled to be discussed October 20, 2017 at 1:00 pm in Sussex County Council Chambers, 2 The Circle, Georgetown, DE 19947
For more information please visit: <https://www.sussexcountyde.gov/legal-notices/sewer-water>. Or call Sussex County Utility Planning at 302-855-1299



SUSSEX COUNTY GOVERNMENT

GRANT APPLICATION

SECTION 1 APPLICANT INFORMATION

ORGANIZATION NAME: Melody Joy Foundation

PROJECT NAME: Dancing in the Streets for Melody

FEDERAL TAX ID: 22-2804785 NON-PROFIT: YES NO

DOES YOUR ORGANIZATION OR ITS PARENT ORGANIZATION HAVE A RELIGIOUS AFFILIATION?
 YES NO *IF YES, FILL OUT SECTION 3B.

ORGANIZATION'S MISSION: The Melody Joy Foundation's mission is to give back, give joy, and spread good cheer to all those who loved and knew Melody Booker-Wilkins.

ADDRESS: P.O Box 1636

Wilmington DE 19899
(CITY) (STATE) (ZIP)

CONTACT PERSON: J.R Ennis

TITLE: Chairman and Founder

PHONE: 302-841-5971 EMAIL: JR@lessardbuilders.com

TOTAL FUNDING REQUEST: _____

Has your organization received other grant funds from Sussex County Government in the last year? YES NO

If YES, how much was received in the last 12 months? _____

If you are asking for funding for building or building improvements, do you own the building in which the funding will be used for? YES NO

Are you seeking other sources of funding other than Sussex County Council? YES NO

If YES, approximately what percentage of the project's funding does the Council grant represent? 25%

SECTION 2: PROGRAM DESCRIPTION

PROGRAM CATEGORY (choose all that apply)

- | | | |
|--|--|---|
| <input type="checkbox"/> Fair Housing | <input type="checkbox"/> Health and Human Services | <input checked="" type="checkbox"/> Cultural |
| <input type="checkbox"/> Infrastructure ¹ | <input checked="" type="checkbox"/> Other Charitable _____ | <input checked="" type="checkbox"/> Educational |

BENEFICIARY CATEGORY

- | | | |
|--|--|-----------------------------------|
| <input checked="" type="checkbox"/> Disability & Special Needs | <input type="checkbox"/> Victims of Domestic Violence | <input type="checkbox"/> Homeless |
| <input type="checkbox"/> Elderly Persons | <input type="checkbox"/> Low to Moderate Income ² | <input type="checkbox"/> Youth |
| <input type="checkbox"/> Minority | <input type="checkbox"/> Other _____ | |

BENEFICIARY NUMBER

Approximately the total number of Sussex County Beneficiaries served annually by this program:

This is the FIRST

SECTION 3: PROGRAM SCOPE

- A. Briefly describe the program for which funds are being requested. The narrative should include the need or problem to be addressed in relation to the population to be served or the area to benefit.

The Melody Joy Foundation is requesting your assistance and contribution with this first event - Kent Sussex Industries, Inc. (KSI)

KSI was an organization that was close to Melody's heart and one she served as a board member.

KSI's mission is to assist people with disabilities in the pursuit of their potential in employment and meaningful participation in their communities. KSI provides employment, vocational training, community inclusion activities, supported employment, day habilitation, and transportation services for people with disabilities.

These services are done throughout Sussex and Kent County.

B. IF RELIGIOUS AFFILIATION WAS CONFIRMED ABOVE IN SECTION 1, PLEASE FILL OUT THE FOLLOWING SECTION. IF RELIGIOUS AFFILIATION WAS NOT CHECKED IN SECTION 1, THIS SECTION MAY BE LEFT BLANK.

A faith-based nonprofit organization is eligible to receive and apply for a grant on the same basis as other nonprofit organizations, with respect to programs which are eligible. In the selection of grantees, the County will not discriminate for or against an organization on the basis of the organization's religious characterization or affiliation. However, certain requests to utilize funding for programs with religious purposes may not be eligible due to constitutional principles of the United States and/or the State of Delaware.

Briefly describe the components of the program that involve religious purposes and the components that involve secular purposes, or non-religious purposes. If both non-religious and religious purposes are involved in the program, this narrative must include the specific actions that will be implemented in order to ensure that the funding is solely used for non-religious purposes and will not be used to advance or inhibit religious or faith-based activities.

After the awarded funds have been made, receipts of the non-religious purchases shall be submitted in accordance with Section 5 below before funds will be disbursed.

SECTION 4: BUDGET

REVENUE	
Please enter the current support your organization receives for this project (not entire organization revenue if not applicable to request)	
TOTAL REVENUES	30,000.00
EXPENDITURES	
Please enter the total projected budget for the project (not entire organization expense if not applicable to request). Example of expenditure items: PERSONNEL-one lump sum that would include benefits, OPERATING COSTS-supplies, equipment, rent/lease, insurance, printing telephone, CONSTRUCTION/ACQUISITION-acquisition, development, rehab hard cost, physical inspections, architectural engineering, permits and fees, insurance, appraisal. (Put amounts in as a negative)	
Entertainment Expense	-\$ 2,500.00
Food and Drinks Expense	-\$ 12,000.00
Permits and Licensing	-\$ 1,100.00
Facility Rentals	-\$ 1,000.00
Misc. (Decor, Lighting)	-\$ 1,500.00
Supplies	-\$ 1,500.00
	<i>(19,600)</i>
TOTAL EXPENDITURES	\$ 14,600.00
TOTAL DEFICIT FOR PROJECT OR ORGANIZATION	\$ 44,600.00

10,400

SECTION 5: STATEMENT OF ASSURANCES

If this grant application is awarded funding, the The Melody Joy Foundation agrees that:
 (Name of Organization)

- 1) For non-religious organizations, all expenditures must have adequate documentation and must be expended within one (1) year of receipt of award funds. The funding awarded to the organization must be used in substantial conformity with the anticipated expenditures set forth in the submitted application. All accounting records and supporting documentation shall be available for inspection by Sussex County within thirty (30) days after the organization's expenditure of the awarded funding, or within one year after the receipt of the awarded funds, whichever first occurs.
- 2) For religious organizations, all accounting records and supporting documentation shall be provided for inspection by Sussex County after the award has been made by County Council but before the funding is released.
- 3) No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the program or activity funded in whole or in part by these Grant funds.

SECTION 5: STATEMENT OF ASSURANCES (continued)

- 4) All information and statements in this application are accurate and complete to the best of my information and belief.
- 5) All funding will benefit only Sussex County residents.
- 6) All documents submitted by the applicant are defined as public documents and available for review under the Freedom of Information Act of the State of Delaware.
- 7) All funding will be used exclusively for secular purposes, i.e., non-religious purposes and shall not be used to advance or inhibit religious purposes.
- 8) **In the event that the awarded funding is used in violation of the requirements of this grant, the awarded funding shall be reimbursed to Sussex County within a timeframe designated by Sussex County by written notice.**

Applicant/Authorized Official

[Handwritten signature]

Witness

Date

8-10-17

Date

Completed application can be submitted by:

Email: gjennings@sussexcountyde.gov

Mail: Sussex County Government
Attention: Gina Jennings
PO Box 589
Georgetown, DE 19947

Handwritten initials

SUSSEX COUNTY COUNCIL NON-PROFIT GRANT PROGRAM
GUIDELINES FOR SUBMITTAL AND AFFIDAVIT OF UNDERSTANDING

The Sussex County Council makes available a limited amount of funding to non-profit organizations that serve the citizens of Sussex County. Each application for funding shall be evaluated by Sussex County administrative staff and shall be subject to final approval from Sussex County Council.

In the attached application, each organization must outline its intended uses for the awarded funding and provide a detailed breakdown of the expenses and costs for such uses. Any funding awarded to the organization must be used in substantial conformity with anticipated expenditures of the submitted application.

All expenditures must have adequate documentation and must be expended within one (1) year of award of funds.

For non-religious organizations, all accounting records and supporting documentation shall be available for inspection by Sussex County within thirty (30) days after the organization's expenditure of the awarded funding, or within one year after the receipt of the awarded funds, whichever first occurs.

For religious organizations, all accounting records and supporting documentation shall be provided for inspection by Sussex County after the award has been made by County Council but before funding is released. Grant is relinquished if supporting documentation is not provided within one year of County Council award.

Certain programs are not eligible for funding pursuant to United States Constitution and State of Delaware Constitution. Those constitutional principles prohibit the use of funding to advance or inhibit religious activities. By signing below, the organization acknowledges that the funding shall be used exclusively for secular purposes, i.e., non-religious purposes and shall not be used to advance or inhibit religious activities.

In the event that such funding is used in violation of the requirements and assurances contained in this grant application, the awarded funding shall be reimbursed to Sussex County within a timeframe designated by Sussex County by written notice.

I acknowledge and represent on behalf of the applicant organization that I have read and understand the above statements.

[Signature]
Applicant/Authorized Official
Theresa Walker
Witness

Chair/Founder
Title
8-10-17
Date

Vincent
8/22/17

To Be Introduced 08/29/17

Council District No. 3 – Burton

Tax I.D. No. 334-5.00-165.00 (portion of) and 334-5.00-166.00 (portion of)

911 Address: 30769 Lewes-Georgetown Highway, Lewes

ORDINANCE NO. ____

AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT TO A B-1 NEIGHBORHOOD BUSINESS DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN LEWES AND REHOBOTH HUNDRED, SUSSEX COUNTY, CONTAINING 6.98 ACRES, MORE OR LESS

WHEREAS, on the 15th day of June 2017, a zoning application, denominated Change of Zone No. 1834, was filed on behalf of Colonial East, L.P.; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the Planning and Zoning Commission of Sussex County and said Planning and Zoning Commission recommended that Change of Zone No. 1834 be _____; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the County Council of Sussex County and the County Council of Sussex County has determined, based on the findings of facts, that said change of zone is in accordance with the Comprehensive Development Plan and promotes the health, safety, morals, convenience, order, prosperity and welfare of the present and future inhabitants of Sussex County.

NOW, THEREFORE, THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. That Chapter 115, Article II, Subsection 115-7, Code of Sussex County, be amended by deleting from the Comprehensive Zoning Map of Sussex County the zoning classification of [AR-1 Agricultural Residential District] and adding in lieu thereof the designation of B-1 Neighborhood Business District as it applies to the property hereinafter described.

Section 2. The subject property is described as follows:

ALL that certain tract, piece or parcel of land lying and being situate in Lewes and Rehoboth Hundred, Sussex County, Delaware, and lying on the north side of Lewes – Georgetown Highway (Route 9) approximately 741 feet east of Minos Conaway Road and being more particularly described in the attached legal descriptions, as prepared by Axiom Engineering.

This Ordinance shall take effect immediately upon its adoption by majority vote of all members of the County Council of Sussex County, Delaware.

To Be Introduced 08/29/17

**Council District No. 1 - Vincent
Tax I.D. No. 132-2.00-325.01 (portion of)
911 Address: 11342 Circle Drive, Seaford**

ORDINANCE NO. ____

AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT TO A CR-1 COMMERCIAL RESIDENTIAL DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN BROAD CREEK HUNDRED, SUSSEX COUNTY, CONTAINING 2.181 ACRES, MORE OR LESS

WHEREAS, on the 31st day of July 2017, a zoning application, denominated Change of Zone No. 1843, was filed on behalf of Shailesh Patel; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the Planning and Zoning Commission of Sussex County and said Planning and Zoning Commission recommended that Change of Zone No. 1843 be _____; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the County Council of Sussex County and the County Council of Sussex County has determined, based on the findings of facts, that said change of zone is in accordance with the Comprehensive Development Plan and promotes the health, safety, morals, convenience, order, prosperity and welfare of the present and future inhabitants of Sussex County.

NOW, THEREFORE, THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. That Chapter 115, Article II, Subsection 115-7, Code of Sussex County, be amended by deleting from the Comprehensive Zoning Map of Sussex County the zoning classification of [AR-1 Agricultural Residential District] and adding in lieu thereof the designation of CR-1 Commercial Residential District as it applies to the property hereinafter described.

Section 2. The subject property is described as follows:

ALL that certain tract, piece or parcel of land lying and being situate in Broad Creek Hundred, Sussex County, Delaware, and lying at the end of Circle Drive, approximately 124 feet southwest of Concord Road and on the southeast side of Chevrolet Avenue (a private road) and being more particularly described per the attached legal description prepared by Miller-Lewis, Inc., said parcel containing 2.181 acres, more or less.

This Ordinance shall take effect immediately upon its adoption by majority vote of all members of the County Council of Sussex County, Delaware.

To Be Introduced 08/29/17

**Council District No. 4 - Cole
Tax I.D. No. 234-17.00-165.00
911 Address: None Available**

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT TO A GR-RPC GENERAL RESIDENTIAL DISTRICT - RESIDENTIAL PLANNED COMMUNITY FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN INDIAN RIVER HUNDRED, SUSSEX COUNTY, CONTAINING 21.26 ACRES, MORE OR LESS

WHEREAS, on the 4th day of August 2017, a zoning application, denominated Change of Zone No. 1844, was filed on behalf of Broadkill Development, LLC, aka Westridge Shores; and

WHEREAS, on the _____ day of _____ 2017, a public hearing was held, after notice, before the Planning and Zoning Commission of Sussex County and said Planning and Zoning Commission recommended that Change of Zone No. 1844 be _____; and

WHEREAS, on the _____ day of _____ 2017, a public hearing was held, after notice, before the County Council of Sussex County and the County Council of Sussex County has determined, based on the findings of facts, that said change of zone is in accordance with the Comprehensive Development Plan and promotes the health, safety, morals, convenience, order, prosperity and welfare of the present and future inhabitants of Sussex County.

NOW, THEREFORE, THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. That Chapter 115, Article II, Subsection 115-7, Code of Sussex County, be amended by deleting from the Comprehensive Zoning Map of Sussex County the zoning classification of [AR-1 Agricultural Residential District] and adding in lieu thereof the designation of GR-RPC General Residential District – Residential Planned Community as it applies to the property hereinafter described.

Section 2. The subject property is described as follows:

ALL that certain tract, piece or parcel of land lying and being situate in Indian River Hundred, Sussex County, Delaware, and lying at the southeast corner of Shady Lane and Banks Road and being more particularly described in the attached legal description, as prepared by Axiom Engineering, LLC.

This Ordinance shall take effect immediately upon its adoption by majority vote of all members of the County Council of Sussex County, Delaware.

ROBERT C. WHEATLEY, CHAIRMAN
MARTIN L. ROSS, VICE CHAIRMAN
R. KELLER HOPKINS
DOUGLAS B HUDSON
KIM HOEY STEVENSON



2 THE CIRCLE | PO BOX 417
GEORGETOWN, DE 19947
(302) 855-7878 T
(302) 854-5079 F
sussexcountyde.gov

Sussex County Planning & Zoning Commission

PLANNING AND ZONING AND COUNTY COUNCIL INFORMATION SHEET
Planning Commission Public Hearing Date July 27, 2017

Application: CU 2089 Massey's Landing Campground KH

Applicant/Owner: Massey's Landing Properties, LLC
9248 Stephen Decatur Hwy.
Berlin, MD 21811

Site Location: Both sides of the eastern end of Long Neck Rd.

Zoning: AR-1 (Agricultural Residential District)

Current Use: Campground

Proposed Use: Amend Condition of approval of Conditional Use 1963

Comprehensive Land
Use Plan Reference: Environmentally Sensitive Developing Areas

Councilmatic
District: Mr. Cole

School District: Indian River School District

Fire District: Indian River Fire District

Sewer: Sussex County

Water: Long Neck Water Company

Site Area: 54.33 ac. +/-

Tax Map ID.: 234-25.00-3102, 31.05, 31.04 and 31.05



JANELLE M. CORNWELL, AICP
PLANNING & ZONING DIRECTOR
(302) 855-7878 T
(302) 854-5079 F
janelle.cornwell@sussexcountyde.gov



Sussex County

DELAWARE
sussexcountyde.gov

Memorandum

To: Sussex County Planning Commission Members
From: Janelle Cornwell, AICP, Planning & Zoning Director
CC: Vince Robertson, Assistant County Attorney and applicant
Date: July 20, 2017
RE: Staff Analysis for CU 2089 Massey's Landing Campground

This memo is to provide background and analysis for the Planning Commission to consider as a part of application CU 2089 Massey's Landing Campground to be reviewed during the July 27, 2017 Planning Commission Meeting. This analysis should be included in the record of this application and is subject to comments and information that may be presented during the public hearing.

The request is for a Conditional Use for parcels 234-25.00-3102, 31.05, 31.04 and 31.05 to allow for the amendment of a condition of approval of Conditional Use 1963. The size of the property to be used for the Conditional Use is 54.33 ac. +/- . The property is zoned AR-1 (Agricultural Residential District).

The 2008 Sussex County Comprehensive Plan Update (Comprehensive Plan) provides a framework of how land is to be developed. As part of the Comprehensive Plan a Future Land Use Map is included to help determine how land should be zoned to ensure responsible development. The Future Land Use map indicates that the properties have the land use designation Environmentally Sensitive Developing Areas.

The Planning Commission originally held a public hearing on May 23, 2013. The County Council approved the Conditional Use on December 9, 2014. The County Council approved the Conditional Use for a campground with a number of conditions. The County Council amended Condition #9; therefore the request to amend this condition requires a public hearing before the Planning Commission and County Council.

The applicant is requesting to amend condition #9 to state that "the campground/RV park shall remain vacant and no campers or RV's shall be stored on the camp sites during the period that the campground is closed. Park Models RV's and campground food trailer(s) may be stored on paved automobile parking areas shown on the approved Final Site Plan within the campground during the period that the campground is closed."

The condition #9 currently states "The campground/RV park shall remain vacant and no campers or RVs shall be stored on the campground during the period that the campground is closed."

Staff notes that if the condition is amended the area requested to store the park models, RV's and food trailer(s) shall be out of the floodplain.



JANELLE M. CORNWELL, AICP
PLANNING & ZONING DIRECTOR
(302) 855-7878 T
(302) 854-5079 F
janelle.cornwell@sussexcountype.gov



Sussex County
DELAWARE
sussexcountype.gov

Memorandum

To: Sussex County Council Members

From: Janelle Cornwell, AICP, Planning & Zoning Director

CC: Everett Moore, County Attorney

Date: August 25, 2017

RE: County Council Report for CU 2089 Massey's Landing Campground

The Planning and Zoning Department received an application (CU 2089 Massey's Landing Campground) to allow for an amendment to a condition of approval of Conditional Use 1963. The Planning and Zoning Commission held a public hearing on July 27, 2017. The following are the minutes and motion for the Change of Zone from the Planning and Zoning Commission meeting.

Ms. Cornwell advised the Commission that the applicant is specifically requesting to amend Condition of Approval #9 that currently states "the campground/RV park shall remain vacant and no campers or RV's shall be stored on the campground during the period that the campground is closed;" that the applicant is requesting the condition to be revised to state " the campground/RV park shall remain vacant and no campers or RV's except Park Model RV's on approval Park Model campsites shall be stored on the campground during the period that the campground is closed. Park Model RV's and campground food trailer(s) in special flood hazard areas shall either meet the requirements of 115-141.5B(3) for manufactured homes or may be stored on paved campground automobile parking areas out of the floodplain when the campground is closed;" and that Sussex Conservation District has submitted comments into the record as part of the application.

The Commission found Jeff Clark with Land Tech Land Planning was present on behalf of the application; that Mr. Clark spoke that this is an upscale location; that there are beach resort amenities; that this is a transient campground; that no guests remain for the entire camping season; that the campground consists of tents, RVs both self-propelled and pull behind; that the Park Models have to be removed from the campground and relocated offsite during the time that the campground is closed for the season; that the water is shut off when the campground is closed for the season; that a caretaker remains onsite year round; that this condition was placed by the Commission but amended by County Council; therefore, a new public hearing is necessary to amend the condition; that the site plan limits the number of Park Model sites in the campground to 70; that the kitchen for the Sandy Dollar Grill is a food trailer and a portable bathroom trailer facility are also required to be relocated offsite during the offseason; and that relocating the Park Models and trailers offsite is expensive.

The Commission found there were no parties in support to this application.



COUNTY ADMINISTRATIVE OFFICES
2 THE CIRCLE | PO BOX 417
GEORGETOWN, DELAWARE

There was discussion about the application

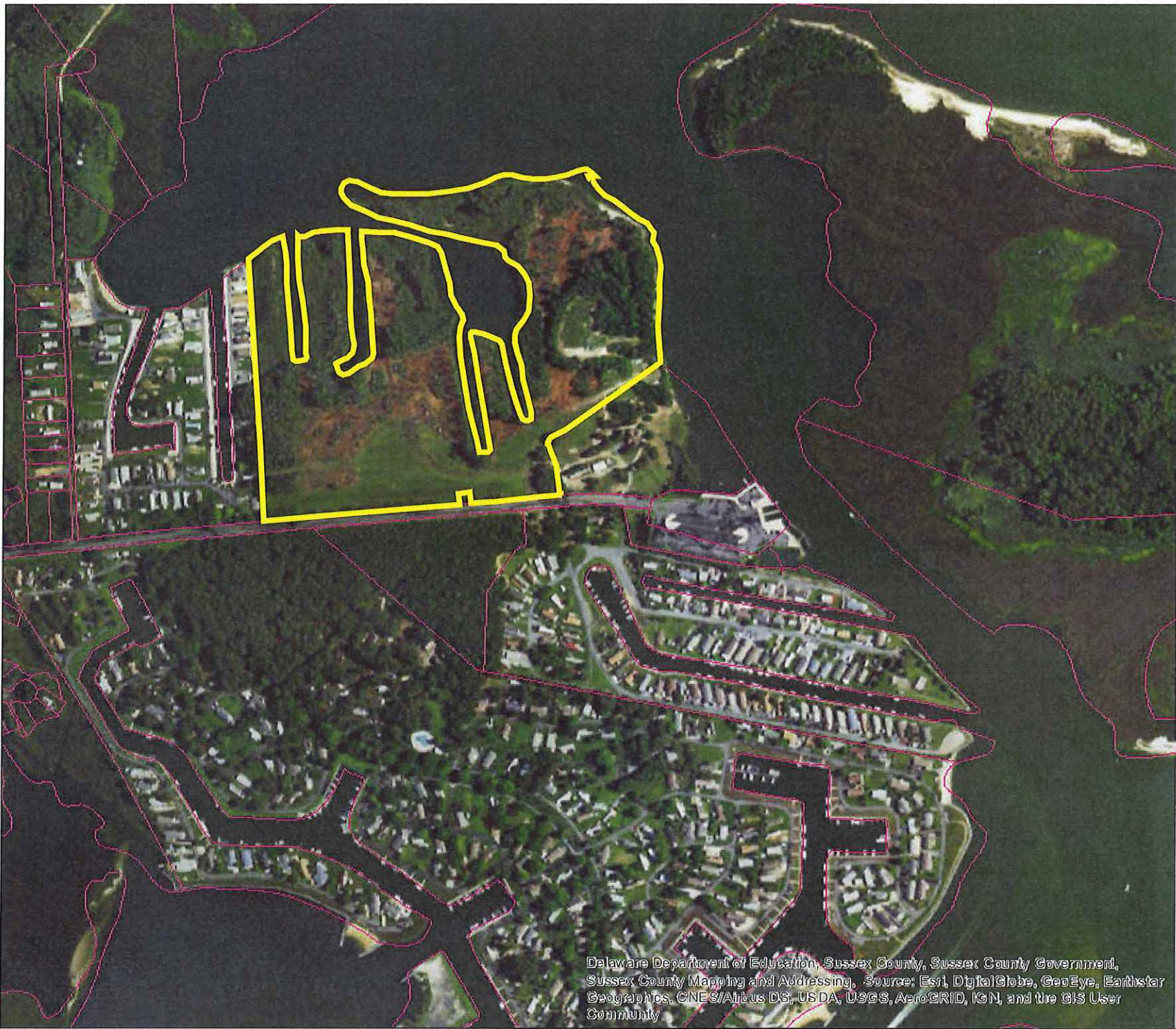
Motion by Mr. Hopkins, seconded by Ms. Stevenson, and carried unanimously to defer action for further consideration. Motion carried 5-0.

At their meeting of August 24, 2017, the Commission discussed this application which has been deferred since July 27, 2017.

Mr. Hopkins stated that he would move that the Commission recommend denial of CU #2089 for Massey's Landing Properties, LLC to amend Condition Number 9 of Ordinance No. 2378 for Conditional Use #1963 relating to "Park Model RVs" and campground food trailers based on the record made during the public hearing and for the following reasons:

1. The Applicant is requesting a modification of Condition #9 of the Conditional Use approval for The Resort at Massey's Landing to allow "Park Model RVs" and campground food trailers to either be stored on paved areas outside of the floodplain or to be tied down like a manufactured home according to Section 115-141.5B(3) of the Zoning Code.
2. The applicants are basically asking to convert "Park Model RVs" into permanently located manufactured homes on campsites.
3. Section 115-141.5B(3) states that a manufactured home in this location must be elevated on a permanent, reinforced foundation with anchors and tie-downs. They become permanent structures.
4. Section 115-172.H(9) states that no permanent structures for human occupation or manufactured homes other than one used by the park manager are permitted in a campground. This section prohibits the conversion of these RVs into permanently anchored structures like a manufactured home.
5. Council made the determination that these units must be completely removed from the property when they approved the Campground Ordinance because a large area of the campground is in a flood zone and the entire site is known by everyone to be historically prone to flooding. There is nothing in the record that has convinced me that these conditions of approval should be revised.
6. My motion is for a recommendation of denial for the requested changes to the conditions of Conditional Use #1963

Motion by Mr. Hopkins, seconded by Mr. Wheatley, and carried unanimously to forward this application to the Sussex County Council with the recommendation that the application be denied for the reasons stated. Motion carried 5-0.



Addresses / Parcels

□ TaxParcels

Council Districts

□ Fire Districts

□ County District 01

□ County District 02

□ County District 03

□ County District 04

□ County District 05

□ County Boundaries

Schools/Libraries

▮ School Buildings (Various)

▮ School Library

▮ Public Library

▮ Special Library

▮ DOE School Districts

▮ DOE VoTech School Districts

Hydrology

▬ Streams / Rivers

▬ Lakes, Ponds, Bays

Flood Zones

▬ 0.2% Annual Chance Flood Hazard

▬ A

▬ AE

▬ AO

▬ Open Water

▬ VE

▬ Public Protected Lands

▬ Municipalities

▬ Communities

▬ Boundaries State County

Delaware Department of Education, Sussex County, Sussex County Government, Sussex County Mapping and Addressing, Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community





Addresses / Parcels

□ Tax Parcels

Council Districts

- Fire Districts
- County District 01
- County District 02
- County District 03
- County District 04
- County District 05

□ County Boundaries

Schools/Libraries

- 🏫 School Buildings (Various)
- 📖 School Library
- 📖 Public Library
- 📖 Special Library
- 🏫 DOE School Districts
- 🏫 DOE VoTech School Districts

Hydrology

- 🌊 Streams / Rivers
- 🌊 Lakes, Ponds, Bays

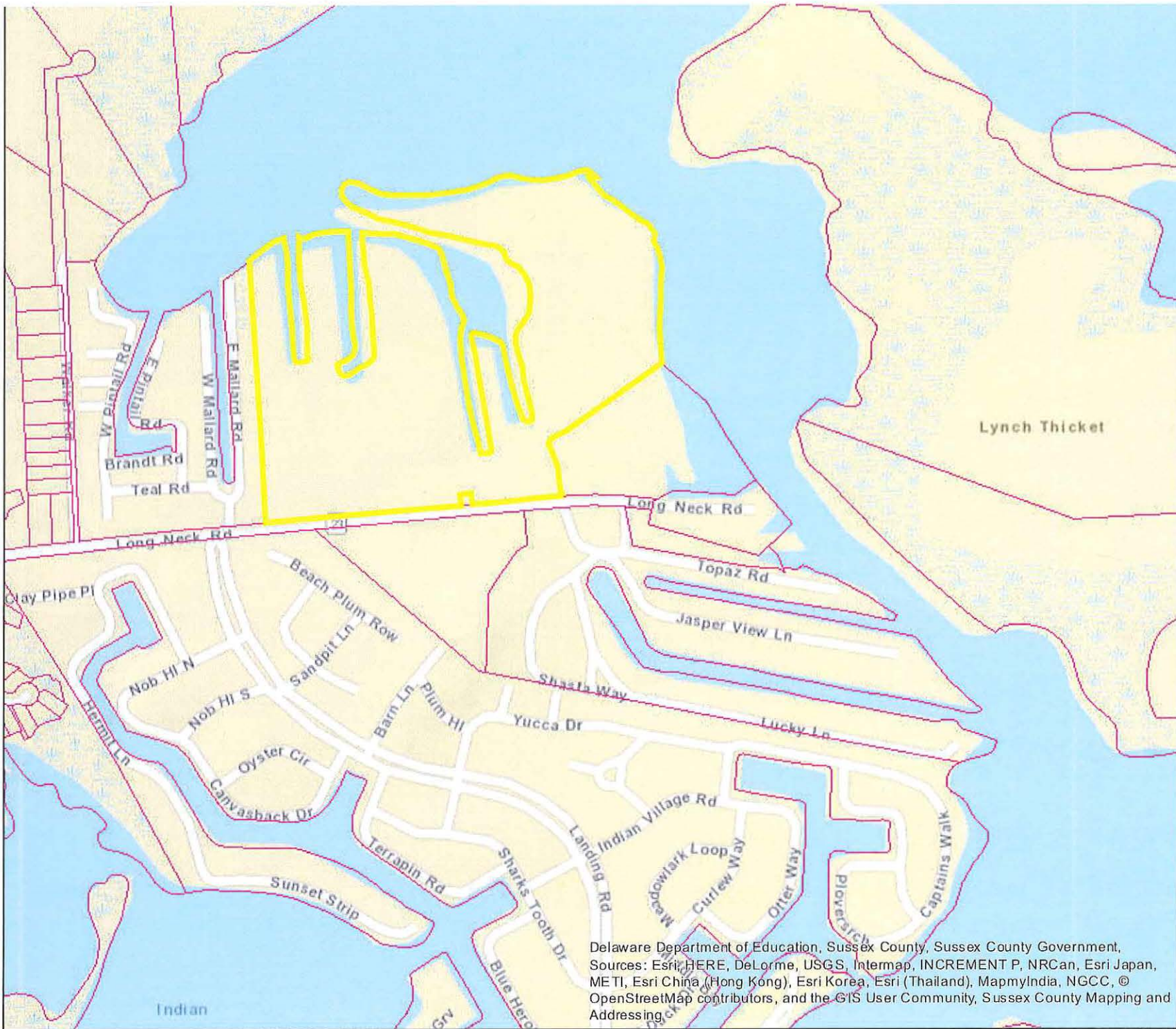
Flood Zones

- 🟡 0.2% Annual Chance Flood Hazard
- A
- AE
- AO
- 🌊 Open Water
- 🟣 VE

- 🟢 Public Protected Lands
- 🏘 Municipalities
- 🏘 Communities
- 🏘 Boundaries State County

Delaware Department of Education, Sussex County, Sussex County Government,
 Sources: Esri, HERE, DeLorme, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), MapmyIndia, NGCC, © OpenStreetMap contributors, and the GIS User Community, Sussex County Mapping and Addressing





Addresses / Parcels

□ Tax Parcels

Council Districts

□ Fire Districts

□ County District 01

□ County District 02

□ County District 03

□ County District 04

□ County District 05

□ County Boundaries

Schools/Libraries

🏫 School Buildings (Various)

📖 School Library

📖 Public Library

📖 Special Library

📖 DOE School Districts

📖 DOE VoTech School Districts

Hydrology

🌊 Streams / Rivers

🟦 Lakes, Ponds, Bays

Flood Zones

🟡 0.2% Annual Chance Flood Hazard

□ A

□ AE

□ AO

🟦 Open Water

🟪 VE

☁ Public Protected Lands

⋮ Municipalities

⋮ Communities

⋮ Boundaries State County

Delaware Department of Education, Sussex County, Sussex County Government, Sources: Esri, HERE, DeLorme, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), MapmyIndia, NGCC, © OpenStreetMap contributors, and the GIS User Community, Sussex County Mapping and Addressing.



Sussex County Map



Introduced 05/16/17

Council District No. 4 – Cole

Tax I.D. No. 234-25.00-31.02, 234-25.00-31.05, 234-25.00-31.04, and 234-25.00-31.00

911 Address: 36625 Long Neck Road and 20628 Long Beach Drive, Millsboro

ORDINANCE NO. ____

AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR AN AMENDMENT TO ORDINANCE NO. 2378 FOR CONDITIONAL USE NO. 1963 FOR A CAMPGROUND TO AMEND CONDITION OF APPROVAL NO. 9 RELATING TO PARKING OF “PARK MODEL RV’S” AND CAMPGROUND FOOD TRAILER(S) TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN INDIAN RIVER HUNDRED, SUSSEX COUNTY, CONTAINING 54.33 ACRES, MORE OR LESS

WHEREAS, on the 27th day of March 2017, a conditional use application, denominated Conditional Use No. 2089, was filed on behalf of Massey’s Landing Properties, LLC; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the Planning and Zoning Commission of Sussex County and said Planning and Zoning Commission recommended that Conditional Use No. 2089 be _____; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the County Council of Sussex County and the County Council of Sussex County determined, based on the findings of facts, that said conditional use is in accordance with the Comprehensive Development Plan and promotes the health, safety, morals, convenience, order, prosperity and welfare of the present and future inhabitants of Sussex County, and that the conditional use is for the general convenience and welfare of the inhabitants of Sussex County.

NOW, THEREFORE, THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. That Chapter 115, Article IV, Subsection 115-22, Code of Sussex County, be amended by adding the designation of Conditional Use No. 2089 as it applies to the property hereinafter described.

Section 2. The subject property is described as follows:

ALL that certain tract, piece or parcel of land lying and being situate in Indian River Hundred, Sussex County, Delaware, and lying on both sides of the eastern end of Long Neck Road, and being more particularly described per the attached deed prepared by Morris James, LLP, said parcel containing 54.33 acres, more or less.

This Ordinance shall take effect immediately upon its adoption by majority vote of all members of the County Council of Sussex County, Delaware.

ROBERT C. WHEATLEY, CHAIRMAN
MARTIN L. ROSS, VICE CHAIRMAN
R. KELLER HOPKINS
DOUGLAS B HUDSON
KIM HOEY STEVENSON



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GEORGETOWN, DE 19947
(302) 855-7878 T
(302) 854-5079 F
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Sussex County Planning & Zoning Commission

PLANNING AND ZONING AND COUNTY COUNCIL INFORMATION SHEET
Planning Commission Public Hearing Date July 27, 2017

Application: CU 2090 Edgar Reyes Hernandez KH

Applicant/Owner: Edgar Reyes Hernandez
25203 Zoar Rd.
Georgetown, DE 19947

Site Location: 25203 Zoar Rd.
North side of Zoar Rd. approximately 773 ft. west of Gravel Hill Rd.

Zoning: AR-1 (Agricultural Residential District)

Current Use: Residential

Proposed Use: Shop for Painting Business

Comprehensive Land
Use Plan Reference: Low Density Areas

Councilmatic
District: Mr. Burton

School District: Indian River School District

Fire District: Millsboro Fire District

Sewer: Private on-site septic

Water: Private on-site well

Site Area: 1.4583 ac. +/-

Tax Map ID.: 234-14.00-30.01



JANELLE M. CORNWELL, AICP
PLANNING & ZONING DIRECTOR
(302) 855-7878 T
(302) 854-5079 F
janelle.cornwell@sussexcountyde.gov



Sussex County

DELAWARE
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Memorandum

To: Sussex County Planning Commission Members
From: Janelle Cornwell, AICP, Planning & Zoning Director
CC: Vince Robertson, Assistant County Attorney and applicant
Date: July 20, 2017
RE: Staff Analysis for CU 2090 Edgar Reyes Hernandez

This memo is to provide background and analysis for the Planning Commission to consider as a part of application CU 2090 Edgar Reyes Hernandez to be reviewed during the July 27, 2017 Planning Commission Meeting. This analysis should be included in the record of this application and is subject to comments and information that may be presented during the public hearing.

The request is for a Conditional Use for parcel 234-14.00-30.01 to allow for the use as a shop for a painting business. The size of the property to be used for the Conditional Use is 1.4583 ac. +/- . The property is zoned AR-1 (Agricultural Residential District).

The 2008 Sussex County Comprehensive Plan Update (Comprehensive Plan) provides a framework of how land is to be developed. As part of the Comprehensive Plan a Future Land Use Map is included to help determine how land should be zoned to ensure responsible development. The Future Land Use map indicates that the properties have the land use designation Low Density Areas.

The surrounding land uses to the north, south, east and west are Low Density Areas. The Low Density Areas land use designation recognizes that business development should be largely confined to businesses that address the needs of single family residences and agriculture. It should also permit industrial uses that support or depend on agricultural uses. The focus of retail and office should provide convenience goods and services to nearby residents and should be limited in their location, size and hours of operation. More intense commercial uses such as auto repair and gasoline sales should be avoided in these areas.

The property is zoned AR-1 (Agricultural Residential District). The properties to the north, south, east and west are zoned AR-1 (Agricultural Residential District). There are no known Conditional Uses in the area.

Based on the analysis of the land use, surrounding zoning and uses, the Conditional Use request to allow for a shop for a painting business could be considered consistent with the land use, surrounding zoning and uses.



JANELLE M. CORNWELL, AICP
PLANNING & ZONING DIRECTOR
(302) 855-7878 T
(302) 854-5079 F
janelle.cornwell@sussexcountyde.gov



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Memorandum

To: Sussex County Council Members

From: Janelle Cornwell, AICP, Planning & Zoning Director

CC: Everett Moore, County Attorney

Date: August 24, 2017

RE: County Council Report for CU 2090 Edgar Reyes Hernandez

The Planning and Zoning Department received an application (CU 2090 Edgar Reyes Hernandez) to allow for Shop for Painting Business. The Planning and Zoning Commission held a public hearing on July 27, 2017. The following are the minutes and motion for the Change of Zone from the Planning and Zoning Commission meeting.

Ms. Cornwell advised the Commission that comments from Sussex Conservation District; a Service Level Evaluation from DelDOT indicating a Traffic Impact Study was not required; and a staff analysis were submitted into the record as part of the application.

The Commission found Mr. Edgar Reyes, the property owner and Angelica Flores were present on behalf of the application; that that the application is for a Conditional Use for a shop to run a painting business and storage; that no business will be conducted on the premise; that they have 10–15 trucks and 25 employees; that employees come to the shop to get materials and equipment then go to the job site; that not all trucks return to the shop each night as some employees take vehicles home; that business hours are from 7am to 5:30 pm Monday thru Saturday; that the applicant wants to put a sign on the property for the business; that the lot is 1.4 acres in size; that there is a daycare across the street and a poultry business down the road.

The Commission found there were no parties in support of this application.

The Commission found that Mr. John Ingle and Mrs. Joan Ingle spoke in opposition to the application; that the Ingles' are adjacent neighbors; that since the Reyes' built the shop the Ingles' have issues with flooding; that there are no other commercial business in the neighborhood; that this is a residential area, not a commercial area; that the employees arrive at work between 5:30 and 5:45 am and there is considerable amount of noise from employees loading ladders and other equipment onto the trucks; that the neighbors are otherwise good neighbors; that Mrs. Ingle stated Mr. Reyes told her he had 40–42 employees; that they park 15–18 vehicles parked on the property every day all day; that sometimes the employees would have loud parties after work.

There was discussion about the application.



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GEORGETOWN, DELAWARE

Motion by Mr. Hopkins, seconded by Ms. Stevenson, and carried unanimously to defer action for further consideration. Motion carried 5-0.

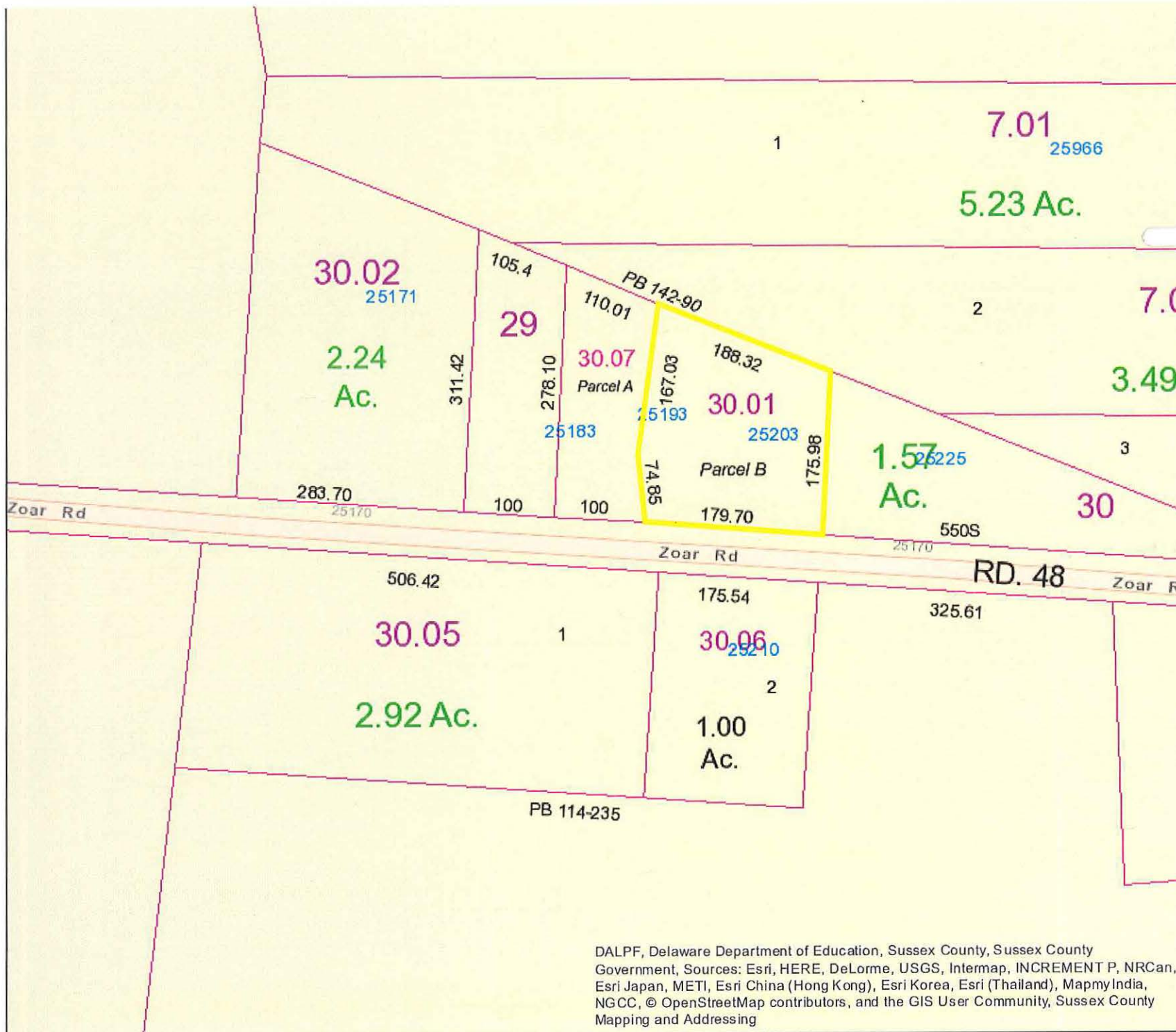
At their meeting of August 10, 2017, the Commission discussed this application which has been deferred since July 27, 2017.

Mr. Hopkins stated that he would move that the Commission recommend approval of Conditional 2090 for Edgar Reyes Hernandez for a shop for a painting business and storage based upon the record made during the public hearing and for the following reasons:

1. The use is situated on a 1.45 acre parcel of land. It is situated among other larger parcels of land. With the conditions and stipulations of approval, the use will not have a negative impact on the neighboring properties or roadways.
2. No work is done at the site, and most of the employees start the workday at offsite job locations. The existing buildings will only be used to store materials and equipment associated with the use.
3. The use is compatible with the area, which includes some other small businesses such as a day care and an upholstery shop.
4. Small family businesses such as this one are appropriate in the Low Density Area according to the Sussex County Land Use Plan. The Plan states that businesses that address the needs of agricultural and single family homes are appropriate in this Area. This small painting contractor is consistent with the direction given by the County's Plan.
5. This recommendation is subject to the following conditions:
 - A. The use shall be limited to a shop for a painting business and storage. The storage shall only be used for materials directly associated with the painting business.
 - B. There shall be no retail sales from the property.
 - C. There shall not be any outside storage of paint, equipment or other materials associated with the use.
 - D. All lighting on the site shall be downward screened so that it does not shine on neighboring properties or roadways.
 - E. Any dumpsters on the site are to be screened from the view of neighboring properties and roadways.
 - F. The applicant shall comply with all DelDOT requirements for entrance and roadway improvements.
 - G. The hours of operation shall be Monday through Saturday from 7:00 a.m. until 6:00 p.m. No deliveries to or from the site shall occur before 7:00 am.
 - H. Signage shall not exceed 32 square feet on each side and shall not be lighted.
 - I. All vehicle parking areas shall be clearly shown on the Final Site Plan and clearly marked on the site itself. All vehicles, including the applicant's vehicles and employees' vehicles, must only be parked within the designated areas.
 - J. No more than 15 vehicles may be parked on the site at any one time.
 - K. The use shall be limited to the existing buildings on the site. Any new or expanded buildings shall require a new public hearing.
 - L. Failure to comply with any of these conditions shall be grounds for the termination of the Conditional Use approval.

M. The Final Site Plan shall be subject to the review and approval of the Sussex County Planning and Zoning Commission.

Motion by Mr. Hopkins, seconded by Mr. Hudson, and carried unanimously to forward this application to the Sussex County Council with the recommendation that the application be approved for the reasons stated. Motion carried 5-0.



Addresses / Parcels

TaxParcels

Council Districts

Fire Districts

County District 01

County District 02

County District 03

County District 04

County District 05

County Boundaries

Schools/Libraries

School Buildings (Various)

School Library

Public Library

Special Library

DOE School Districts

DOE VoTech School Districts

Hydrology

Streams / Rivers

Lakes, Ponds, Bays

Flood Zones

0.2% Annual Chance Flood Hazard

A

AE

AO

Open Water

VE

Public Protected Lands

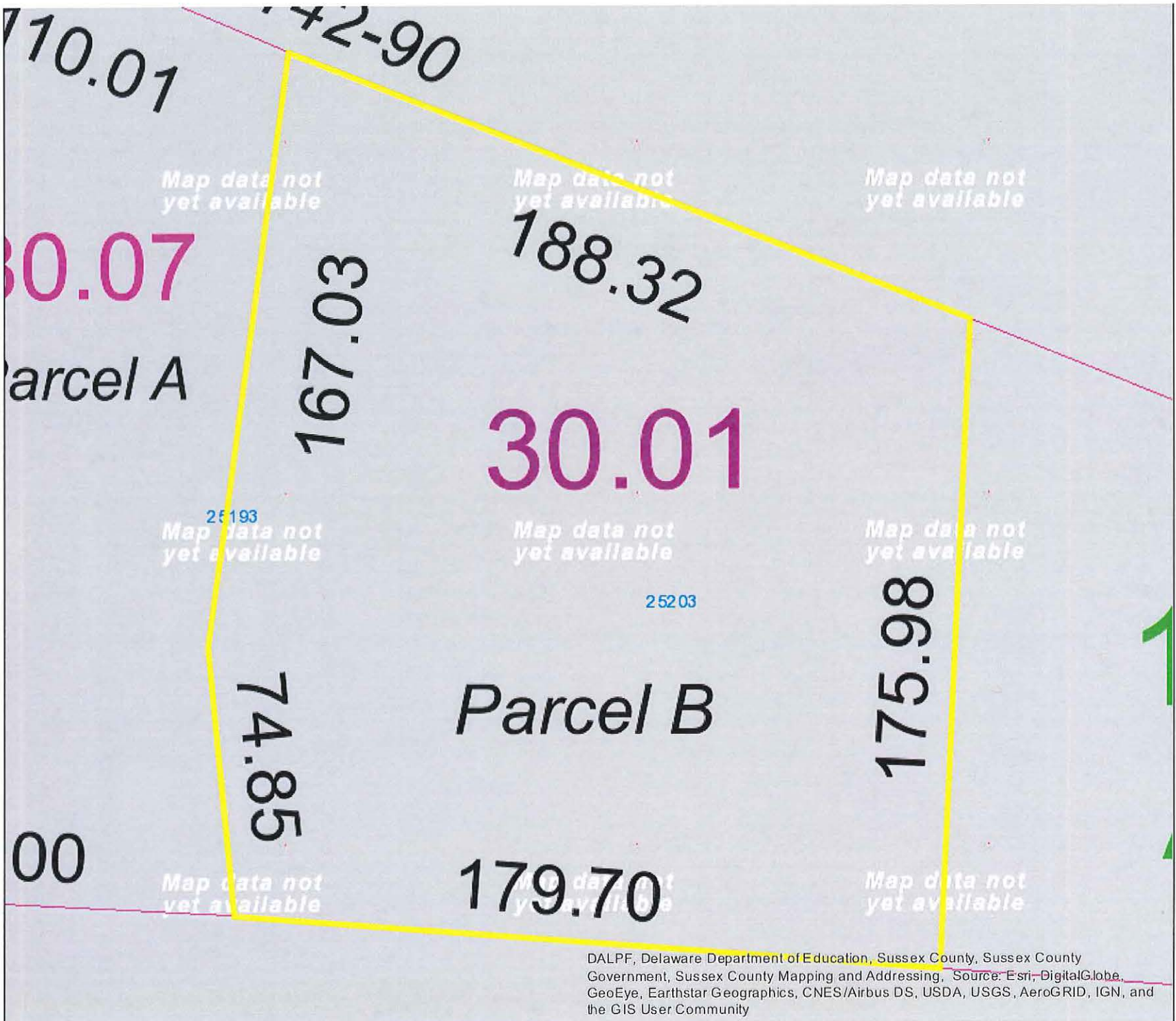
Municipalities

Communities

Boundaries State County

DALPF, Delaware Department of Education, Sussex County, Sussex County Government, Sources: Esri, HERE, DeLorme, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), MapmyIndia, NGCC, © OpenStreetMap contributors, and the GIS User Community, Sussex County Mapping and Addressing





Addresses / Parcels

□ TaxParcels

Council Districts

□ Fire Districts

□ County District 01

□ County District 02

□ County District 03

□ County District 04

□ County District 05

□ County Boundaries

Schools/Libraries

▤ School Buildings (Various)

▤ School Library

▤ Public Library

▤ Special Library

▤ DOE School Districts

▤ DOE VoTech School Districts

Hydrology

~ Streams / Rivers

■ Lakes, Ponds, Bays

Flood Zones

■ 0.2% Annual Chance Flood Hazard

□ A

□ AE

□ AO

■ Open Water

■ VE

▬ Public Protected Lands

▬ Municipalities

▬ Communities

▬ Boundaries State County

DALPF, Delaware Department of Education, Sussex County, Sussex County Government, Sussex County Mapping and Addressing, Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community



Introduced 04/25/17

**Council District No. 3 – Burton
Tax I.D. No. 234-14.00-30.01
911 Address: 25203 Zoar Road, Georgetown**

ORDINANCE NO. ____

AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A SHOP FOR PAINTING BUSINESS AND STORAGE TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN INDIAN RIVER HUNDRED, SUSSEX COUNTY, CONTAINING 1.4583 ACRES, MORE OR LESS

WHEREAS, on the 28th day of March 2017, a conditional use application, denominated Conditional Use No. 2090, was filed on behalf of Edgar Reyes Hernandez; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the Planning and Zoning Commission of Sussex County and said Planning and Zoning Commission recommended that Conditional Use No. 2090 be _____; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the County Council of Sussex County and the County Council of Sussex County determined, based on the findings of facts, that said conditional use is in accordance with the Comprehensive Development Plan and promotes the health, safety, morals, convenience, order, prosperity and welfare of the present and future inhabitants of Sussex County, and that the conditional use is for the general convenience and welfare of the inhabitants of Sussex County.

NOW, THEREFORE, THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. That Chapter 115, Article IV, Subsection 115-22, Code of Sussex County, be amended by adding the designation of Conditional Use No. 2090 as it applies to the property hereinafter described.

Section 2. The subject property is described as follows:

ALL that certain tract, piece or parcel of land lying and being situate in Indian River Hundred, Sussex County, Delaware, and lying on the north side of Zoar Road, approximately 748 feet west of Gravel Hill Road, and being more particularly described in the attached deed prepared by Haller & Hudson, said parcel containing 1.4583 acres, more or less.

This Ordinance shall take effect immediately upon its adoption by majority vote of all members of the County Council of Sussex County, Delaware.

ROBERT C. WHEATLEY, CHAIRMAN
MARTIN L. ROSS, VICE CHAIRMAN
R. KELLER HOPKINS
DOUGLAS B HUDSON
KIM HOEY STEVENSON



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GEORGETOWN, DE 19947
(302) 855-7878 T
(302) 854-5079 F
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Sussex County Planning & Zoning Commission

PLANNING AND ZONING AND COUNTY COUNCIL INFORMATION SHEET
Planning Commission Public Hearing Date July 27, 2017

Application: CU 2095 Sposato Investments, LLC DH

Applicant/Owner: Sposato Investments, LLC
16181 Hudson Rd.
Milton, DE 19968

Site Location: 34742 Rickards Rd.
South side of Rickard Rd. approximately 0.62 mile northeast of Daisey Rd.

Zoning: AR-1 (Agricultural Residential District)

Current Use: Landscaping Business with Outdoor Storage

Proposed Use: Amend Condition of approval of Conditional Use 1446

Comprehensive Land
Use Plan Reference: Low Density Areas

Councilmatic
District: Mr. Arlett

School District: Indian River School District

Fire District: Roxana Fire District

Sewer: Private on-site septic

Water: Private on-site well

Site Area: 5.0 ac. +/-

Tax Map ID.: 134-18.00-31.01 and 31.02



COUNTY ADMINISTRATIVE OFFICES
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GEORGETOWN, DELAWARE 19947

JANELLE M. CORNWELL, AICP
PLANNING & ZONING DIRECTOR
(302) 855-7878 T
(302) 854-5079 F
janelle.cornwell@sussexcountype.gov



Sussex County

DELAWARE
sussexcountype.gov

Memorandum

To: Sussex County Planning Commission Members
From: Janelle Cornwell, AICP, Planning & Zoning Director
CC: Vince Robertson, Assistant County Attorney and applicant
Date: July 20, 2017
RE: Staff Analysis for CU 2095 Sposato Investments, LLC

This memo is to provide background and analysis for the Planning Commission to consider as a part of application CU 2095 Sposato Investments, LLC to be reviewed during the July 27, 2017 Planning Commission Meeting. This analysis should be included in the record of this application and is subject to comments and information that may be presented during the public hearing.

The request is for a Conditional Use for parcels 134-18.00-31.01 and 31.02 to allow for the amendment of a condition of approval of Conditional Use 1446. The size of the property to be used for the Conditional Use is 5.0 ac. +/- . The property is zoned AR-1 (Agricultural Residential District).

The 2008 Sussex County Comprehensive Plan Update (Comprehensive Plan) provides a framework of how land is to be developed. As part of the Comprehensive Plan a Future Land Use Map is included to help determine how land should be zoned to ensure responsible development. The Future Land Use map indicates that the properties have the land use designation Low Density Areas.

The Planning Commission originally held a public hearing on March 20, 2002. The County Council approved the Conditional Use on April 9, 2002. The County Council approved the Conditional Use for a landscape business with a number of conditions. The County Council amended Condition #3; therefore, the request to amend this condition requires a public hearing before the Planning Commission and County Council.

The applicant is requesting to amend condition #3 to state that "Business Hours: to allow 3 mechanics to arrive at 5am, management to arrive at 6am and remaining employees to arrive at 6:30am to prepare for daily operations with the daily end time to be 7pm. There shall be no Sunday hours."

Condition #3 currently states "Business hours shall be from 7:00am to 7:00pm. There shall be no Sunday hours."



JANELLE M. CORNWELL, AICP
PLANNING & ZONING DIRECTOR
(302) 855-7878 T
(302) 854-5079 F
janelle.cornwell@sussexcountyde.gov



Sussex County
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Memorandum

To: Sussex County Council Members

From: Janelle Cornwell, AICP, Planning & Zoning Director

CC: Everett Moore, County Attorney

Date: August 24, 2017

RE: County Council Report for CU 2095 Sposato Investments, LLC

The Planning and Zoning Department received an application (CU 2095 Sposato Investments, LLC) to allow for an amendment for a condition of approval of Conditional Use 1446. The Planning and Zoning Commission held a public hearing on July 27, 2017. The following are the minutes and motion for the Change of Zone from the Planning and Zoning Commission meeting.

Ms. Cornwell advised the Commission that comments from Sussex Conservation District; and a staff analysis were submitted into the record.

The Commission found that Ms. Shannon Carmean Burton, attorney with Sergevic Carmean Weidman McCartney and Owens, Tony Sposato, President of Sposato Investments LLC and Sposato Landscape Company Inc, and Rich McCracken Sposato Landscape Ocean View Branch Manager were present on behalf of the application; that an exhibit book was provided; that Sposato Landscape is located on approximately 5 acres; that the business has been in operation for over 20 years; that the applicant is requesting to amend Condition 3 of the Conditional Use approved in 2002 and modified in 2016 to modify the operational hours to allow three mechanics to arrive at 5 am, management to arrive at 6am and the remaining employees to arrive at 6:30 am to prepare for daily operations; that the daily end time would be 7pm; that there shall be no Sunday hours of operation; that currently business hours are 7am to 7 pm Monday thru Saturday; that Mr. Sposato did not realize he could not have employees onsite prior to 7am; that the property is located in an agricultural and residential area; that there are 2 other business in the area one being a poultry operation and one being an electrical contracting business; that most of the neighbors and adjacent neighbors have submitted letters of approval which were contained in the exhibit book; that Mr. Sposato has 2 signs on the property asking employees to be respectful of neighbors; that Mr. Sposato makes every effort to minimize impact to neighbors, including asking drivers to avoid driving past one neighbor's property; that the company makes every attempt to be a good neighbor and minimize impacts to the neighborhood; that customers do not come to the site; that there is no signage advertising the business; that there is a forested buffer surrounding the property; that mechanics make every effort to do repair work inside the shop, though there are some instances that work may need to be done outside; that Mr. Sposato said it is rare that equipment backfires on the property; that Sposato Landscape Company is a nationally recognized landscape firm; that Mr.



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McCracken indicated the trucks are coming back around 6:30pm; that mechanics are working on equipment inside shop prior to loading trucks and going on road by 7am.

The Commission found there were ten (10) parties in support of this application.

The Commission found Mr. Mike Kwiecien and Mr. Don Sousa opposed to the application; that Mr. Kwiecien is a neighbor and has concerns with travel, traffic, noise; the number of trucks delivering mulch and supplies; grinding mulch, employees trespassing on his property, trucks driving on the wrong side of the road, safety of kids getting on school bus when trucks and trailers are coming and going; that he has been fighting this for 16 years; that others in the neighborhood have concerns; that this is a quality of life issue; that the road is an old country road; that he wants the conditional use removed; that Mr. Sousa stated the chipper is very loud; that the Sposato's have been good neighbors at times, but he has concerns with the expansion of the new hours and wants to keep it as it is.

There was discussion about the application.

Motion by Mr. Hudson, seconded by Ms. Stevenson, and carried unanimously to defer action for further consideration. Motion carried 5-0.

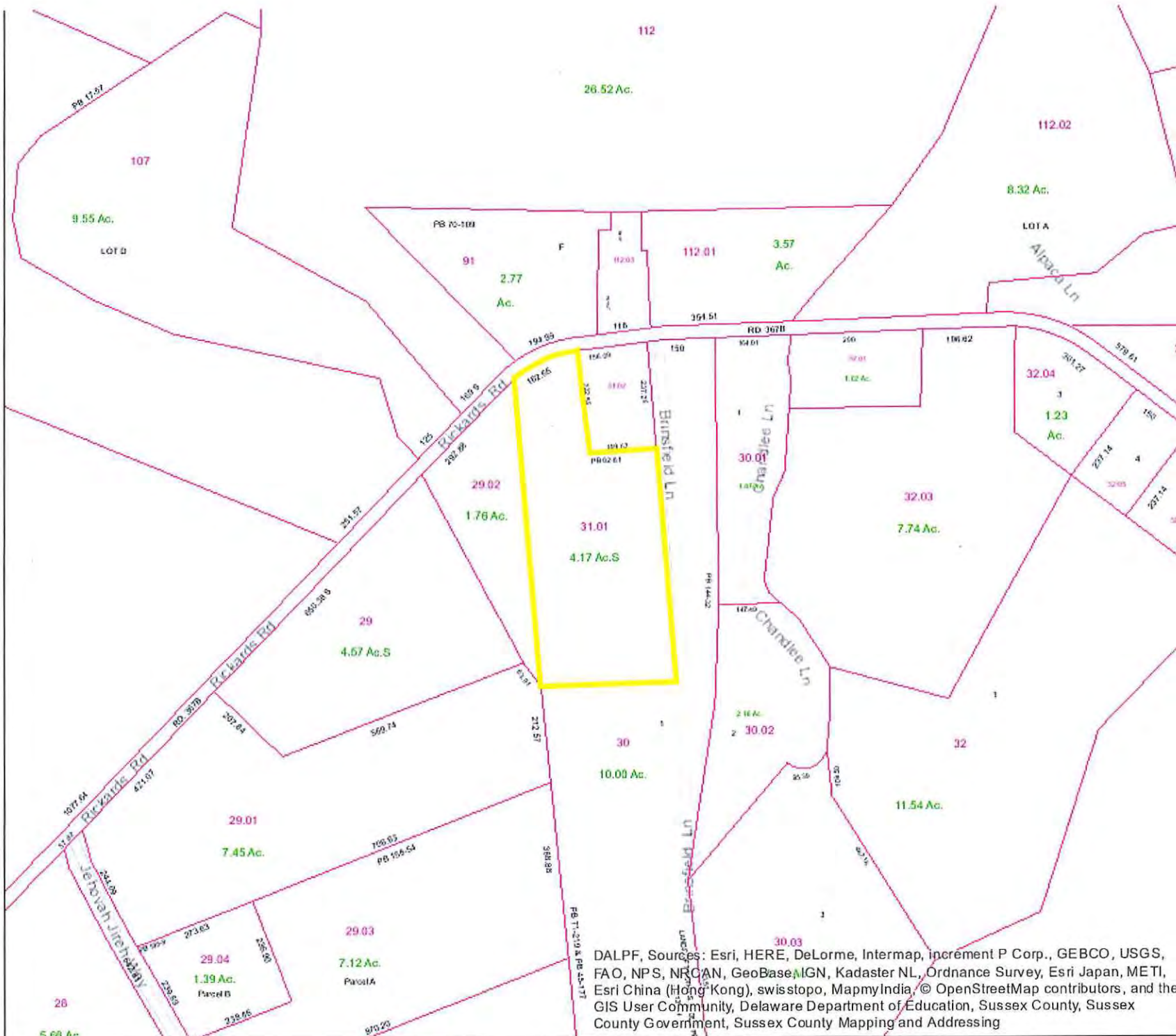
At their meeting of August 10, 2017, the Commission discussed this application which has been deferred since July 27, 2017.

Mr. Hudson stated that he would move that the Commission recommend partially approval the application of Sposato Investments, LLC to amend Condition Number 3 of prior Conditional Use #1446 and Ordinance #1533 regarding hours of operation based upon the record made during the public hearing and for the following reasons:

1. County Council approved this Conditional Use in 2002 for a landscaping business. There were several conditions attached to this approval.
2. Currently, Condition Number 3 of the Conditional Use states that "Business Hours shall be from 7:00 am until 7:00 pm. There shall be no Sunday hours."
3. The applicant seeks to amend Condition Number 3 to generally state:
"Business Hours: 3 mechanics may arrive on site at 5:00 am; management may arrive on site at 6:00 am; and the remaining employees to arrive at 6:30 am to prepare for daily operations with the daily end of all operations by 7:00 pm. There shall be no Sunday hours."
4. The applicant has stated that it is necessary for some of his employees to be on site early in the morning to keep the landscaping equipment maintained and ready to go out. And, the employees must arrive prior to 7:00 am so that they can get the company equipment and vehicles to the various job sites on time.
5. There were many letters in support of the request, including letters from surrounding property owners. There was opposition from an adjacent property owner, although his residence is approximately 660 feet from the boundary of the applicant's property. The objections referenced early morning noise and traffic related to the operations occurring at the site.
6. The approved conditional use is located in an otherwise agricultural and residential area. There must be some expectation of noise from nearby permitted agricultural uses, but

- not on a daily basis starting at 5:00 am.
7. While I am not concerned about managers or employees arriving prior to 7:00, I do not believe that it is appropriate to allow mechanical and maintenance work on the vehicles and equipment to start at 5:00 am, 6 days a week. That is not compatible with the residential surroundings.
 8. For all of these reasons, an appropriate amendment to Condition # 3 of Conditional Use #1446 and Ordinance # 1533 is as follows:
“Business Hours shall be from 6:00 am until 7:00 pm, Monday through Saturday. There shall not be any Sunday hours of operation. All employees may arrive on site no earlier than 6:00 am. However, no outdoor maintenance or mechanical work shall occur prior to 7:00 am, and no power equipment may be operated outdoors on the site until 7:00 am.”

Motion by Mr. Hudson, seconded by Mr. Hopkins, and carried unanimously to forward this application to the Sussex County Council with the recommendation that the application be approved for the reasons stated. Motion carried 5-0.



Addresses / Parcels

□ TaxParcels

Council Districts

□ Fire Districts

□ County District 01

□ County District 02

□ County District 03

□ County District 04

□ County District 05

□ County Boundaries

Schools/Libraries

🏫 School Buildings (Various)

📖 School Library

📖 Public Library

📖 Special Library

📖 DOE School Districts

📖 DOE VoTech School Districts

Hydrology

🌊 Streams / Rivers

🌊 Lakes, Ponds, Bays

Flood Zones

🟡 0.2% Annual Chance Flood Hazard

□ A

□ AE

□ AO

□ Open Water

□ VE

🌿 Public Protected Lands

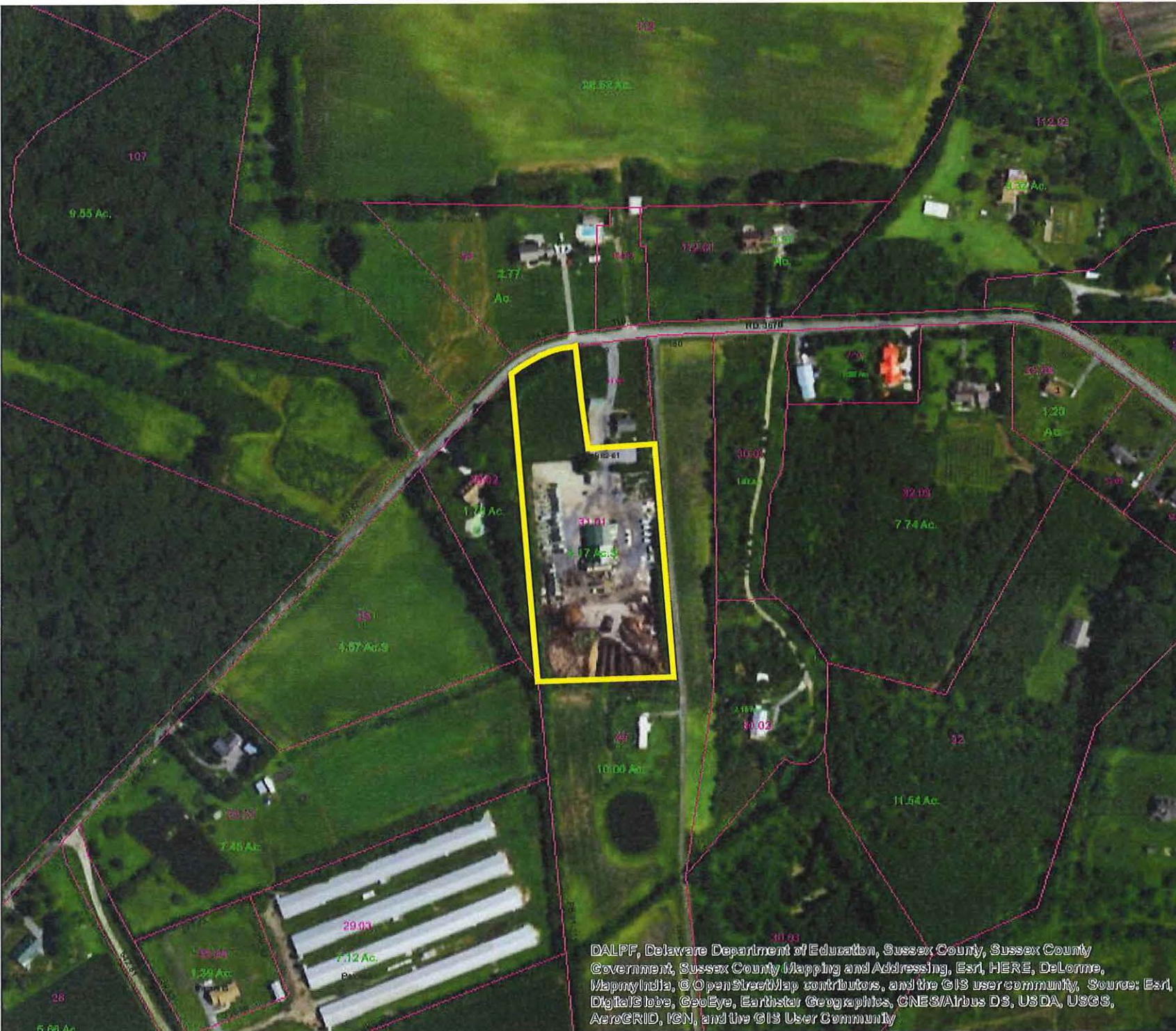
🏘 Municipalities

🏘 Communities

🏘 Boundaries State County

DALPF, Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community, Delaware Department of Education, Sussex County, Sussex County Government, Sussex County Mapping and Addressing





Addresses / Parcels

■ TaxParcels

Council Districts

■ Fire Districts

■ County District 01

■ County District 02

■ County District 03

■ County District 04

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Schools/Libraries

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📖 Special Library

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📖 DOE VoTech School Districts

Hydrology

🌊 Streams / Rivers

🌊 Lakes, Ponds, Bays

Flood Zones

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□ A

□ AE

□ AO

🟦 Open Water

🟪 VE

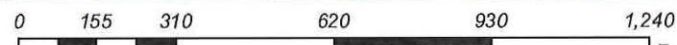
⬜ Public Protected Lands

⬜ Municipalities

⬜ Communities

⬜ Boundaries State County

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Addresses / Parcels

□ Tax Parcels

Council Districts

□ Fire Districts

□ County District 01

□ County District 02

□ County District 03

□ County District 04

□ County District 05

□ County Boundaries

Schools/Libraries

□ School Buildings (Various)

□ School Library

□ Public Library

□ Special Library

□ DOE School Districts

□ DOE VoTech School Districts

Hydrology

□ Streams / Rivers

□ Lakes, Ponds, Bays

Flood Zones

□ 0.2% Annual Chance Flood Hazard

□ A

□ AE

□ AO

□ Open Water

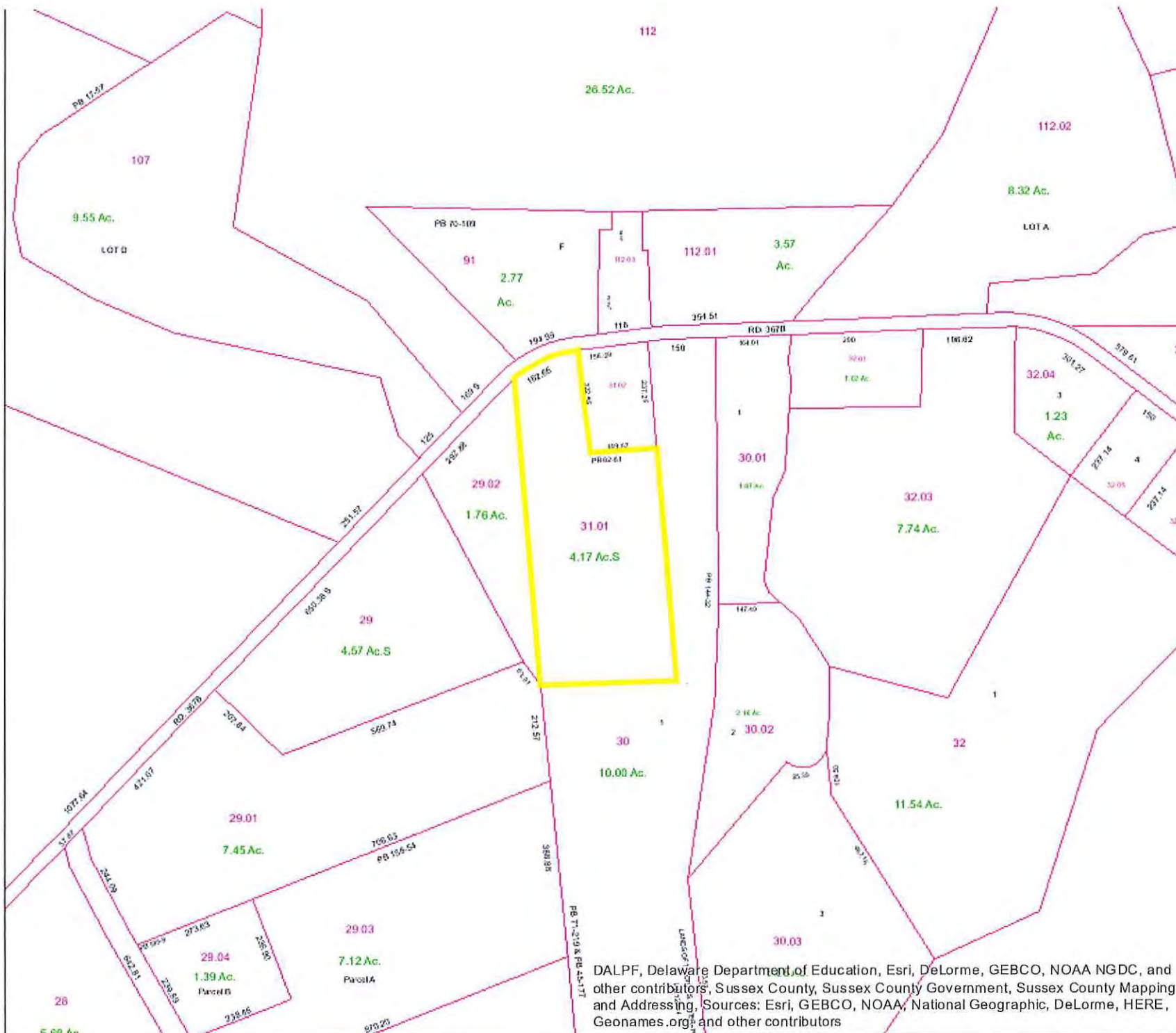
□ VE

□ Public Protected Lands

□ Municipalities

□ Communities

□ Boundaries State County



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Introduced 05/16/17

**Council District No. 5 – Arlett
Tax I.D. No. 134-18.00-31.01 and 134-18.00-31.02
911 Address: 34742 Rickards Road, Frankford**

ORDINANCE NO. ____

AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR AN AMENDMENT TO ORDINANCE NO. 1533 FOR CONDITIONAL USE NO. 1446 FOR A LANDSCAPING BUSINESS WITH OUTDOOR STORAGE TO REQUEST AN AMENDMENT TO CONDITION NO. 3 REGARDING HOURS OF OPERATION TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN BALTIMORE HUNDRED, SUSSEX COUNTY, CONTAINING 5.0 ACRES, MORE OR LESS

WHEREAS, on the 5th day of April 2017, a conditional use application, denominated Conditional Use No. 2095, was filed on behalf of Sposato Investments, LLC; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the Planning and Zoning Commission of Sussex County and said Planning and Zoning Commission recommended that Conditional Use No. 2095 be _____; and

WHEREAS, on the ____ day of _____ 2017, a public hearing was held, after notice, before the County Council of Sussex County and the County Council of Sussex County determined, based on the findings of facts, that said conditional use is in accordance with the Comprehensive Development Plan and promotes the health, safety, morals, convenience, order, prosperity and welfare of the present and future inhabitants of Sussex County, and that the conditional use is for the general convenience and welfare of the inhabitants of Sussex County.

NOW, THEREFORE, THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. That Chapter 115, Article IV, Subsection 115-22, Code of Sussex County, be amended by adding the designation of Conditional Use No. 2095 as it applies to the property hereinafter described.

Section 2. The subject property is described as follows:

ALL that certain tract, piece or parcel of land lying and being situate in Baltimore Hundred, Sussex County, Delaware, and lying on the south side of Rickards Road, approximately 0.62 mile northeast of Daisey Road, and being more particularly described per the attached deed prepared by Tunnell & Raysor, P.A., said parcel containing 5.0 acres, more or less.

This Ordinance shall take effect immediately upon its adoption by majority vote of all members of the County Council of Sussex County, Delaware.