

Sussex County Council Public/Media Packet

**MEETING:
December 8, 2020**

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**Sussex County Council
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COUNTY COUNCIL

MICHAEL H. VINCENT, PRESIDENT
IRWIN G. BURTON III, VICE PRESIDENT
DOUGLAS B. HUDSON
JOHN L. RIELEY
SAMUEL R. WILSON JR.



Sussex County

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SUSSEX COUNTY COUNCIL

A G E N D A

DECEMBER 8, 2020

10:00 A.M.

PLEASE REVIEW MEETING INSTRUCTIONS AT THE BOTTOM OF THE AGENDA

Call to Order

Approval of Agenda

Approval of Minutes – December 1, 2020

Reading of Correspondence

Public Comments

Todd Lawson, County Administrator

1. Consideration of the City of Seaford's request for funding of the Western Sussex Business Campus
2. Administrator's Report

Gina Jennings, Finance Director

1. Quarterly Pension Update and Investment Recommendation

Brandy Nauman, Housing Coordinator & Fair Housing Compliance Officer

1. Sussex County Rental Program Presentation



10:30 a.m. Public Hearing

“AN ORDINANCE TO AMEND CHAPTER 26 OF THE CODE OF SUSSEX COUNTY RELATING TO PENSION BENEFITS FOR SUSSEX COUNTY EMPLOYEES REGARDING EMPLOYEE ELIGIBILITY AND CONTRIBUTIONS, AND TO BRING THE CODE INTO COMPLIANCE WITH THE UNITED STATES INTERNAL REVENUE CODE”

10:45 a.m. Public Hearings

ASSESSMENT ROLL FOR HERRING CREEK AREA OF THE UNIFIED SANITARY SEWER DISTRICT

“AN ORDINANCE ESTABLISHING THE ANNUAL ASSESSMENT RATES FOR THE HERRING CREEK AREA OF THE UNIFIED SEWER DISTRICT”

Hans Medlarz, County Engineer

1. Western Sussex Transmission Facilities, Contract 6: Office/Garage Building, Project S20-35
- A. Change Order No. 1

John Ashman, Director of Utility Planning

1. Mass annexation of individual parcels

Jamie Whitehouse, Planning and Zoning Director

1. Discussion and Possible Introduction of a Proposed Ordinance entitled “AN ORDINANCE TO AMEND CHAPTER 115, ARTICLE XXV, SECTION 115-194.3 OF THE CODE OF SUSSEX COUNTY REGARDING THE COASTAL AREA”

Grant Requests

1. Milton Fire Department for renovation/addition
2. Georgetown Little League for backstop replacement

Introduction of Proposed Zoning Ordinances

Council Members’ Comments

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

Possible action on Executive Session items

Adjourn

PLEASE REVIEW MEETING INSTRUCTIONS AT THE BOTTOM OF THE AGENDA.

In accordance with 29 Del.C. §10004(e)(2), this Agenda was posted on December 1, 2020 at 4:15 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 may be considered out of sequence.

Further meeting access instructions are listed below.

-MEETING INSTRUCTIONS-

The Sussex County Council is holding this meeting under the authority issued by Governor John C. Carney through Proclamation No. 17-3292.

The public is encouraged to view the meeting on-line. Any person attending in-person will be required to go through a wellness and security screening, including a no-touch temperature check. The public will be required to wear a facial mask.

Chambers seating capacity is limited and seating assignments will be enforced.

The meeting will be streamed live at <https://sussexcountye.gov/council-chamber-broadcast>.

The County is required to provide a dial-in number for the public to comment during the appropriate time of the meeting. **Note, the on-line stream experiences a 30-second delay.** Any person who dials in should listen to the teleconference audio to avoid the on-line stream delay.

To join the meeting via telephone, please dial:

Conference Number: 1-302-394-5036

Conference Code: 570176

Members of the public joining the meeting on the telephone will be provided an opportunity to make comments under the Public Comment section of the meeting and during the respective Public Hearing.

The Council meeting materials, including the “packet”, are electronically accessible on the County’s website at: <https://sussexcountye.gov/agendas-minutes/county-council>.

If any member of the public would like to submit comments electronically, please feel free to send them to rgriffith@sussexcountye.gov. All comments shall be submitted by 4:30 p.m. on Monday, December 7, 2020.

#

SUSSEX COUNTY COUNCIL - GEORGETOWN, DELAWARE, DECEMBER 1, 2020

A regularly scheduled meeting of the Sussex County Council was held on Tuesday, December 1, 2020, at 10:00 a.m., in Council Chambers, with the following present:

Michael H. Vincent	President
Irwin G. Burton III	Vice President
Douglas B. Hudson	Councilman
John L. Rieley	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 472 20
Amend
and
Approve
Agenda**

A Motion was made by Mr. Wilson, seconded by Mr. Rieley, to amend the Agenda by deleting “Executive Session – Land Acquisition pursuant to 29 Del.C.§10004(b)” and “Possible action on Executive Session items”, and to approve the Agenda, as amended.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

Minutes

The minutes of November 17, 2020 were approved by consent.

**Corre-
spondence**

Mr. Moore noted that correspondence was received from the following: COMMUNITY RESOURCE CENTER, DELAWARE HOSPICE, LIGHTHOUSE FOR BROKEN WINGS, DELAWARE ADOLESCENT PROGRAM, AND RONALD MCDONALD HOUSE OF DELAWARE.

**Public
Comments**

Public comments were heard and the following spoke: Robert Lawson.

**Board
Appoint-
ments**

Mr. Lawson reported on several Board appointments that need to be addressed.

**M 473 20
Approve
Appoint-
ment**

A Motion was made by Mr. Hudson, seconded by Mr. Wilson, that the Sussex County Council approves the reappointment of Scott Edmonston to the Sussex County Building Code Board of Adjustments & Appeals, effective January 1, 2021, for a term of four years.

**M 473 20
(continued)**

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

**M 474 20
Approve
Appoint-
ment**

A Motion was made by Mr. Hudson, seconded by Mr. Wilson, that the Sussex County Council approves the reappointment of Greg Hill to the Sussex County Building Code Board of Adjustments & Appeals, effective January 1, 2021, for a term of four years.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

**M 475 20
Approve
Appoint-
ment**

A Motion was made by Mr. Burton, seconded by Mr. Wilson, that the Sussex County Council approves the reappointment of James Clark to the Sussex County Building Code Board of Adjustments & Appeals, effective January 1, 2021, for a term of four years.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

**M 476 20
Approve
Appoint-
ment**

A Motion was made by Mr. Burton, seconded by Mr. Wilson, that the Sussex County Council approves the reappointment of Dr. Michael Owens and Mrs. Joan Neal to the Sussex County Personnel Board, effective January 1, 2021, for a term of three years.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

**Adminis-
trator's
Report**

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

1. Projects Receiving Substantial Completion

Per the attached Engineering Department Fact Sheets, Bishop's Landing (formerly Dove Landing) Phase 2C and Walden (formerly known as Burton's Pond) Phase 1 (Construction Record) received Substantial Completion effective November 16th and November 23rd, respectively.

**Administrator's
Report
(continued)**

2. Norman "Bud" Rickard

It is with sadness that we note the passing of County pensioner Norman "Bud" Rickard on Monday, November 16th. Mr. Rickard began his career with Sussex County in March 1989 where he worked in Planning & Zoning until July 2002 for a total of 13 years of service. In March 2007 he returned to the Planning and Zoning department as the Operations Coordinator and retired in 2009. Mr. Rickard also served on the Board of Adjustments Committee from January 2012 until September 2017. We would like to extend our condolences to the Rickard family.

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

**Coastal
Area Ord./
Public
Hearing
Cancellation**

The cancellation of the Public Hearing on the Proposed Ordinance entitled "AN ORDINANCE TO AMEND CHAPTER 115, ARTICLE XXV, SECTION 115-194.3 OF THE CODE OF SUSSEX COUNTY REGARDING THE COASTAL AREA" was noted.

**Old
Business/
CU 2237**

The Council considered Conditional Use No. 2237 filed on behalf of Samuel C. Warrington II.

The Planning and Zoning Commission held a Public Hearing on this application on September 24, 2020 at which time action was deferred. The Commission deferred action again on October 8, 2020. On October 22, 2020, the Commission recommended approval with conditions.

The Council held a Public Hearing on this application on October 27, 2020 at which time action was deferred and the record was left open until the close of business on November 9, 2020 so that the public, including the Applicant, could make additional comments, in writing only. On November 10th, comments received were submitted to Council and the record was closed.

**M 477 20
Amend
Condition**

A Motion was made by Mr. Burton, seconded by Mr. Hudson, to amend Condition D recommended by the Planning and Zoning Commission to read as follows: "There shall be a landscaping buffer between the outside of the fence and Bethpage Drive to screen the use and the fence from Bethpage Drive and the adjacent golf course. The landscaped buffer shall be comprised of 5' - 6' trees and shrubs at the time of planting. The Final Site Plan for this use shall include a landscaping plan for this buffer area."

Motion Adopted: 5 Yeas.

Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea

**M 478 20
Amend
Condition**

A Motion was made by Mr. Burton, seconded by Mr. Hudson, to amend Condition L recommended by the Planning and Zoning Commission to read as follows: "One unlighted sign shall be permitted on the site. It shall not exceed 9 square feet in size."

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

**M 479 20
Adopt
Ordinance
No. 2756/
CU 2237**

A Motion was made by Mr. Burton, seconded by Mr. Wilson, to Adopt Ordinance No. 2756 entitled "AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR OUTDOOR RV AND BOAT STORAGE TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN LEWES AND REHOBOTH HUNDRED, SUSSEX COUNTY, CONTAINING 2.5 ACRES, MORE OR LESS" (Conditional Use No. 2237) filed on behalf of Samuel C. Warrington II, with the following conditions, as amended:

- A. The use shall be limited to the storage of boats and RVs. No other storage of vehicles or equipment shall occur on the site.**
- B. The facility shall only be accessible during daylight hours, and the access gate shall be locked to prevent after-hours access to the site.**
- C. The perimeter of the site shall be fenced with a 6-foot high fence that screens the property from neighboring and adjacent properties and roadways.**
- D. There shall be a landscaping buffer between the outside of the fence and Bethpage Drive to screen the use and the fence from Bethpage Drive and the adjacent golf course. The landscaped buffer shall be comprised of 5' - 6' trees and shrubs at the time of planting. The Final Site Plan for this use shall include a landscaping plan for this buffer area.**
- E. No maintenance of boats or RVs shall occur on the site.**
- F. All security lighting shall be shielded and downward screened so that it does not shine on neighboring properties or roadways.**
- G. No more than 60 boats and RVs shall be permitted on the site.**
- H. The storage area shall be covered with a pervious stabilizing material. The location and type of this material shall be shown on the Final Site Plan.**
- I. The use shall be subject to all DelDOT requirements regarding the entrance and roadway improvements necessary to provide access to the site. It is anticipated that DelDOT will require sufficient right-of-way dedication from the Applicant to accommodate the entrance.**
- J. The entrance drive from Postal Lane to this site shall have a paved width of at least 24 feet to accommodate vehicles with boat trailers and RVs and to allow sufficient space for such vehicles to safely wait to exit the premises onto Postal Lane.**

**M 479 20
Adopt
Ordinance
No. 2756/
CU 2237
(continued)**

- K. No hazardous materials or fuel shall be stored on the property.**
- L. One unlighted sign shall be permitted on the site. It shall not exceed 9 square feet in size.**
- M. No sales shall occur on the site.**
- N. The Final Site Plan shall be subject to the review and approval of the Sussex County Planning & Zoning Commission.**

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

**Proposed
Blackwater
Village
Area of the
SCUSSD/
Public
Hearing
Results and
Proposed
Boundary**

John Ashman, Director of Utility Planning, presented the Public Hearing results for the Proposed Blackwater Village Area of the Sussex County Unified Sanitary Sewer District. Mr. Ashman reported that the Engineering Department previously received petitions from the Blackwater Village Homeowners Association along with a Resolution supporting the petition for extending sewer service to Blackwater Village. The Engineering Department held a public hearing on October 31, 2020 for the purpose of presenting the proposed boundary, County rate structure, and estimated costs. (The Public Hearing was delayed due to the Governor's Executive Order relating to COVID-19). Mr. Ashman presented the Engineering Department's recommended final boundary for approval.

**M 480 20
Adopt
Resolution
R 017 20**

A Motion was made by Mr. Hudson, seconded by Mr. Wilson, to Adopt Resolution No. R 017 20 entitled "BOUNDARIES FOR THE PROPOSED BLACKWATER VILLAGE AREA OF THE SUSSEX COUNTY UNIFIED SANITARY SEWER DISTRICT".

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

Mr. Ashman reported that the referendum is scheduled to be held on January 22, 2021.

**EMS 220/
Medic 100
Station,
Project
C19-08**

Hans Medlarz, County Engineer, presented Change Order No. 1, in the amount of \$5,326.84, for Project C19-08, EMS 200/Medic 110 Station. The Change Order is for design changes to incorporate a vaulted ceiling, which was not included in the original drawings for the project.

**M 481 20
Approve
C/O 1/
EMS 220**

A Motion was made by Mr. Burton, seconded by Mr. Wilson, based upon the recommendation of the Sussex County Engineering Department, that Change Order No. 1 for Contract C19-08, EMS 200/Medic 110 Station, be approved, increasing the contract by \$5,326.84 for a new contract total of \$1,412,576.84.

**M 481 20
(continued)**

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

**Grant
Requests**

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

**Georgetown
Historical
Society
Grant**

In regard to the grant request for the Georgetown Historical Society, Mrs. Jennings reported that Mr. Wilson previously granted \$21,000.00 (at the November 10, 2020 Council meeting) and now wishes to correct that amount.

**M 482 20
Council-
manic
Grant**

A Motion was made by Mr. Wilson, seconded by Mr. Rieley, that the Sussex County Council corrects the Motion from the November 10th meeting that granted Georgetown Historical Society \$21,000.00 from Mr. Wilson's Councilmanic Grant Account and to award them \$15,000.00 from Mr. Wilson's Councilmanic Grant Account.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

**M 483 20
Council-
manic
Grant**

A Motion was made by Mr. Rieley, seconded by Mr. Hudson, to give \$1,500.00 (\$750.00 each from Mr. Rieley's and Mr. Hudson's Councilmanic Grant Accounts) to Bethany Beach – Fenwick Island Chamber of Commerce for a Shop Local Initiative.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

**M 484 20
Council-
manic
Grant**

A Motion was made by Mr. Rieley, seconded by Mr. Wilson, to give \$5,785.00 (\$3,250.00 from Mr. Vincent's Councilmanic Grant Account and \$2,535.00 from Mr. Rieley's Councilmanic Grant Account) to the Laurel Historical Society for Millhand House renovations.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

M 485 20 Councilmanic Grant **A Motion was made by Mr. Hudson, seconded by Mr. Burton, to give \$500.00 (\$250.00 each from Mr. Hudson's and Mr. Burton's Councilmanic Grant Accounts) to the Police Unity Tour, Chapter 10, for Annual Police Unity Memorial Bicycle Tour.**

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

M 486 20 Councilmanic Grant **A Motion was made by Mr. Rieley, seconded by Mr. Burton, to give \$3,000.00 (\$1,000.00 each from Mr. Vincent's, Mr. Rieley's, and Mr. Burton's Councilmanic Grant Accounts) to Grace-N-Mercy Ministries for a Community Dinner.**

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

M 487 20 Councilmanic Grant **A Motion was made by Mr. Rieley, seconded by Mr. Burton, to give \$600.00 from Mr. Vincent's Councilmanic Grant Account to the Town of Blades for Kids Christmas Fund.**

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

Introduction of Proposed Ordinance **Mr. Burton 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 C-3 HEAVY COMMERCIAL DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN BROADKILL HUNDRED, SUSSEX COUNTY, CONTAINING 1.4653 ACRES, MORE OR LESS" (Change of Zone No. 1929) filed on behalf of Ryan Lehmann (Tax I.D. No. 235-30.00-58.02 (portion of) (911 Address: 26822 Lewes Georgetown Highway, Harbeson). The Proposed Ordinance will be advertised for Public Hearing.**

Council Members' Comments **Council Members' Comments**

Mr. Rieley recognized Corporal Erin Sasse of Delmar, a member of the Delaware National Guard, who, on Thanksgiving Eve, was trying to assist a disabled vehicle after witnessing an accident and was then tragically struck and killed by another vehicle.

Rules

Mr. Moore read the rules of procedure for public hearings.

**Public
Hearing/
CU 2247**

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 MINI SPA TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN INDIAN RIVER HUNDRED, SUSSEX COUNTY, CONTAINING 1.50 ACRES, MORE OR LESS” (Conditional Use No. 2247) filed on behalf of Hillary Brock (Tax I.D. No. 234-5.00-44.09) (911 Address: 19950 Beaver Dam Road, Lewes).

The Planning and Zoning Commission held a Public Hearing on this application on November 12, 2020 at which time action was deferred. On November 19, 2020, the Commission recommended approval with conditions.

(See the minutes of the Planning and Zoning Commission dated November 12 and 19, 2020.)

Jamie Whitehouse, Planning and Zoning Director, presented the application.

The Council found that Hillary Brock was present on behalf of her application. She stated that she previously operated a spa in downtown Milton and that building was destroyed by fire; that she and her husband built a home and a pole building on the application site; that they propose to use a portion of the pole building as a day-spa; that a total of 3 people would work in the spa including herself; that a sign is requested; and that she has not heard any opposition from the neighbors.

There were no public comments.

The Public Hearing and public record were closed.

**M 488 20
Adopt
Ordinance
No. 2757/
CU 2247**

A Motion was made by Mr. Burton, seconded by Mr. Wilson, to Adopt Ordinance No. 2757 entitled “AN ORDINANCE TO GRANT A CONDITIONAL USE OF LAND IN AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT FOR A MINI SPA TO BE LOCATED ON A CERTAIN PARCEL OF LAND LYING AND BEING IN INDIAN RIVER HUNDRED, SUSSEX COUNTY, CONTAINING 1.50 ACRES, MORE OR LESS” (Conditional Use No. 2247) filed on behalf of Hillary Brock, with the following conditions:

- a. The use shall be limited to a portion of the existing pole barn that is located on the property.**
- b. One lighted sign shall be permitted. It shall not exceed 32 square feet per side. The lighting shall be turned off by 10:00 p.m. each night.**
- c. As stated by the Applicant, the hours of operation shall be between 9:00 a.m. and 7:00 p.m., Monday through Saturday. There shall not be any**

**M 488 20
Adopt
Ordinance
No. 2757/
CU 2247
(continued)**

Sunday hours.

- d. Any security lighting on the site shall be downward screened so that it does not shine on neighboring properties or roadways.**
- e. The Applicant shall comply with any DelDOT requirements concerning entrance and roadway improvements.**
- f. The Final Site Plan shall show all designated parking areas, and these locations shall also be clearly designated on the site itself. No parking shall be permitted within the front yard setback.**
- g. The Final Site Plan shall be subject to the review and approval of the Sussex County Planning and Zoning Commission.**

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

**Public
Hearing/
CZ 1930**

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 I-1 INSTITUTIONAL DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN DAGSBORO HUNDRED, SUSSEX COUNTY, CONTAINING 186.98 ACRES, MORE OR LESS” (Change of Zone No. 1930) filed on behalf of Indian River School District (Tax I.D. Nos. 133-7.00-8.01 & 133-11.00-105.00) (911 Address: 26026 Patriots Way, Georgetown & None Available).

The Planning and Zoning Commission held a Public Hearing on this application on November 12, 2020 at which time the Commission recommended approval.

(See the minutes of the Planning and Zoning Commission dated November 12, 2020.)

Jamie Whitehouse, Planning and Zoning Director, presented the application.

The Council found that Joseph Booth, Supervisor of Buildings and Grounds for the Indian River School District (IRSD), was present on behalf of the application. Mr. Booth referenced the Conditional Use application that was approved for the Howard T. Ennis School stating that, subsequently, a referendum passed to allow for a new Sussex Central; that they were unaware of the I-1 Institutional Zoning classification that was instituted a few years ago by the County; that they think the school district will benefit, as well as the County, by being in an Institutional Zone; that, currently, the Howard T. Ennis School and the Sussex Central School are both under Conditional Use; and that the new school will come under I-1 zoning if approved by Council.

(continued) There were no public comments.

The Public Hearing and public record were closed.

**M 489 20
Adopt
Ordinance
No. 2758/
CZ 1930**

A Motion was made by Mr. Rieley, seconded by Mr. Burton, to Adopt Ordinance No. 2758 entitled “AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT TO A I-1 INSTITUTIONAL DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN DAGSBORO HUNDRED, SUSSEX COUNTY, CONTAINING 186.98 ACRES, MORE OR LESS” (Change of Zone No. 1930) filed on behalf of Indian River School District.

Motion Adopted: 5 Yeas.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Yea;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

Mr. Rieley stated that he would like to go on record asking DelDOT to provide some type of traffic control in the area. Mr. Booth stated that a traffic study is planned.

Recusal Mr. Rieley recused himself from participation in the next Public Hearing.

**Public
Hearing/
CZ 1932**

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 C-3 HEAVY COMMERCIAL DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN LEWES AND REHOBOTH HUNDRED, SUSSEX COUNTY, CONTAINING 0.78 ACRE, MORE OR LESS” (Change of Zone No. 1932) filed on behalf of Jeff-Kat, LLC (Tax I.D. No. 335-8.00-40.00 (part of) (911 Address: 1005 Kings Highway, Lewes).

The Planning and Zoning Commission held a Public Hearing on this application on November 12, 2020 at which time action was deferred. On November 19, 2020, the Commission recommended approval.

(See the minutes of the Planning and Zoning Commission dated November 12 and 19, 2020.)

Jamie Whitehouse, Planning and Zoning Director, presented the application.

The Council found that Ring Lardner with Davis, Bowen & Friedel was present on behalf of the Applicant. Also in attendance was Jeff Hamer, one of the owners of Jeff-Kat, LLC. Mr. Lardner stated that in May 2019, they were before Council for a similar request (which was approved) to expand

**Public
Hearing/
CZ 1932
(continued)**

Jeff-Kat's property; that the 2019 request was for the rezoning of a parcel of land to the east of the subject property; that the current application is for property owned by First Baptist Church of Lewes; that the purchase of the property is contingent on the rezoning of the land to Commercial; that it is intended for the existing multi-use facility to be an expansion of the brewery operations (Big Oyster Brewery) and the house in the front to be used as an office; that the project is located in Investment Level 1 according to the Strategies for State Policies and Spending; that a Traffic Impact Study was not required by DelDOT; that right-of-way may be required by DelDOT once the site plan has been submitted; that Kings Highway is due to be dualized; that the application is consistent with C-3 Zoning; that the area/neighborhood will not be adversely affected as the Brewery currently operates in the area; and that the application is consistent with the Zoning Code and Comprehensive Plan. Mr. Lardner reviewed other zonings and uses in the area.

Public comments were heard.

Gail vanGilder spoke and stated that she is not opposed to the application. She commented on the Historic Lewes By-Way Committee's (By-Way) interest and stated that the proposed use is good adaptive use of existing buildings; that the proposal is a design they like to see along the By-Way; that the restaurant is an outstanding amenity for the community; and that they hope the By-Way Committee is included in the review of a landscaping plan when the site plan comes in for review so that it looks like one consistent property along the front.

Kenneth Mecham spoke on behalf of the First Baptist Church and stated that the Church supports the application.

There were no additional comments.

The Public Hearing and public record were closed.

**M 490 20
Adopt
Ordinance
No. 2759/
CZ 1932**

A Motion was made by Mr. Burton, seconded by Mr. Hudson, to Adopt Ordinance No. 2759 entitled "AN ORDINANCE TO AMEND THE COMPREHENSIVE ZONING MAP OF SUSSEX COUNTY FROM AN AR-1 AGRICULTURAL RESIDENTIAL DISTRICT TO A C-3 HEAVY COMMERCIAL DISTRICT FOR A CERTAIN PARCEL OF LAND LYING AND BEING IN LEWES AND REHOBOTH HUNDRED, SUSSEX COUNTY, CONTAINING 0.78 ACRE, MORE OR LESS" (Change of Zone No. 1932) filed on behalf of Jeff-Kat, LLC

Motion Adopted: 4 Yeas, 1 Absent.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Absent;
Mr. Wilson, Yea; Mr. Burton, Yea;
Mr. Vincent, Yea**

**M 491 20
Adjourn**

A Motion was made by Mr. Burton, seconded by Mr. Wilson, to adjourn at 2:23 p.m.

Motion Adopted: 4 Yeas, 1 Absent.

**Vote by Roll Call: Mr. Hudson, Yea; Mr. Rieley, Absent;
Mr. Wilson, Yea; Mr. Burton, 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 Irwin G. Burton III, Vice President
The Honorable Douglas B. Hudson
The Honorable John L. Rieley
The Honorable Samuel R. Wilson Jr

FROM: Gina A. Jennings
Finance Director/CO

RE: **SUSSEX COUNTY PENSION UPDATE**

DATE: December 4, 2020

Attached you will find the minutes of the November 19, 2020 Pension Committee meeting with its supporting items, the 3rd quarter pension report, and the actuary's presentation. At the November meeting, three items were covered:

- Cheiron, the County's actuary, gave their annual actuarial report on the Pension and OPEB Funds;
- Marquette Associates, the County's investment advisor, reviewed the County's investment performance; and
- the Pension Committee again discussed the addition of private infrastructure to our portfolios

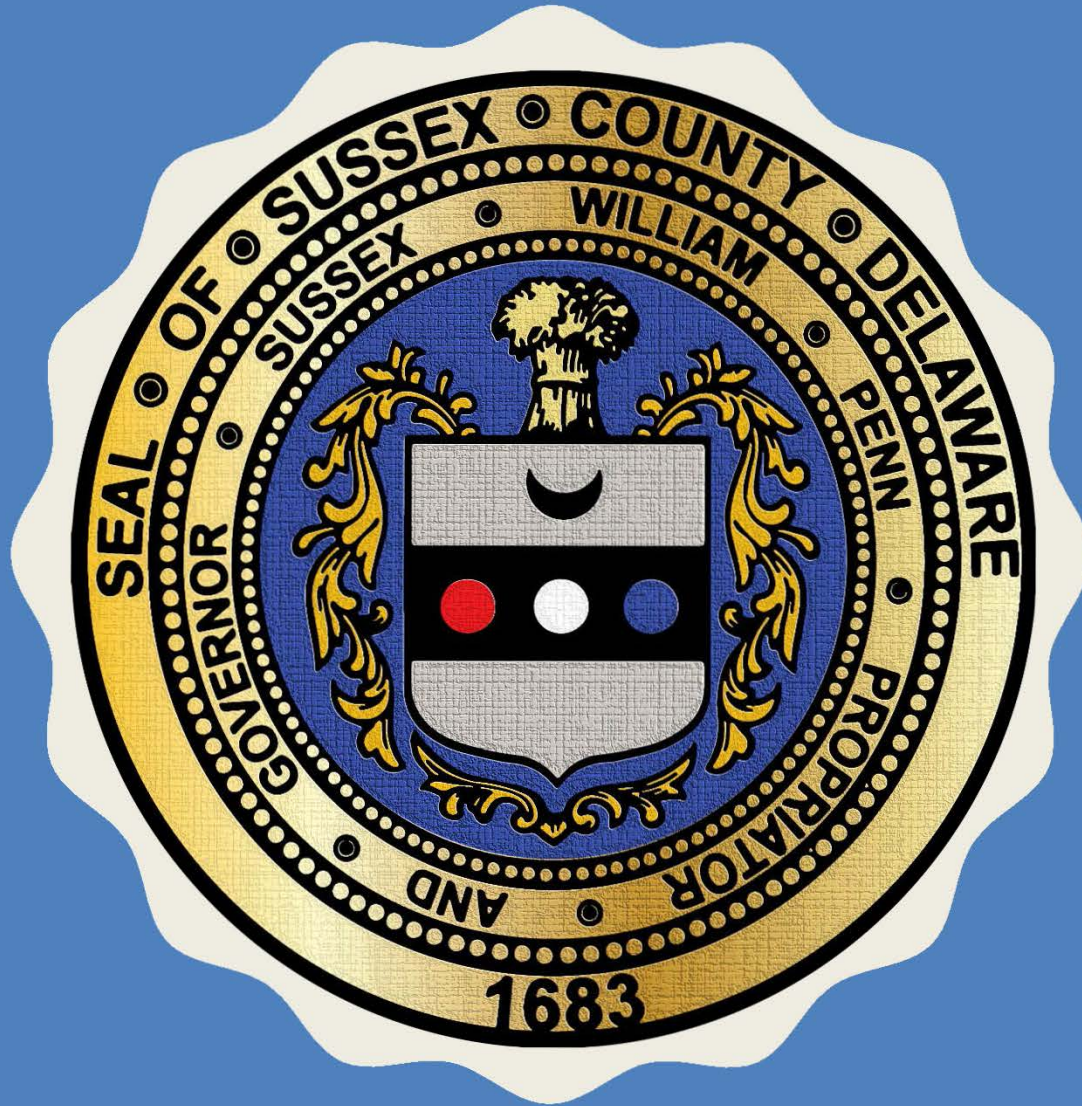
At Tuesday's meeting, I will be discussing the actuary report, and Michael Shone (from Marquette Associates) will be presenting for discussion the current performance of our pension funds, along with the possibility of adding a private infrastructure class to the County's investment policy statements. For your review and convenience, attached is Tuesday's presentation.

Please contact me if you have any questions or concerns.

Attachments

pc: Mr. Todd F. Lawson





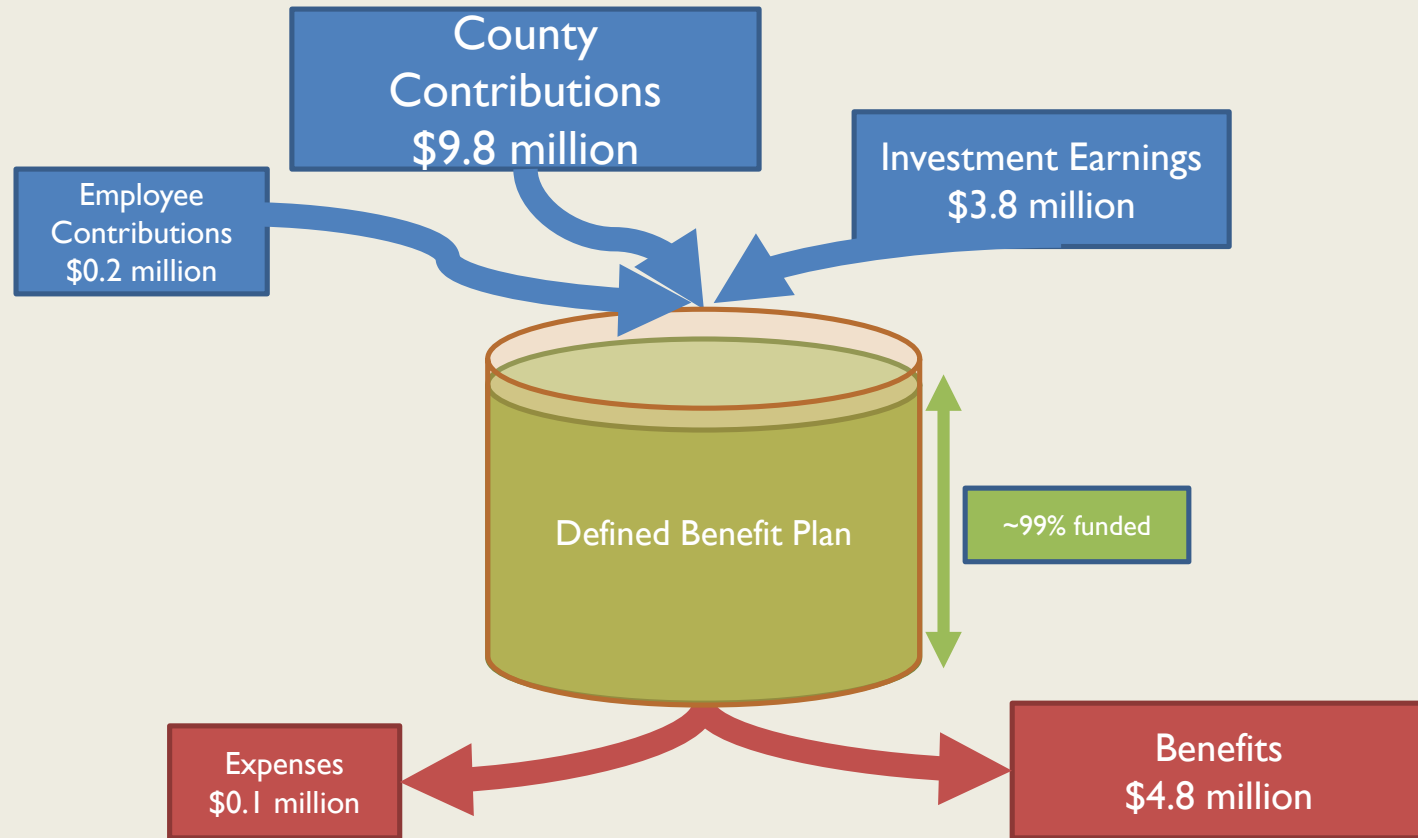
SUSSEX COUNTY QUARTERLY PENSION UPDATE



TOPICS

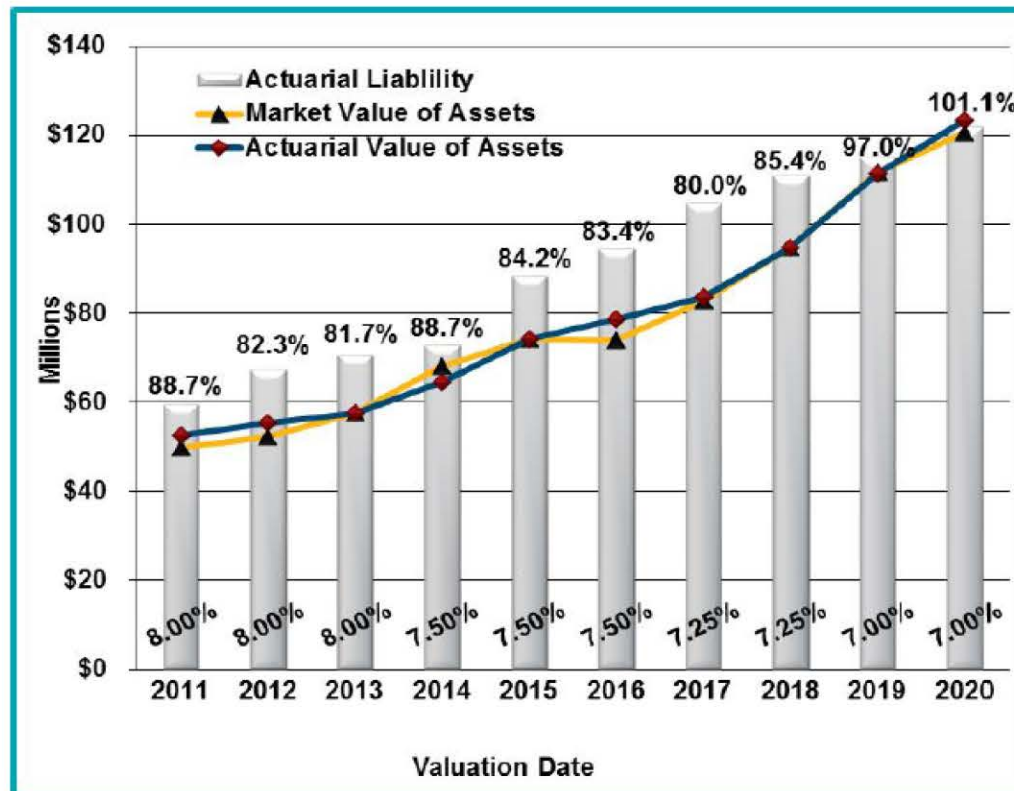
- Actuary Report
- Investment Performance
- Private Infrastructure

ACTUARIAL VALUATION PROCESS - PENSION

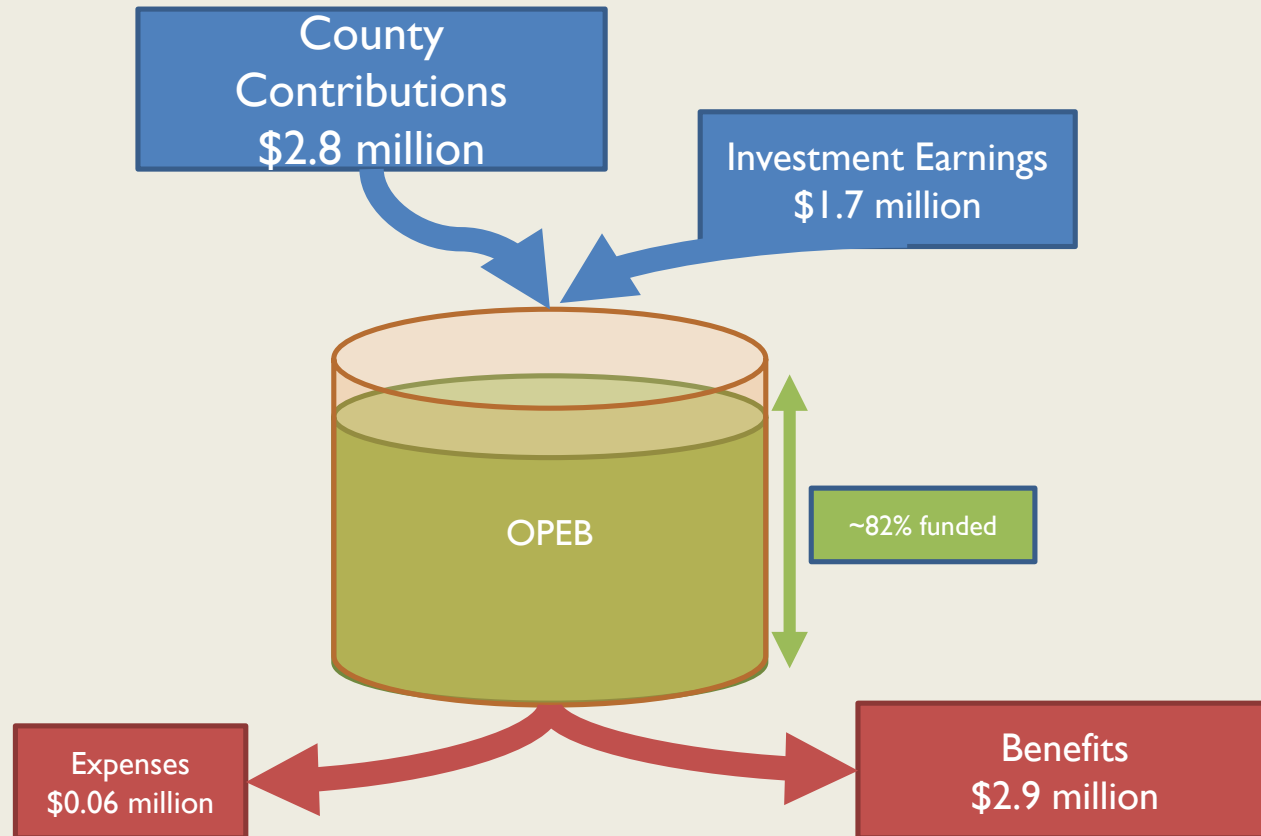


HISTORICAL TRENDS - PENSION

Historical Trends – Assets and Liabilities

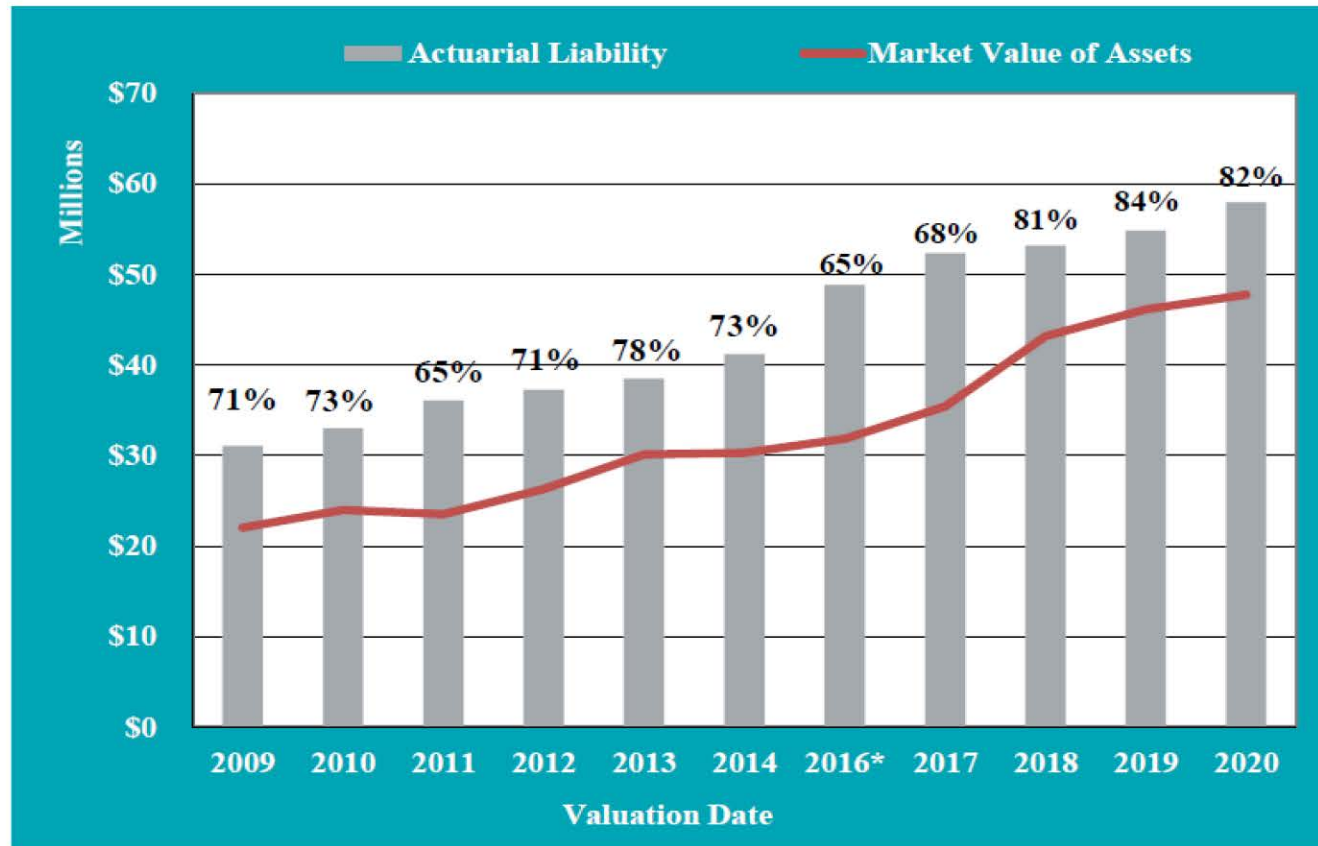


ACTUARIAL VALUATION PROCESS - PENSION



HISTORICAL TRENDS - OPEB

Historical Review – Assets and Liabilities



* Valuation date change to 6/30 from 12/31

PENSION CONTRIBUTION

	Pension	OPEB
Total Liability	\$121,843,941	\$57,965,311
Assets	\$120,459,235	\$47,761,963
Net Pension Liability	\$1,384,706	\$10,203,348
Market Unfunded Percent	1%	18%
Market Funded Percent	99%	82%
Actuarial Contribution as a Percentage of Payroll	10.5%	7.9%
Budget Contribution as a Percentage of Payroll	11.5%	9.5%
Budget Contribution as an Amount	\$3,901,332	\$3,211,772
Difference between Actuary and Budget	\$351,479	\$540,930

Sussex County

Presented by

Michael Shone,
Managing Director

Performance Through November

- Pension Fund

- Market value as of November 30 was \$134.2 million
- FYTD: 11.4% return and an investment gain of \$13.7 million
- YTD: 8.5% return and an investment gain of \$10.5 million

- OPEB Fund

- Market value as of November 30 was \$53.2 million
- FYTD: 11.5% return and an investment gain of \$5.5 million
- YTD: 8.4% return and an investment gain of \$4.1 million

Overview

- Lower expected returns over the next 10 years
 - Lower fixed income returns (lower interest rates)
 - Lower than historic equity returns
- Goal
 - Increase the probability of success (meeting assumed rate of return over the long run) without adding risk
- Recommendation
 - Add infrastructure to portfolio

The “Backbone” of an Economy

The physical assets and networks necessary to operate a society – a prerequisite for sustainable economic, industrial, and social growth & development





Common attributes of infrastructure assets:

- Essential service to society
- Monopoly/quasi-monopoly
- Regulatory oversight
- Stable and predictable cash flows
- Inflation protection



Infrastructure Sectors

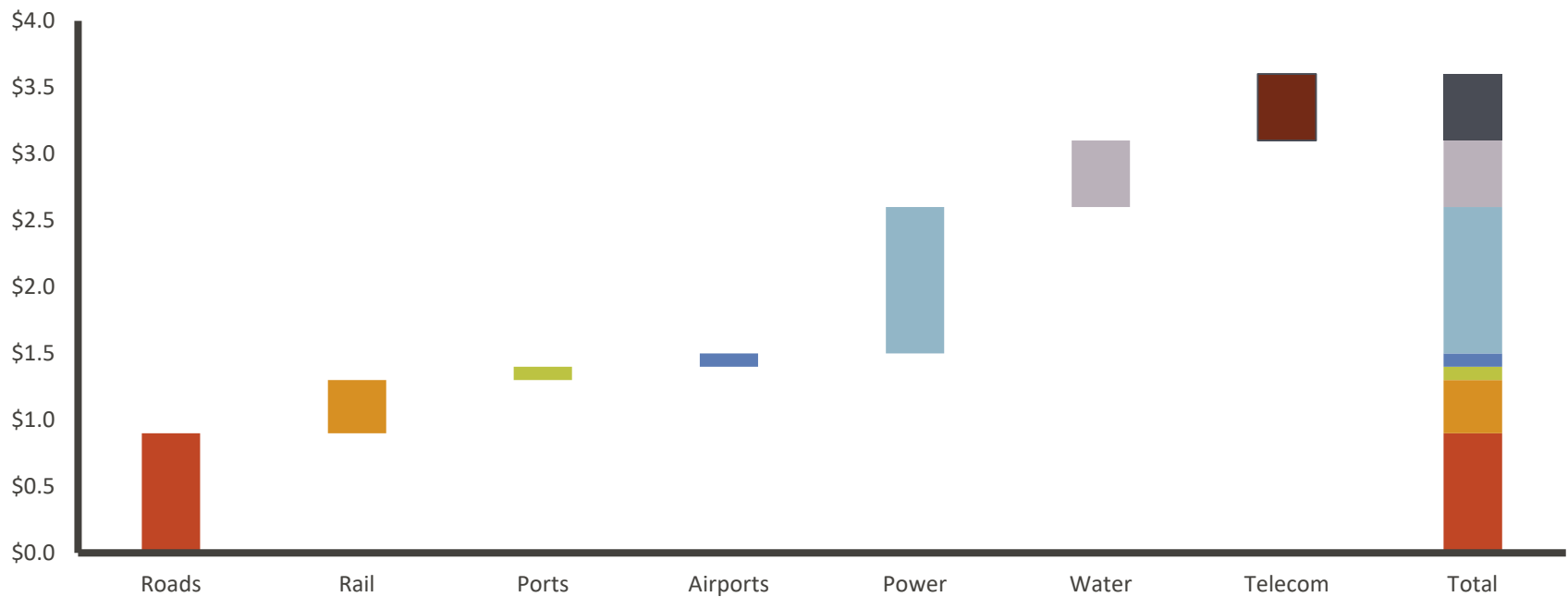
Infrastructure assets are commonly defined by their physical characteristics and grouped into two main categories: economic and social infrastructure

Economic Infrastructure			Social Infrastructure
Transportation	Energy & Utility	Communications	
Airports	Electricity	Broadcast towers	Municipalities
Bridges	Gas	Cable networks	Universities
Rail	Oil	Mobile towers	Schools
Roads	Pipelines	Satellite networks	Hospitals
Seaports	Water/wastewater		
Tunnels	Solar/wind		
			

Need for Infrastructure Investments

The need for infrastructure investments globally continues to drive demand despite market downturn

▣ Average Annual Infrastructure Need (\$ Trillions)



Source: McKinsey Global Institute. Data is based on available information as of February 29, 2020.

Proposed Investment Policy Changes

- Proposal

- Add 5% allocation to Private Infrastructure

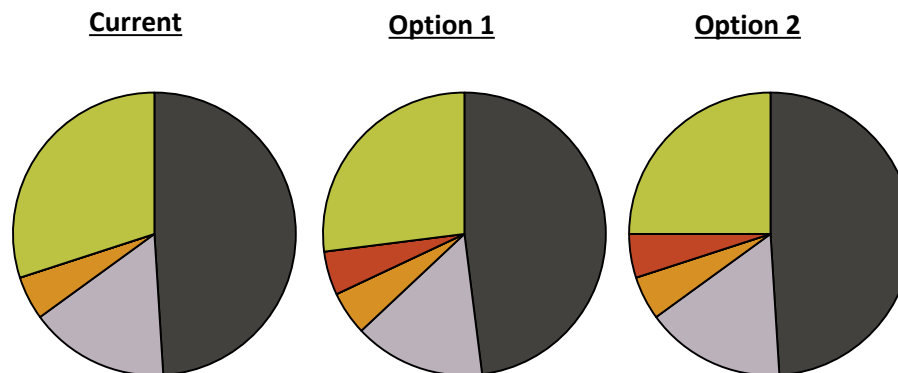
- More than 40% of the institutional clients* served by our West Chester office have invested or approved an allocation in private infrastructure, with allocations ranging from 4-5%

- Options

- Lower Fixed Income allocation by 3% and Equities by 2%
 - Lower Fixed Income allocation by 5%

*Includes only those clients large enough to make an allocation.

Asset Allocation Targets

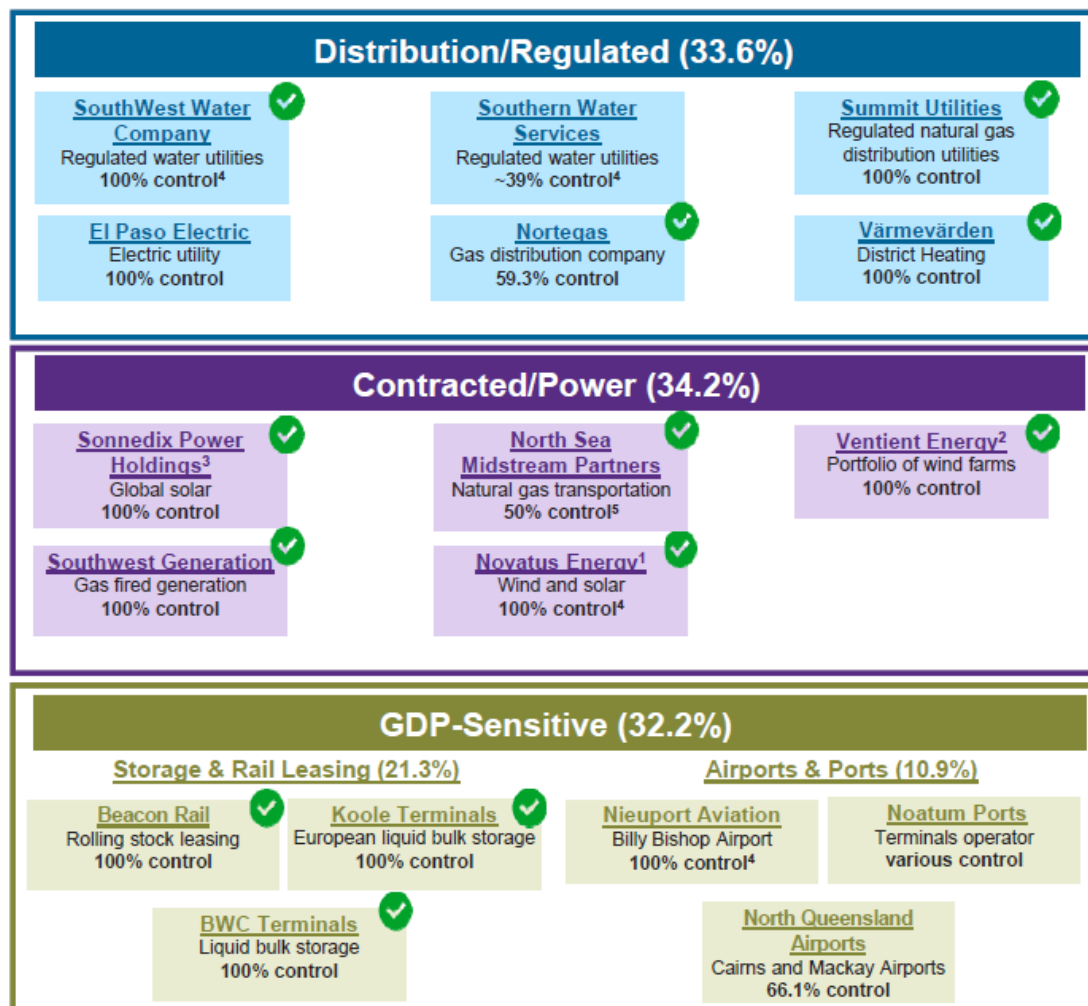


■	U.S. Equities	49%	48%	49%
■	Non-U.S. Equities	16%	15%	16%
■	Core Real Estate	5%	5%	5%
■	Private Infrastructure	-	5%	5%
■	U.S. Fixed Income	30%	27%	25%

	<u>Current</u>	<u>Option 1</u>	<u>Option 2</u>
Avg. Annualized Net Return	6.2%	6.3%	6.4%
Avg. Annualized Volatility	11.9%	11.8%	12.2%

Source: Marquette Associates Asset Allocation Analysis; September 2020.

JP Morgan IIF Portfolio Investments



Source: JP Morgan.

JP Morgan IIF Historical Return and Yield Summary

Annualized Returns for Period Ended June 30, 2020							
<i>Since July 1st, 2007</i>	Quarter	One Year	Three Year	Five Year	Ten Year	Inception	5-yr Vol.
Gross Asset Performance (Local Currency)	2.3%	6.9%	9.4%	8.9%	8.9%	8.2%	
Net Total Return Local Currency	1.8%	5.9%	7.7%	7.1%	6.6%	5.8%	1.5%
Net Total USD <i>Unhedged</i> Return	3.2%	4.6%	6.8%	5.7%	5.8%	3.4%	4.2%
Cash Yield (Distributions / NAV)	1.6%	11.3%	9.2%	7.9%	6.7%	5.8%	

Source: JP Morgan.

Disclosures

The sources of information used in this report are believed to be reliable. Marquette Associates, Inc. has not independently verified all of the information and its accuracy cannot be guaranteed. Opinions, estimates, projections and comments constitute our judgment and are subject to change without notice. References to specific securities are for illustrative purposes only and do not constitute recommendations. Past performance does not guarantee future results.

About Marquette Associates

Marquette Associates is an independent investment consulting firm that guides institutional investment programs with a focused three-point approach and careful research. For more than 30 years Marquette has served this mission in close collaboration with clients – enabling institutions to be more effective investment stewards. Marquette is a completely independent and 100% employee-owned consultancy founded with the sole purpose of advising institutions. For more information, please visit www.marquetteassociates.com.

The seal of the Commonwealth of Delaware is partially visible on the left side of the slide. It features a circular design with a gold border containing the text "DELAWARE" and "PENN". Inside the border, there is a blue field with a yellow sun rising over a ship. The seal is partially obscured by a blue and white wavy graphic.

INVESTMENT POLICY MOTION

Be it moved that the Sussex County Council, based on the recommendation of the Pension Committee, decrease equities target from 65% to 63%, decrease fixed income target from 29% to 26%, and add an allocation to private infrastructure with a target of 5% for both the Pension and OPEB Funds

ADDENDUM

SUSSEX COUNTY, DELAWARE EMPLOYEE PENSION PLAN

DATED JUNE 24, 2014

(AMENDED DECEMBER 8, 2015)

(AMENDED SEPTEMBER 20, 2016)

(AMENDED AUGUST 29, 2017)

(AMENDED MARCH 13, 2018)

(AMENDED NOVEMBER 21, 2019)

DOCUMENT CHANGES:

1. ASSET ALLOCATION.....ATTACHMENT I

DECREASED EQUITIES TARGET FROM 65% TO 63%

DECREASED DOMESTIC EQUITIES TARGET FROM 49% TO 48%

DECREASED INTERNATIONAL EQUITIES TARGET FROM 16% TO 15%

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

DECREASED FIXED INCOME TARGET FROM 30% TO 27%

DECREASED BONDS TARGET FROM 29% TO 26%

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

ADDED ALLOCATION TO PRIVATE INFRASTRUCTURE WITH A TARGET OF 5%

BENCHMARK IS CONSUMER PRICE INDEX +4%

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

2. ADD PRIVATE INFRASTRUCTURE GUIDELINES..... ATTACHMENT II

ADOPTED DECEMBER 8, 2020

EFFECTIVE JANUARY 1, 2021

SUSSEX COUNTY COUNCIL PRESIDENT

FINANCE DIRECTOR

Attachment I

TABLE 1:

<u>Asset Class</u>	<u>Minimum, %</u>	<u>Target, %</u>	<u>Maximum, %</u>	<u>Benchmark</u>
Equities	58	63	68	
Domestic	43	48	53	Russell 3000
International	10	15	20	MSCI ACWI ex U.S. IMI (net)
Fixed Income	22	27	32	
Bonds	21	26	31	Barclay's Capital U.S. Intermediate Government/Credit
Cash	0	1	5	ML 90 Day T-Bill
Real Estate	0	5	10	NCREIF ODCE Index
Private Infrastructure	0	5	10	CPI +4%

The investment into Private Infrastructure will not occur until the investment manager(s) fully or partially call committed capital. The investment guidelines will be adjusted, with the Private Infrastructure targets being increased on an approximately pro-rata basis upon the drawdown of each Fund's capital commitment, while targets for the source allocation will be decreased, either selectively or on an approximately pro-rata basis.

ATTACHMENT II

PRIVATE INFRASTRUCTURE INVESTMENT GUIDELINES

Infrastructure is broadly defined as the essential assets a society requires to facilitate the orderly operation of its economy and can be broken out into three broad categories: transportation, utility, and social. Typically, they are long-lived assets with low growth, similar volatility to real estate, and have an income stream tied to GDP/inflation that exceeds that of bonds. The Fund's private infrastructure allocation will consist predominately of core infrastructure strategies/assets. Such assets are generally characterized as having a mature age, steady cash flows, long-term, regulated contracts, low growth opportunities, monopolistic or semi-monopolistic competitive positioning, and a total return profile consisting predominately of cash yield.

Private infrastructure investments will be implemented through commingled fund vehicles. Direct investment in private infrastructure assets by the Fund is prohibited. The underlying infrastructure assets held by the commingled vehicles in which the Fund invests shall be adequately diversified by geography and broad infrastructure sector.

With the understanding that private infrastructure managers employ leverage to enhance returns, leverage within the private infrastructure allocation of the Fund shall be limited to 75%. Leverage may be utilized at the commingled fund or asset-level. Leverage for individual asset may exceed 75%.

The performance benchmark for the infrastructure portion of the Fund is the LIBOR plus a 4% annual premium.

The investment risks associated with illiquid assets will be mitigated through the following requirements:

1. Institutional Quality: All investments must be institutional investment quality. Institutional quality is defined as an investment that would be considered acceptable by other prudent institutional investors (e.g., insurance companies, commercial banks, public employee retirement systems, corporate employee benefit plans, endowments and other tax-exempt institutions).
2. Diversification: No more than ten (10%) of the total portfolio will be invested at any time with any single partnership, entity, or organization.

ADDENDUM

**SUSSEX COUNTY OPEB FUND
DATED DECEMBER 8, 2015
(AMENDED MARCH 13, 2018)
(AMENDED NOVEMBER 21, 2019)**

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Sussex County Employee Pension Plan and Postemployment Benefits Plan



2020 Actuarial Valuations

November 19, 2020

Janet Cranna, FSA, FCA, EA, MAAA

Margaret Tempkin, FSA, EA, MAAA

Brett Warren, FSA, CERA, EA, MAAA

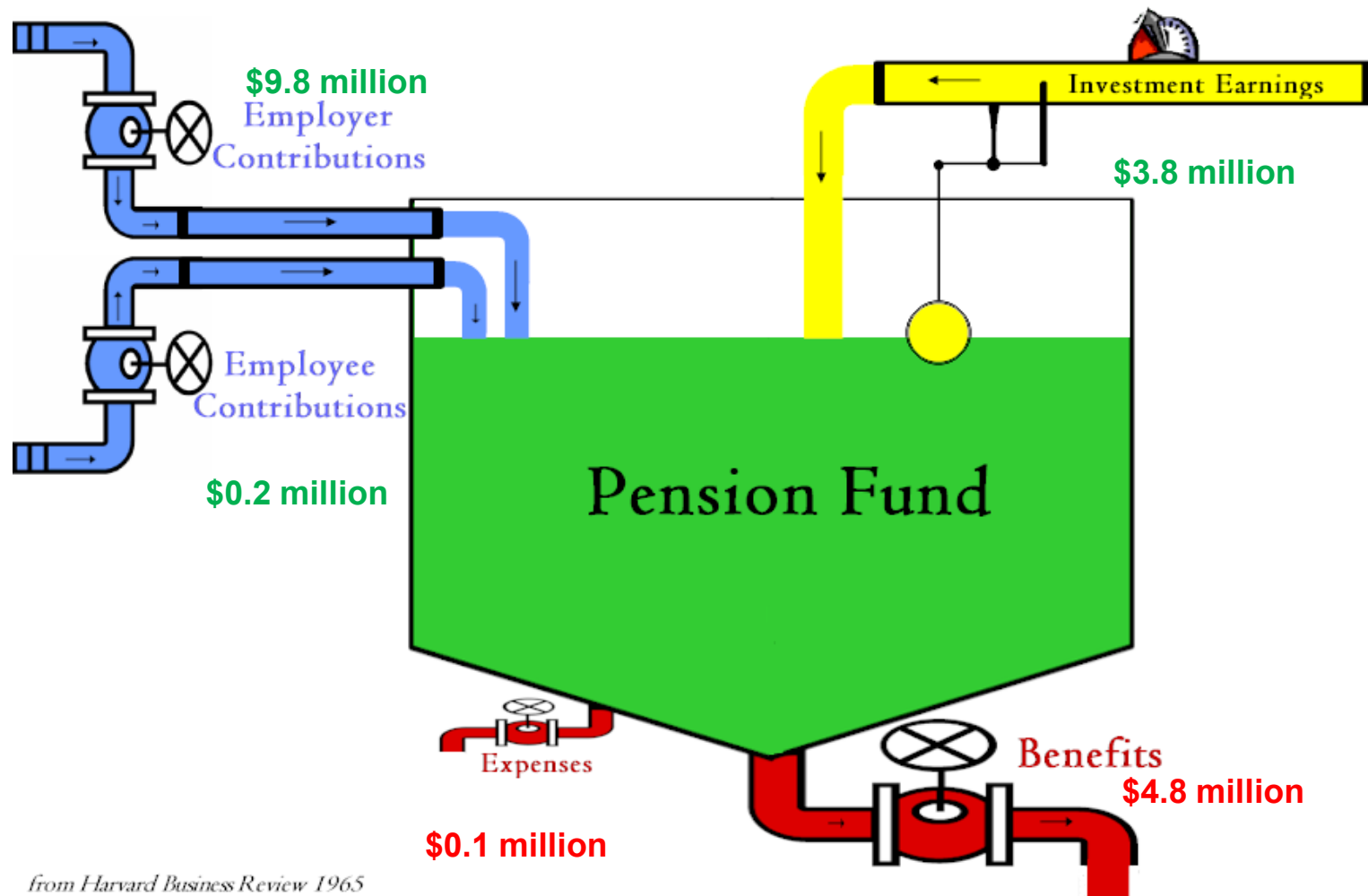


- 2020 Pension Actuarial Valuation
 - Historical Review
 - Identification and Assessment of Risk
 - Valuation Results
 - Projections
- 2020 OPEB Actuarial Valuation
 - Historical Review
 - Valuation Results
 - Projections
- Appendix – GASB 67/68/74/75



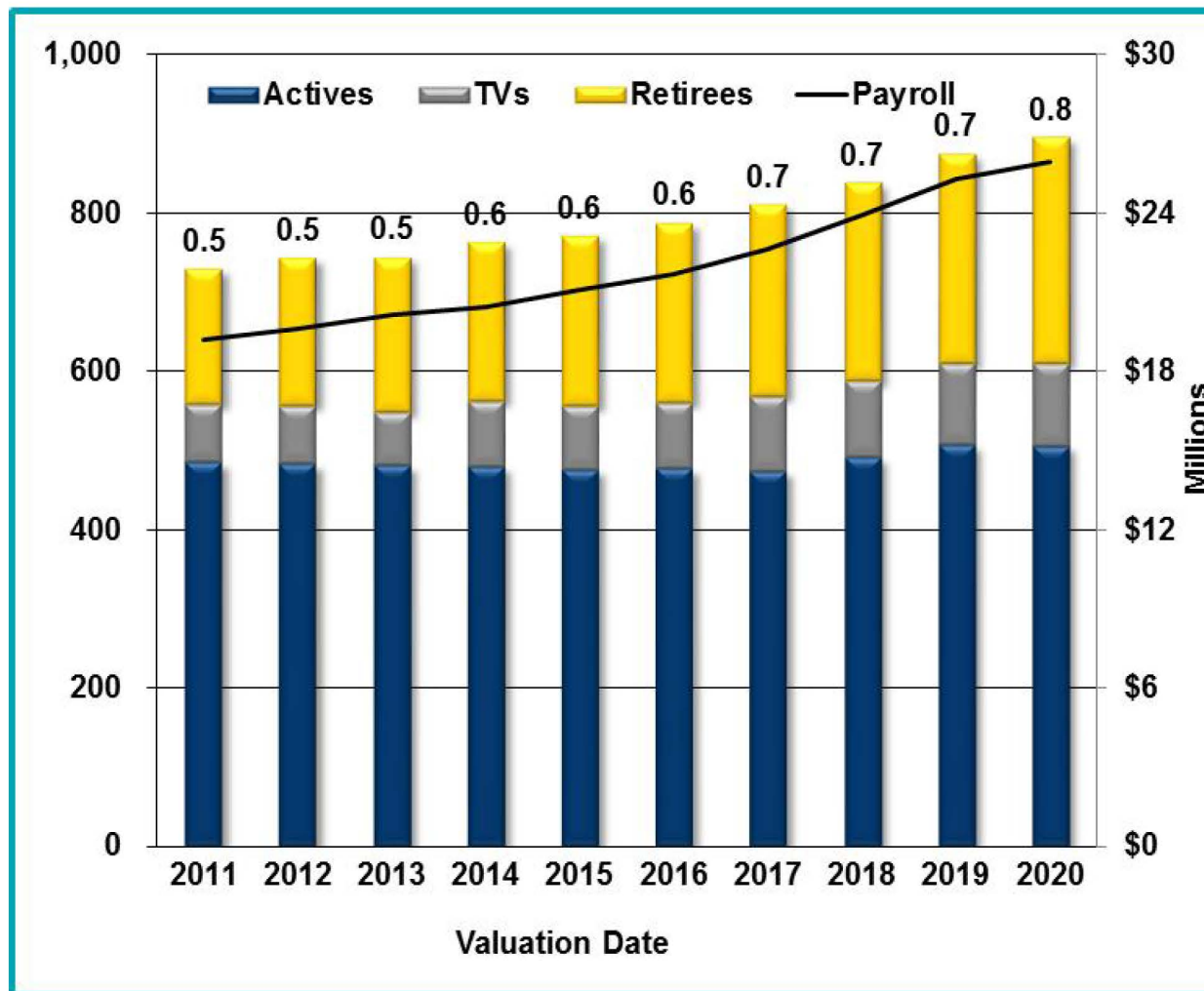
2020 Pension Actuarial Valuation

The Actuarial Valuation Process

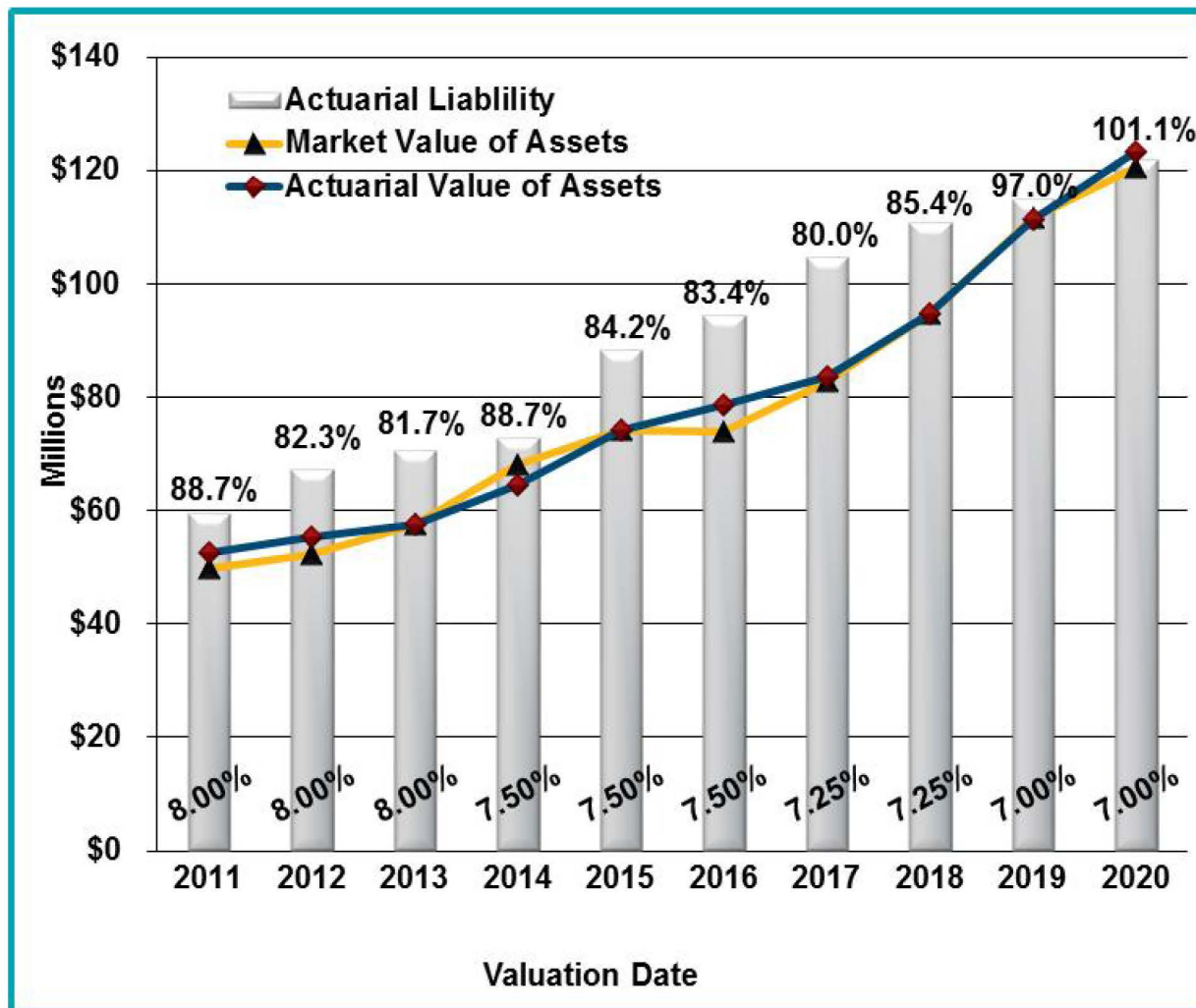


from Harvard Business Review 1965

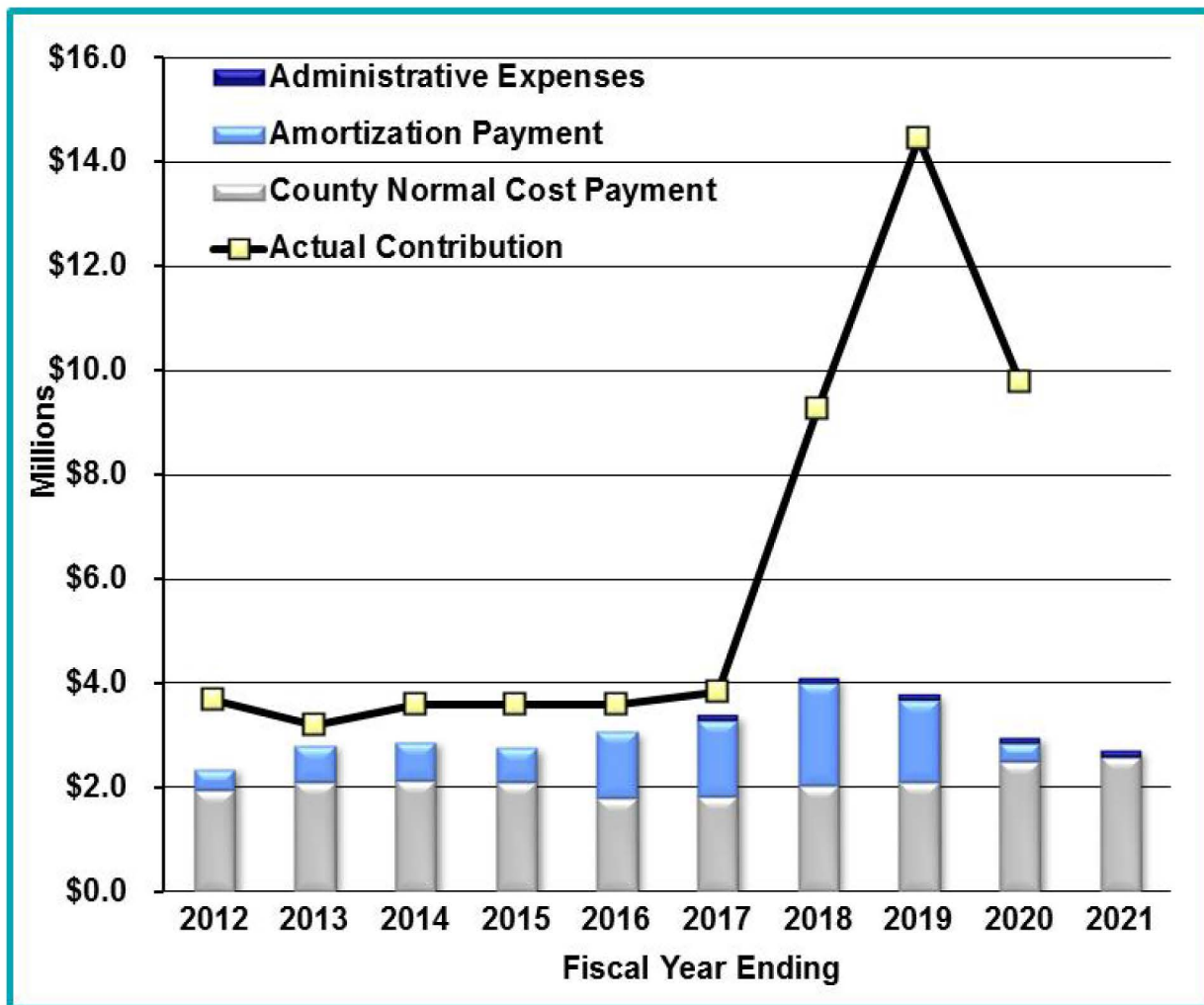
Historical Trends – Participation



Historical Trends – Assets and Liabilities



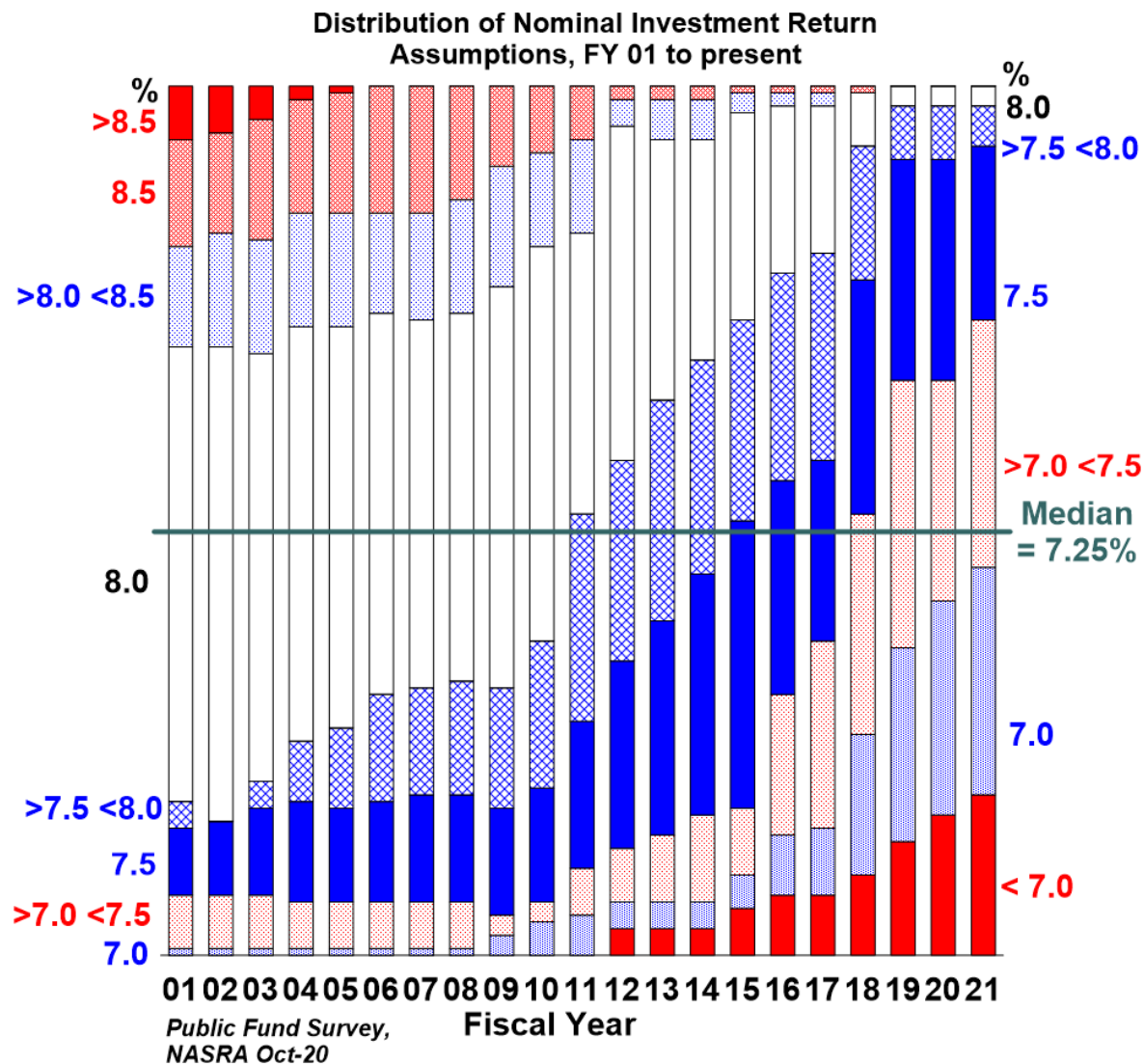
Historical Trends – Contributions





- Material risks identified:
 - **Investment Risk** – the potential for investment returns to be different than expected
 - **Interest Rate Risk** – the potential for interest rates to be different than expected
 - **Longevity and other Demographic Risk** – the potential for mortality and other demographic experience to be different than expected
 - **Assumption Change Risk** – the potential for the environment to change such that future valuation assumptions are different than the current assumptions

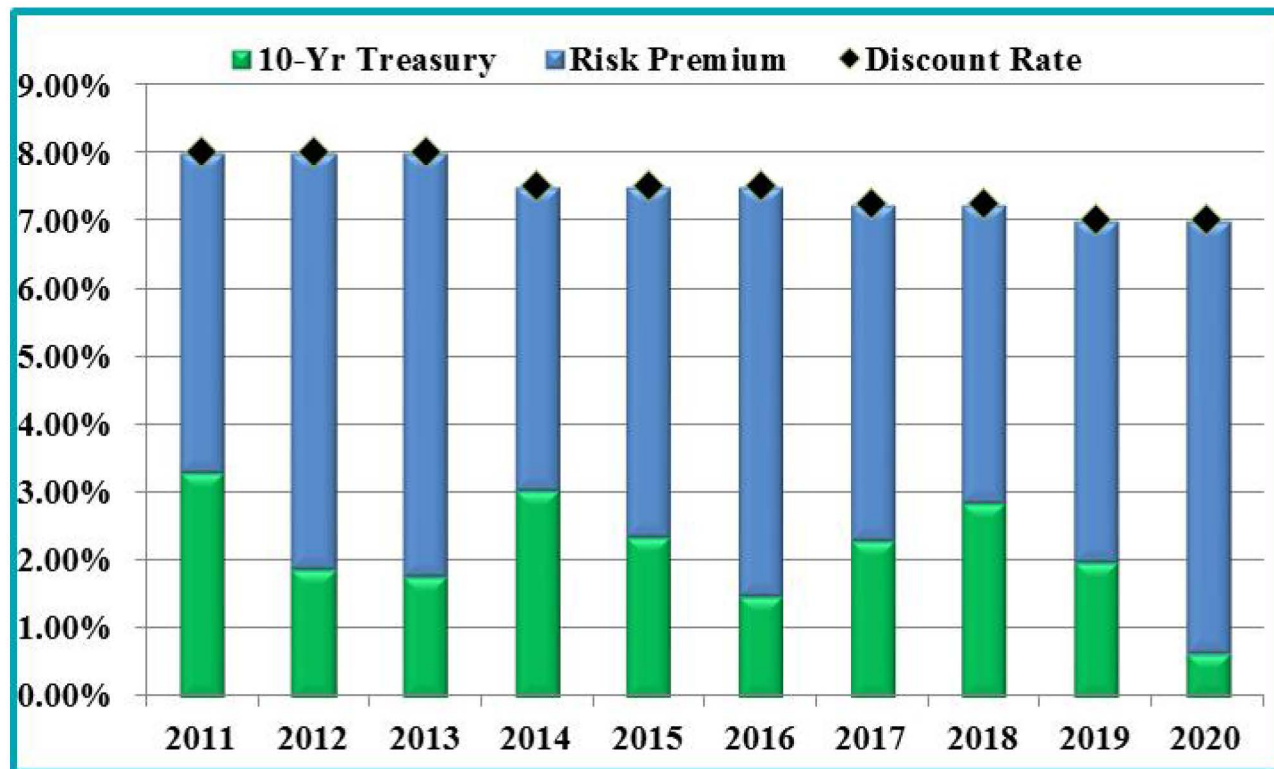
Investment Risk



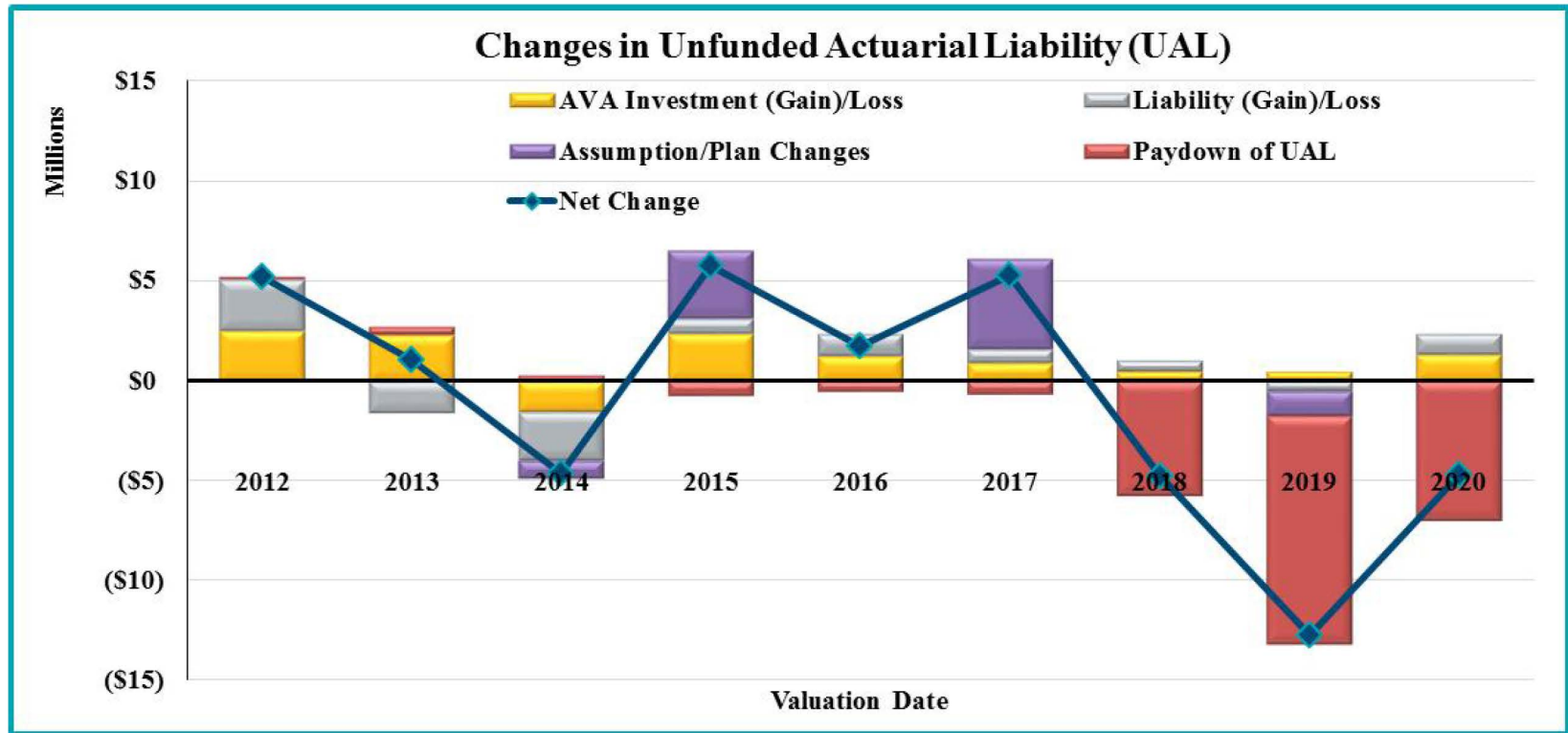
Source: 2020 Public Fund Survey Summary of Findings, NASRA

November 19, 2020

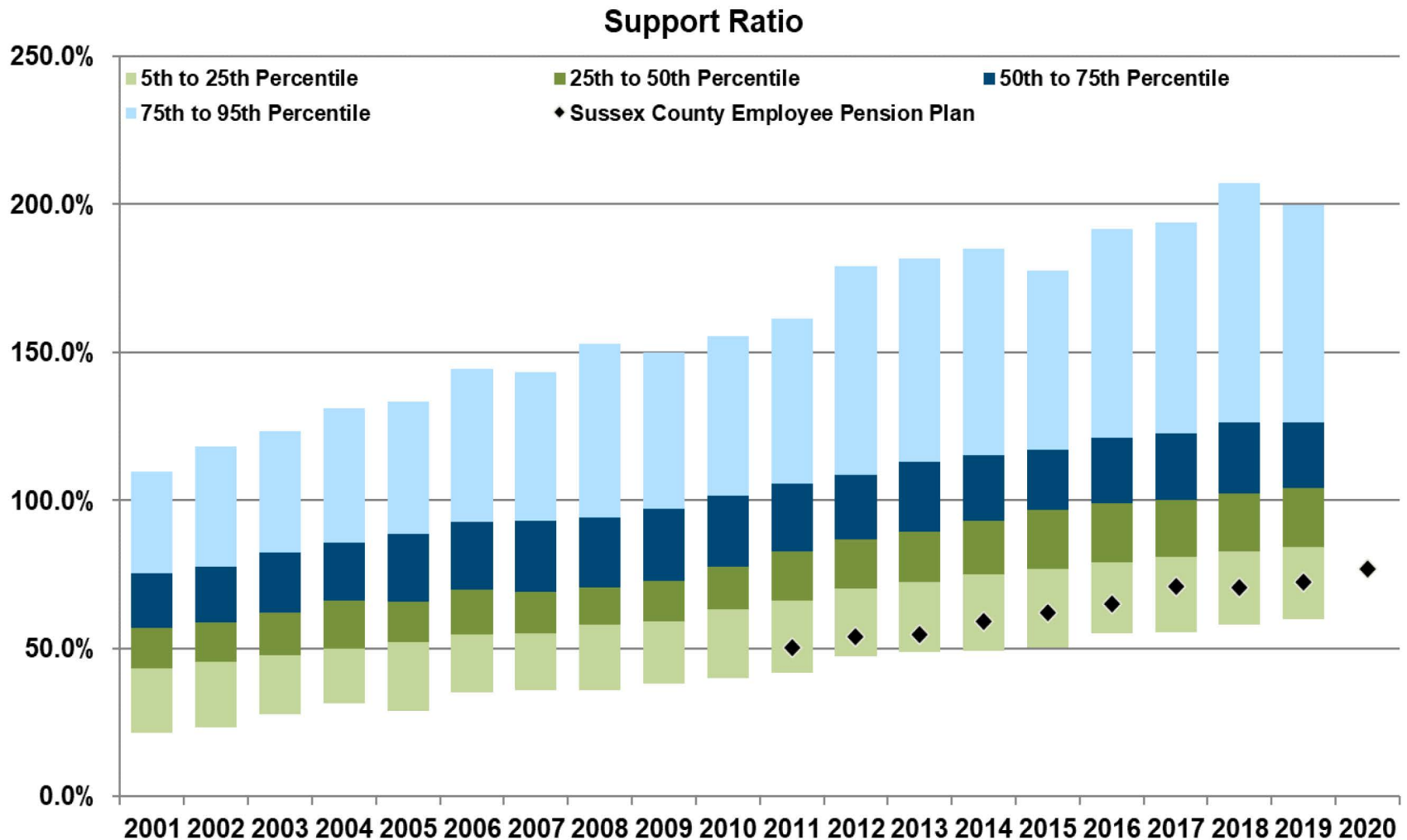
Interest Rate Risk



Material Risks – Changes in UAL

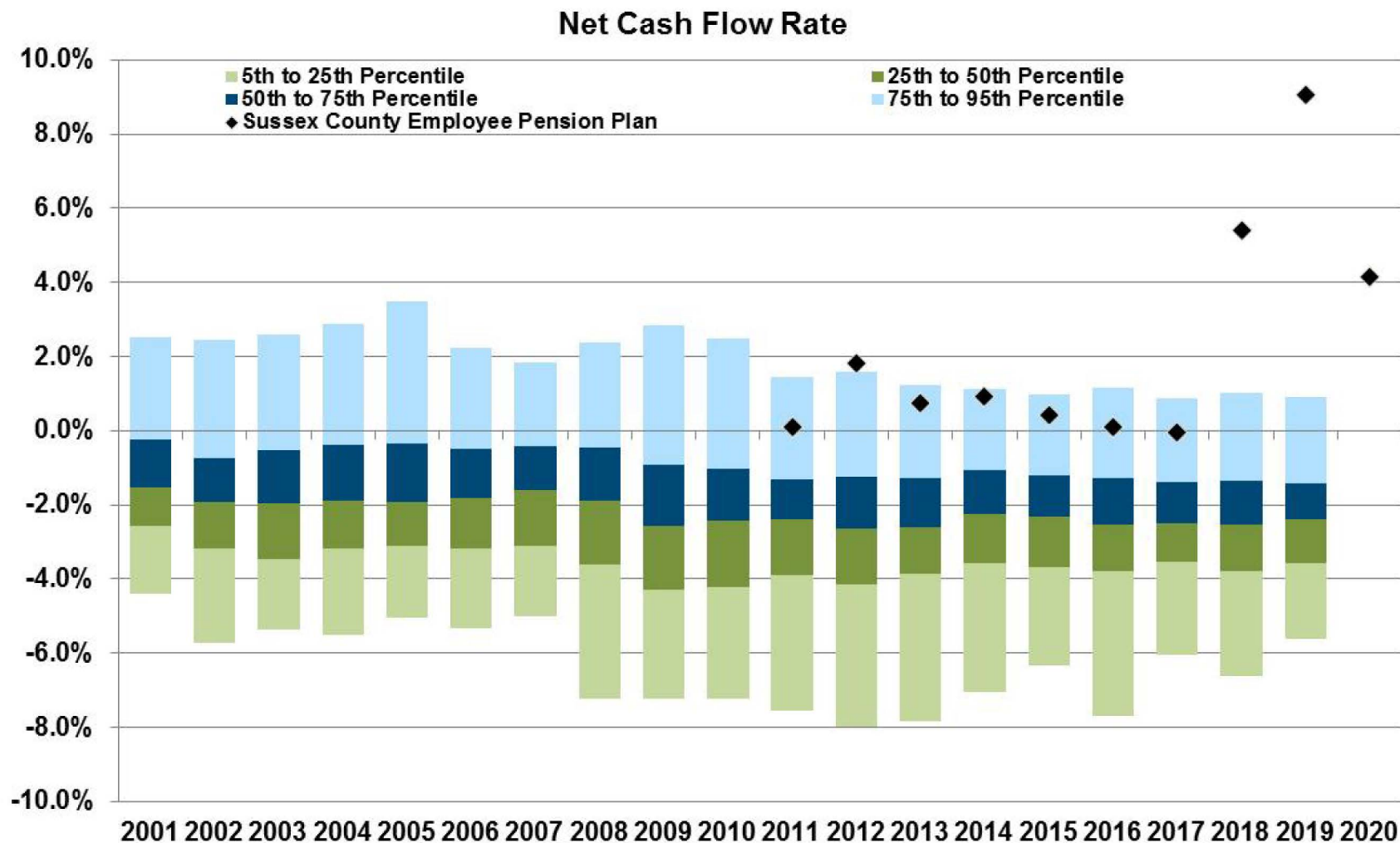


Plan Maturity Measures – Support Ratio



Survey Data from Public Plans Database as of 9/15/2020

Plan Maturity Measures – Net Cash Flow



Survey Data from Public Plans Database as of 9/15/2020



- Contributions
 - Actuarially Determined Contribution (ADC) decreased from \$3.0 million to \$2.7 million
 - Primarily due to \$6.8 million in excess contributions paid in FY 2020
- Unfunded actuarial liability (UAL) and funded status
 - UAL decreased from \$3.4 million to \$(1.3) million
 - Actuarial experience asset loss of \$1.3 million
 - 3.3% on market value (compared to 7.00% assumption)
 - 5.9% on actuarial value (assumes phase-in of 5-year asset smoothing)
 - Actuarial experience liability loss of \$1.0 million
 - Funded ratio (actuarial value of assets divided by actuarial liability) increased from 97.0% to 101.1%

2020 Valuation – Participants



Participant Information

	7/1/2019	7/1/2020	Percent Change
Number of Actives	507	506	(0.2) %
Total Salary	\$25,270,591	\$25,943,699	2.7 %
Average Salary	\$49,843	\$51,272	2.9 %
Number of In-Pay	265	285	7.5 %
Total Benefits	\$4,465,324	\$5,025,146	12.5 %
Average Benefits	\$16,850	\$17,632	4.6 %
Number of Terminated Vested	102	104	2.0 %
Total Benefits	\$874,797	\$916,378	4.8 %
Average Benefits	\$8,576	\$8,811	2.7 %

2020 Valuation – Principal Results

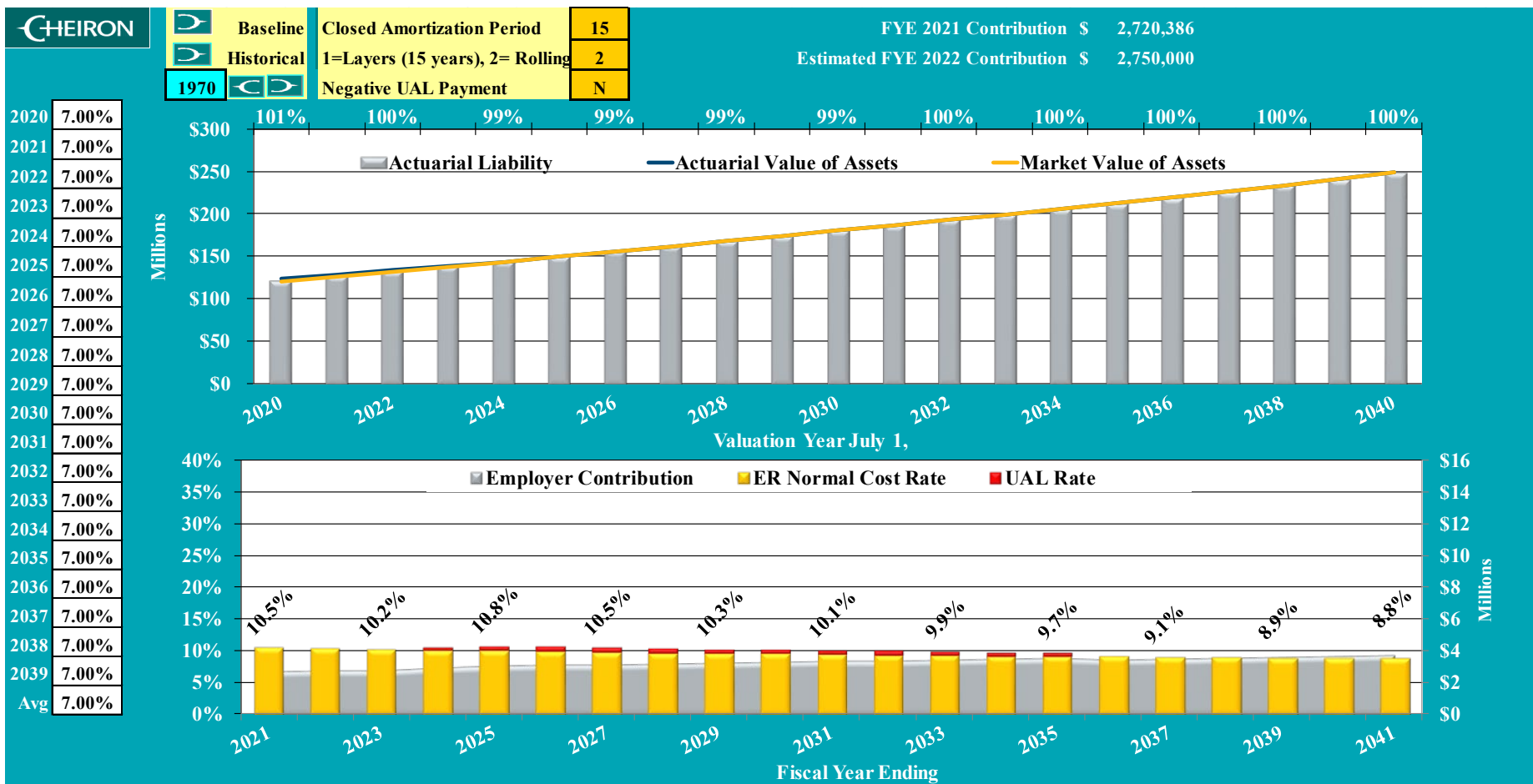


Principal Results

	7/1/2019	7/1/2020
Actuarial Liability (AL)	\$114,897,950	\$121,843,941
Actuarial Values of Assets	111,464,316	123,158,537
Unfunded AL (UAL)	\$3,433,634	\$(1,314,596)
Actuarial Funded Ratio	97.0%	101.1%
Market Value of Assets	\$111,650,661	\$120,459,235
Market Funded Ratio	97.2%	98.9%
FYE Contribution Applicable to	2020	2021
Employer Normal Cost	\$ 2,507,685	\$ 2,578,700
UAL Amortization Payment*	339,698	0
Administrative Expense	113,184	141,686
Total County Contribution	\$ 2,960,567	\$ 2,720,386
Contribution as a Percentage of Payroll	11.72%	10.49%

* Payment based on amortization of UAL, not less than \$0.

Projected Outlook



Required Disclosures



The purpose of this presentation is to present the July 1, 2020 actuarial valuation results for the Sussex County Employee Pension Plan. Other users of this presentation are not intended users as defined in the Actuarial Standards of Practice, and Cheiron assumes no duty or liability to such other user.

In preparing this presentation, we relied on information, some oral and some written, supplied by the Sussex County staff. This information includes, but is not limited to, the plan provisions, member data, and financial information. We performed an informal examination of the obvious characteristics of the data for reasonableness and consistency in accordance with Actuarial Standard of Practice No. 23.

The analysis was based on financial data through June 30, 2020 and the July 1, 2020 membership data. The July 1, 2020 actuarial valuation report should be referred to for a summary of the methods and assumptions. Future results may differ significantly from this presentation due to such factors as the following: plan experience differing from that anticipated by the assumptions; changes in assumptions; and changes in plan provisions or applicable law.

The projections were based on the same membership data and financial information as was used for the actuarial valuation. The projections assume continuation of the plan provisions and actuarial assumptions in effect as of July 1, 2020 and do not reflect the impact of any changes in benefits or actuarial assumptions that may be adopted after July 1, 2020 unless otherwise indicated. While the assumptions individually are reasonable for the underlying valuation that supports the projections, specifically for projection purposes, they are also considered reasonable in the aggregate. The future outcomes become increasingly uncertain over time, and therefore the general trends and not the absolute values should be considered in the review of these projections.

This presentation and its contents have been prepared in accordance with generally recognized and accepted actuarial principles and practices and our understanding of the Code of Professional Conduct and applicable Actuarial Standards of Practice set out by the Actuarial Standards Board as well as applicable laws and regulations. Furthermore, as credentialed actuaries, we meet the Qualification Standards of the American Academy of Actuaries to render the opinion contained in this presentation. This presentation does not address any contractual or legal issues. We are not attorneys, and our firm does not provide any legal services or advice.

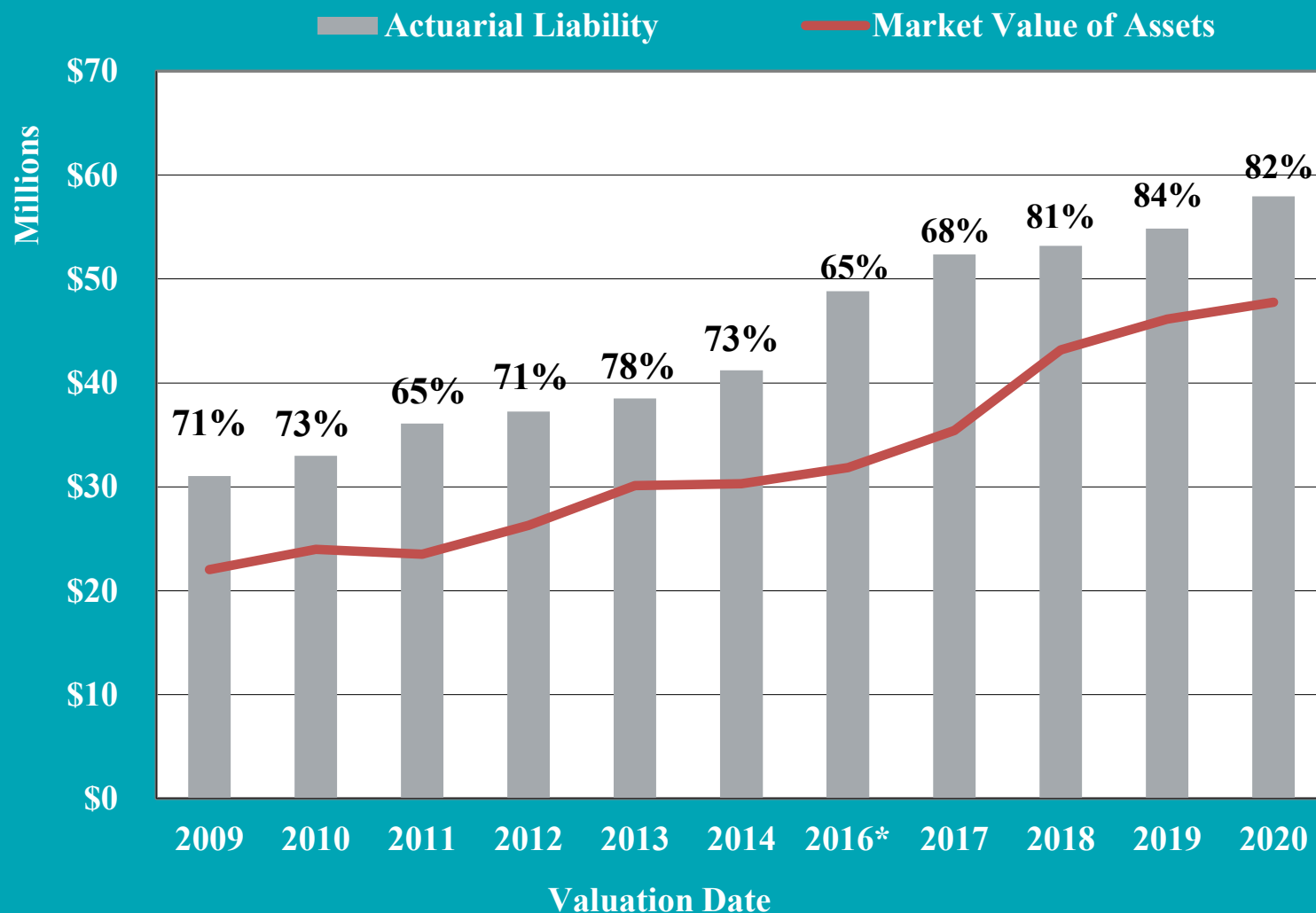
Janet H. Cranna, FSA, FCA, EA, MAAA
Principal Consulting Actuary

Brett Warren, FSA, CERA, EA, MAAA
Associate Actuary



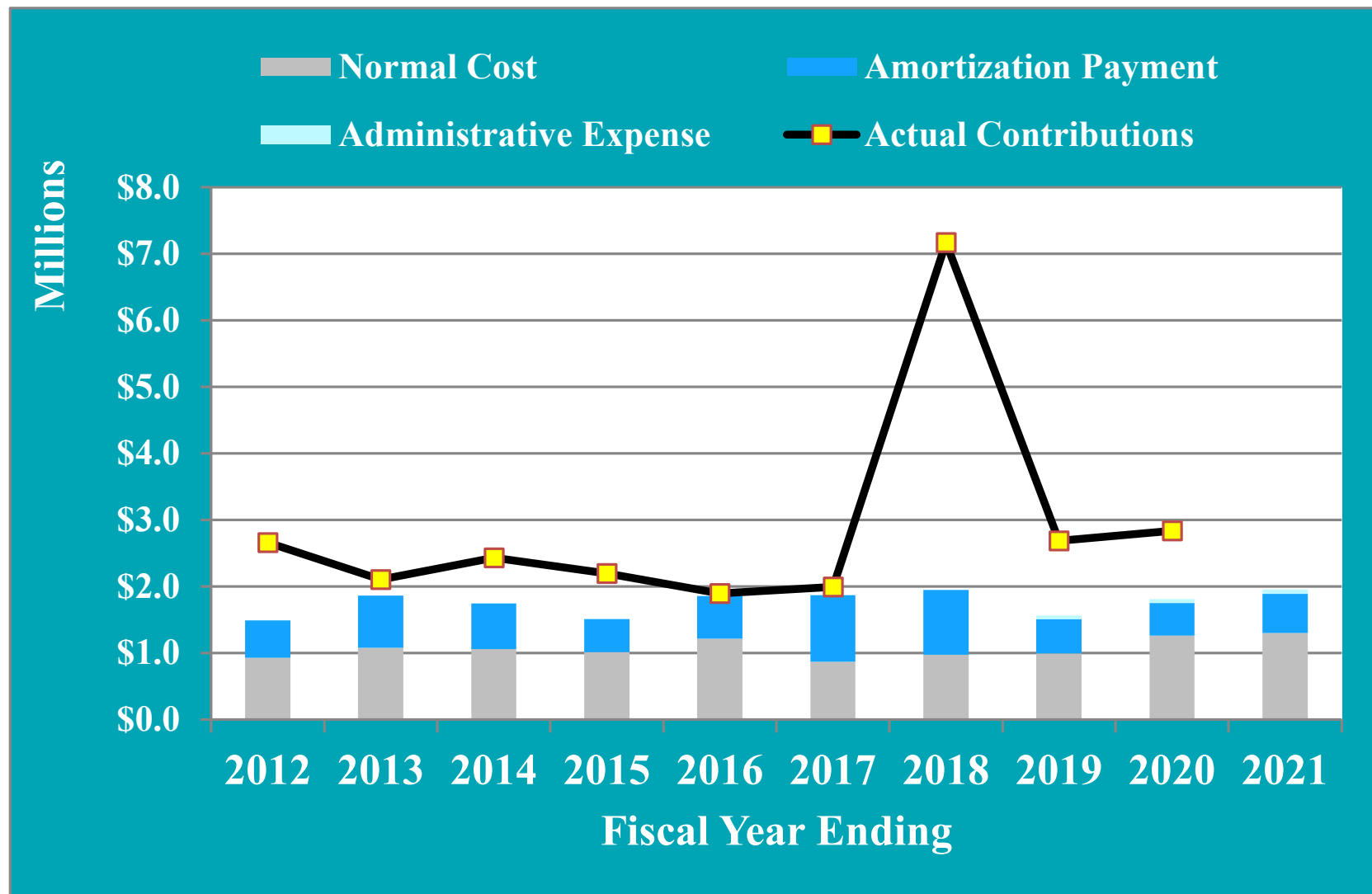
2020 OPEB Actuarial Valuation

Historical Review – Assets and Liabilities



* Valuation date change to 6/30 from 12/31

Historical Review – Contributions



2020 Valuation – Principal Results



Principal Results		
	7/1/2019	7/1/2020
Active Employees	484	480
Retirees	171	186
Disabled	12	12
Survivors	20	20
Total Participants	687	698
Actuarial Liability (AL)	\$ 54,869,840	\$ 57,965,311
Assets	46,138,833	47,761,963
Unfunded AL (UAL)	\$ 8,731,007	\$ 10,203,348
Actuarial Funded Ratio	84.1%	82.4%
FYE Contribution Applicable to	2020	2021
Employer Normal Cost	\$ 1,228,249	\$ 1,273,239
UAL Amortization Payment	461,520	550,822
Interest	118,284	127,684
Total County Contribution	\$ 1,808,053	\$ 1,951,745
Contribution as a Percentage of Payroll	7.48%	7.90%
Covered Payroll	\$ 24,181,316	\$ 24,696,338

Projected Outlook – Baseline



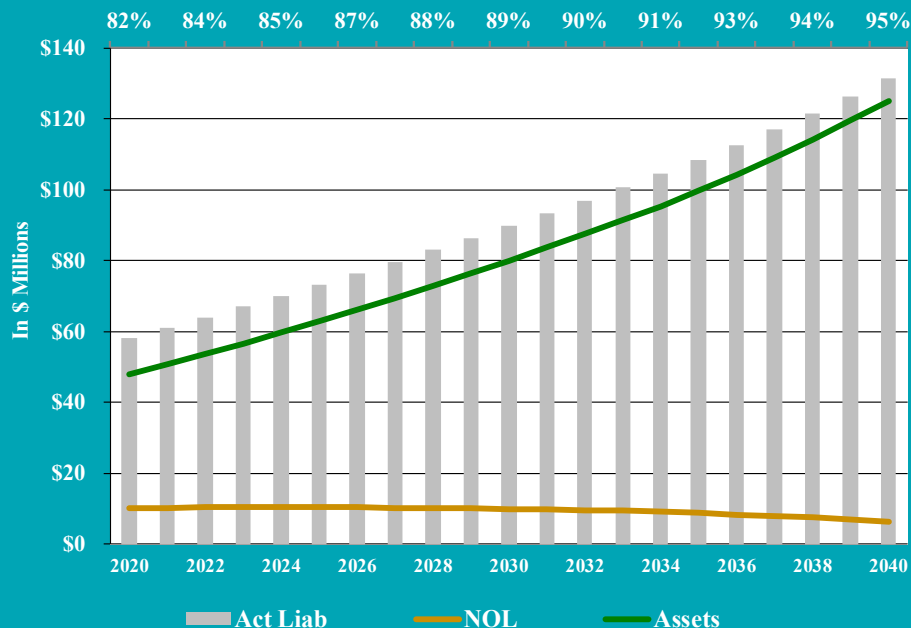
Projection assumptions:

7.00% discount rate

ADC contributions (7.90% of payroll, increasing slightly to 8% of payroll)

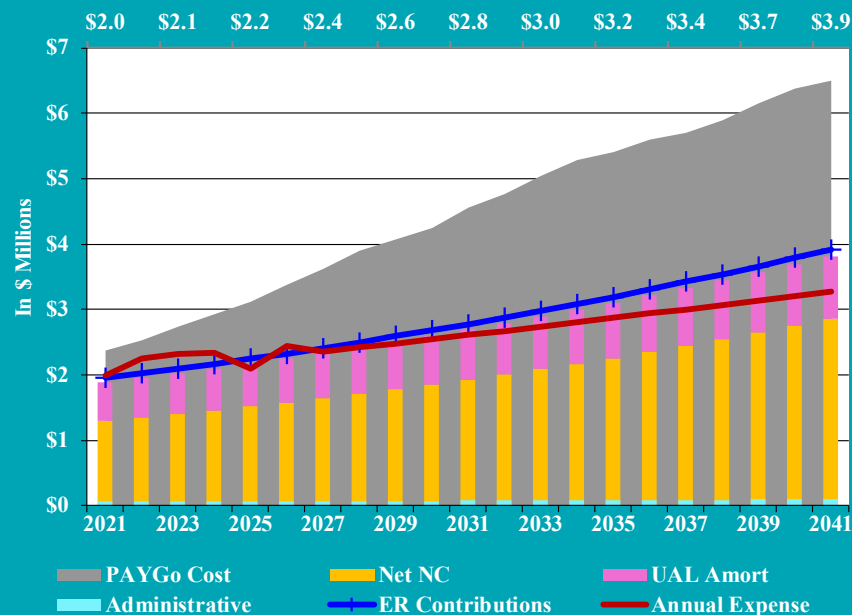
28 year closed amortization

Assets and Liabilities



Plan Expense and Funding

Fiscal Year Ending



Projected Outlook – Budgeted Contributions



Projection assumptions:

7.00% discount rate

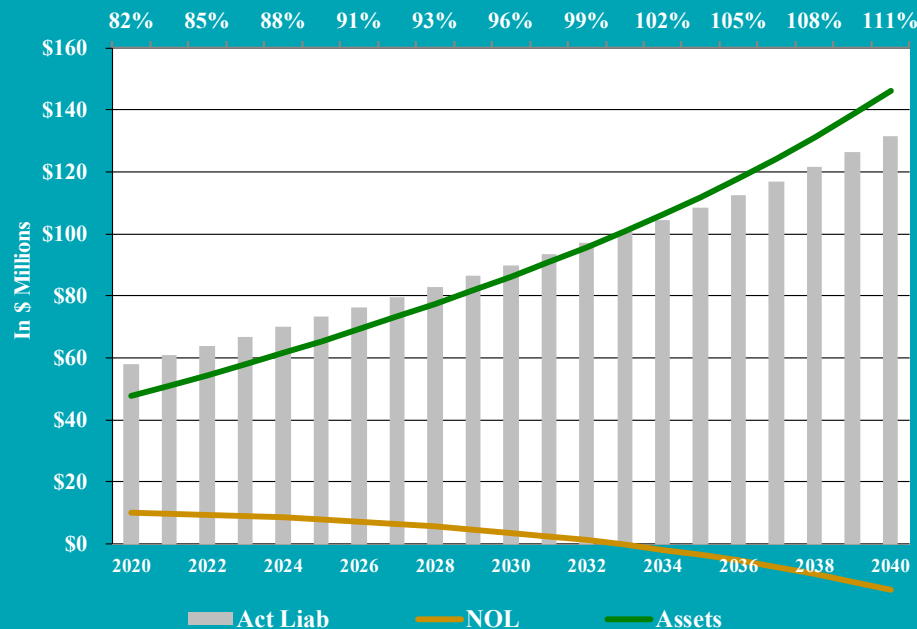
Budgeted contributions of 9.50% of pay

28 year closed amortization

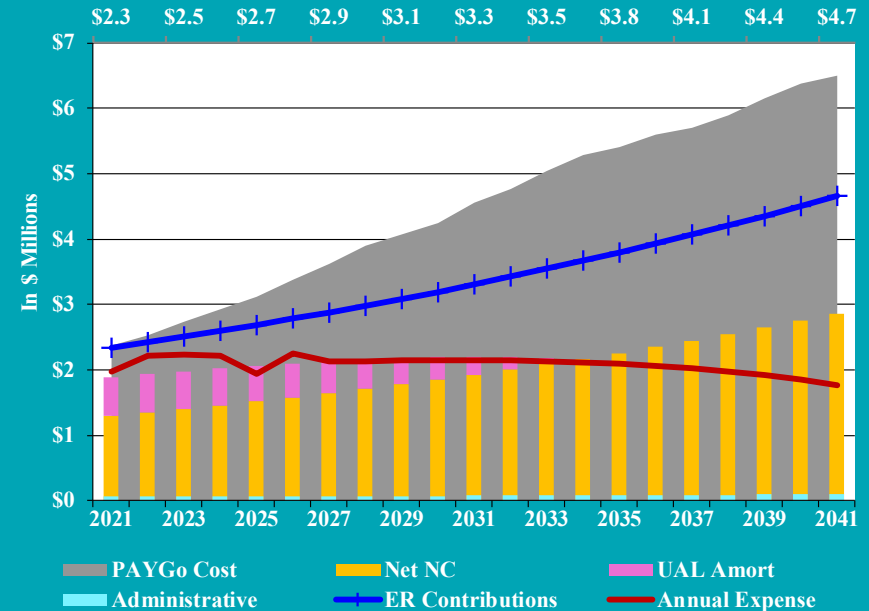
100% funding reached in 13 years

Assets projected to grow to cover 111% of expected liabilities by 2040

Assets and Liabilities



Plan Expense and Funding Fiscal Year Ending



Required Disclosures



The purpose of this presentation is to present the July 1, 2020 OPEB valuation and GASB 74/75 results for the Sussex County Postemployment Benefit Plan. Other users of this presentation are not intended users as defined in the Actuarial Standards of Practice, and Cheiron assumes no duty or liability to such other user.

In preparing this presentation, we relied on information, some oral and some written, supplied by the Sussex County staff. This information includes, but is not limited to, the plan provisions, member data, and financial information. We performed an informal examination of the obvious characteristics of the data for reasonableness and consistency in accordance with Actuarial Standard of Practice No. 23.

The analysis was based on financial data through June 30, 2020 and the July 1, 2020 membership data. The July 1, 2020 OPEB valuation and/or GASB 74/75 report should be referred to for a summary of the methods and assumptions. Future results may differ significantly from this presentation due to such factors as the following: plan experience differing from that anticipated by the assumptions; changes in assumptions; and changes in plan provisions or applicable law.

This presentation and its contents have been prepared in accordance with generally recognized and accepted actuarial principles and practices and my understanding of the Code of Professional Conduct and applicable Actuarial Standards of Practice set out by the Actuarial Standards Board as well as applicable laws and regulations. Furthermore, as a credentialed actuary, I meet the Qualification Standards of the American Academy of Actuaries to render the opinion contained in this presentation. This presentation does not address any contractual or legal issues. I am not an attorney, and my firm does not provide any legal services or advice.

Margaret Tempkin, FSA, EA, MAAA
Principal Consulting Actuary



Appendix – GASB 67/68/74/75



- County first adopted GASB 67 in the June 30, 2014 financial statements
- Similar actuarial methods and assumptions used in developing the actuarial liability for funding purposes
- Assets will differ from funding since GASB requires using market value with no smoothing (funding uses 5-year smoothing)
- Discount rate for GASB 67 is 7.00% (same as funding)
 - Projections indicated that plan assets are expected to cover all future benefit payments for current plan members (if not, some blending with a municipal bond index (2.21% for 2020) would have been required)



- Under GASB 68, the pension expense is equal to the change in the plan's net pension liability (NPL), with adjustments for deferrals
 - Chart on next page shows the pension expense development two ways for both the 2020 and 2019 plan years
 - The County's FY 2020 expense will be based on the County's 2020 plan year results
- Treatment of deferrals
 - Asset gains or losses recognized over 5 years
 - Liability gains or losses and assumption changes recognized over average future working lifetime (6 years for the Plan)
 - No deferrals on plan changes
 - Deferred gains called “deferred inflows”; deferred losses called “deferred outflows”

GASB 67 – Results



Sensitivity of Net Pension Liability to Changes in Discount Rate

	1% Decrease 6.00%	Discount Rate 7.00%	1% Increase 8.00%
Total Pension Liability	\$ 138,125,746	\$ 121,843,941	\$ 108,379,307
Plan Fiduciary Net Position	<u>120,459,235</u>	<u>120,459,235</u>	<u>120,459,235</u>
Net Pension Liability	<u>\$ 17,666,511</u>	<u>\$ 1,384,706</u>	<u>\$ (12,079,928)</u>
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	87.2%	98.9%	111.1%

GASB 68 – Results



Calculation of Pension Expense

	Measurement Year Ending	
	2020	2019
Change in Net Pension Liability	\$ (1,862,583)	\$ (12,748,325)
Change in Deferred Outflows	(2,462,482)	1,356,270
Change in Deferred Inflows	(479,942)	1,654,326
Employer Contributions	<u>9,779,296</u>	<u>14,462,910</u>
Pension Expense	\$ 4,974,289	\$ 4,725,181
Pension Expense as % of Payroll	19.17%	18.70%
Operating Expenses		
Service cost	\$ 2,714,022	\$ 2,271,361
Employee contributions	(211,354)	(172,315)
Administrative expenses	<u>138,230</u>	<u>110,423</u>
Total	\$ 2,640,898	\$ 2,209,469
Financing Expenses		
Interest cost	\$ 8,066,691	\$ 8,037,883
Expected return on assets	<u>(7,988,401)</u>	<u>(7,230,839)</u>
Total	\$ 78,290	\$ 807,044
Changes		
Benefit changes	\$ 0	\$ 0
Recognition of assumption changes	336,558	336,558
Recognition of liability gains and losses	600,681	435,011
Recognition of investment gains and losses	<u>1,317,862</u>	<u>937,099</u>
Total	\$ 2,255,101	\$ 1,708,668
Pension Expense	\$ 4,974,289	\$ 4,725,181

OPEB GASB 74/75



- Similar actuarial methods and assumptions used in developing the actuarial liability for funding purposes.
- GASB 74/75 requires using market value of assets
- Discount rate for GASB 74 is 7.00%

Change in Net OPEB Liability				
	Increase (Decrease)			
	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability (a) - (b)	
Balances at 6/30/2019	\$ 54,869,840	\$ 46,138,833	\$ 8,731,007	
Changes for the year:				
Service cost	1,177,365		1,177,365	
Interest	3,824,207		3,824,207	
Changes of benefits	0		0	
Differences between expected and actual experience	2,351,755		2,351,755	
Changes of assumptions	(1,377,792)		(1,377,792)	
Contributions - employer		2,835,463	(2,835,463)	
Contributions - member		0	0	
Net investment income		1,727,777	(1,727,777)	
Benefit payments	(2,880,064)	(2,880,064)	0	
Administrative expense		(60,046)	60,046	
Net changes	<u>3,095,471</u>	<u>1,623,130</u>	<u>1,472,341</u>	
Balances at 6/30/2020	<u>\$ 57,965,311</u>	<u>\$ 47,761,963</u>	<u>\$ 10,203,348</u>	

GASB 74 – 2020 Results Sensitivity



Sensitivity of Net OPEB Liability to Changes in Discount Rate

	1% Decrease 6.00%	Discount Rate 7.00%	1% Increase 8.00%
Total OPEB Liability	\$ 66,464,524	\$ 57,965,311	\$ 51,032,759
Plan Fiduciary Net Position	<u>47,761,963</u>	<u>47,761,963</u>	<u>47,761,963</u>
Net OPEB Liability	<u>\$ 18,702,561</u>	<u>\$ 10,203,348</u>	<u>\$ 3,270,796</u>
Plan Fiduciary Net Position as a Percentage of the Total OPEB Liability	71.9%	82.4%	93.6%

Sensitivity of Net OPEB Liability to Changes in Healthcare Cost Trend Rates

	1% Decrease	Healthcare Trend	1% Increase
Total OPEB Liability	\$ 50,443,998	\$ 57,965,311	\$ 67,370,942
Plan Fiduciary Net Position	<u>47,761,963</u>	<u>47,761,963</u>	<u>47,761,963</u>
Net OPEB Liability	<u>\$ 2,682,035</u>	<u>\$ 10,203,348</u>	<u>\$ 19,608,979</u>
Plan Fiduciary Net Position as a Percentage of the Total OPEB Liability	94.7%	82.4%	70.9%

GASB 75 – 2020 OPEB Expense



Calculation of OPEB Expense

	Measurement Year Ending	
	2020	2019
Change in Net OPEB Liability	\$ 1,472,341	\$ (1,266,256)
Change in Deferred Outflows	(2,875,691)	233,121
Change in Deferred Inflows	602,398	(216,627)
Employer Contributions	<u>2,835,463</u>	<u>2,687,134</u>
OPEB Expense	\$ 2,034,511	\$ 1,437,372
OPEB Expense as % of Payroll	8.24%	5.94%
Operating Expenses		
Service cost	\$ 1,177,365	\$ 925,928
Employee contributions	0	0
Administrative expenses	<u>60,046</u>	<u>53,118</u>
Total	\$ 1,237,411	\$ 979,046
Financing Expenses		
Interest cost	\$ 3,824,207	\$ 3,829,471
Expected return on assets	<u>(3,226,118)</u>	<u>(3,131,352)</u>
Total	\$ 598,089	\$ 698,119
Changes		
Benefit changes	\$ 0	\$ 0
Recognition of assumption changes	(243,387)	(46,560)
Recognition of liability gains and losses	321,547	(14,416)
Recognition of investment gains and losses	<u>120,851</u>	<u>(178,817)</u>
Total	\$ 199,011	\$ (239,793)
OPEB Expense	\$ 2,034,511	\$ 1,437,372



Classic Values, Innovative Advice.

Cheiron (pronounced kī'·ron), the immortal centaur from Greek mythology, broke away from the pack and was educated by the gods. Cheiron became a mentor to classical Greek heroes, then sacrificed his immortality and was awarded in eternity as the constellation Sagittarius.



Sussex County, Delaware

Quarterly Performance Report
as of September 30, 2020



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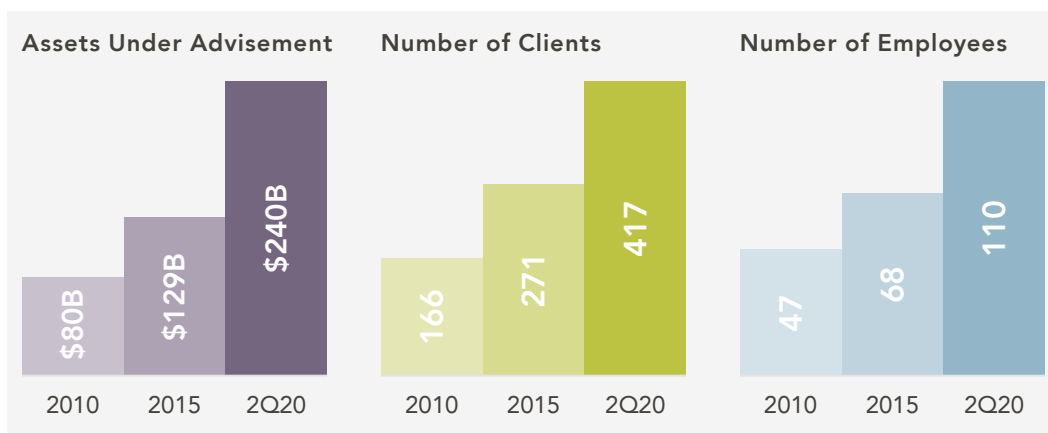
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Marquette Update



Marquette Update

4Q 2020



▶ Q3 Market Insights Video: October 22nd on YouTube

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RECENT HIRES

Patrick McDowell, CPA, CAIA
Senior Vice President,
OCIO Services

Will DuPree
Senior Research Analyst,
Real Assets

Lauren Ward
Client Analyst



RECENT NEW CLIENTS

8

Upcoming Videos



October 2020



4Q 2020

10 Years of OCIO Services

We are pleased to have reached an important milestone with our OCIO services, as we now have a ten-year performance track record. Marquette began providing outsourced chief investment officer (OCIO) services at the request of clients who wished to delegate decision-making authority for their investment program. Our firm's philosophy and approach are consistent across all of our clients, but OCIO clients enjoy efficient execution of investment decisions.

As a 100% independent investment consulting firm, we offer an open architecture investment program to all of our OCIO clients. In June 2020, Marquette was independently verified by ACA Performance Services that the OCIO composites created meet the constitution requirements of the Global Investment Performance Standards (GIPS®) on a firm-wide basis for the periods from July 1, 2013 through December 31, 2019.²



OCIO CLIENTS¹

56



OCIO AUA

\$8.9b

Marquette's Ongoing Response to the Pandemic

Excerpt from our recent [client update letter](#) from Brian Wrubel, President & CEO

Our world and daily routines have been turned upside-down by COVID-19, but Marquette has adapted well. We have been working remotely since the middle of March, and I am immensely proud of the smooth transition we have made to remote work. Marquette has made sure all our employees have resources they need to effectively work from home, and I have been pleasantly surprised by just how productive we can be in this environment. Despite all these changes, our commitment to client service, consistent performance, and meaningful research is unwavering.

All of our clients have been impacted by the pandemic in various ways. We understand and appreciate the challenges you all face and are deeply grateful for the trust you have shown in us. I look forward to the day when we can conduct client meetings in person, welcome you all back to our annual client symposium, and simply grab lunch. In the meantime, we continue to work diligently to help support our clients and their mission through this difficult time.

SPEAKING ENGAGEMENTS

- ▶ Chris Caparelli joining "Styles and Strategies to Mitigate Portfolio Risk" panel at Opal Group Endowment & Foundation Forum 2020 10/1
- ▶ Glenn Ross and Nat Kellogg presenting "Enterprise Risk Management Within Healthcare Systems" at HFMA Maryland Fall Conference 10/1
- ▶ Nichole Roman-Bhatty presenting "How Does Diversity Equal Better Performance?" at MAPS Conference 10/7
- ▶ Samantha Grant joining "Building Brand Awareness through Institutional Databases – Are Consultants Searching for Your Firm?" panel at NASP Manager & Consultant Retreat 10/8
- ▶ Samantha Grant joining "Diversity in Family Wealth: Hiring the Future Advisor" panel at Family Wealth Alliance Virtual 2020 Alliance Fall Forum 10/22
- ▶ Amy Miller hosting private equity discussion at GCM Grosvenor Small & Emerging Managers Conference 10/22
- ▶ Ben Mohr moderating "Re-thinking Asset Allocation in an Ultra-Low Yield Environment" panel at Institutional Investor's Redefining Fixed Income Forum 10/23
- ▶ Lee H. Martin joining "Assessing New Asset Classes in a Post COVID World" panel at Florida Public Pension Trustees Association's PIVOT 2020: Challenge & Change Virtual Summit 10/26
- ▶ Nat Kellogg joining "Benefits of Controlling Volatility for Equity Factor Strategies" panel at Midwest Institutional Forum hosted by MarketsGroup 11/3
- ▶ Ben Mohr joining "Fixed Income Risks" panel at Ohio Institutional Forum hosted by Markets Group 12/3

¹ Firm and client statistics as of June 30, 2020.

² Marquette claims compliance with the Global Investment Performance Standards (GIPS®). For more information on obtaining Marquette's composite presentations, please email marquettemarketing@marquetteassociates.com. GIPS® is a registered trademark owned by CFA Institute. CFA Institute does not endorse or promote this organization, nor does it warrant the accuracy or quality of the content contained herein.

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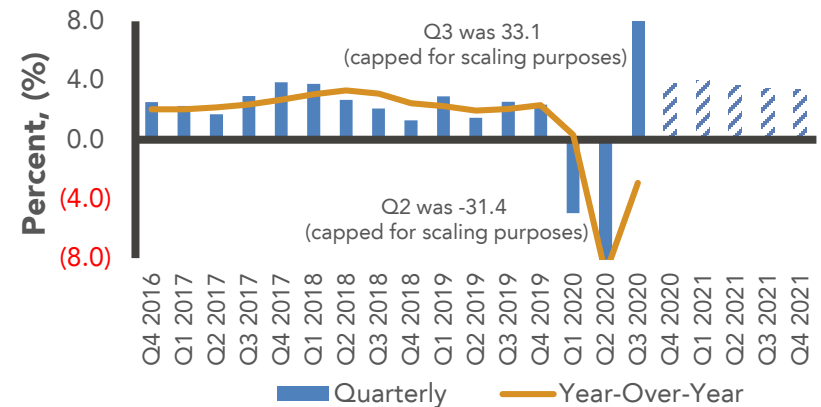
Market Environment



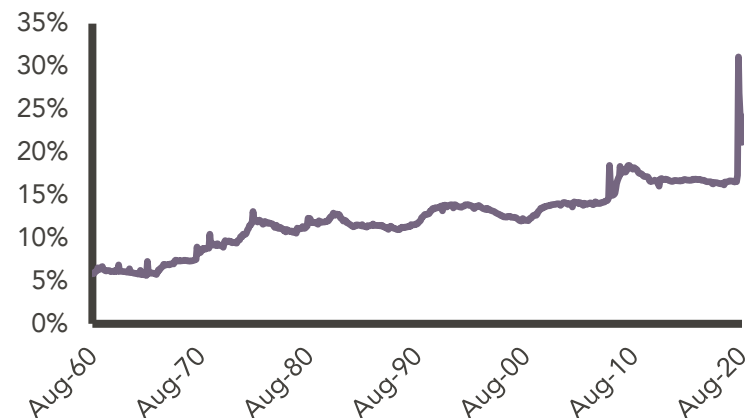
U.S. Economy

- Economic activity rebounded at a historic pace in Q3, with real GDP growing at a staggering 33.1% annual rate due to strong growth in consumer spending, business investment and housing. Economists expect growth to moderate in Q4 and 2021.
- Fiscal stimulus has supported the rebound in economic activity, particularly via transfer payments. More specifically, personal income skyrocketed after the CARES Act was enacted, with government transfer payments accounting for 20–30% of all personal income over the past few months.
- Absent another fiscal package, government spending is forecast to become a drag on economic growth by mid-2021. In turn, continued strength in personal income — and therefore consumer spending — over the next few quarters may largely depend on a further rebound in the labor market.

U.S. Real GDP Growth



Govt Transfer Payments as a % of Personal Income

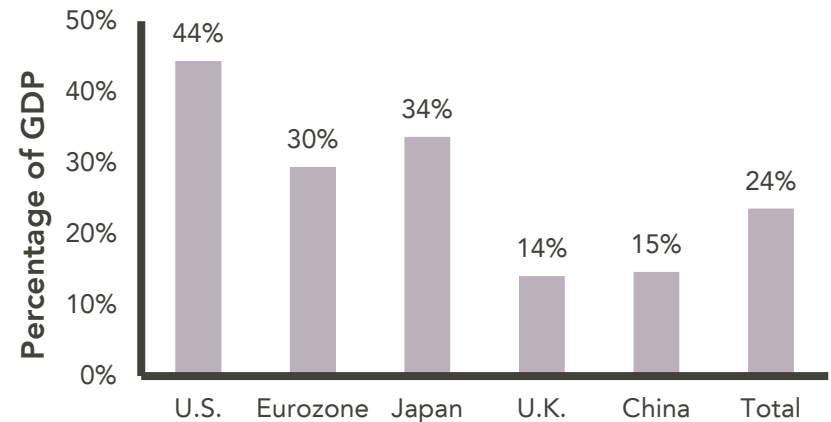


Sources: Refinitiv and The Wall Street Journal. In the "Real GDP Growth" chart, striped bars reflect analyst estimates.

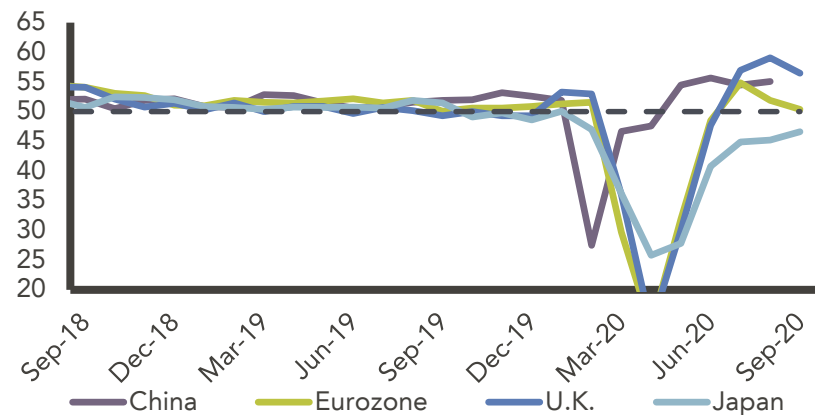
Global Economy

- Growth outside the U.S. has rebounded as well in Q3. As in the U.S., global policymakers have implemented large-scale stimulus programs to combat the economic downturn.
- According to calculations by the KKR Global Institute, the combined monetary and fiscal stimulus enacted through May was approximately 24% of global GDP, led by policymakers in developed economies.
- Amid stimulus measures, along with steady re-opening, current economic conditions have improved across the globe. China has seen economic data steady after rebounding earlier and more strongly than elsewhere, while other major economies have seen continued improvement in Q3.

Global Monetary and Fiscal Stimulus from February through May 2020



Composite PMIs

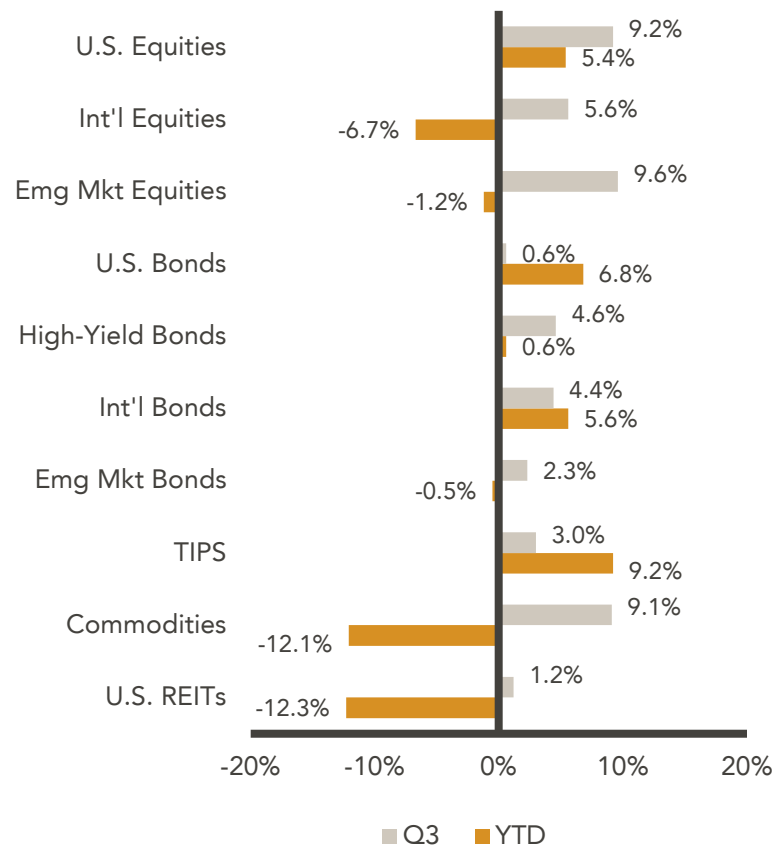


Sources: Bloomberg and KKR Global Institute

Global Asset Class Performance

- **Global equities** rallied in Q3, continuing their upward climb after a strong second quarter. U.S equities (+9.2%) outperformed international developed equities (+5.6%), but slightly lagged emerging market equities (+9.6%). In similar fashion to Q2, large cap growth equities were the key drivers of returns, leaving those stocks with a historically high allocation within core equity indices.
- **Fixed income** markets experienced positive returns across the risk spectrum in Q3. Core bonds returned 0.6% as Treasury rates fell slightly, while investment-grade credit spreads declined. High yield (+4.6%) and bank loans (+4.1%) posted strong returns as spreads for both asset classes continued to narrow toward their long-term averages amid an economic rebound and market support from the Federal Reserve.
- **Inflation-sensitive assets** also posted solid results for the quarter. TIPS (+3.0%) were comfortably in the black, outperforming their nominal government bond counterparts. REITs (+1.2%) sharply lagged equities amid continued concerns over property values and tenant rent relief as the sector still battles with uncertainty surrounding the pandemic. Finally, commodities (+9.1%) rose strongly, as all five sectors posted gains in Q3.

Asset Class Returns: Select Asset Class Performance

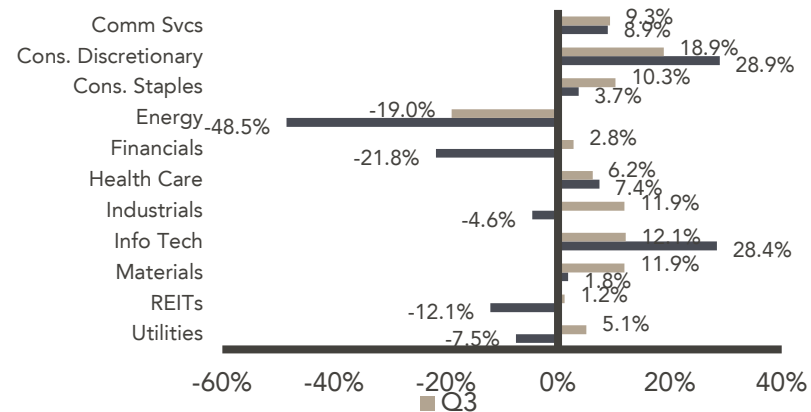


Sources: Markov Processes International

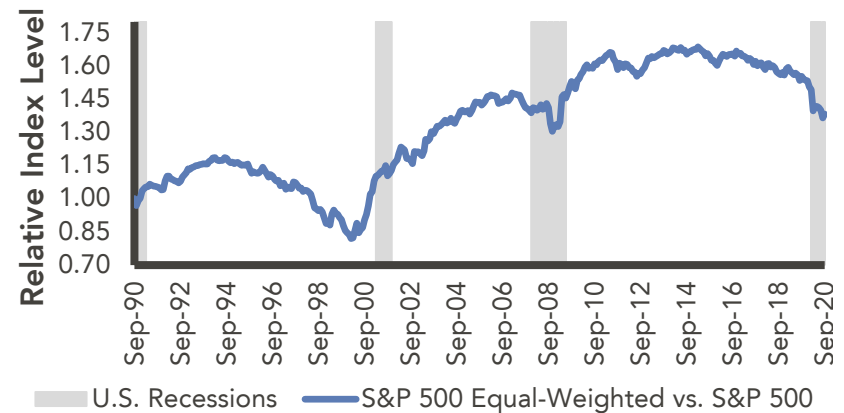
U.S. Equity Markets

- U.S. equity markets continued their strong rally in Q3 in the wake of their best quarterly return since 1998 in Q2. The S&P 500 Index finished the quarter with a return of 8.9%, turning positive for the year.
- Outside of the energy sector (-19.0%), all sectors finished the quarter in the black, with more cyclical areas generally outperforming their more defensive counterparts. Consumer discretionary (+18.9%) led the way, while industrials (+11.9%) and information technology (+12.1%) were also among the best-performing sectors.
- Growth stocks continued to outperform value stocks, with the former outperforming the latter by more than 35 percentage points in 2020. Returns were positive across the capitalization spectrum, with large cap equities (+6.4%) the clear leaders, and small (-8.7%) and mid-cap equities (-2.3%) still negative YTD. Larger company outperformance at this point in the economic cycle is somewhat of an anomaly, as small- and mid-cap stocks tend to lead market recoveries coming out of a recession.

Sector Returns



S&P 500 Equal-Weighted vs. S&P 500

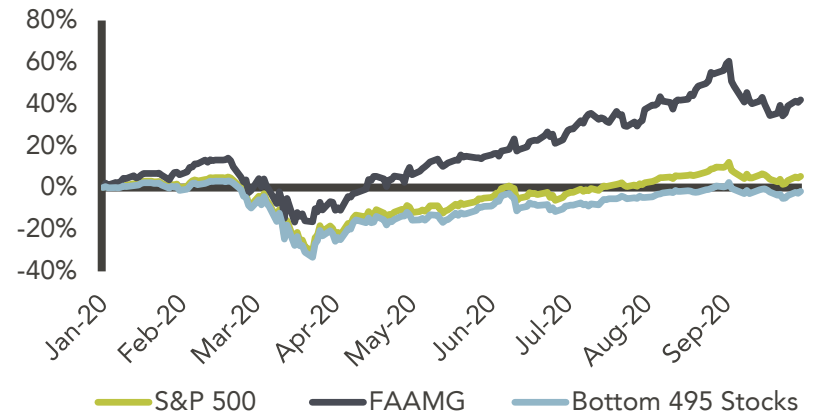


Sources: Markov Processes International and Refinitiv

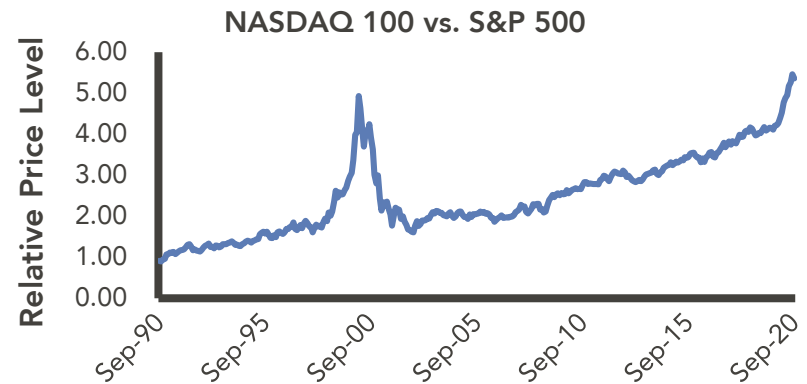
U.S. Equity Markets

- The S&P 500 turned positive for the year in July and ended the quarter with YTD performance of 5.5%. U.S. equity markets continue to be extremely narrow, with the largest 5 stocks (FAAMG) returning a cumulative 41% YTD, while the remaining 495 stocks remain in the red.
- The outperformance of these five stocks, which are growth names, has driven the relative price performance of the NASDAQ 100 (a proxy for large-cap growth stocks, particularly information technology) vs. the S&P 500 Index well above levels witnessed at the height of the tech bubble in the early 2000s.
- These 5 stocks now account for nearly 22.5% of the S&P 500, leaving the index at its most concentrated level since at least 1997.

YTD Performance of Largest 5 Stocks



NASDAQ 100 vs S&P 500

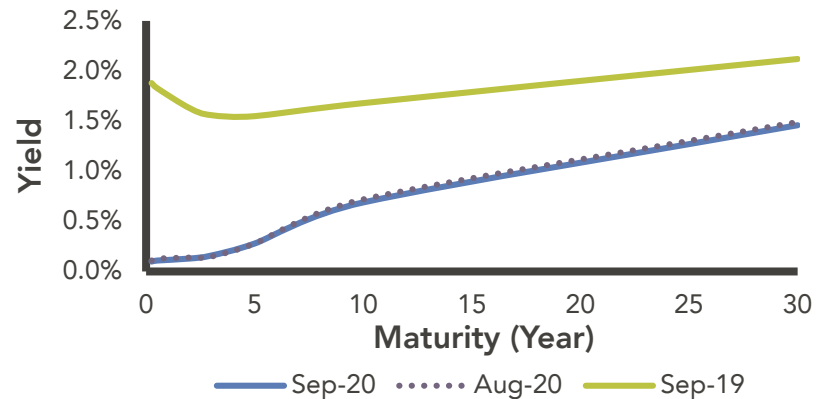


Sources: Bloomberg and Markov Processes International. FAAMG represents Facebook, Apple, Amazon, Microsoft, and Google (parent company "Alphabet")

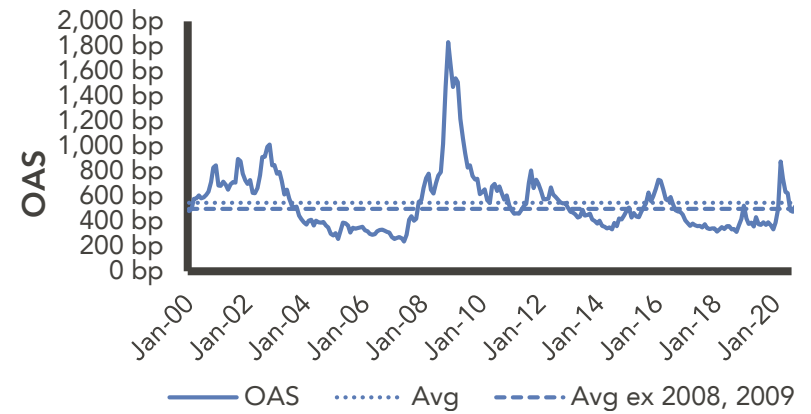
U.S. Fixed Income

- Interest rates remained relatively stable across the Treasury curve in Q3, with a slight decrease and flattening of the yield curve through September.
- Treasury returns were largely flat for the quarter, with the return of core bonds (+0.6%) mostly attributable to investment-grade credit.
- Sectors with more credit risk saw continued outperformance in Q3. The Federal Reserve's \$750 billion corporate bond buying program has calmed investor fears over default risk, resulting in HY spreads tightening to their long-term average of about 500 bps, compared to a mid-March peak of more than 1,000 bps.

Yield Curve



High Yield Spread



Sources: Bloomberg Barclays and the Federal Reserve.

Global Index Returns

U.S. EQUITY	QTR	YTD	1 Year	3 Year	5 Year	10 Year
S&P 500 Index	8.9	5.6	15.1	12.3	14.1	13.7
Russell 3000 Index	9.2	5.4	15.0	11.6	13.7	13.5
Russell 3000 Growth Index	12.9	23.0	36.1	20.7	19.5	16.9
Russell 3000 Value Index	5.4	(12.2)	(5.7)	2.1	7.4	9.7
Russell TOP 200 Index	10.2	9.6	20.3	14.3	15.6	14.5
Russell TOP 200 Growth Index	14.0	26.9	41.2	23.1	21.4	18.1
Russell TOP 200 Value Index	5.2	(11.0)	(3.9)	3.6	8.3	10.1
Russell 1000 Index	9.5	6.4	16.0	12.4	14.1	13.8
Russell 1000 Growth Index	13.2	24.3	37.5	21.7	20.1	17.3
Russell 1000 Value Index	5.6	(11.6)	(5.0)	2.6	7.7	9.9
Russell Mid-Cap Index	7.5	(2.3)	4.6	7.1	10.1	11.8
Russell Mid-Cap Growth Index	9.4	13.9	23.2	16.2	15.5	14.6
Russell Mid-Cap Value Index	6.4	(12.8)	(7.3)	0.8	6.4	9.7
Russell 2000 Index	4.9	(8.7)	0.4	1.8	8.0	9.9
Russell 2000 Growth Index	7.2	3.9	15.7	8.2	11.4	12.3
Russell 2000 Value Index	2.6	(21.5)	(14.9)	(5.1)	4.1	7.1

U.S. EQUITY BY SECTOR	QTR	YTD	1 Year	3 Year	5 Year	10 Year
Communication Services	9.3	8.9	18.5	11.8	12.2	10.3
Consumer Discretionary	18.9	28.9	36.4	21.2	17.5	18.1
Consumer Staples	10.3	3.7	7.6	8.8	9.1	11.7
Energy	(19.0)	(48.5)	(45.6)	(21.7)	(11.1)	(4.4)
Financials	2.8	(21.8)	(14.2)	(1.3)	7.1	9.4
Health Care	6.2	7.4	23.4	12.0	12.5	16.0
Industrials	11.9	(4.6)	1.0	4.5	10.9	11.8
Information Technology	12.1	28.4	46.5	27.5	26.5	20.1
Materials	11.9	1.8	8.7	3.6	11.2	9.0
Real Estate	1.2	(12.1)	(12.0)	3.5	6.6	9.0
Utilities	5.1	(7.5)	(7.2)	6.7	10.3	10.7

Source: Markov Processes International.

Global Index Returns

INT'L/GLOBAL EQUITY	QTR	YTD	1 Year	3 Year	5 Year	10 Year
MSCI EAFE (Net)	4.8	(7.1)	0.5	0.6	5.3	4.6
MSCI EAFE Growth (Net)	8.4	4.6	13.4	7.1	9.2	7.0
MSCI EAFE Value (Net)	1.2	(18.3)	(11.9)	(5.9)	1.1	2.1
MSCI EAFE Small Cap (Net)	10.3	(4.2)	6.8	1.4	7.4	7.3
MSCI AC World Index (Net)	8.1	1.4	10.4	7.1	10.3	8.5
MSCI AC World Index Growth (Net)	12.0	18.1	30.2	15.4	15.4	11.7
MSCI AC World Index Value (Net)	4.0	(14.5)	(8.0)	(1.2)	5.0	5.2
MSCI Europe ex UK (Net)	5.9	(3.8)	4.4	0.9	5.8	5.0
MSCI United Kingdom (Net)	(0.2)	(23.4)	(15.8)	(5.6)	(0.4)	2.0
MSCI Pacific ex Japan (Net)	2.0	(11.3)	(6.1)	0.3	6.7	3.8
MSCI Japan (Net)	6.9	(0.7)	6.9	3.9	7.5	6.2
MSCI Emerging Markets (Net)	9.6	(1.2)	10.5	2.4	9.0	2.5

Source: Markov Processes International.

Global Index Returns

FIXED INCOME	QTR	YTD	1 Year	3 Year	5 Year	10 Year
Merrill Lynch 3-month T-Bill	0.0	0.6	1.1	1.7	1.2	0.6
Barclays Intermediate Gov't./Credit	0.6	5.9	6.3	4.4	3.4	2.9
Barclays Aggregate Bond	0.6	6.8	7.0	5.2	4.2	3.6
Barclays Short Government	0.1	1.8	2.4	2.3	1.6	1.0
Barclays Intermediate Government	0.2	6.0	6.0	4.0	2.8	2.3
Barclays Long Government	0.1	21.1	16.2	11.8	8.2	7.2
Barclays Investment Grade Corp.	1.5	6.6	7.9	6.4	6.0	5.1
Barclays High Yield Corp. Bond	4.6	0.6	3.3	4.2	6.8	6.5
JPMorgan Global ex US Bond	4.4	5.6	5.4	3.5	3.8	1.3
JPMorgan Emerging Market Bond	2.3	(0.5)	1.3	3.5	6.1	5.4

INFLATION SENSITIVE	QTR	YTD	1 Year	3 Year	5 Year	10 Year
Consumer Price Index	1.0	1.3	1.4	1.8	1.8	1.8
BC TIPS	3.0	9.2	10.1	5.8	4.6	3.6
Commodities	9.1	(12.1)	(8.2)	(4.2)	(3.1)	(6.0)
Gold	3.6	21.4	25.4	12.4	10.0	2.9
REITs	1.2	(12.3)	(12.2)	3.5	6.6	9.2
FTSE EPRA/NAREIT Global REITs	1.4	(22.0)	(21.4)	(2.4)	1.3	5.1
NCREIF ODCE*	0.3	(0.7)	0.5	4.3	5.7	9.3
NCREIF Farmland**	0.6	0.5	3.9	5.4	6.4	10.9
NCREIF Timberland**	0.1	0.2	0.3	2.3	2.7	4.4

*Data are preliminary.

**Data are as of June 30, 2020.

Source: Markov Processes International.

Employee Pension Plan

Portfolio Overview



Observations

- Market Value as of September 30, 2020 was \$126.8 million
 - Q3-20 portfolio gain: \$6.3 million
 - Q3-20 the portfolio returned 5.3% (net), vs. policy index of 5.8%
- Positive attribution for the quarter from:
 - Non-U.S. equities
 - Fixed income
- Negative attribution for the quarter from:
 - More defensive active equity managers
 - Value tilt within U.S. equities
- Q3 changes
 - Equity manager changes in July

Looking Ahead

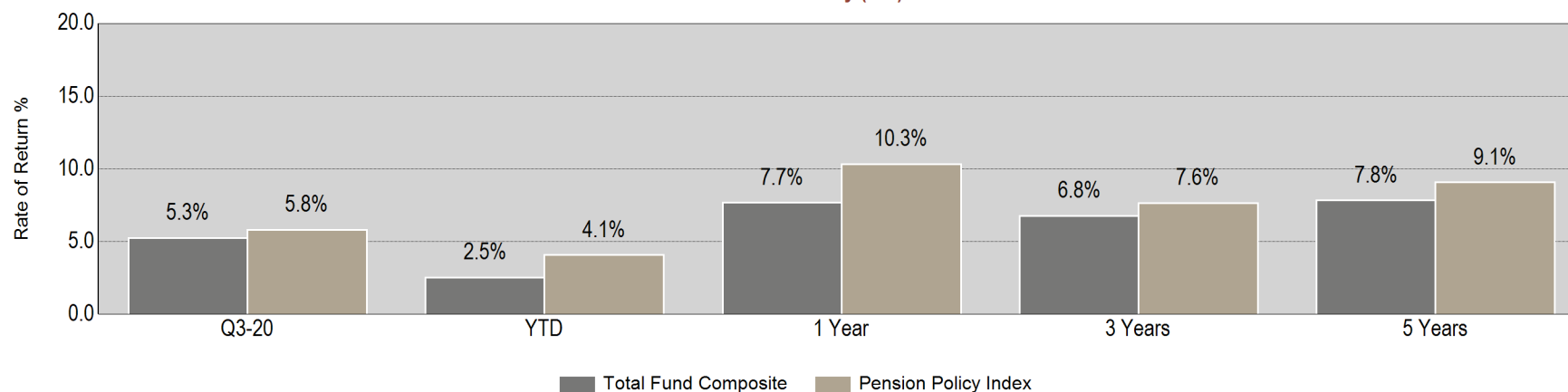
- Continue Private Infrastructure discussion

As of September 30, 2020

Summary of Cash Flows

	Third Quarter	Year-To-Date	One Year	Three Years	Five Years
Beginning Market Value	\$120,496,910	\$123,789,115	\$117,796,108	\$90,121,035	\$70,739,340
Contributions	\$63,573	\$157,666	\$211,479	\$15,575,138	\$20,739,323
Withdrawals	-\$55,305	-\$255,779	-\$281,320	-\$703,767	-\$1,243,351
Net Cash Flow	\$8,267	-\$98,113	-\$69,841	\$14,871,371	\$19,495,972
Net Investment Change	\$6,336,272	\$3,150,448	\$9,115,182	\$21,849,043	\$36,606,138
Ending Market Value	\$126,841,450	\$126,841,450	\$126,841,450	\$126,841,450	\$126,841,450

Return Summary (Net)



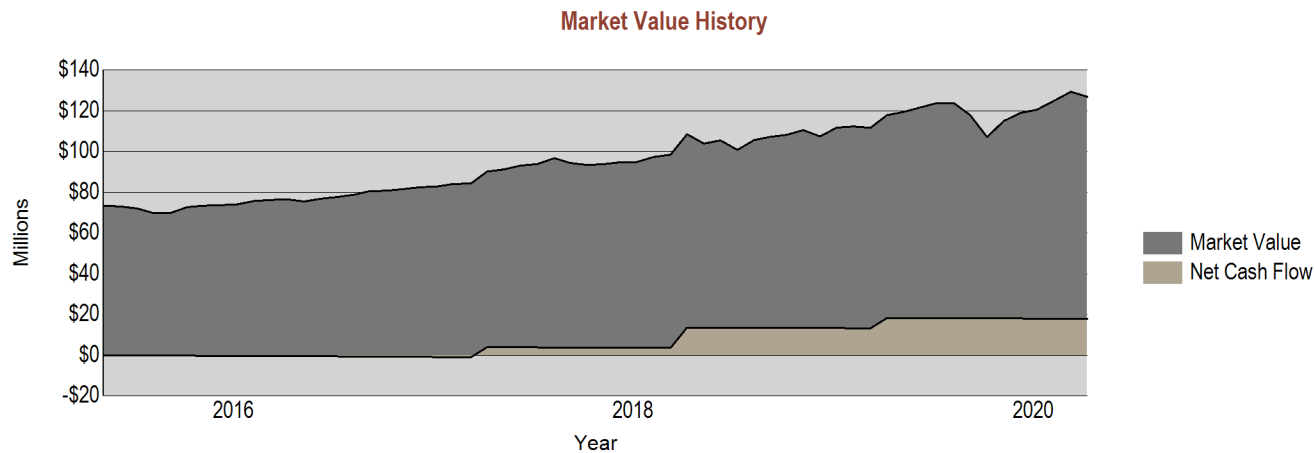
Asset Allocation vs. Target

	Current	Policy	Difference*	Policy Range	Within Range
U.S. Equity	40.6%	40.0%	\$817,372	35.0% - 45.0%	Yes
Global Equity	16.6%	16.5%	\$106,684	11.5% - 21.5%	Yes
Non-U.S. Equity	8.6%	8.5%	\$122,159	3.5% - 13.5%	Yes
Real Estate	4.7%	5.0%	-\$411,755	0.0% - 10.0%	Yes
U.S. Fixed Income	29.4%	29.0%	\$488,866	24.0% - 34.0%	Yes
Cash Equivalent	0.1%	1.0%	-\$1,123,326	0.0% - 5.0%	Yes
Total	100.0%	100.0%			

Sussex County Employee Pension Plan

Market Value Summary

As of September 30, 2020



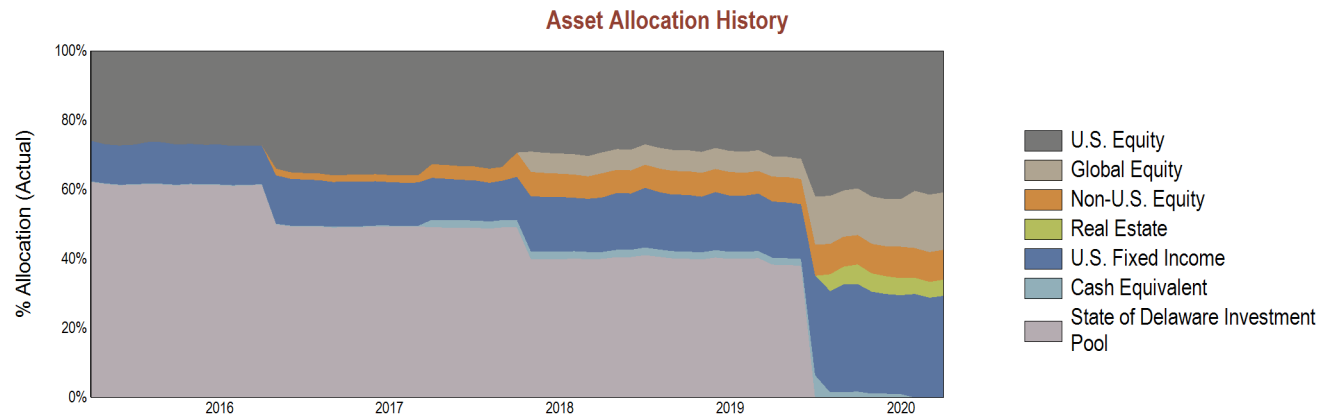
Cash Flow Summary by Manager for Quarter Ending September 30, 2020

	Beginning Market Value	Net Cash Flow	Net Investment Change	Ending Market Value
Vanguard Total Stock Market Index Fund	\$30,405,378	-\$31,987,829	\$1,582,451	--
American Funds Washington Mutual Fund	\$5,933,875	-\$1,170,000	\$329,374	\$5,093,249
Vanguard Dividend Growth Fund	\$4,602,469	-\$4,805,471	\$203,002	--
Vanguard Mid-Cap Value Index Fund	\$5,557,513	-\$5,801,972	\$244,459	--
Fidelity 500 Index	\$0	\$34,900,000	\$1,259,066	\$36,159,066
Virtus KAR Mid-Cap Core Fund R6	\$4,892,024	\$0	\$358,235	\$5,250,259
Vanguard Small-Cap Value Index	\$0	\$5,000,000	\$51,378	\$5,051,378
Dodge & Cox Global Stock Fund	\$3,069,774	-\$3,247,268	\$177,494	--
MFS Low Volatility Global Equity	\$7,208,316	\$0	\$434,648	\$7,642,964
Schroder Global Multi-Cap Quality Trust	\$6,231,511	-\$885,000	\$353,605	\$5,700,116
Vontobel Global Equity Institutional	\$0	\$7,450,000	\$242,443	\$7,692,443
Hartford Int'l Opportunities Fund	\$6,088,168	-\$2,700,000	\$512,701	\$3,900,870
Vanguard Total Int'l Stock Index Fund	\$4,811,642	\$1,870,000	\$321,171	\$7,002,812
Clarion Lion Properties Fund	\$5,945,635	-\$41,105	\$25,787	\$5,930,317
Wilmington Trust Bonds	\$19,192,751	\$1,490,515	\$112,052	\$20,795,318
Fidelity Intern. Treasury Bond Index	\$9,405,720	\$600,000	\$24,133	\$10,029,853
Lord Abbett Short Duration Income	\$3,443,884	\$400,000	\$54,329	\$3,898,213
Chartwell Short Duration High Yield	\$2,299,588	\$200,000	\$49,914	\$2,549,502
Wilmington U.S. Govt MM Fund - MF Acct	\$1,008,257	-\$929,446	\$10	\$78,821
M&T Bank Municipal MM Savings	\$400,403	-\$334,156	\$20	\$66,267
Total	\$120,496,910	\$8,267	\$6,336,272	\$126,841,450

Sussex County Employee Pension Plan

Asset Allocation Summary

As of September 30, 2020



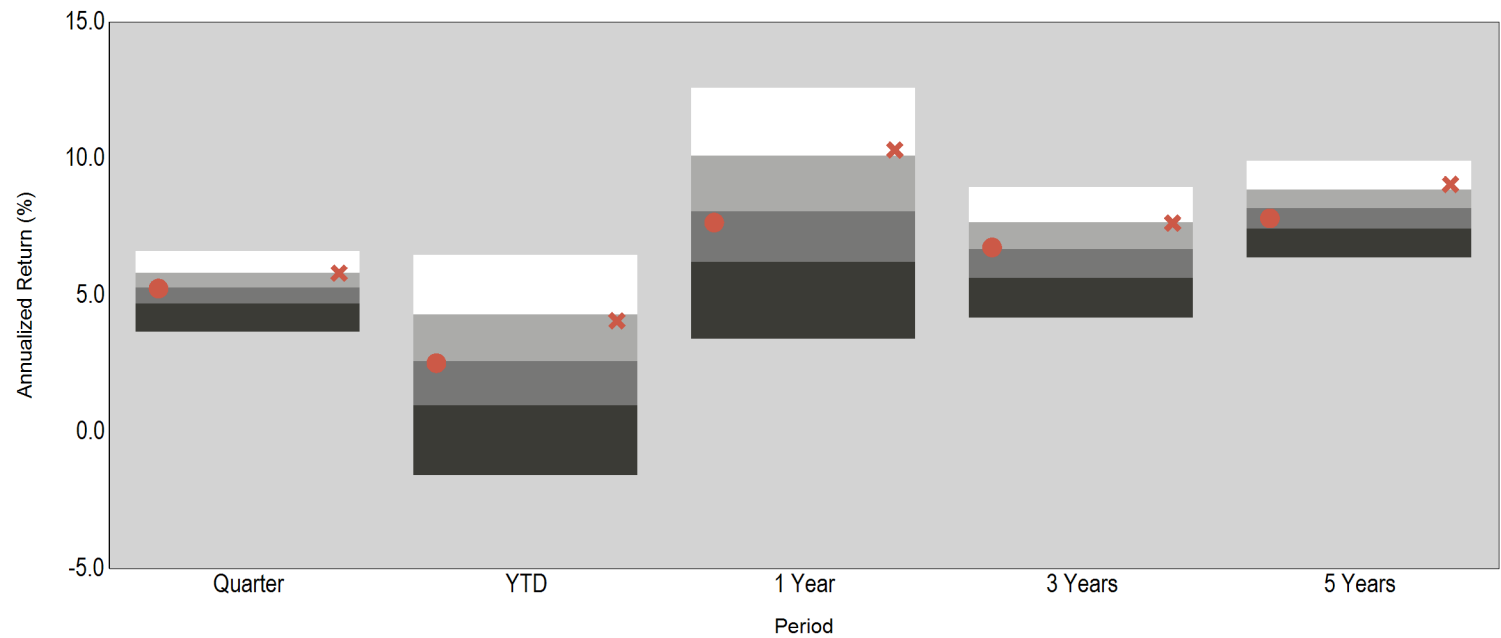
	Market Value	% of Portfolio	Policy %	Policy Difference
Total Equity Composite	83,493,158	65.8	65.0	1,046,216
U.S. Equity Composite	51,553,952	40.6	40.0	817,372
American Funds Washington Mutual Fund	5,093,249	4.0	4.0	19,591
Fidelity 500 Index	36,159,066	28.5	28.0	643,461
Virtus KAR Mid-Cap Core Fund R6	5,250,259	4.1	4.0	176,601
Vanguard Small-Cap Value Index	5,051,378	4.0	4.0	-22,280
Global Equity Composite	21,035,523	16.6	16.5	106,684
MFS Low Volatility Global Equity	7,642,964	6.0	6.0	32,477
Schroder Global Multi-Cap Quality Trust	5,700,116	4.5	4.5	-7,749
Vontobel Global Equity Institutional	7,692,443	6.1	6.0	81,957
Non-U.S. Equity Composite	10,903,682	8.6	8.5	122,159
Hartford Int'l Opportunities Fund	3,900,870	3.1	3.0	95,626
Vanguard Total Int'l Stock Index Fund	7,002,812	5.5	5.5	26,533
Real Estate Composite	5,930,317	4.7	5.0	-411,755
Clarion Lion Properties Fund	5,930,317	4.7	5.0	-411,755
Fixed Income Composite	37,272,886	29.4	29.0	488,866
Wilmington Trust Bonds	20,795,318	16.4	16.0	500,686
Fidelity Interm. Treasury Bond Index	10,029,853	7.9	8.0	-117,463
Lord Abbett Short Duration Income	3,898,213	3.1	3.0	92,969
Chartwell Short Duration High Yield	2,549,502	2.0	2.0	12,673
Cash & Equivalents	145,088	0.1	1.0	-1,123,326
Wilmington U.S. Govt MM Fund - MF Acct	78,821	0.1	1.0	-1,189,593
M&T Bank Municipal MM Savings	66,267	0.1		

Sussex County Employee Pension Plan

Peer Ranking (Net)

As of September 30, 2020

InvMetrics Public DB Net Return Comparison



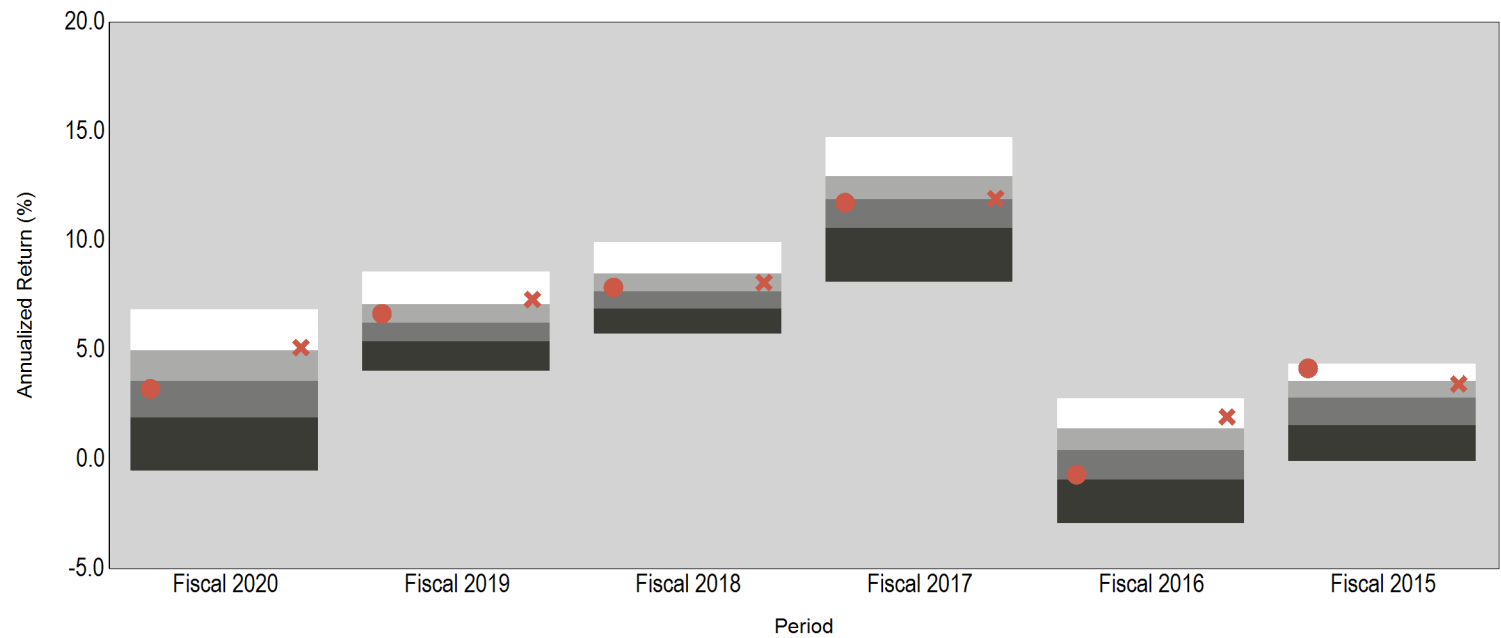
	Return (Rank)									
5th Percentile	6.6		6.5		12.6		9.0		9.9	
25th Percentile	5.8		4.3		10.1		7.7		8.9	
Median	5.3		2.6		8.1		6.7		8.2	
75th Percentile	4.7		1.0		6.2		5.6		7.4	
95th Percentile	3.7		-1.6		3.4		4.2		6.4	
# of Portfolios	578		576		575		558		528	
● Total Fund Composite	5.3	(52)	2.5	(52)	7.7	(57)	6.8	(49)	7.8	(63)
✕ Pension Policy Index	5.8	(26)	4.1	(28)	10.3	(23)	7.6	(26)	9.1	(20)

Sussex County Employee Pension Plan

Peer Ranking (Net)

As of September 30, 2020

InvMetrics Public DB Net Return Comparison



	Return (Rank)					
5th Percentile	6.9	8.6	9.9	14.7	2.8	4.4
25th Percentile	5.0	7.1	8.5	12.9	1.4	3.6
Median	3.6	6.2	7.7	11.9	0.4	2.8
75th Percentile	1.9	5.4	6.9	10.6	-0.9	1.6
95th Percentile	-0.5	4.0	5.7	8.1	-2.9	-0.1
# of Portfolios	574	527	233	282	258	231
● Total Fund Composite	3.2 (56)	6.7 (36)	7.9 (46)	11.7 (53)	-0.7 (71)	4.2 (8)
✕ Pension Policy Index	5.1 (24)	7.3 (20)	8.1 (38)	11.9 (49)	1.9 (13)	3.4 (30)

Sussex County Employee Pension Plan

Risk & Statistics Summary

As of September 30, 2020

RISK RETURN STATISTICS

October 01, 2015 Through September 30, 2020

	Total Fund Composite	Pension Policy Index
RETURN SUMMARY STATISTICS		
Number of Periods	60	60
Maximum Return	7.30	8.17
Minimum Return	-9.16	-9.27
Annualized Return	7.82	9.06
Total Return	45.71	54.27
Annualized Excess Return Over Risk Free	6.68	7.92
Annualized Excess Return	-1.24	0.00

RISK SUMMARY STATISTICS

Beta	0.91	1.00
Upside Deviation	5.14	5.86
Downside Deviation	8.27	8.72

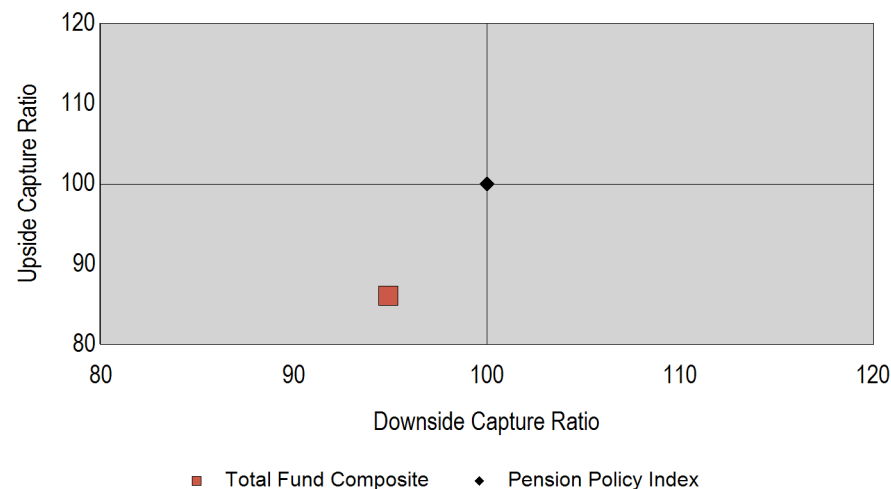
RISK/RETURN SUMMARY STATISTICS

Annualized Standard Deviation	8.82	9.62
Alpha	-0.03	0.00
Sharpe Ratio	0.76	0.82
Excess Return Over Market / Risk	-0.14	0.00
Tracking Error	1.30	0.00
Information Ratio	-0.95	--

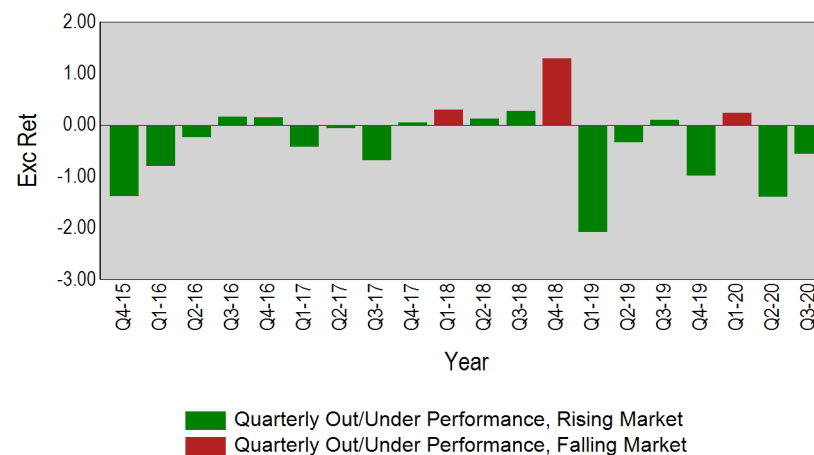
CORRELATION STATISTICS

R-Squared	0.99	1.00
Correlation	0.99	1.00

Upside Capture Ratio vs. Downside Capture Ratio
5 Years Ending September 30, 2020



Quarterly Excess Performance
Total Fund Composite vs. Pension Policy Index



Sussex County Employee Pension Plan

Total Equity Composite

As of September 30, 2020

RISK RETURN STATISTICS October 01, 2015 Through September 30, 2020

Total Equity Composite Total Equity Policy Index

RETURN SUMMARY STATISTICS

Number of Periods	60	60
Maximum Return	10.93	11.97
Minimum Return	-13.99	-14.09
Annualized Return	10.98	12.17
Total Return	68.35	77.57
Annualized Excess Return Over Risk Free	9.84	11.04
Annualized Excess Return	-1.19	0.00

RISK SUMMARY STATISTICS

Beta	0.97	1.00
Upside Deviation	8.56	8.93
Downside Deviation	13.20	13.25

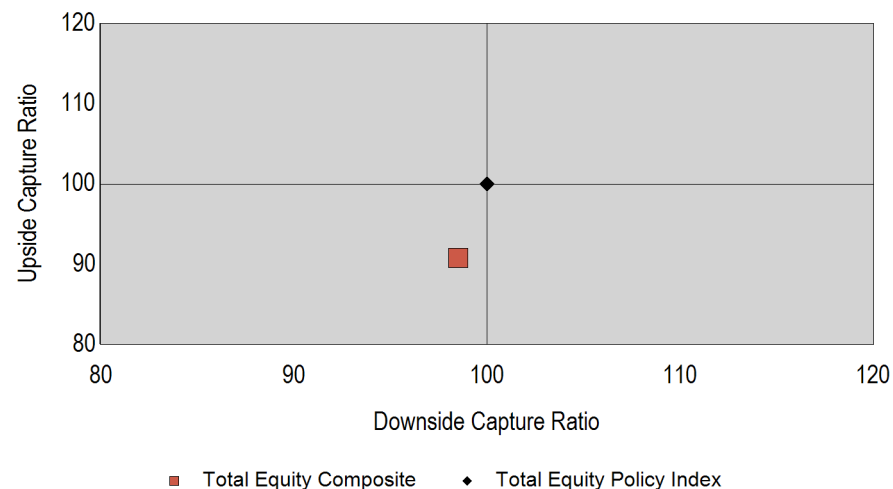
RISK/RETURN SUMMARY STATISTICS

Annualized Standard Deviation	14.53	14.95
Alpha	-0.06	0.00
Sharpe Ratio	0.68	0.74
Excess Return Over Market / Risk	-0.08	0.00
Tracking Error	1.08	0.00
Information Ratio	-1.11	--

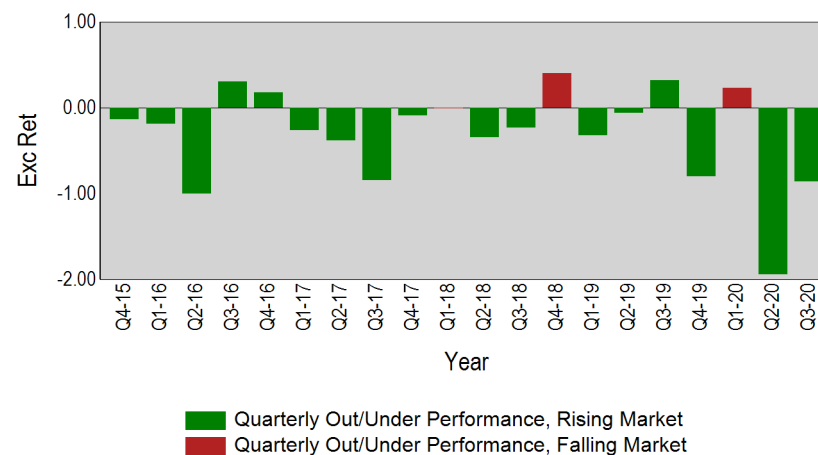
CORRELATION STATISTICS

R-Squared	1.00	1.00
Correlation	1.00	1.00

Upside Capture Ratio vs. Downside Capture Ratio 5 Years Ending September 30, 2020



Quarterly Excess Performance Total Equity Composite vs. Total Equity Policy Index



Sussex County Employee Pension Plan

Total Equity Composite

As of September 30, 2020

Characteristics

	Portfolio	MSCI ACWI IMI Net USD
Number of Holdings	8,756	8,763
Weighted Avg. Market Cap. (\$B)	281.0	255.6
Median Market Cap. (\$B)	2.3	1.9
Price To Earnings	21.9	20.4
Price To Book	4.0	3.6
Price To Sales	2.0	1.6
Return on Equity (%)	6.2	6.4
Yield (%)	1.8	2.0
Beta	1.0	1.0

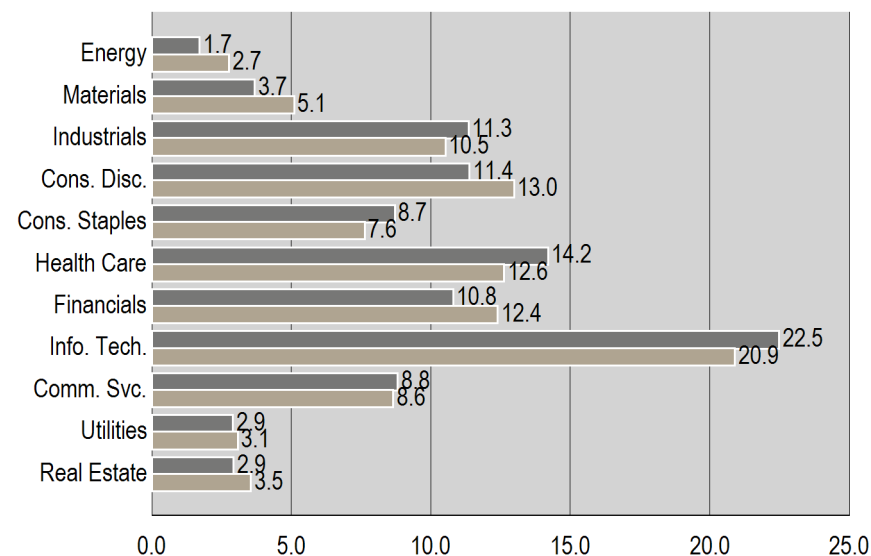
Top Holdings

MICROSOFT CORP	3.6%
APPLE INC	3.0%
AMAZON.COM INC	2.7%
JOHNSON & JOHNSON	1.3%
FACEBOOK INC	1.1%
ALPHABET INC	1.0%
VISA INC	1.0%
UNITEDHEALTH GROUP INC	1.0%
ADOBE INC	0.9%
MASTERCARD INC	0.9%
Total	16.4%

Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Total Equity Composite	9.0%	12.1%	77.2%	1.7%
MSCI ACWI IMI Net USD	12.5%	14.8%	72.8%	0.0%
<i>Weight Over/Under</i>	-3.5%	-2.7%	4.5%	1.7%

Sector Allocation (%) vs MSCI ACWI IMI Net USD



Region Allocation Summary

Region	% of Total	% of Bench	% Diff
North America ex U.S.	2.5%	2.8%	-0.3%
United States	75.1%	57.4%	17.7%
Europe Ex U.K.	8.8%	13.1%	-4.3%
United Kingdom	1.7%	3.8%	-2.1%
Pacific Basin Ex Japan	2.7%	3.2%	-0.5%
Japan	3.9%	7.4%	-3.5%
Emerging Markets	5.2%	12.1%	-6.9%
Other	0.2%	0.2%	-0.1%
Total	100.0%	100.0%	0.0%

Sussex County Employee Pension Plan

U.S. Equity Composite

As of September 30, 2020

Characteristics

	Portfolio	Russell 3000
Number of Holdings	1,385	3,034
Weighted Avg. Market Cap. (\$B)	343.7	376.0
Median Market Cap. (\$B)	5.1	1.5
Price To Earnings	22.9	24.0
Price To Book	4.1	4.3
Price To Sales	2.0	2.2
Return on Equity (%)	3.4	2.8
Yield (%)	1.7	1.6

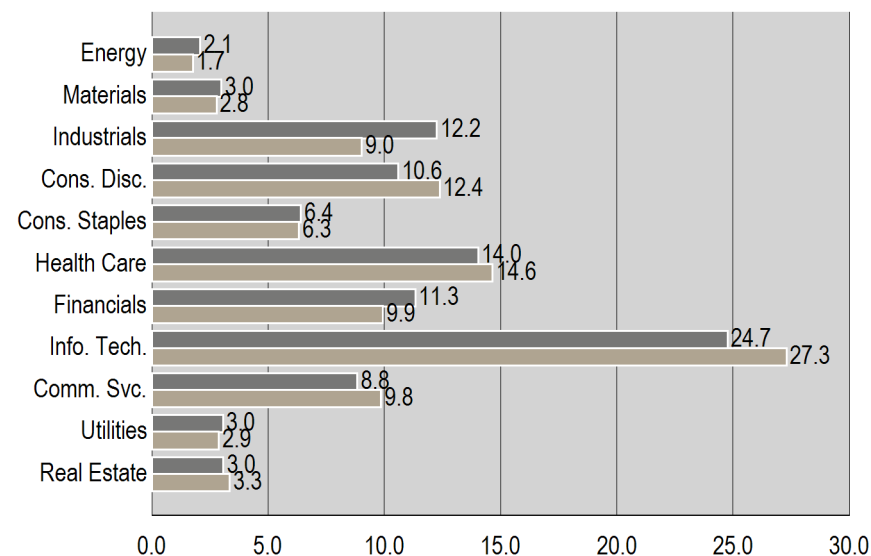
Top Holdings

APPLE INC	4.8%
MICROSOFT CORP	4.7%
AMAZON.COM INC	3.5%
FACEBOOK INC	1.7%
JOHNSON & JOHNSON	1.2%
ALPHABET INC	1.2%
ALPHABET INC	1.2%
UNITEDHEALTH GROUP INC	1.1%
BERKSHIRE HATHAWAY INC	1.0%
HOME DEPOT INC. (THE)	0.9%
Total	21.3%

Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
U.S. Equity Composite	3.4%	26.7%	69.0%	0.9%
Russell 3000	4.3%	22.8%	72.9%	0.0%
Weight Over/Under	-0.9%	3.9%	-3.9%	0.9%

Sector Allocation (%) vs Russell 3000



Region Allocation Summary

Region	% of Total	% of Bench	% Diff
North America ex U.S.	0.2%	0.0%	0.2%
United States	99.0%	100.0%	-1.0%
Europe Ex U.K.	0.3%	0.0%	0.3%
United Kingdom	0.2%	0.0%	0.2%
Japan	0.0%	0.0%	0.0%
Emerging Markets	0.4%	0.0%	0.4%
Other	0.0%	0.0%	0.0%
Total	100.0%	100.0%	0.0%

Common Holdings Matrix

	<i>American Funds Washington Mutual Fund</i>		<i>Fidelity 500 Index</i>		<i>Virtus KAR Mid-Cap Core Fund R6</i>		<i>Vanguard Small-Cap Value Index</i>	
	#	%	#	%	#	%	#	%
American Funds Washington Mutual Fund	--	--	141	59	2	6	2	0
Fidelity 500 Index	141	91	--	--	14	49	57	14
Virtus KAR Mid-Cap Core Fund R6	2	1	14	1	--	--	4	1
Vanguard Small-Cap Value Index	2	0	57	1	4	10	--	--

Sussex County Employee Pension Plan

Global Equity Composite

As of September 30, 2020

Characteristics

	Portfolio	MSCI ACWI IMI Net USD
Number of Holdings	493	8,763
Weighted Avg. Market Cap. (\$B)	212.9	255.6
Median Market Cap. (\$B)	20.3	1.9
Price To Earnings	22.2	20.4
Price To Book	4.5	3.6
Price To Sales	3.0	1.6
Return on Equity (%)	11.7	6.4
Yield (%)	2.0	2.0

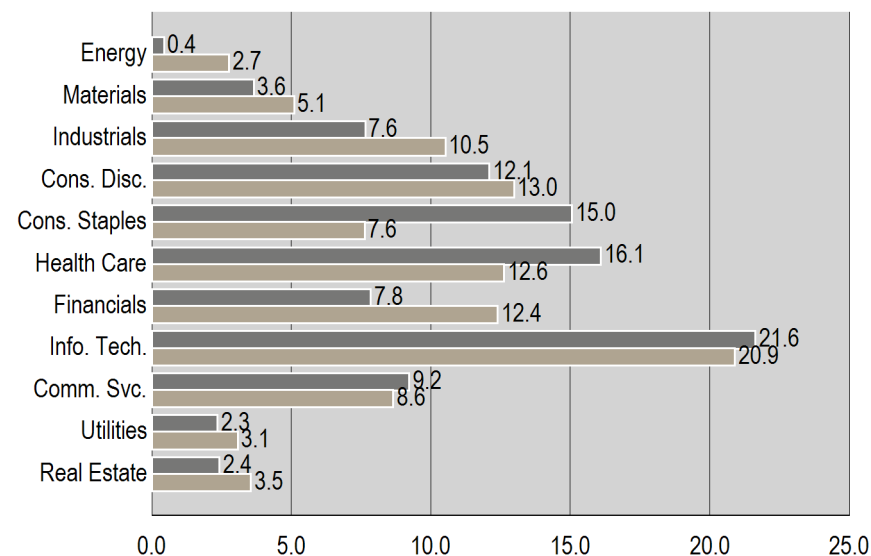
Top Holdings

MICROSOFT CORP	2.6%
JOHNSON & JOHNSON	2.3%
ADOBE INC	2.1%
AMAZON.COM INC	2.1%
NESTLE SA, CHAM UND VEVEY	2.0%
TAIWAN SEMICONDUCTOR MANUFACTURING CO LTD	1.9%
PEPSICO INC	1.6%
VISA INC	1.6%
MASTERCARD INC	1.6%
THE UNILEVER GROUP	1.5%
Total	19.2%

Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Global Equity Composite	6.0%	10.4%	81.3%	2.4%
MSCI ACWI IMI Net USD	12.5%	14.8%	72.8%	0.0%
<i>Weight Over/Under</i>	<i>-6.5%</i>	<i>-4.4%</i>	<i>8.5%</i>	<i>2.4%</i>

Sector Allocation (%) vs MSCI ACWI IMI Net USD



Region Allocation Summary

Region	% of Total	% of Bench	% Diff
North America ex U.S.	6.2%	2.8%	3.5%
United States	52.2%	57.4%	-5.2%
Europe Ex U.K.	17.3%	13.1%	4.1%
United Kingdom	2.8%	3.8%	-1.0%
Pacific Basin Ex Japan	4.9%	3.2%	1.7%
Japan	7.3%	7.4%	-0.1%
Emerging Markets	8.9%	12.1%	-3.2%
Other	0.4%	0.2%	0.2%
Total	100.0%	100.0%	0.0%

Common Holdings Matrix

	<i>MFS Low Volatility Global Equity</i>		<i>Schroder Global Multi-Cap Quality Trust</i>		<i>Vontobel Global Equity Institutional</i>	
	#	%	#	%	#	%
MFS Low Volatility Global Equity	--	--	29	17	11	22
Schroder Global Multi-Cap Quality Trust	29	41	--	--	21	52
Vontobel Global Equity Institutional	11	19	21	10	--	--

Sussex County Employee Pension Plan

Non-U.S. Equity Composite

As of September 30, 2020

Characteristics

	Portfolio	MSCI ACWI ex USA IMI
Number of Holdings	7,307	6,427
Weighted Avg. Market Cap. (\$B)	102.7	84.8
Median Market Cap. (\$B)	1.8	1.7
Price To Earnings	18.3	16.6
Price To Book	3.2	2.8
Price To Sales	1.4	1.1
Return on Equity (%)	10.1	9.8
Yield (%)	2.1	2.6

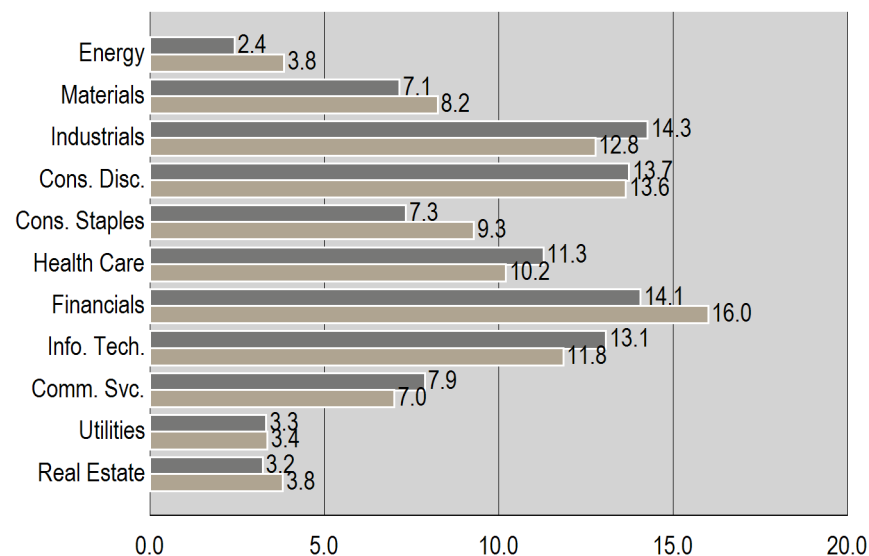
Top Holdings

ALIBABA GROUP HOLDING LTD	2.9%
TENCENT HOLDINGS LTD	2.5%
NESTLE SA, CHAM UND VEVEY	1.9%
TAIWAN SEMICONDUCTOR MANUFACTURING CO LTD	1.7%
SAMSUNG ELECTRONICS CO LTD	1.4%
ROCHE HOLDING AG	1.3%
CANADIAN NATIONAL RAILWAY CO	1.0%
NOVARTIS AG	1.0%
ASML HOLDING NV	1.0%
IBERDROLA SA, BILBAO	1.0%
Total	15.7%

Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Non-U.S. Equity Composite	12.7%	16.7%	65.8%	4.8%
MSCI ACWI ex USA IMI	19.2%	20.5%	60.3%	0.0%
<i>Weight Over/Under</i>	-6.5%	-3.8%	5.5%	4.8%

Sector Allocation (%) vs MSCI ACWI ex USA IMI



Region Allocation Summary

Region	% of Total	% of Bench	% Diff
North America ex U.S.	6.5%	6.5%	0.0%
United States	2.6%	0.0%	2.6%
Europe Ex U.K.	33.7%	30.8%	2.9%
United Kingdom	7.4%	8.9%	-1.6%
Pacific Basin Ex Japan	11.5%	7.5%	4.0%
Japan	16.3%	17.3%	-1.0%
Emerging Markets	21.3%	28.4%	-7.0%
Other	0.6%	0.6%	0.0%
Total	100.0%	100.0%	0.0%

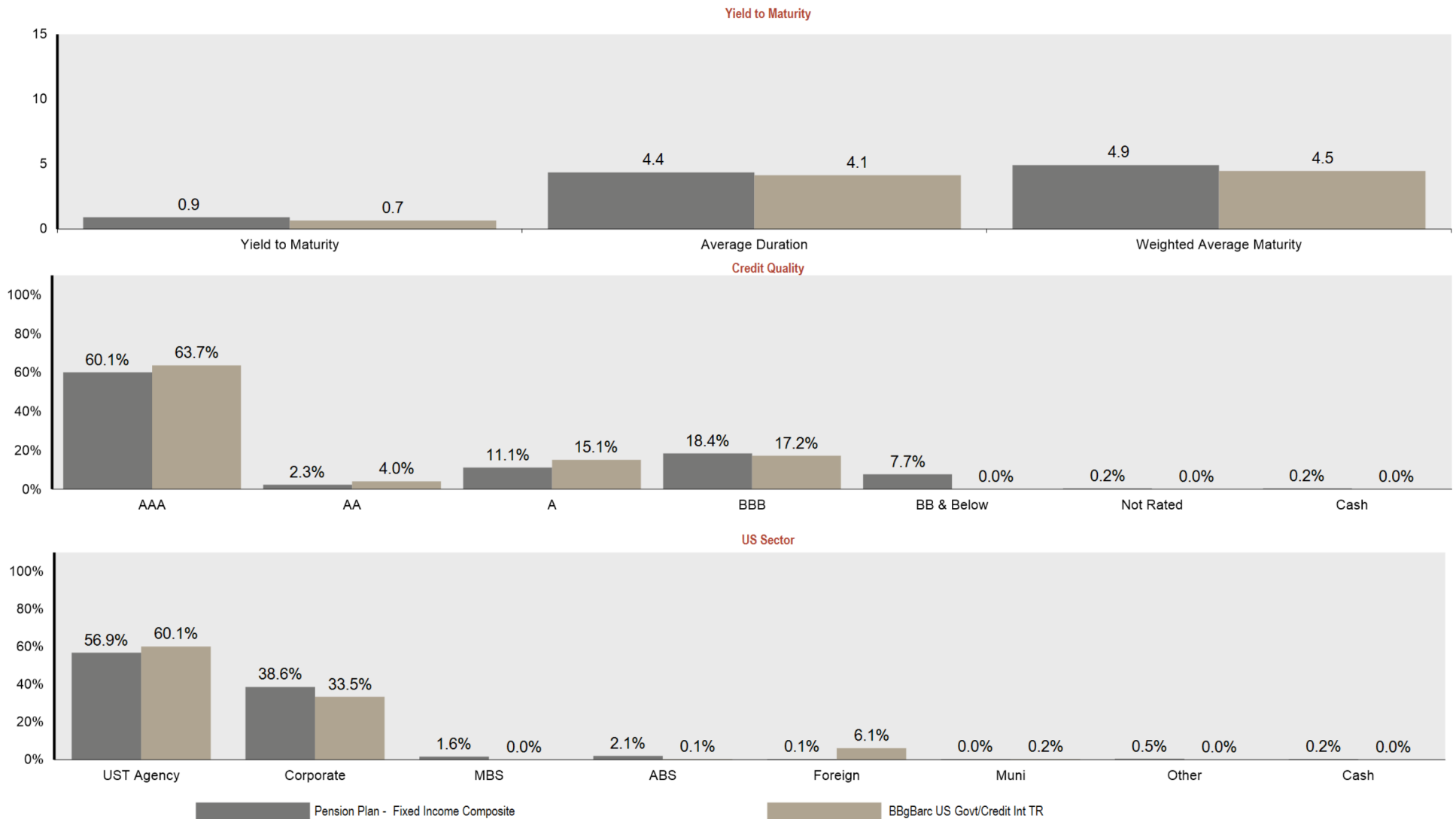
Common Holdings Matrix

	Hartford Int'l Opportunities Fund		Vanguard Total Int'l Stock Index Fund	
	#	%	#	%
Hartford Int'l Opportunities Fund	--	--	82	19
Vanguard Total Int'l Stock Index Fund	82	89	--	--

Sussex County Employee Pension Plan

Fixed Income Composite

As of September 30, 2020



Sussex County Employee Pension Plan

Performance Summary (Net)

As of September 30, 2020

	3 Mo	YTD	1 Yr	3 Yrs	5 Yrs	Market Value	% of Portfolio	Policy %	Inception	Inception Date
Total Equity Composite	7.7	0.5	8.8	8.0	11.0	83,493,158	65.8	65.0	13.3	Sep-11
<i>Total Equity Policy Index</i>	8.6	2.7	12.0	9.2	12.2				13.7	Sep-11
U.S. Equity Composite	8.1	1.9	--	--	--	51,553,952	40.6	40.0	1.9	Jan-20
<i>Russell 3000</i>	9.2	5.4	--	--	--				5.4	Jan-20
American Funds Washington Mutual Fund	5.9	-3.1	4.4	8.2	11.8	5,093,249	4.0	4.0	-0.5	Dec-19
<i>Russell Top 200 Value</i>	5.2	-11.0	-3.9	3.6	8.3				-8.6	Dec-19
<i>Large Value MStar MF Rank</i>	33	6	5	6	2				6	Dec-19
Fidelity 500 Index	8.9	5.6	15.1	12.3	14.1	36,159,066	28.5	28.0	3.1	Jul-20
<i>S&P 500</i>	8.9	5.6	15.1	12.3	14.1				3.1	Jul-20
<i>Large Cap MStar MF Rank</i>	45	41	39	36	34				43	Jul-20
Virtus KAR Mid-Cap Core Fund R6	7.3	6.8	14.8	13.5	14.8	5,250,259	4.1	4.0	8.0	Dec-19
<i>Russell MidCap</i>	7.5	-2.3	4.6	7.1	10.1				-0.1	Dec-19
<i>Mid Cap MStar MF Rank</i>	46	34	34	28	21				36	Dec-19
Vanguard Small-Cap Value Index	4.0	-18.2	-12.3	-2.7	4.8	5,051,378	4.0	4.0	0.7	Jul-20
<i>CRSP US Small Cap Value TR USD</i>	4.0	-18.2	-12.4	-2.7	4.8				0.7	Jul-20
<i>Small Value MStar MF Rank</i>	28	26	26	17	19				40	Jul-20
Global Equity Composite	6.9	-2.6	--	--	--	21,035,523	16.6	16.5	-2.6	Jan-20
<i>MSCI ACWI IMI Net USD</i>	8.1	0.5	--	--	--				0.5	Jan-20
MFS Low Volatility Global Equity	6.0	-3.0	1.8	--	--	7,642,964	6.0	6.0	6.2	May-18
<i>MSCI ACWI</i>	8.1	1.4	10.4	--	--				6.4	May-18
<i>MSCI ACWI Minimum Volatility Index</i>	4.7	-3.5	-0.6	--	--				6.3	May-18
<i>eV Global Low Volatility Equity Net Rank</i>	33	35	30	--	--				23	May-18
Schroder Global Multi-Cap Quality Trust	5.8	0.1	7.8	--	--	5,700,116	4.5	4.5	6.5	May-18
<i>MSCI ACWI</i>	8.1	1.4	10.4	--	--				6.4	May-18
<i>eV Global Core Equity Net Rank</i>	77	54	57	--	--				47	May-18
Vontobel Global Equity Institutional	10.8	8.4	16.6	11.9	13.3	7,692,443	6.1	6.0	3.4	Jul-20
<i>MSCI ACWI Growth</i>	12.0	18.1	30.2	15.4	15.4				4.3	Jul-20
<i>World Large Stock Mstar MF Rank</i>	20	30	32	27	25				36	Jul-20

Sussex County Employee Pension Plan

Performance Summary (Net)

As of September 30, 2020

	3 Mo	YTD	1 Yr	3 Yrs	5 Yrs	Market Value	% of Portfolio	Policy %	Inception	Inception Date
Non-U.S. Equity Composite	7.7	-0.6	--	--	--	10,903,682	8.6	8.5	-0.6	Jan-20
MSCI ACWI ex USA IMI	6.8	-5.2	--	--	--				-5.2	Jan-20
Hartford Int'l Opportunities Fund	9.1	3.0	12.2	3.0	6.5	3,900,870	3.1	3.0	7.5	Dec-19
MSCI ACWI ex USA	6.3	-5.4	3.0	1.2	6.2				-1.3	Dec-19
Foreign Large Blend MStar MF Rank	8	5	6	11	18				4	Dec-19
Vanguard Total Int'l Stock Index Fund	6.5	-4.8	3.8	1.3	6.3	7,002,812	5.5	5.5	5.5	Oct-16
FTSE Global All Cap ex US	6.8	-4.9	4.0	1.6	6.7				5.9	Oct-16
Foreign MStar MF Rank	56	54	53	51	44				47	Oct-16
Real Estate Composite						5,930,317	4.7	5.0		
Clarion Lion Properties Fund	0.4	-0.5	--	--	--	5,930,317	4.7	5.0	-0.5	Jan-20
NFI	0.3	-0.7	--	--	--				-0.7	Jan-20
Fixed Income Composite	0.7	6.0	6.2	4.4	3.2	37,272,886	29.4	29.0	--	Sep-10
BBgBarc US Govt/Credit Int TR	0.6	5.9	6.3	4.4	3.4				--	Sep-10
Wilmington Trust Bonds	0.5	6.1	6.4	4.4	3.2	20,795,318	16.4	16.0	2.5	Sep-10
WT Fixed Income Policy Index	0.6	5.9	6.3	4.4	3.4				2.6	Sep-10
Fidelity Intern. Treasury Bond Index	0.3	10.0	9.0	5.9	4.0	10,029,853	7.9	8.0	9.4	Dec-19
BBgBarc US Treasury 5-10 Yr TR	0.3	10.0	9.1	6.0	4.1				9.5	Dec-19
Lord Abbett Short Duration Income	1.5	1.5	2.4	3.0	3.0	3,898,213	3.1	3.0	1.8	Dec-19
ICE BofA 1-3 Yrs US Corporate TR	0.7	3.4	4.3	3.5	2.9				3.8	Dec-19
Chartwell Short Duration High Yield	2.2	0.7	1.6	2.7	3.5	2,549,502	2.0	2.0	2.2	Jun-20
BofA Merrill Lynch 1-3 Yrs High Yield BB	2.9	1.8	3.3	3.9	4.8				2.9	Jun-20
Cash & Equivalents						145,088	0.1	1.0		
Wilmington U.S. Govt MM Fund - MF Acct						78,821	0.1	1.0		
M&T Bank Municipal MM Savings						66,267	0.1			

Sussex County Employee Pension Plan

Fee Summary

As of September 30, 2020

Investment Manager Fees

Investment Name	Ticker	Market Value	Allocation	Estimated Annual Fee	Annual Expense Ratio
American Funds Washington Mutual Fund	RWMGX	\$5,093,249	4.0%	\$13,752	0.27%
Fidelity 500 Index	FXAIX	\$36,159,066	28.5%	\$7,232	0.02%
Virtus KAR Mid-Cap Core Fund R6	VRMCX	\$5,250,259	4.1%	\$45,677	0.87%
Vanguard Small-Cap Value Index	VSIAX	\$5,051,378	4.0%	\$3,536	0.07%
MFS Low Volatility Global Equity	-	\$7,642,964	6.0%	\$35,158	0.46%
Schroder Global Multi-Cap Quality Trust	-	\$5,700,116	4.5%	\$37,051	0.65%
Vontobel Global Equity Institutional	VRGOX	\$7,692,443	6.1%	\$69,232	0.90%
Hartford Int'l Opportunities Fund	IHOIX	\$3,900,870	3.1%	\$31,207	0.80%
Vanguard Total Int'l Stock Index Fund	VTSNX	\$7,002,812	5.5%	\$5,602	0.08%
Clarion Lion Properties Fund	-	\$5,930,317	4.7%	\$56,338	0.95%
Wilmington Trust Bonds	-	\$20,795,318	16.4%	\$41,591	0.20%
Fidelity Intern. Treasury Bond Index	FUAMX	\$10,029,853	7.9%	\$3,009	0.03%
Lord Abbett Short Duration Income	LDLVX	\$3,898,213	3.1%	\$12,474	0.32%
Chartwell Short Duration High Yield	CWFIX	\$2,549,502	2.0%	\$12,493	0.49%
Wilmington U.S. Govt MM Fund - MF Acct	WGOXX	\$78,821	0.1%	\$0	0.27%
M&T Bank Municipal MM Savings	-	\$66,267	0.1%	\$0	0.00%
Totals:		\$126,841,448		\$374,351	0.30%

Management Fees

Description	Estimated Annual Fee	Annual Expense Ratio
Investment Consultant Fee Marquette Associates, Inc. 14 basis points on first \$100m, 9 basis thereafter*	\$149,970	0.12%
Totals:	\$149,970	0.12%

	Estimated Annual Fee	Annual Expense Ratio
Total Fees	\$524,321	0.41%

*Investment Consultant Fee calculated on aggregate market value of the Employee Pension Plan & the OPEB Plan.

OPEB Plan

Portfolio Overview



Observations

- As of September 30, 2020, the OPEB Fund Market Value was \$50.2 million
 - Q3-20 portfolio gain: \$2.5 million
 - Q3-20 the portfolio returned 5.2% (net), vs. policy index of 5.8%
- Positive attribution for the quarter from:
 - Fixed income
- Negative attribution for the quarter from:
 - More defensive active equity managers
 - Value tilt within U.S. and Non-U.S. equities
- Q3 changes
 - Equity manager changes in July

Looking Ahead

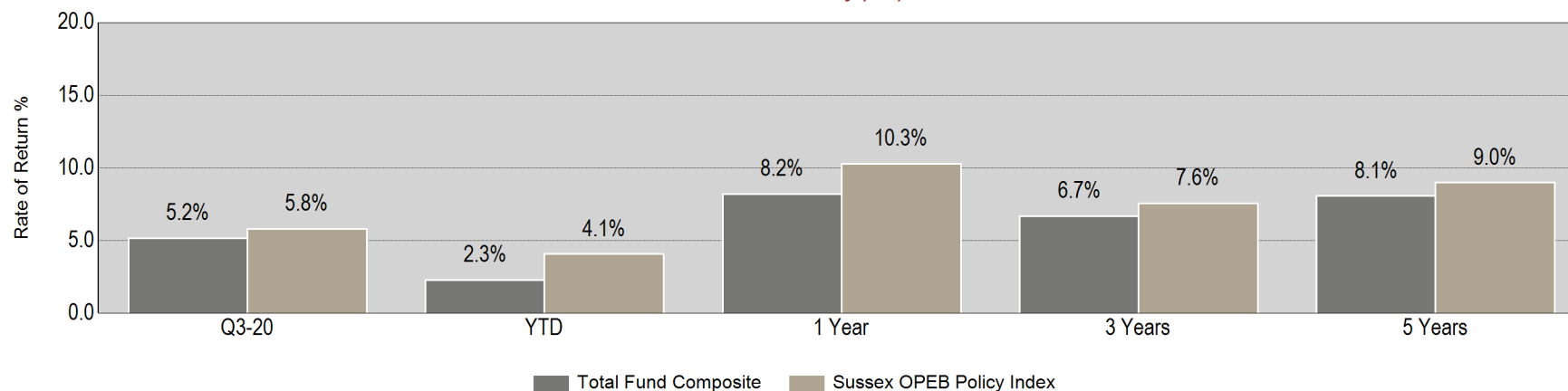
- Continue Private Infrastructure discussion

As of September 30, 2020

Summary of Cash Flows

	Third Quarter	Year-To-Date	One Year	Three Years	Five Years
Beginning Market Value	\$47,789,176	\$49,247,187	\$46,655,577	\$41,591,935	\$30,057,238
Contributions	\$69	\$69	\$69	\$58,102	\$5,198,102
Withdrawals	-\$24,771	-\$143,689	-\$154,048	-\$269,498	-\$430,491
Net Cash Flow	-\$24,702	-\$143,620	-\$153,979	-\$211,397	\$4,767,611
Net Investment Change	\$2,481,871	\$1,142,778	\$3,744,747	\$8,865,806	\$15,421,496
Ending Market Value	\$50,246,345	\$50,246,345	\$50,246,345	\$50,246,345	\$50,246,345

Return Summary (Net)



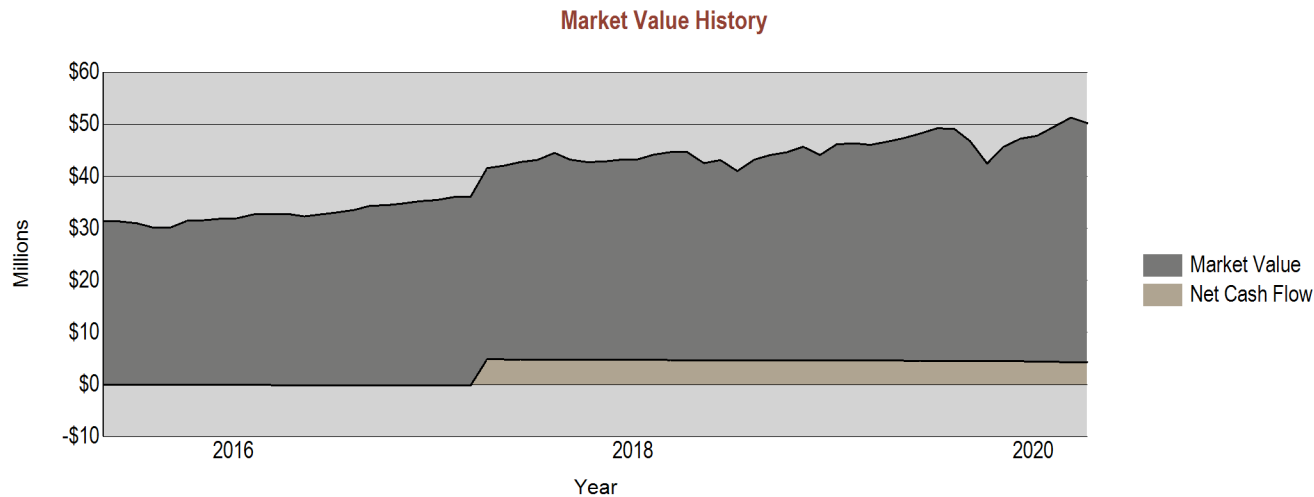
Asset Allocation vs. Target

	Current	Policy	Difference*	Policy Range	Within Range
U.S. Equity	40.9%	40.0%	\$466,080	35.0% - 45.0%	Yes
Global Equity	16.3%	16.5%	-\$106,934	11.5% - 21.5%	Yes
Non-U.S. Equity	8.6%	8.5%	\$46,112	3.5% - 13.5%	Yes
Real Estate	4.9%	5.0%	-\$41,351	0.0% - 10.0%	Yes
U.S. Fixed Income	29.2%	29.0%	\$98,536	24.0% - 34.0%	Yes
Cash Equivalent	0.1%	1.0%	-\$462,443	0.0% - 5.0%	Yes
Total	100.0%	100.0%			

Sussex County OPEB Plan

Market Value Summary

As of September 30, 2020



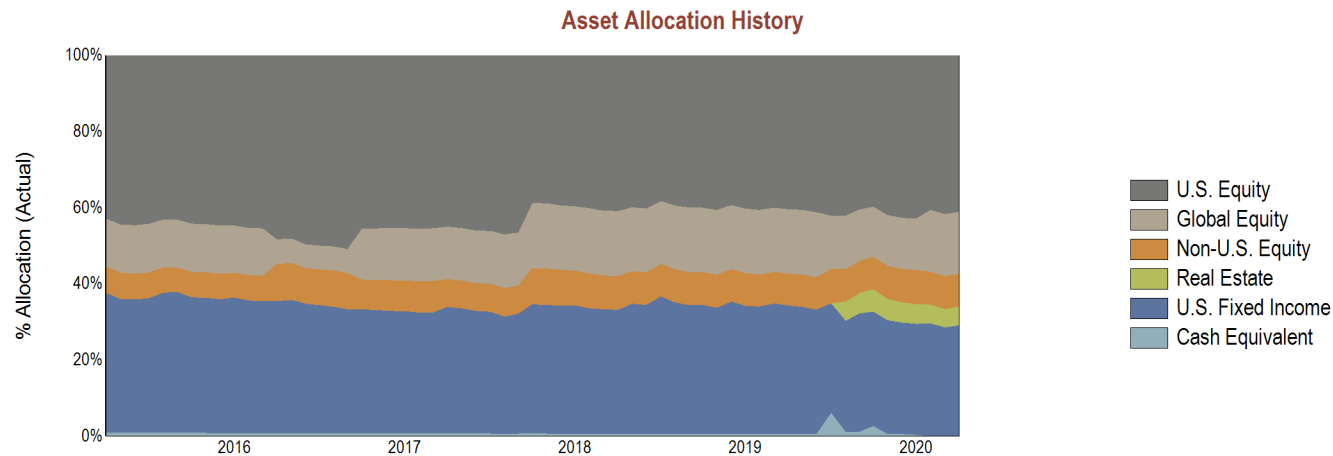
Cash Flow Summary by Manager for Quarter Ending September 30, 2020

	Beginning Market Value	Net Cash Flow	Net Investment Change	Ending Market Value
Vanguard Total Stock Market Index Fund	\$12,139,334	-\$12,771,127	\$631,793	--
American Funds Washington Mutual Fund	\$2,370,582	-\$480,000	\$131,363	\$2,021,945
Vanguard Dividend Growth Fund	\$1,846,924	-\$1,928,386	\$81,463	--
Vanguard Mid-Cap Value Index Fund	\$2,082,468	-\$2,174,070	\$91,602	--
Fidelity 500 Index	\$0	\$13,945,000	\$503,940	\$14,448,940
Virtus KAR Mid-Cap Core Fund R6	\$1,959,623	\$0	\$143,500	\$2,103,123
Vanguard Small-Cap Value Index	\$0	\$1,970,000	\$20,610	\$1,990,610
Dodge & Cox Global Stock Fund	\$1,237,428	-\$1,308,975	\$71,548	--
MFS Low Volatility Global Equity	\$2,704,329	\$0	\$161,241	\$2,865,569
Virtus Vontobel Global Opportunities Fund	\$2,539,328	\$275,000	\$282,415	\$3,096,744
AB Global Core Equity	\$0	\$2,210,000	\$11,400	\$2,221,400
Hartford Schrodgers Int'l Multi-Cap Value Fund	\$2,348,518	-\$230,000	\$67,339	\$2,185,857
Vanguard Total Int'l Stock Index Fund	\$1,920,809	\$85,000	\$125,386	\$2,131,195
Clarion Lion Properties Fund	\$2,477,348	-\$17,127	\$10,745	\$2,470,966
Wilmington Trust Fixed Income	\$12,822,039	\$1,263,697	\$82,475	\$14,168,210
Lord Abbett High Yield Fund	\$1,106,721	-\$670,000	\$65,044	\$501,766
Wilmington U.S. Govt MM Fund - MF Acct	\$129,501	-\$108,336	\$3	\$21,168
M&T Bank Municipal MM Savings	\$104,223	-\$85,377	\$6	\$18,852
Total	\$47,789,176	-\$24,702	\$2,481,871	\$50,246,345

Sussex County OPEB Plan

Asset Allocation Summary

As of September 30, 2020



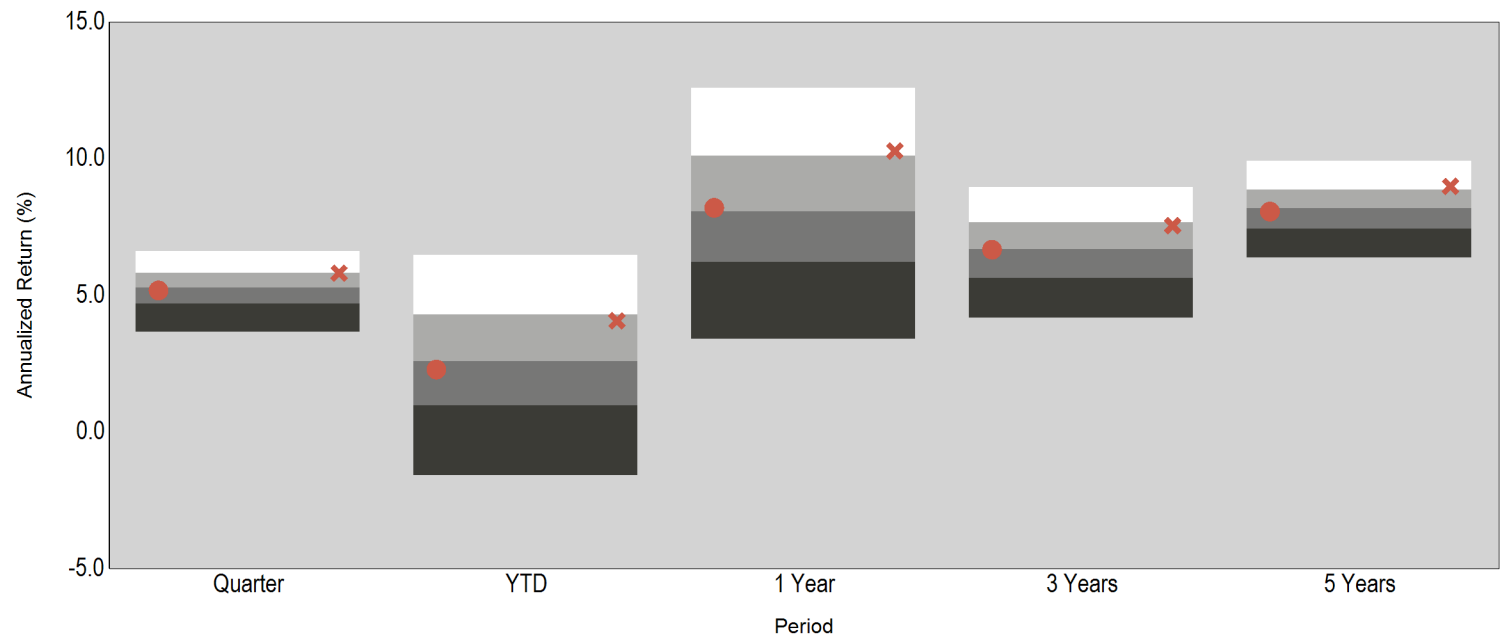
	Market Value	% of Portfolio	Policy %	Policy Difference
Total Equity Composite	33,065,383	65.8	65.0	405,258
U.S. Equity Composite	20,564,618	40.9	40.0	466,080
American Funds Washington Mutual Fund	2,021,945	4.0	4.0	12,092
Fidelity 500 Index	14,448,940	28.8	28.0	379,963
Virtus KAR Mid-Cap Core Fund R6	2,103,123	4.2	4.0	93,269
Vanguard Small-Cap Value Index	1,990,610	4.0	4.0	-19,244
Global Equity Composite	8,183,713	16.3	16.5	-106,934
MFS Low Volatility Global Equity	2,865,569	5.7	6.0	-149,212
Virtus Vontobel Global Opportunities Fund	3,096,744	6.2	6.0	81,963
AB Global Core Equity	2,221,400	4.4	4.5	-39,685
Non-U.S. Equity Composite	4,317,052	8.6	8.5	46,112
Hartford Schroders Int'l Multi-Cap Value Fund	2,185,857	4.4	4.5	-75,229
Vanguard Total Int'l Stock Index Fund	2,131,195	4.2	4.0	121,341
Real Estate Composite	2,470,966	4.9	5.0	-41,351
Clarion Lion Properties Fund	2,470,966	4.9	5.0	-41,351
Fixed Income Composite	14,669,976	29.2	29.0	98,536
Wilmington Trust Fixed Income	14,168,210	28.2	27.0	601,697
Lord Abbett High Yield Fund	501,766	1.0	2.0	-503,161
Cash & Equivalents	40,020	0.1	1.0	-462,443
Wilmington U.S. Govt MM Fund - MF Acct	21,168	0.0	1.0	-481,295
M&T Bank Municipal MM Savings	18,852	0.0		

Sussex County OPEB Plan

Peer Ranking (Net)

As of September 30, 2020

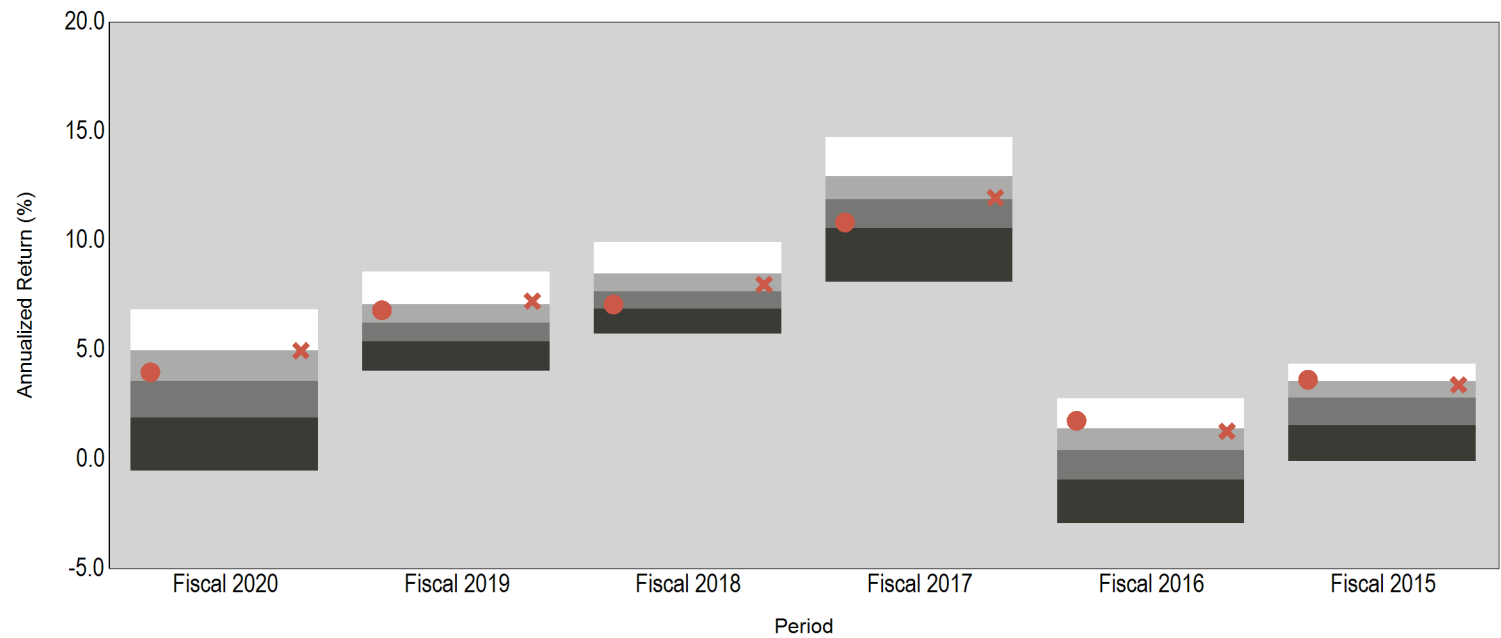
InvMetrics Public DB Net Return Comparison



	Return (Rank)									
5th Percentile	6.6		6.5		12.6		9.0		9.9	
25th Percentile	5.8		4.3		10.1		7.7		8.9	
Median	5.3		2.6		8.1		6.7		8.2	
75th Percentile	4.7		1.0		6.2		5.6		7.4	
95th Percentile	3.7		-1.6		3.4		4.2		6.4	
# of Portfolios	578		576		575		558		528	
● Total Fund Composite	5.2	(54)	2.3	(56)	8.2	(49)	6.7	(51)	8.1	(54)
✕ Sussex OPEB Policy Index	5.8	(26)	4.1	(28)	10.3	(23)	7.6	(28)	9.0	(22)

As of September 30, 2020

InvMetrics Public DB Net Return Comparison



	Fiscal 2020		Fiscal 2019		Fiscal 2018		Fiscal 2017		Fiscal 2016		Fiscal 2015	
Return (Rank)	6.9 (42)		8.6 (33)		9.9 (69)		14.7 (67)		2.8 (16)		4.4 (23)	
5th Percentile	6.9		8.6		9.9		14.7		2.8		4.4	
25th Percentile	5.0		7.1		8.5		12.9		1.4		3.6	
Median	3.6		6.2		7.7		11.9		0.4		2.8	
75th Percentile	1.9		5.4		6.9		10.6		-0.9		1.6	
95th Percentile	-0.5		4.0		5.7		8.1		-2.9		-0.1	
# of Portfolios	574		527		233		282		258		231	
● Total Fund Composite	4.0	(42)	6.8	(33)	7.1	(69)	10.8	(67)	1.8	(16)	3.6	(23)
✕ Sussex OPEB Policy Index	5.0	(26)	7.2	(21)	8.0	(41)	12.0	(48)	1.3	(27)	3.4	(31)

As of September 30, 2020

RISK RETURN STATISTICS
October 01, 2015 Through September 30, 2020

	Total Fund Composite	Sussex OPEB Policy Index
RETURN SUMMARY STATISTICS		
Number of Periods	60	60
Maximum Return	7.57	8.17
Minimum Return	-9.18	-9.27
Annualized Return	8.07	8.99
Total Return	47.38	53.76
Annualized Excess Return Over Risk Free	6.93	7.85
Annualized Excess Return	-0.92	0.00

RISK SUMMARY STATISTICS

Beta	0.95	1.00
Upside Deviation	5.54	5.95
Downside Deviation	8.62	8.73

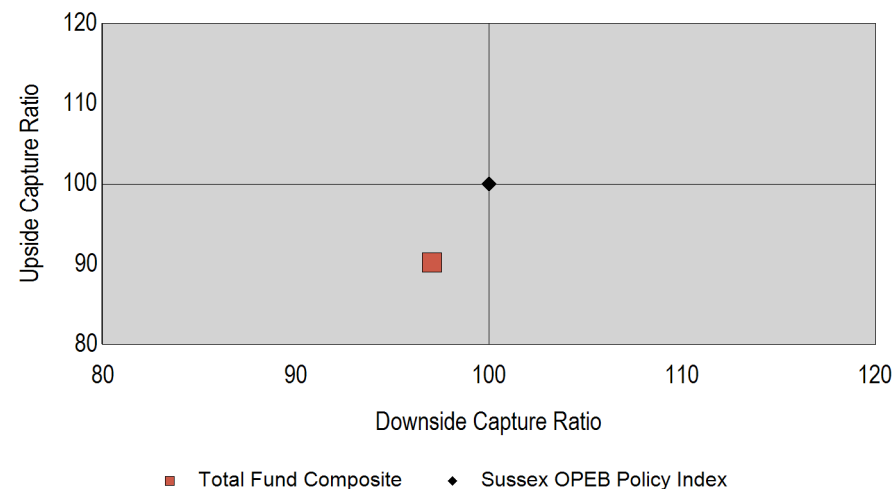
RISK/RETURN SUMMARY STATISTICS

Annualized Standard Deviation	9.24	9.68
Alpha	-0.04	0.00
Sharpe Ratio	0.75	0.81
Excess Return Over Market / Risk	-0.10	0.00
Tracking Error	0.88	0.00
Information Ratio	-1.05	--

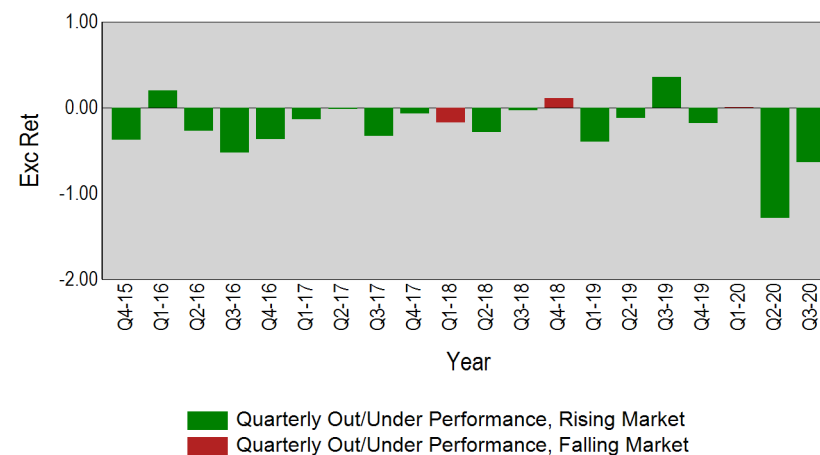
CORRELATION STATISTICS

R-Squared	0.99	1.00
Correlation	1.00	1.00

Upside Capture Ratio vs. Downside Capture Ratio
5 Years Ending September 30, 2020



Quarterly Excess Performance
Total Fund Composite vs. Sussex OPEB Policy Index



As of September 30, 2020

RISK RETURN STATISTICS

October 01, 2015 Through September 30, 2020

	Total Equity Composite	Equity Policy Index
RETURN SUMMARY STATISTICS		
Number of Periods	60	60
Maximum Return	11.24	11.97
Minimum Return	-14.13	-14.09
Annualized Return	10.60	11.77
Total Return	65.47	74.47
Annualized Excess Return Over Risk Free	9.46	10.64
Annualized Excess Return	-1.18	0.00

RISK SUMMARY STATISTICS

Beta	0.96	1.00
Upside Deviation	8.33	8.82
Downside Deviation	13.32	13.46

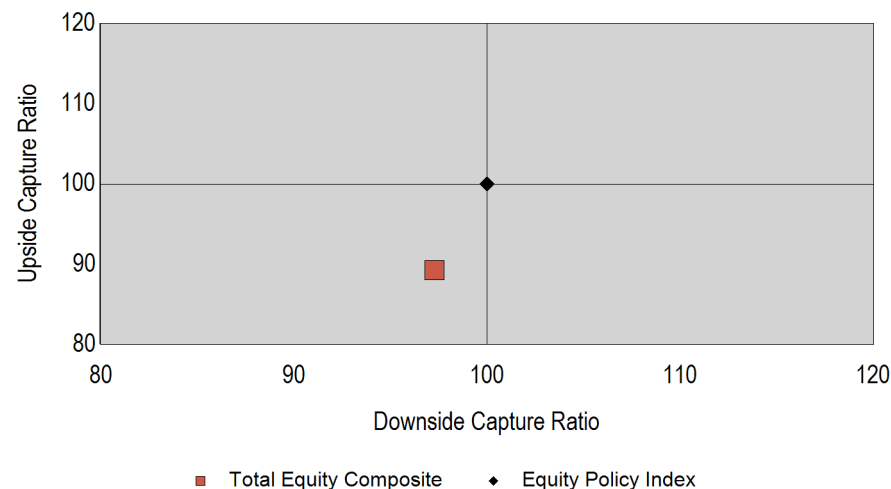
RISK/RETURN SUMMARY STATISTICS

Annualized Standard Deviation	14.31	14.92
Alpha	-0.05	0.00
Sharpe Ratio	0.66	0.71
Excess Return Over Market / Risk	-0.08	0.00
Tracking Error	1.18	0.00
Information Ratio	-1.00	--

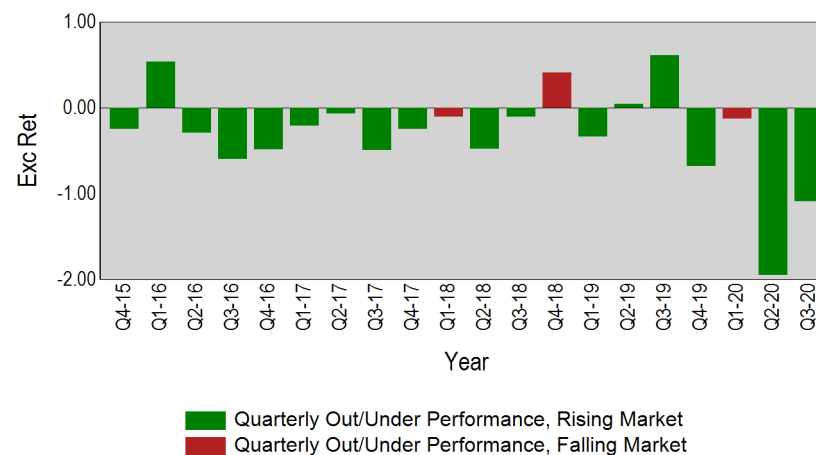
CORRELATION STATISTICS

R-Squared	1.00	1.00
Correlation	1.00	1.00

Upside Capture Ratio vs. Downside Capture Ratio
5 Years Ending September 30, 2020



Quarterly Excess Performance
Total Equity Composite vs. Equity Policy Index



As of September 30, 2020

Characteristics

	Portfolio	MSCI ACWI IMI Net USD
Number of Holdings	8,819	8,763
Weighted Avg. Market Cap. (\$B)	284.4	255.6
Median Market Cap. (\$B)	2.1	1.9
Price To Earnings	20.9	20.4
Price To Book	3.8	3.6
Price To Sales	1.8	1.6
Return on Equity (%)	6.0	6.4
Yield (%)	1.9	2.0
Beta	1.0	1.0

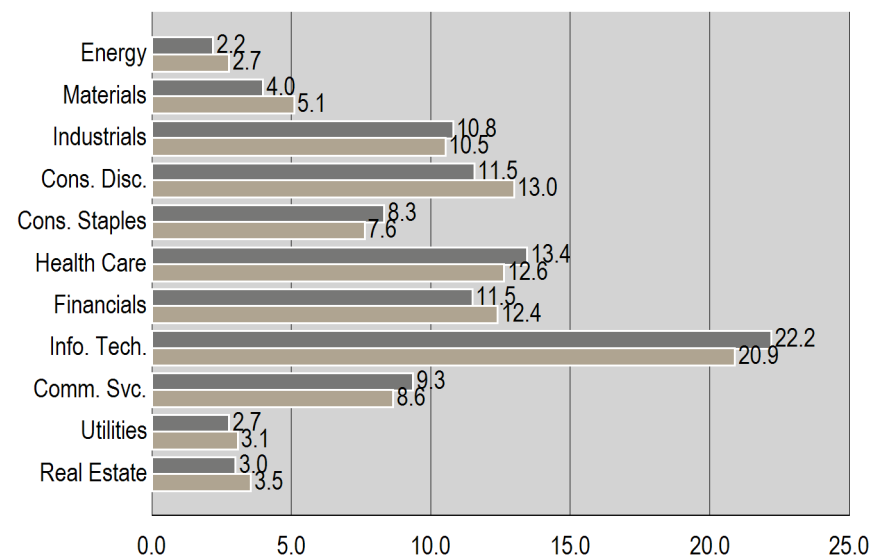
Top Holdings

MICROSOFT CORP	3.8%
APPLE INC	3.0%
AMAZON.COM INC	2.7%
JOHNSON & JOHNSON	1.4%
ALPHABET INC	1.3%
FACEBOOK INC	1.2%
VISA INC	1.1%
BERKSHIRE HATHAWAY INC	0.9%
UNITEDHEALTH GROUP INC	0.9%
MASTERCARD INC	0.9%
Total	17.2%

Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Total Equity Composite	10.3%	12.6%	75.5%	1.6%
MSCI ACWI IMI Net USD	12.5%	14.8%	72.8%	0.0%
<i>Weight Over/Under</i>	-2.2%	-2.2%	2.8%	1.6%

Sector Allocation (%) vs MSCI ACWI IMI Net USD



Region Allocation Summary

Region	% of Total	% of Bench	% Diff
North America ex U.S.	2.2%	2.8%	-0.6%
United States	74.9%	57.4%	17.5%
Europe Ex U.K.	8.1%	13.1%	-5.0%
United Kingdom	1.5%	3.8%	-2.3%
Pacific Basin Ex Japan	2.7%	3.2%	-0.5%
Japan	4.4%	7.4%	-3.0%
Emerging Markets	5.9%	12.1%	-6.1%
Other	0.2%	0.2%	-0.1%
Total	100.0%	100.0%	0.0%

As of September 30, 2020

Characteristics

	Portfolio	Russell 3000
Number of Holdings	1,385	3,034
Weighted Avg. Market Cap. (\$B)	344.2	376.0
Median Market Cap. (\$B)	5.1	1.5
Price To Earnings	22.9	24.0
Price To Book	4.1	4.3
Price To Sales	2.0	2.2
Return on Equity (%)	3.4	2.8
Yield (%)	1.7	1.6

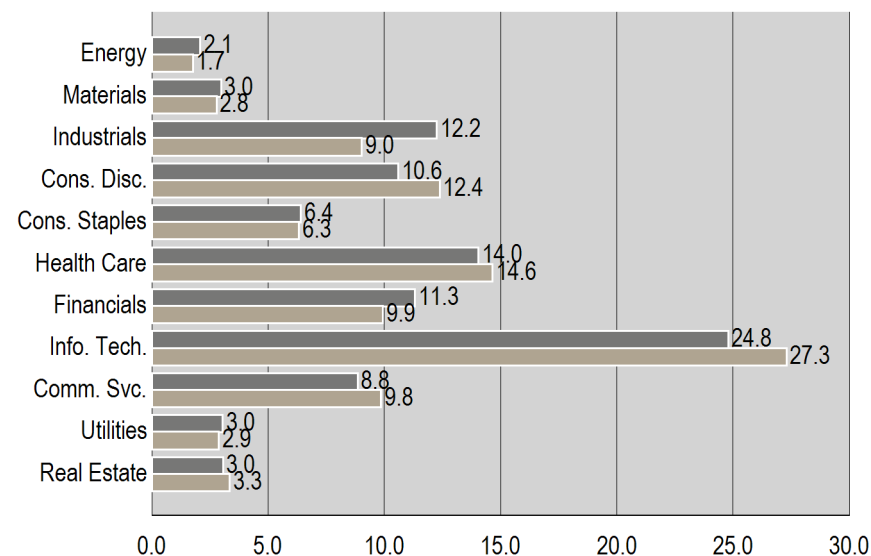
Top Holdings

APPLE INC	4.8%
MICROSOFT CORP	4.8%
AMAZON.COM INC	3.5%
FACEBOOK INC	1.7%
JOHNSON & JOHNSON	1.2%
ALPHABET INC	1.2%
ALPHABET INC	1.2%
UNITEDHEALTH GROUP INC	1.1%
BERKSHIRE HATHAWAY INC	1.0%
HOME DEPOT INC. (THE)	0.9%
Total	21.3%

Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
U.S. Equity Composite	3.4%	26.7%	69.1%	0.9%
Russell 3000	4.3%	22.8%	72.9%	0.0%
Weight Over/Under	-0.9%	3.9%	-3.8%	0.9%

Sector Allocation (%) vs Russell 3000



Region Allocation Summary

Region	% of Total	% of Bench	% Diff
North America ex U.S.	0.2%	0.0%	0.2%
United States	99.0%	100.0%	-1.0%
Europe Ex U.K.	0.3%	0.0%	0.3%
United Kingdom	0.2%	0.0%	0.2%
Japan	0.0%	0.0%	0.0%
Emerging Markets	0.4%	0.0%	0.4%
Other	0.0%	0.0%	0.0%
Total	100.0%	100.0%	0.0%

Common Holdings Matrix

	<i>American Funds Washington Mutual Fund</i>		<i>Fidelity 500 Index</i>		<i>Virtus KAR Mid-Cap Core Fund R6</i>		<i>Vanguard Small-Cap Value Index</i>	
	#	%	#	%	#	%	#	%
American Funds Washington Mutual Fund	--	--	141	59	2	6	2	0
Fidelity 500 Index	141	91	--	--	14	49	57	14
Virtus KAR Mid-Cap Core Fund R6	2	1	14	1	--	--	4	1
Vanguard Small-Cap Value Index	2	0	57	1	4	10	--	--

As of September 30, 2020

Characteristics

	Portfolio	MSCI ACWI IMI Net USD
Number of Holdings	172	8,763
Weighted Avg. Market Cap. (\$B)	247.4	255.6
Median Market Cap. (\$B)	58.2	1.9
Price To Earnings	22.5	20.4
Price To Book	3.9	3.6
Price To Sales	2.5	1.6
Return on Equity (%)	10.2	6.4
Yield (%)	1.8	2.0

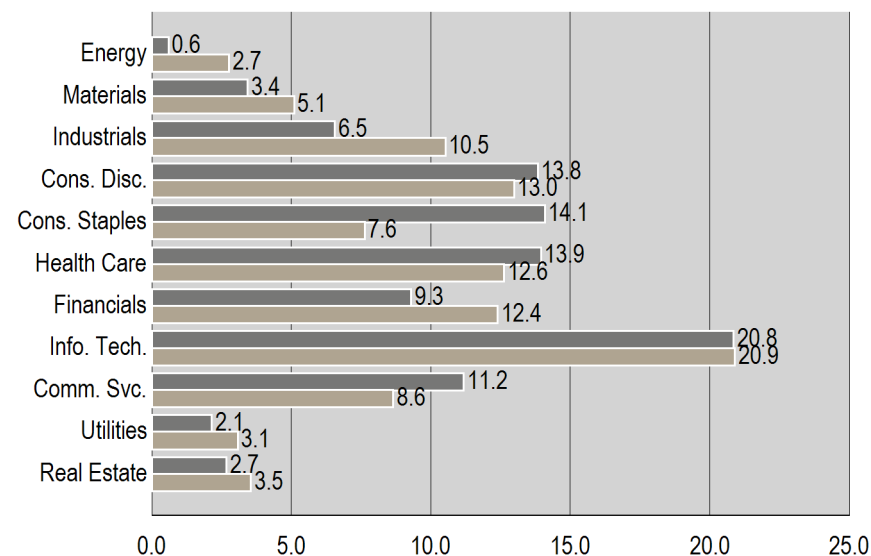
Top Holdings

MICROSOFT CORP	3.4%
JOHNSON & JOHNSON	2.5%
ALPHABET INC	2.4%
AMAZON.COM INC	2.2%
VISA INC	2.1%
NESTLE SA, CHAM UND VEVEY	1.9%
ADOBE INC	1.9%
ALIBABA GROUP HOLDING LTD	1.9%
SAP SE	1.8%
TAIWAN SEMICONDUCTOR MANUFACTURING CO LTD	1.7%
Total	21.7%

Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Global Equity Composite	2.8%	9.1%	85.6%	2.5%
MSCI ACWI IMI Net USD	12.5%	14.8%	72.8%	0.0%
<i>Weight Over/Under</i>	-9.7%	-5.6%	12.8%	2.5%

Sector Allocation (%) vs MSCI ACWI IMI Net USD



Region Allocation Summary

Region	% of Total	% of Bench	% Diff
North America ex U.S.	5.2%	2.8%	2.4%
United States	52.0%	57.4%	-5.4%
Europe Ex U.K.	18.1%	13.1%	4.9%
United Kingdom	1.6%	3.8%	-2.2%
Pacific Basin Ex Japan	4.9%	3.2%	1.7%
Japan	8.4%	7.4%	1.0%
Emerging Markets	9.5%	12.1%	-2.6%
Other	0.5%	0.2%	0.2%
Total	100.0%	100.0%	0.0%

Common Holdings Matrix

	<i>MFS Low Volatility Global Equity</i>		<i>Virtus Vontobel Global Opportunities Fund</i>		<i>AB Global Core Equity</i>	
	#	%	#	%	#	%
MFS Low Volatility Global Equity	--	--	11	22	8	12
Virtus Vontobel Global Opportunities Fund	11	20	--	--	11	22
AB Global Core Equity	8	12	11	28	--	--

Characteristics

	Portfolio	MSCI ACWI ex USA IMI
Number of Holdings	7,427	6,427
Weighted Avg. Market Cap. (\$B)	58.8	84.8
Median Market Cap. (\$B)	1.8	1.7
Price To Earnings	13.5	16.6
Price To Book	2.5	2.8
Price To Sales	0.9	1.1
Return on Equity (%)	10.5	9.8
Yield (%)	3.2	2.6

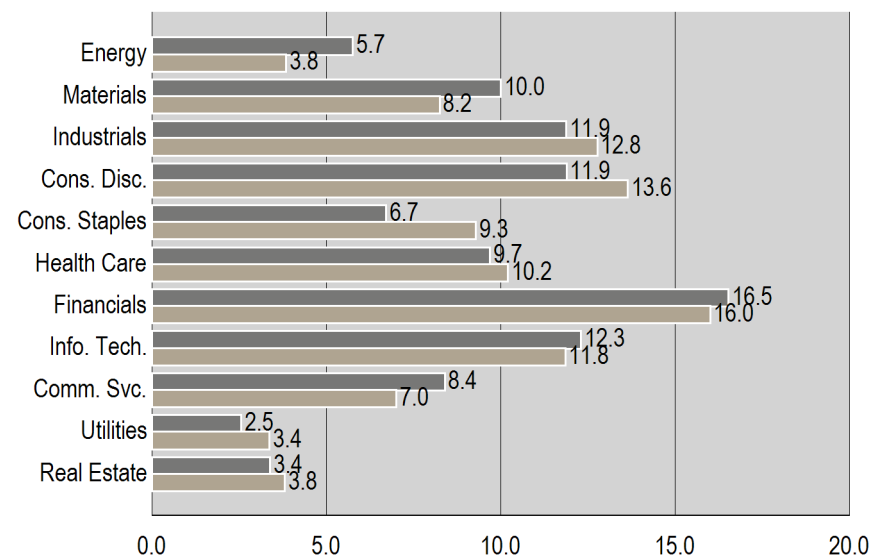
Top Holdings

ROCHE HOLDING AG	1.2%
NOVARTIS AG	1.1%
ALIBABA GROUP HOLDING LTD	1.0%
SAMSUNG ELECTRONICS CO LTD	1.0%
TAIWAN SEMICONDUCTOR MANUFACTURING CO LTD	0.8%
TENCENT HOLDINGS LTD	0.8%
SANOFI	0.8%
NTT DOCOMO INC	0.8%
ASTELLAS PHARMA INC	0.7%
KDDI CORP	0.7%
Total	8.9%

Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Non-U.S. Equity Composite	29.4%	23.4%	44.0%	3.1%
MSCI ACWI ex USA IMI	19.2%	20.5%	60.3%	0.0%
<i>Weight Over/Under</i>	<i>10.3%</i>	<i>2.8%</i>	<i>-16.3%</i>	<i>3.1%</i>

Sector Allocation (%) vs MSCI ACWI ex USA IMI



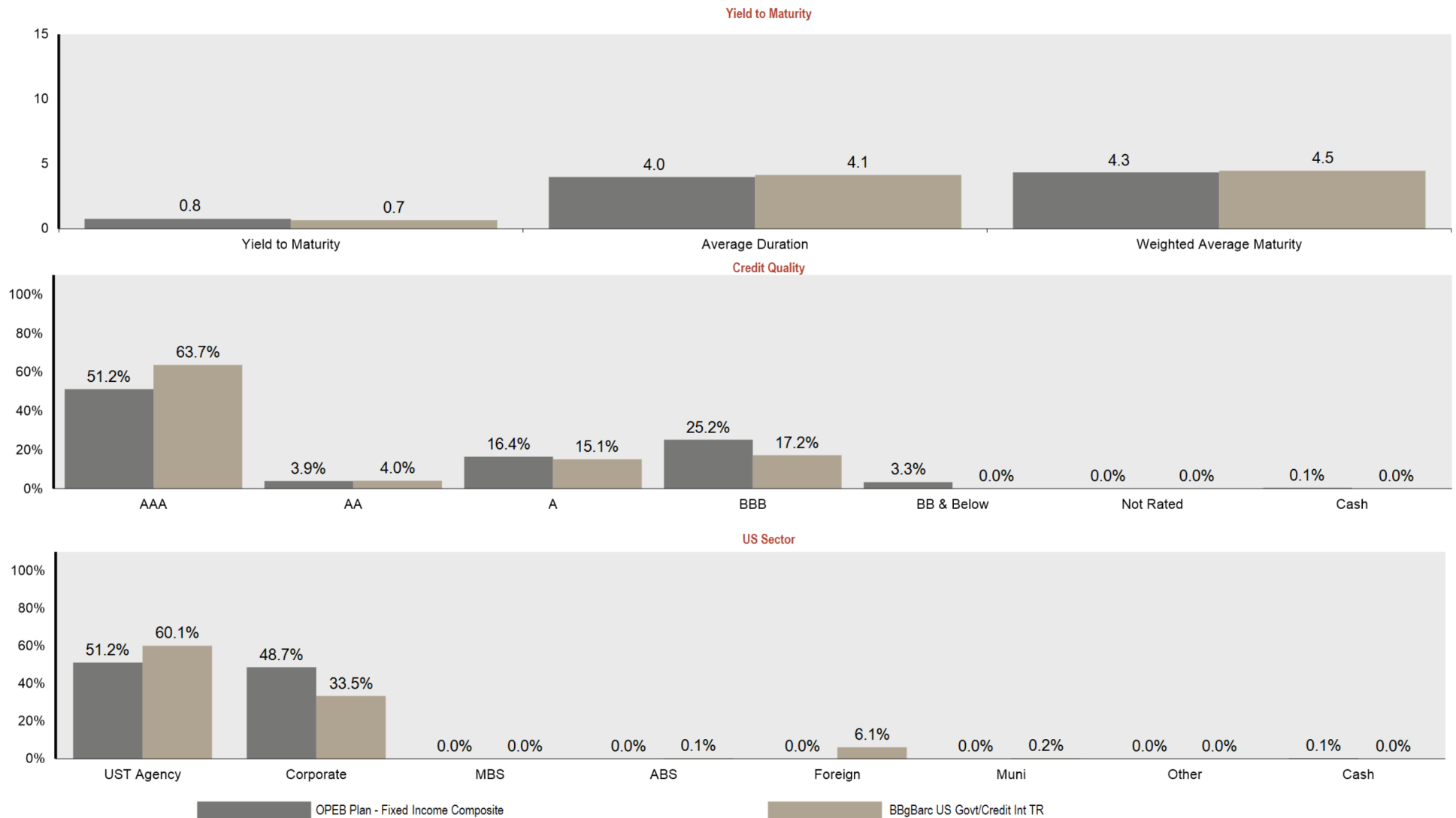
Region Allocation Summary

Region	% of Total	% of Bench	% Diff
North America ex U.S.	6.4%	6.5%	-0.1%
United States	1.3%	0.0%	1.3%
Europe Ex U.K.	27.0%	30.8%	-3.8%
United Kingdom	7.8%	8.9%	-1.2%
Pacific Basin Ex Japan	12.0%	7.5%	4.5%
Japan	18.4%	17.3%	1.1%
Emerging Markets	26.5%	28.4%	-1.9%
Other	0.7%	0.6%	0.1%
Total	100.0%	100.0%	0.0%

Common Holdings Matrix

	Hartford Schrodgers Int'l Multi-Cap Value Fund		Vanguard Total Int'l Stock Index Fund	
	#	%	#	%
Hartford Schrodgers Int'l Multi-Cap Value Fund	--	--	666	19
Vanguard Total Int'l Stock Index Fund	666	87	--	--

As of September 30, 2020



Sussex County OPEB Plan

Performance Summary (Net)

As of September 30, 2020

	3 Mo	YTD	1 Yr	3 Yrs	5 Yrs	Market Value	% of Portfolio	Policy %	Inception	Inception Date
Total Equity Composite	7.5	-0.1	8.2	7.6	10.6	33,065,383	65.8	65.0	11.2	Dec-11
Equity Policy Index	8.6	2.7	12.0	8.8	11.8				12.1	Dec-11
U.S. Equity Composite	8.1	2.1	--	--	--	20,564,618	40.9	40.0	2.1	Jan-20
Russell 3000	9.2	5.4	--	--	--				5.4	Jan-20
American Funds Washington Mutual Fund	5.9	-3.1	4.4	8.2	11.8	2,021,945	4.0	4.0	-0.5	Dec-19
Russell Top 200 Value	5.2	-11.0	-3.9	3.6	8.3				-8.6	Dec-19
Large Value MStar MF Rank	33	6	5	6	2				6	Dec-19
Fidelity 500 Index	8.9	5.6	15.1	12.3	14.1	14,448,940	28.8	28.0	3.1	Jul-20
S&P 500	8.9	5.6	15.1	12.3	14.1				3.1	Jul-20
Large Cap MStar MF Rank	45	41	39	36	34				43	Jul-20
Virtus KAR Mid-Cap Core Fund R6	7.3	6.8	14.8	13.5	14.8	2,103,123	4.2	4.0	8.0	Dec-19
Russell MidCap	7.5	-2.3	4.6	7.1	10.1				-0.1	Dec-19
Mid Cap MStar MF Rank	46	34	34	28	21				36	Dec-19
Vanguard Small-Cap Value Index	4.0	-18.2	-12.3	-2.7	4.8	1,990,610	4.0	4.0	0.7	Jul-20
CRSP US Small Cap Value TR USD	4.0	-18.2	-12.4	-2.7	4.8				0.7	Jul-20
Small Value MStar MF Rank	28	26	26	17	19				40	Jul-20
Global Equity Composite	7.8	-0.7	--	--	--	8,183,713	16.3	16.5	-0.7	Jan-20
MSCI ACWI IMI Net USD	8.1	0.5	--	--	--				0.5	Jan-20
MFS Low Volatility Global Equity	6.0	-3.2	1.5	6.1	8.6	2,865,569	5.7	6.0	6.7	Dec-14
MSCI ACWI	8.1	1.4	10.4	7.1	10.3				7.5	Dec-14
MSCI ACWI Minimum Volatility Index	4.7	-3.5	-0.6	6.4	8.9				7.3	Dec-14
World Large Stock Mstar MF Rank	75	68	72	51	58				53	Dec-14
Virtus Vontobel Global Opportunities Fund	10.8	8.4	16.6	11.9	13.3	3,096,744	6.2	6.0	11.1	Dec-19
MSCI ACWI Growth	12.0	18.1	30.2	15.4	15.4				22.3	Dec-19
World Large Stock Mstar MF Rank	20	30	32	27	25				32	Dec-19
AB Global Core Equity	6.0	-2.7	5.7	7.8	10.8	2,221,400	4.4	4.5	1.1	Jul-20
MSCI ACWI	8.1	1.4	10.4	7.1	10.3				2.7	Jul-20
World Large Stock Mstar MF Rank	75	65	62	42	37				83	Jul-20

Sussex County OPEB Plan

Performance Summary (Net)

As of September 30, 2020

	3 Mo	YTD	1 Yr	3 Yrs	5 Yrs	Market Value	% of Portfolio	Policy %	Inception	Inception Date
Non-U.S. Equity Composite	4.5	-9.4	--	--	--	4,317,052	8.6	8.5	-9.4	Jan-20
MSCI ACWI ex USA IMI	6.8	-5.2	--	--	--				-5.2	Jan-20
Hartford Schroders Int'l Multi-Cap Value Fund	2.7	-13.9	-5.4	-3.6	3.4	2,185,857	4.4	4.5	-10.4	Dec-19
MSCI ACWI ex USA Value	2.3	-17.6	-10.8	-5.1	2.1				-13.9	Dec-19
Foreign Large Value MStar MF Rank	66	50	48	38	26				47	Dec-19
Vanguard Total Int'l Stock Index Fund	6.5	-4.8	3.8	1.3	6.3	2,131,195	4.2	4.0	5.8	Aug-16
FTSE Global All Cap ex US	6.8	-4.9	4.0	1.6	6.7				6.1	Aug-16
Foreign Large Blend MStar MF Rank	39	44	39	42	25				33	Aug-16
Real Estate Composite						2,470,966	4.9	5.0		
Clarion Lion Properties Fund	0.4	-0.5	--	--	--	2,470,966	4.9	5.0	-0.5	Jan-20
NFI	0.3	-0.7	--	--	--				-0.7	Jan-20
Fixed Income Composite	1.0	6.9	7.1	4.6	3.3	14,669,976	29.2	29.0	2.4	Sep-11
Fixed Income Policy Index	0.6	5.8	6.2	4.4	3.3				2.5	Sep-11
Wilmington Trust Fixed Income	0.6	5.9	6.2	4.3	3.1	14,168,210	28.2	27.0	2.5	Mar-12
WT Fixed Income Policy Index	0.6	5.9	6.3	4.4	3.4				2.6	Mar-12
Lord Abbett High Yield Fund	5.9	8.0	11.0	6.2	8.1	501,766	1.0	2.0	17.3	Mar-20
ICE BofA US HY Master II Constnd TR	4.7	-0.4	2.2	3.8	6.6				14.7	Mar-20
Cash & Equivalents						40,020	0.1	1.0		
Wilmington U.S. Govt MM Fund - MF Acct						21,168	0.0	1.0		
M&T Bank Municipal MM Savings						18,852	0.0			

Sussex County OPEB Plan

Fee Summary

As of September 30, 2020

Investment Manager Fees

Investment Name	Ticker	Market Value	Allocation	Estimated Annual Fee	Annual Expense Ratio
American Funds Washington Mutual Fund	RWMGX	\$2,021,945	4.0%	\$5,459	0.27%
Fidelity 500 Index	FXAIX	\$14,448,940	28.8%	\$2,890	0.02%
Virtus KAR Mid-Cap Core Fund R6	VRMCX	\$2,103,123	4.2%	\$18,297	0.87%
Vanguard Small-Cap Value Index	VSIAX	\$1,990,610	4.0%	\$1,393	0.07%
MFS Low Volatility Global Equity	MVGNX	\$2,865,569	5.7%	\$19,486	0.68%
AB Global Core Equity	GCEYX	\$2,221,400	4.4%	\$19,993	0.90%
Virtus Vontobel Global Opportunities Fund	VRGOX	\$3,096,744	6.2%	\$27,871	0.90%
Hartford Schroders Int'l Multi-Cap Value Fund	SIDRX	\$2,185,857	4.4%	\$16,831	0.77%
Vanguard Total Int'l Stock Index Fund	VTIAX	\$2,131,195	4.2%	\$1,705	0.08%
Clarion Lion Properties Fund	-	\$2,470,966	4.9%	\$23,474	0.95%
Wilmington Trust Fixed Income	-	\$14,168,210	28.2%	\$28,336	0.20%
Lord Abbett High Yield Fund	LHYVX	\$501,766	1.0%	\$3,563	0.71%
Wilmington U.S. Govt MM Fund - MF Acct	WGOXX	\$21,168	0.0%	\$57	0.27%
M&T Bank Municipal MM Savings	-	\$18,852	0.0%	\$0	0.00%
Totals:		\$50,246,345		\$169,355	0.34%

Management Fees

Description	Estimated Annual Fee	Annual Expense Ratio
Investment Consultant Fee Marquette Associates, Inc. 14 basis points on first \$100m, 9 basis thereafter*	\$59,409	0.12%
Totals:	\$59,409	0.12%

	Estimated Annual Fee	Annual Expense Ratio
Total Fees	\$228,764	0.46%

*Investment Consultant Fee calculated on aggregate market value of the Employee Pension Plan & the OPEB Plan.

Investment Managers



Sussex County Employee Pension Plan

American Funds Washington Mutual Fund

As of September 30, 2020

Manager Summary: Focus on investing in high quality, blue-chip companies. Emphasis on companies that pay dividends and fully earn the income passed on to shareholders. Most companies based in the U.S. with high quality balance sheets and strong cash flows. Strategy mostly invests in large capitalization companies that tend to offer resiliency in down markets.

Characteristics

	Portfolio	Russell Top 200 Value
Number of Holdings	173	153
Weighted Avg. Market Cap. (\$B)	255.8	166.0
Median Market Cap. (\$B)	49.6	63.9
Price To Earnings	19.7	18.6
Price To Book	3.6	2.7
Price To Sales	2.2	1.9
Return on Equity (%)	2.9	1.3
Yield (%)	2.5	2.6
Beta	0.9	1.0

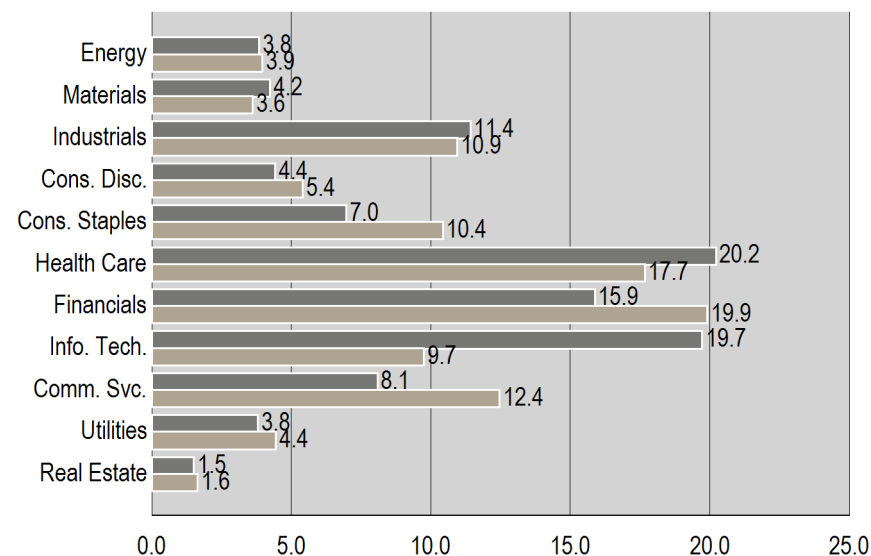
Top Holdings

MICROSOFT CORP	7.0%
BROADCOM INC	4.6%
COMCAST CORP	3.9%
UNITEDHEALTH GROUP INC	3.3%
JOHNSON & JOHNSON	2.5%
INTEL CORP	2.4%
PFIZER INC	2.2%
MARSH & MCLENNAN COMPANIES INC	2.2%
NORTHROP GRUMMAN CORP	2.1%
CME GROUP INC	2.0%
Total	32.2%

Market Capitalization

	Small Cap	Mid Cap	Large Cap
American Funds Washington Mutual Fund	0.2%	12.0%	87.8%
Russell Top 200 Value	0.0%	2.3%	97.7%
Weight Over/Under	0.2%	9.7%	-9.9%

Sector Allocation (%) vs Russell Top 200 Value



Sussex County Employee Pension Plan

Fidelity 500 Index

As of September 30, 2020

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	505	505
Weighted Avg. Market Cap. (\$B)	446.9	443.2
Median Market Cap. (\$B)	22.9	22.8
Price To Earnings	23.8	23.8
Price To Book	4.4	4.4
Price To Sales	2.4	2.4
Return on Equity (%)	4.1	4.1
Yield (%)	1.7	1.7
Beta	1.0	1.0

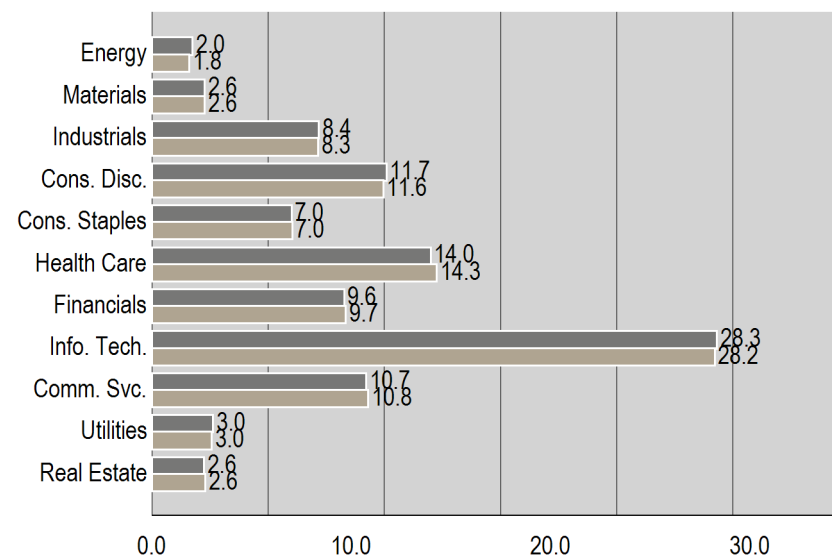
Top Holdings

APPLE INC	6.7%
MICROSOFT CORP	5.8%
AMAZON.COM INC	4.9%
FACEBOOK INC	2.3%
ALPHABET INC	1.6%
ALPHABET INC	1.6%
BERKSHIRE HATHAWAY INC	1.4%
JOHNSON & JOHNSON	1.3%
PROCTER & GAMBLE CO (THE)	1.2%
NVIDIA CORPORATION	1.2%
Total	28.2%

Market Capitalization

	Small Cap	Mid Cap	Large Cap
Fidelity 500 Index	0.0%	15.5%	84.5%
S&P 500	0.0%	15.4%	84.6%
Weight Over/Under	0.0%	0.1%	-0.1%

Sector Allocation (%) vs S&P 500



Sussex County Employee Pension Plan

Virtus KAR Mid-Cap Core Fund R6

As of September 30, 2020

Manager Summary: Seeks to generate attractive risk-adjusted long-term returns by investing in the stocks of U.S. mid-cap companies with durable competitive advantages, excellent management, lower financial risk, and strong growth trajectories. A disciplined investment process is employed to identify businesses that are differentiated by above-average returns on capital and trading at attractive valuations.

Characteristics

	Portfolio	Russell MidCap
Number of Holdings	31	821
Weighted Avg. Market Cap. (\$B)	15.0	17.0
Median Market Cap. (\$B)	11.1	7.7
Price To Earnings	33.0	22.4
Price To Book	6.7	3.5
Price To Sales	4.4	1.8
Return on Equity (%)	6.9	2.5
Yield (%)	0.7	1.6
Beta	0.8	1.0

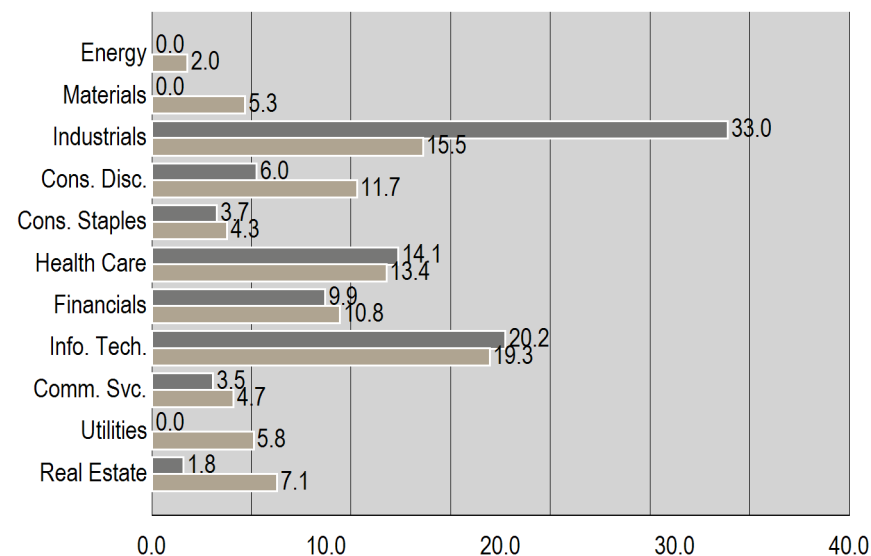
Top Holdings

WEST PHARMACEUTICAL SERVICES INC.	6.3%
AMETEK INC	5.4%
BROOKS AUTOMATION INC	4.6%
GLOBUS MEDICAL INC	4.3%
ASPEN TECHNOLOGY INC	4.2%
SITEONE LANDSCAPE SUPPLY INC	4.2%
ROSS STORES INC	4.1%
ELANCO ANIMAL HEALTH INC	4.0%
BROADRIDGE FINANCIAL SOLUTIONS INC	3.8%
COOPER COS INC (THE)	3.8%
Total	44.8%

Market Capitalization

	Small Cap	Mid Cap	Large Cap
Virtus KAR Mid-Cap Core Fund R6	0.0%	86.9%	13.1%
Russell MidCap	2.2%	85.6%	12.2%
Weight Over/Under	-2.2%	1.3%	0.9%

Sector Allocation (%) vs Russell MidCap



Sussex County Employee Pension Plan

Vanguard Small-Cap Value Index

As of September 30, 2020

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	893	886
Weighted Avg. Market Cap. (\$B)	4.8	4.8
Median Market Cap. (\$B)	2.0	2.0
Price To Earnings	15.3	15.4
Price To Book	2.2	2.2
Price To Sales	0.8	0.9
Return on Equity (%)	1.1	1.1
Yield (%)	2.2	2.2
Beta	1.0	1.0

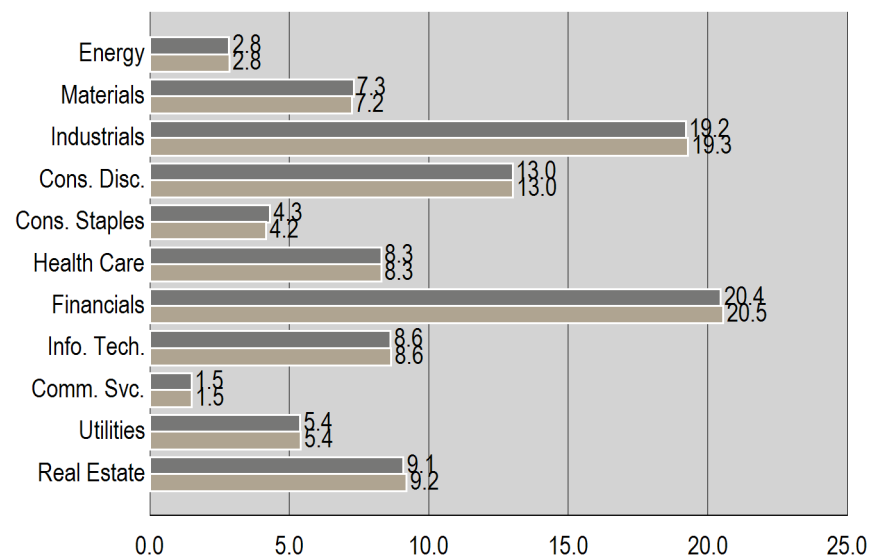
Top Holdings

PERKINELMER INC.	0.7%
IDEX CORP	0.7%
GENERAC HOLDINGS INC	0.6%
ATMOS ENERGY CORP	0.6%
BOOZ ALLEN HAMILTON HOLDING CORP	0.6%
BROWN & BROWN INC	0.5%
MOLINA HEALTHCARE INC.	0.5%
RPM INTERNATIONAL INC	0.5%
VICI PROPERTIES INC	0.5%
ESSENTIAL UTILITIES INC	0.5%
Total	5.8%

Market Capitalization

	Small Cap	Mid Cap	Large Cap
Vanguard Small-Cap Value Index	87.2%	12.8%	0.0%
CRSP US Small Cap Value TR USD	87.1%	12.9%	0.0%
Weight Over/Under	0.1%	-0.1%	0.0%

Sector Allocation (%) vs CRSP US Small Cap Value TR USD



Sussex County Employee Pension Plan

MFS Low Volatility Global Equity

As of September 30, 2020

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	91	2,994
Weighted Avg. Market Cap. (\$B)	122.6	287.6
Median Market Cap. (\$B)	36.7	9.1
Price To Earnings	19.8	20.7
Price To Book	3.5	3.7
Price To Sales	2.2	1.7
Return on Equity (%)	8.9	6.9
Yield (%)	2.6	2.0
Beta		1.0

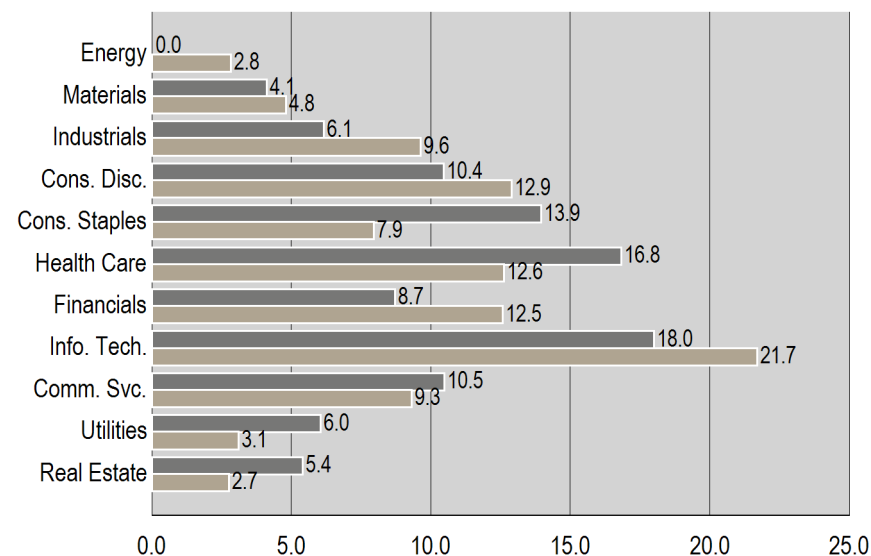
Top Holdings

ADOBE INC	3.6%
TAIWAN SEMICONDUCTOR MANUFACTURING CO LTD	3.3%
ROCHE HOLDING AG	3.3%
JOHNSON & JOHNSON	2.9%
TERUMO CORP	2.4%
KDDI CORP	2.4%
INFOSYS LTD	2.2%
PEPSICO INC	2.2%
LOCKHEED MARTIN CORP	2.1%
NESTLE SA, CHAM UND VEVEY	2.0%
Total	26.4%

Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
MFS Low Volatility Global Equity	6.5%	10.4%	81.4%	1.7%
MSCI ACWI	3.5%	14.5%	82.0%	0.0%
<i>Weight Over/Under</i>	<i>3.0%</i>	<i>-4.1%</i>	<i>-0.6%</i>	<i>1.7%</i>

Sector Allocation (%) vs MSCI ACWI



Region Allocation Summary

Region	% of Total	% of Bench	% Diff
North America ex U.S.	9.7%	2.7%	7.0%
United States	46.6%	58.3%	-11.7%
Europe Ex U.K.	14.7%	13.1%	1.7%
United Kingdom	0.8%	3.5%	-2.8%
Pacific Basin Ex Japan	7.4%	3.0%	4.4%
Japan	13.1%	6.9%	6.2%
Emerging Markets	6.6%	12.3%	-5.7%
Other	1.0%	0.2%	0.9%
Total	100.0%	100.0%	0.0%

Sussex County Employee Pension Plan

Schroder Global Multi-Cap Quality Trust

As of September 30, 2020

Manager Summary: Quantitative process leads to a diversified, all-cap portfolio with U.S., Non-U.S. developed and emerging market exposure. The team seeks high-quality (profitability, stability, and financial strength) stocks trading at attractive valuations. Weighting scheme favors more liquid securities. Portfolio tends to hold more than 400 stocks.

Characteristics

	Portfolio	MSCI ACWI
Number of Holdings	403	2,994
Weighted Avg. Market Cap. (\$B)	99.1	287.6
Median Market Cap. (\$B)	12.1	9.1
Price To Earnings	20.1	20.7
Price To Book	4.9	3.7
Price To Sales	3.2	1.7
Return on Equity (%)	12.8	6.9
Yield (%)	2.2	2.0

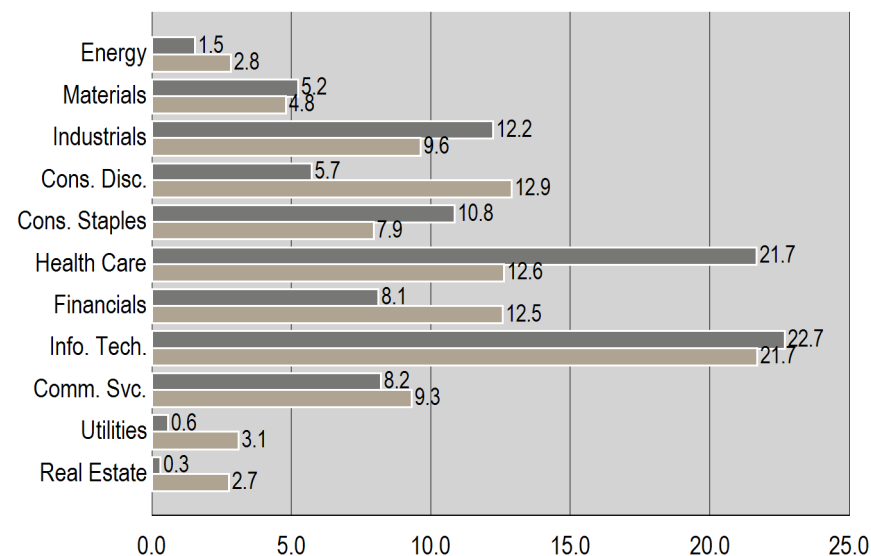
Top Holdings

NTT DOCOMO INC	1.4%
MERCK & CO INC	1.1%
AMGEN INC	1.1%
JOHNSON & JOHNSON	1.0%
MICROSOFT CORP	1.0%
BRISTOL-MYERS SQUIBB CO	1.0%
NOVARTIS AG	1.0%
3M CO	1.0%
ROCHE HOLDING AG	1.0%
ORACLE CORP	1.0%
Total	10.7%

Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Schroder Global Multi-Cap Quality Trust	13.4%	22.7%	60.8%	3.1%
MSCI ACWI	3.5%	14.5%	82.0%	0.0%
<i>Weight Over/Under</i>	<i>9.9%</i>	<i>8.2%</i>	<i>-21.2%</i>	<i>3.1%</i>

Sector Allocation (%) vs MSCI ACWI



Region Allocation Summary

Region	% of Total	% of Bench	% Diff
North America ex U.S.	3.8%	2.7%	1.1%
United States	54.6%	58.3%	-3.7%
Europe Ex U.K.	16.3%	13.1%	3.2%
United Kingdom	6.2%	3.5%	2.7%
Pacific Basin Ex Japan	4.4%	3.0%	1.4%
Japan	7.4%	6.9%	0.5%
Emerging Markets	7.2%	12.3%	-5.1%
Other	0.1%	0.2%	-0.1%
Total	100.0%	100.0%	0.0%

Sussex County Employee Pension Plan

Vontobel Global Equity Institutional

As of September 30, 2020

Manager Summary: Targets high-quality companies with above-average and sustainable earnings growth. Holdings tend to be global franchises with strong industry positioning. Portfolio will typically include 50-70 stocks and tends to have low turnover. Relatively unconstrained with respect to country, sector & position weights.

Characteristics

	Portfolio	MSCI ACWI
Number of Holdings	51	2,994
Weighted Avg. Market Cap. (\$B)	386.2	287.6
Median Market Cap. (\$B)	100.4	9.1
Price To Earnings	28.9	20.7
Price To Book	5.4	3.7
Price To Sales	3.7	1.7
Return on Equity (%)	13.2	6.9
Yield (%)	1.1	2.0
Beta	0.9	1.0

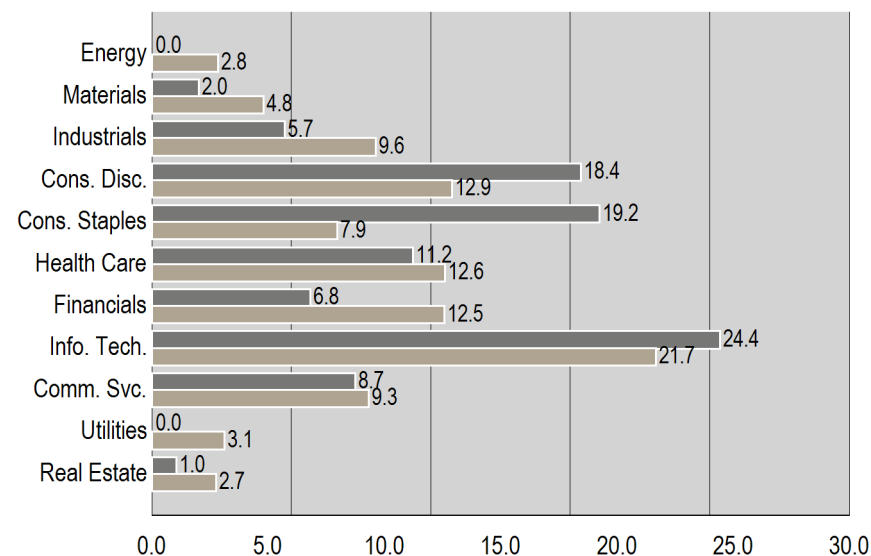
Top Holdings

MICROSOFT CORP	5.9%
AMAZON.COM INC	5.6%
MASTERCARD INC	4.1%
THE UNILEVER GROUP	3.8%
VISA INC	3.8%
ALIBABA GROUP HOLDING LTD	3.7%
ALIMENTATION COUCHE-TARD INC	3.5%
SAP SE	3.4%
NESTLE SA, CHAM UND VEVEY	3.1%
ALPHABET INC	2.9%
Total	39.9%

Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Vontobel Global Equity Institutional	0.0%	1.3%	96.3%	2.5%
MSCI ACWI	3.5%	14.5%	82.0%	0.0%
<i>Weight Over/Under</i>	<i>-3.5%</i>	<i>-13.3%</i>	<i>14.2%</i>	<i>2.5%</i>

Sector Allocation (%) vs MSCI ACWI



Region Allocation Summary

Region	% of Total	% of Bench	% Diff
North America ex U.S.	4.5%	2.7%	1.8%
United States	56.2%	58.3%	-2.1%
Europe Ex U.K.	20.5%	13.1%	7.4%
United Kingdom	2.2%	3.5%	-1.3%
Pacific Basin Ex Japan	2.9%	3.0%	-0.1%
Japan	1.2%	6.9%	-5.6%
Emerging Markets	12.5%	12.3%	0.2%
Other	0.0%	0.2%	-0.2%
Total	100.0%	100.0%	0.0%

Sussex County OPEB Plan

AB Global Core Equity

As of September 30, 2020

Manager Summary: Applies a bottom-up fundamental process to identify attractively valued U.S. and non-U.S. companies which have the ability to generate high and sustainable growth on invested capital. With no inherent style-bias, the strategy holds a relatively concentrated global portfolio with 50-80 stocks.

Characteristics

	Portfolio	MSCI ACWI
Number of Holdings	59	2,994
Weighted Avg. Market Cap. (\$B)	206.2	287.6
Median Market Cap. (\$B)	60.0	9.1
Price To Earnings	20.3	20.7
Price To Book	3.2	3.7
Price To Sales	2.1	1.7
Return on Equity (%)	8.5	6.9
Yield (%)	1.9	2.0
Beta	1.0	1.0

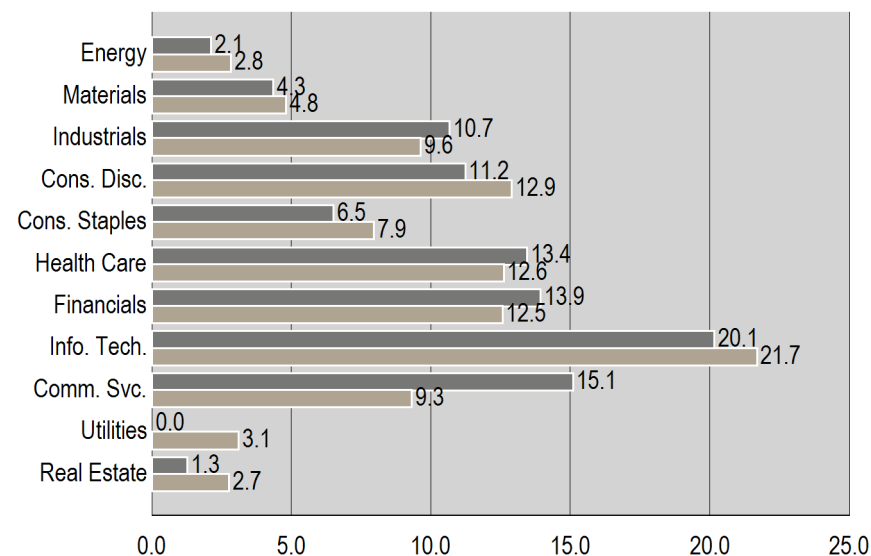
Top Holdings

ALPHABET INC	4.7%
ANTHEM INC	4.4%
INTERNATIONAL FLAVORS & FRAGRANCES INC	3.8%
SECOM CO LTD	3.5%
MICROSOFT CORP	3.4%
SOFTBANK GROUP CORP	3.2%
COGNIZANT TECHNOLOGY SOLUTIONS CORP	3.1%
OTIS WORLDWIDE CORP	3.1%
KONINKLIJKE PHILIPS NV	3.0%
3M CO	2.9%
Total	35.1%

Market Capitalization

	Small Cap	Mid Cap	Large Cap
AB Global Core Equity	2.0%	19.9%	78.1%
MSCI ACWI	3.5%	14.5%	82.0%
<i>Weight Over/Under</i>	<i>-1.5%</i>	<i>5.4%</i>	<i>-3.9%</i>

Sector Allocation (%) vs MSCI ACWI



Region Allocation Summary

Region	% of Total	% of Bench	% Diff
North America ex U.S.	0.0%	2.7%	-2.7%
United States	54.2%	58.3%	-4.1%
Europe Ex U.K.	18.0%	13.1%	4.9%
United Kingdom	1.7%	3.5%	-1.9%
Pacific Basin Ex Japan	4.2%	3.0%	1.2%
Japan	11.8%	6.9%	4.9%
Emerging Markets	8.6%	12.3%	-3.7%
Other	1.7%	0.2%	1.5%
Total	100.0%	100.0%	0.0%

Sussex County Employee Pension Plan

Hartford Int'l Opportunities Fund

As of September 30, 2020

Manager Summary: The portfolio managers look to buy reasonably priced shares of companies based on expectations of both improving returns, such as companies with new management teams, and sustainable returns, such as companies that have eduring competitive advantages.

Characteristics

	Portfolio	MSCI ACWI ex USA
Number of Holdings	108	2,375
Weighted Avg. Market Cap. (\$B)	131.9	97.2
Median Market Cap. (\$B)	32.8	7.4
Price To Earnings	25.7	16.5
Price To Book	3.9	2.9
Price To Sales	2.9	1.1
Return on Equity (%)	11.8	10.4
Yield (%)	1.4	2.6
Beta	1.1	1.0

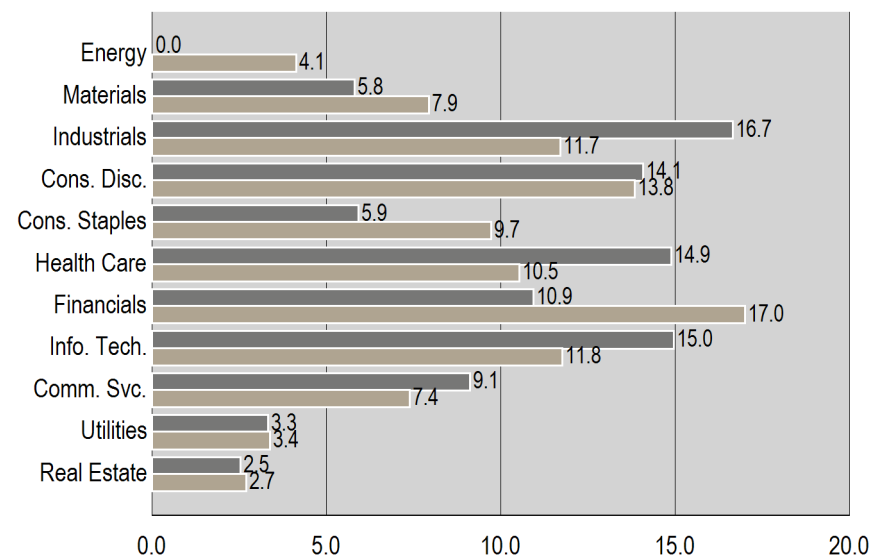
Top Holdings

ALIBABA GROUP HOLDING LTD	4.1%
TENCENT HOLDINGS LTD	4.0%
NESTLE SA, CHAM UND VEEVEY	2.7%
SAMSUNG ELECTRONICS CO LTD	2.2%
CANADIAN NATIONAL RAILWAY CO	2.2%
CELLNEX TELECOM SA	2.1%
IBERDROLA SA, BILBAO	2.1%
RIO TINTO GROUP	2.1%
ANGLO AMERICAN PLC	2.0%
INFINEON TECHNOLOGIES AG	2.0%
Total	25.4%

Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Hartford Int'l Opportunities Fund	3.1%	10.6%	82.7%	3.5%
MSCI ACWI ex USA	7.9%	22.7%	69.4%	0.0%
Weight Over/Under	-4.8%	-12.1%	13.3%	3.5%

Sector Allocation (%) vs MSCI ACWI ex USA



Region Allocation Summary

Region	% of Total	% of Bench	% Diff
North America ex U.S.	9.7%	2.7%	7.0%
United States	46.6%	58.3%	-11.7%
Europe Ex U.K.	14.7%	13.1%	1.7%
United Kingdom	0.8%	3.5%	-2.8%
Pacific Basin Ex Japan	7.4%	3.0%	4.4%
Japan	13.1%	6.9%	6.2%
Emerging Markets	6.6%	12.3%	-5.7%
Other	1.0%	0.2%	0.9%
Total	100.0%	100.0%	0.0%

Sussex County Employee Pension Plan

Vanguard Total Int'l Stock Index Fund

As of September 30, 2020

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	7,283	7,233
Weighted Avg. Market Cap. (\$B)	85.4	83.8
Median Market Cap. (\$B)	1.8	1.8
Price To Earnings	16.5	16.5
Price To Book	2.8	2.8
Price To Sales	1.1	1.0
Return on Equity (%)	9.7	9.6
Yield (%)	2.5	2.6
Beta	1.0	1.0

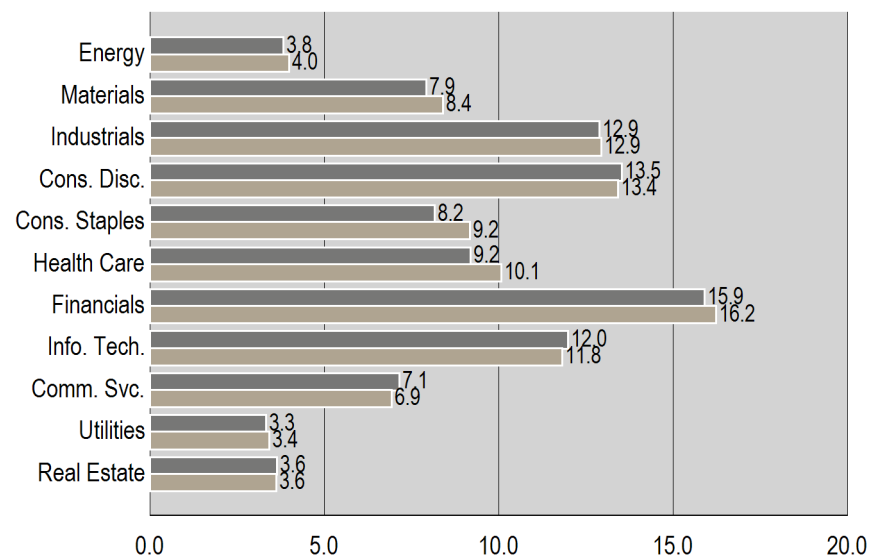
Top Holdings

ALIBABA GROUP HOLDING LTD	2.2%
TENCENT HOLDINGS LTD	1.6%
TAIWAN SEMICONDUCTOR MANUFACTURING CO LTD	1.5%
NESTLE SA, CHAM UND VEVEY	1.4%
ROCHE HOLDING AG	1.0%
SAMSUNG ELECTRONICS CO LTD	1.0%
NOVARTIS AG	0.8%
SAP SE	0.7%
TOYOTA MOTOR CORP	0.7%
ASML HOLDING NV	0.6%
Total	11.6%

Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Vanguard Total Int'l Stock Index Fund	40.0%	14.2%	45.9%	0.0%
FTSE Global All Cap ex US	36.1%	15.2%	48.3%	0.0%
Weight Over/Under	3.8%	-1.0%	-2.4%	0.0%

Sector Allocation (%) vs FTSE Global All Cap ex US



Region Allocation Summary

Region	% of Total	% of Bench	% Diff
North America ex U.S.	6.7%	6.5%	0.2%
United States	1.3%	0.0%	1.3%
Europe Ex U.K.	30.9%	30.2%	0.7%
United Kingdom	4.7%	9.0%	-4.3%
Pacific Basin Ex Japan	11.9%	7.8%	4.1%
Japan	18.0%	17.3%	0.7%
Emerging Markets	25.4%	28.8%	-3.4%
Other	1.0%	0.4%	0.6%
Total	100.0%	100.0%	0.0%

Sussex County OPEB Plan

Hartford Schrodgers Int'l Multi-Cap Value Fund

As of September 30, 2020

Manager Summary: Quantitative process leads to a diversified, all-cap portfolio with developed and emerging market exposure. The team seeks stocks trading at attractive valuations with higher quality fundamentals than industry peers. Weighting scheme favors higher-quality and more liquid securities. Portfolio tends to hold more than 500 stocks.

Characteristics

	Portfolio	MSCI ACWI ex USA Value
Number of Holdings	806	1,602
Weighted Avg. Market Cap. (\$B)	35.1	48.3
Median Market Cap. (\$B)	1.7	6.2
Price To Earnings	11.6	12.8
Price To Book	2.2	1.8
Price To Sales	0.8	0.7
Return on Equity (%)	11.7	7.2
Yield (%)	3.9	3.9
Beta	1.0	1.0

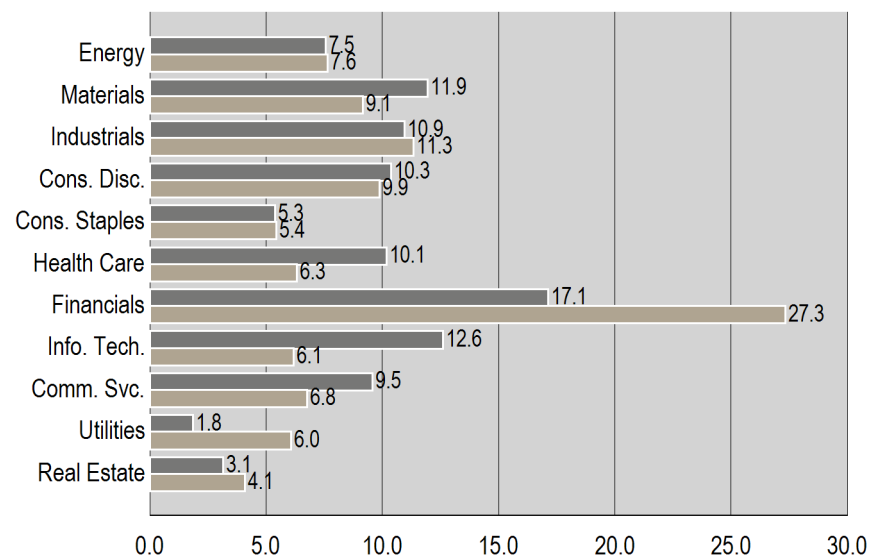
Top Holdings

ROCHE HOLDING AG	1.4%
NOVARTIS AG	1.3%
NTT DOCOMO INC	1.3%
ASTELLAS PHARMA INC	1.2%
KDDI CORP	1.2%
TAIWAN SEMICONDUCTOR MANUFACTURING CO LTD	1.2%
DANONE	1.1%
SANOFI	1.1%
SAMSUNG ELECTRONICS CO LTD	1.0%
GLAXOSMITHKLINE PLC	1.0%
Total	11.7%

Market Capitalization

	Small Cap	Mid Cap	Large Cap	Unclassified
Hartford Schrodgers Int'l Multi-Cap Value Fund	39.8%	26.3%	33.0%	0.9%
MSCI ACWI ex USA Value	11.6%	25.5%	63.0%	0.0%
<i>Weight Over/Under</i>	<i>28.3%</i>	<i>0.8%</i>	<i>-30.0%</i>	<i>0.9%</i>

Sector Allocation (%) vs MSCI ACWI ex USA Value



Region Allocation Summary

Region	% of Total	% of Bench	% Diff
North America ex U.S.	6.0%	6.5%	-0.5%
United States	1.3%	0.0%	1.3%
Europe Ex U.K.	23.5%	29.7%	-6.2%
United Kingdom	10.5%	11.1%	-0.5%
Pacific Basin Ex Japan	12.1%	7.4%	4.7%
Japan	18.7%	16.5%	2.3%
Emerging Markets	27.4%	28.4%	-1.0%
Other	0.4%	0.4%	0.0%
Total	100.0%	100.0%	0.0%

As of September 30, 2020

Characteristics

Fund GAV (\$MM)	\$16,579.3
Fund NAV (\$MM)	\$12,106.7
Cash (% of NAV)	5.6%
# of Investments	158
% in Top 10 by NAV	26.3%
Leverage %	23.2%
Occupancy	93.7%
# of MSAs	37
1-Year Dividend Yield	3.8%
As of Date	30-Sep-20

Strategy Breakdown

	% of Portfolio
Pre-Development	3.3%
Development	6.2%
Initial Leasing	1.0%
Operating	85.3%
Re-Development	
Other	4.2%

Queue In:

Contribution Queue (\$MM)	
Anticipated Drawdown (Months)	

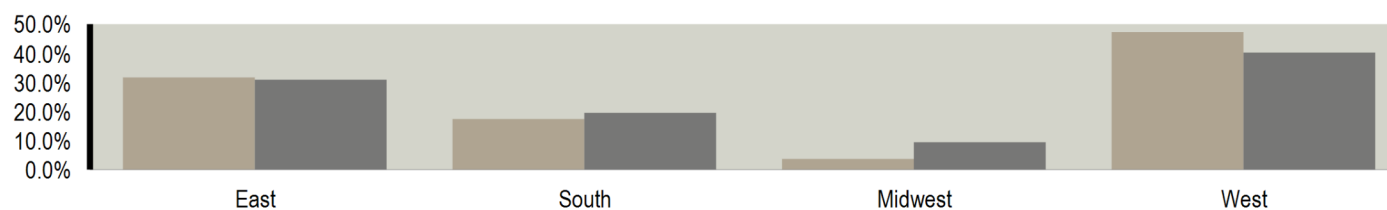
Top Five Metro Areas

	% of NAV
Boston-Cambridge-Quincy, MA	15.8%
Los Angeles-Long Beach-Santa	12.1%
San Francisco-Oakland-Fremont	11.3%
New York-Northern New Jersey	8.0%
Seattle-Tacoma-Bellevue, WA	5.7%

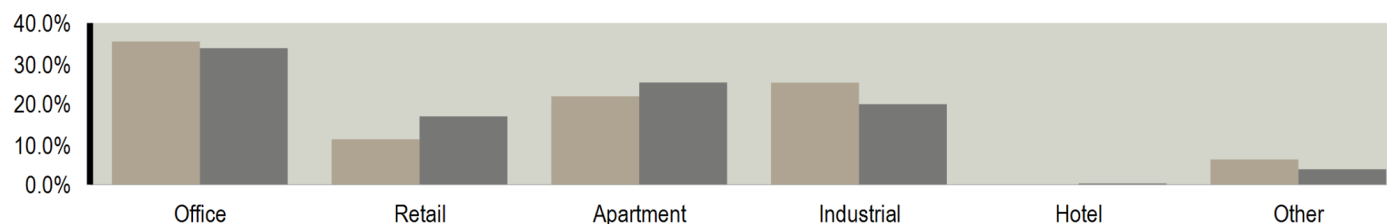
Queue Out:

Redemption Queue (\$MM)	\$1,149.80
Anticipated Payout (Months)	

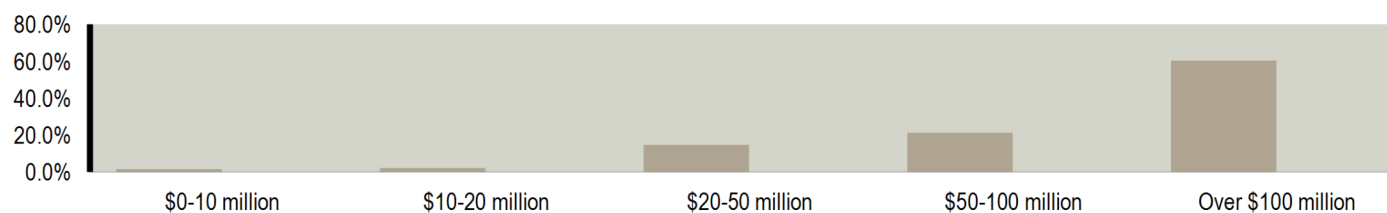
Regional Breakdown by NAV (Excluding Cash & Debt)



Property Type Breakdown by NAV (Excluding Cash & Debt)



Property Size Breakdown by NAV (Excluding Cash & Debt)



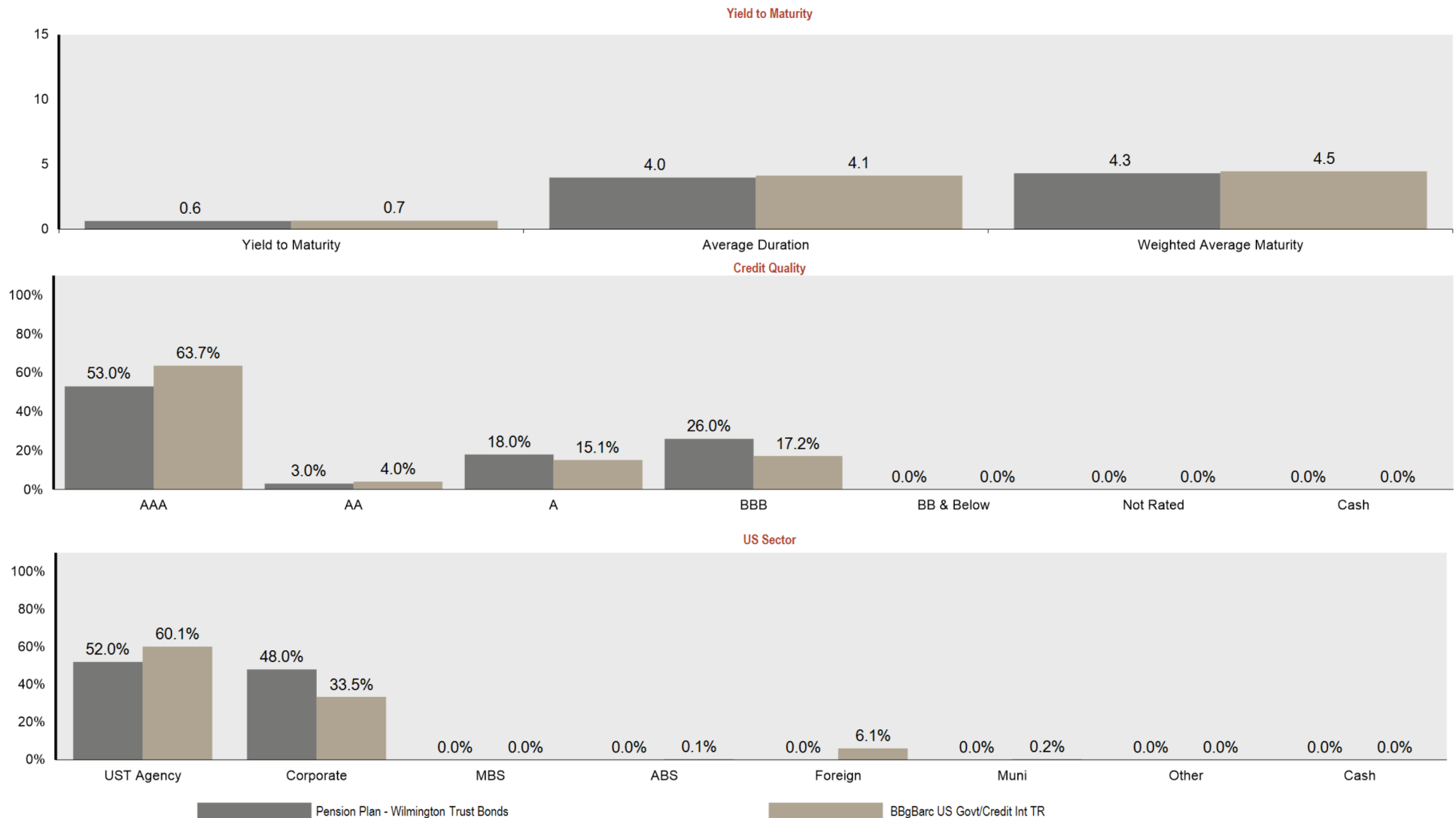
■ Clarion Lion Properties Fund ■ NFI-ODCE EqW

Sussex County Employee Pension Plan

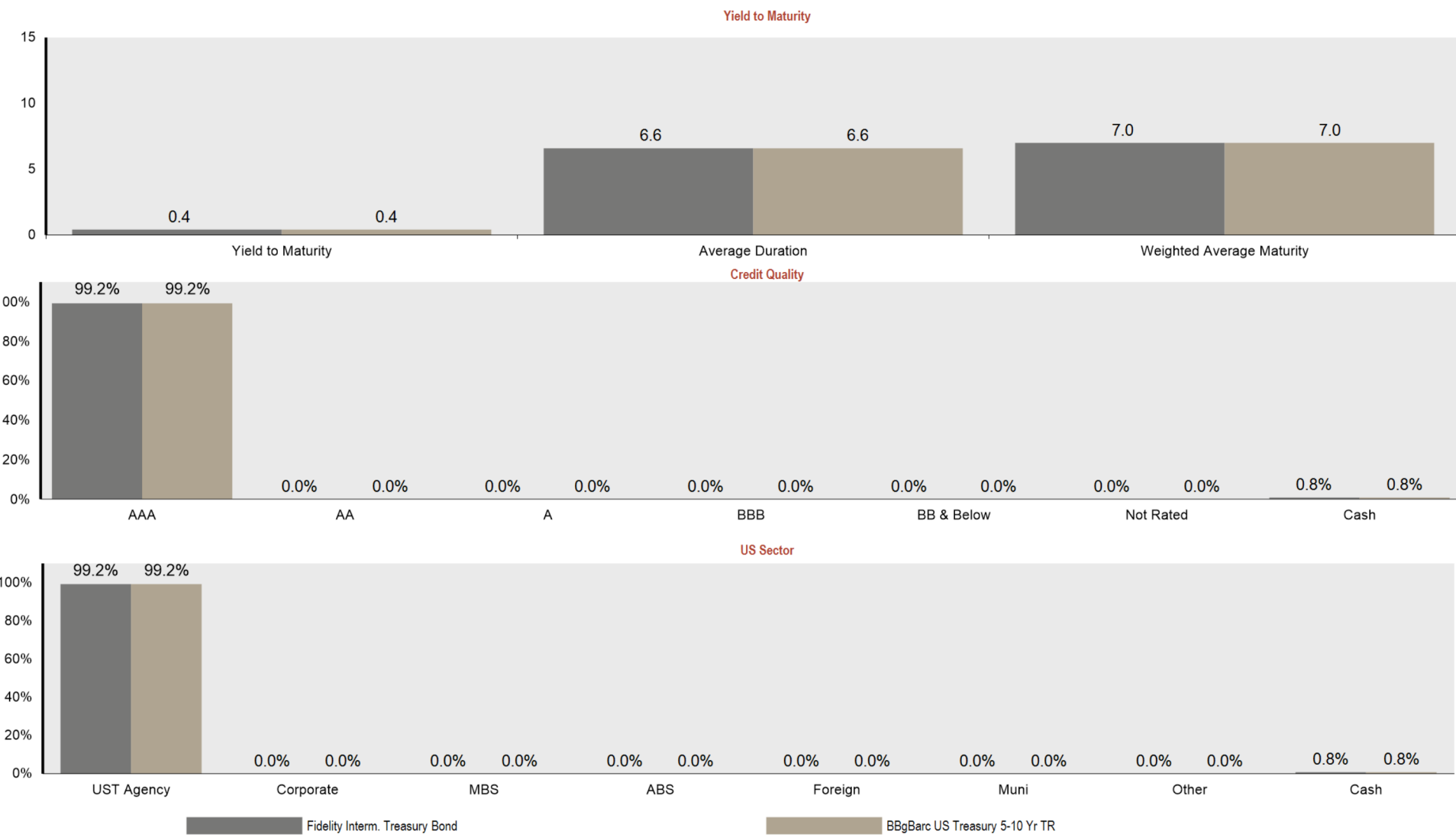
Wilmington Trust Bonds

As of September 30, 2020

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.



Manager Summary: Passively-managed using an index sampling approach. Seeks to track the performance of Barclays Capital U.S. 5-10 year Treasury Index. Invests only in U.S. Treasury securities. Intermediate duration portfolio. a smaller number of securities.

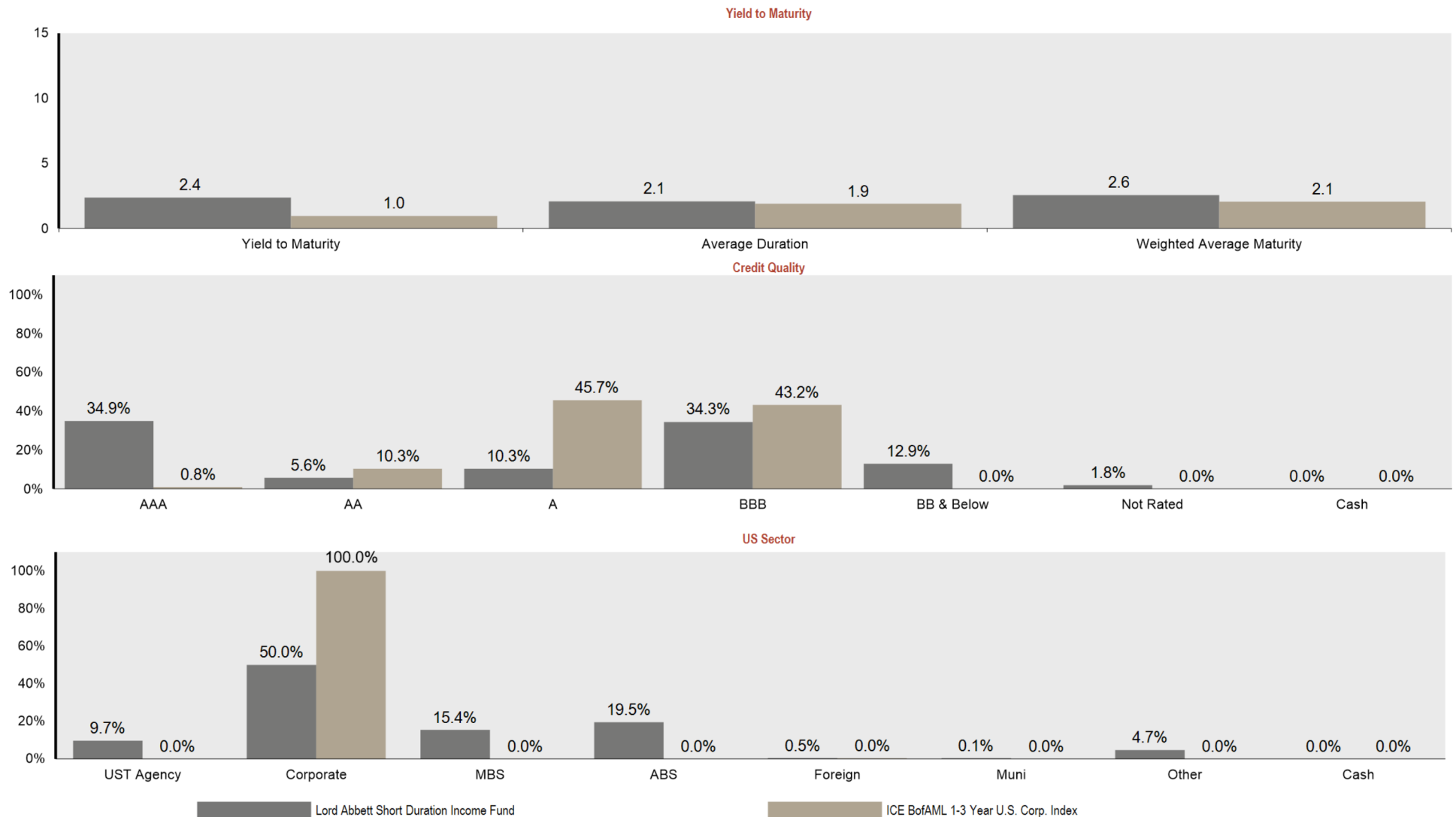


Sussex County Employee Pension Plan

Lord Abbett Short Duration Income

As of September 30, 2020

Manager Summary: Seeks to add value through sector rotation and security selection among short-duration securities. Approach combines top-down decisions making with bottom-up security selection. A separate quantitative team helps monitor risk allocation as well as the relative attractiveness of securities and sectors. The strategy employs a duration-neutral position versus the benchmark.

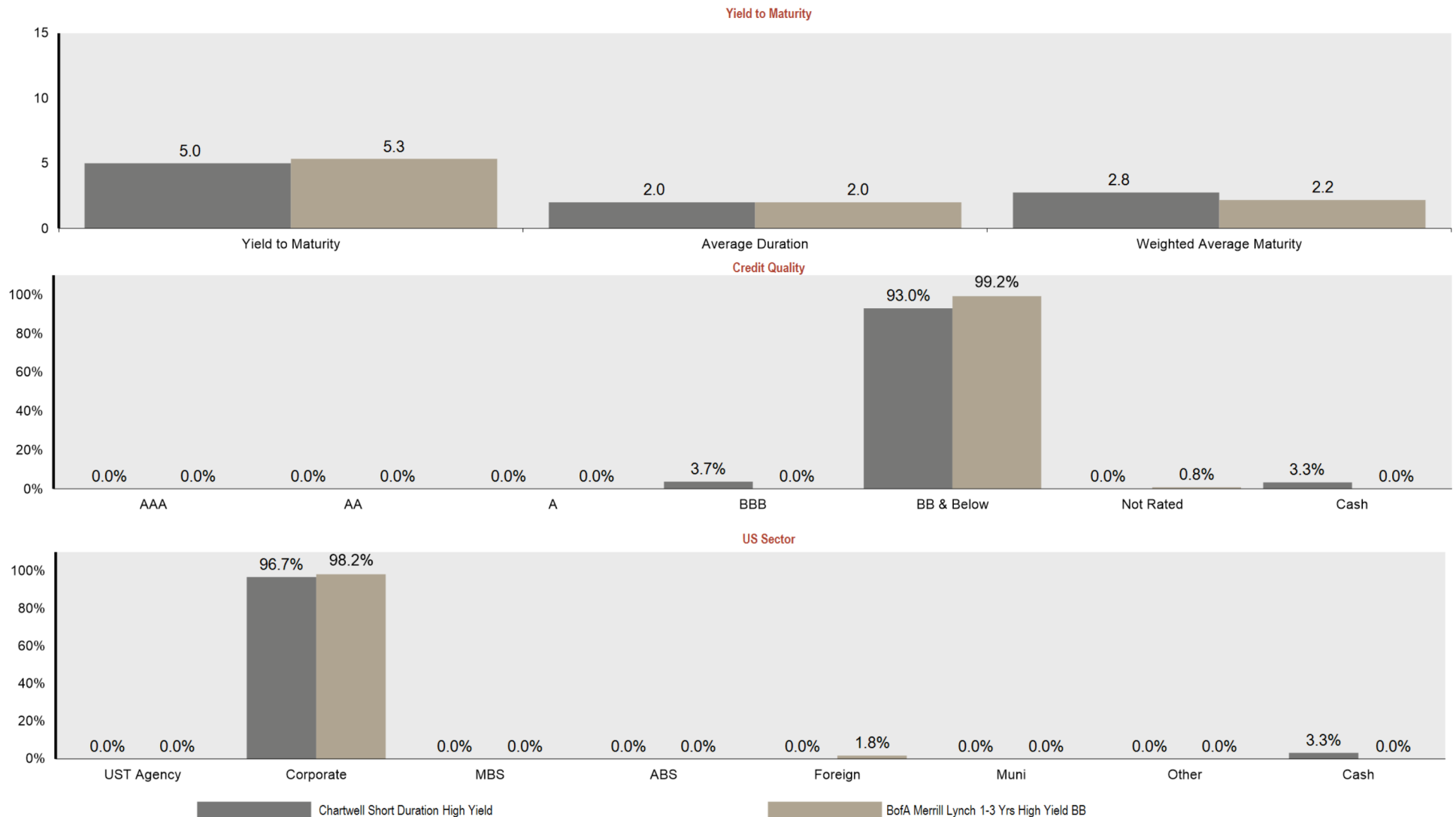


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Chartwell Short Duration High Yield

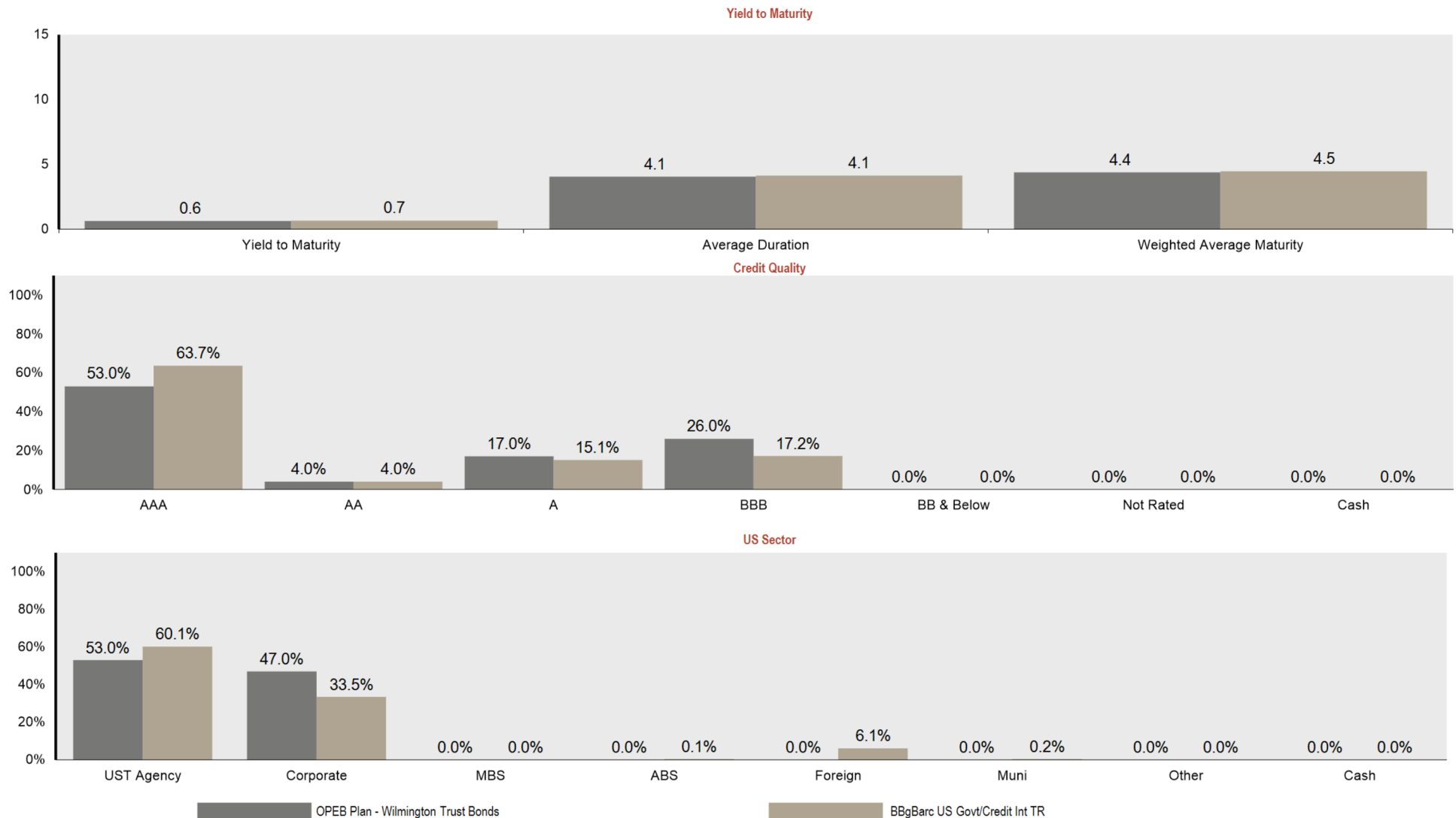
As of September 30, 2020

Manager Summary: Seeks income and long-term capital appreciation. Focuses on higher quality high yield corporate debt securities seeking attractive short-term yields and lower volatility than the broad high yield and leverage bank loan markets. Typically invests at least 80% of its net assets in high yield debt securities.

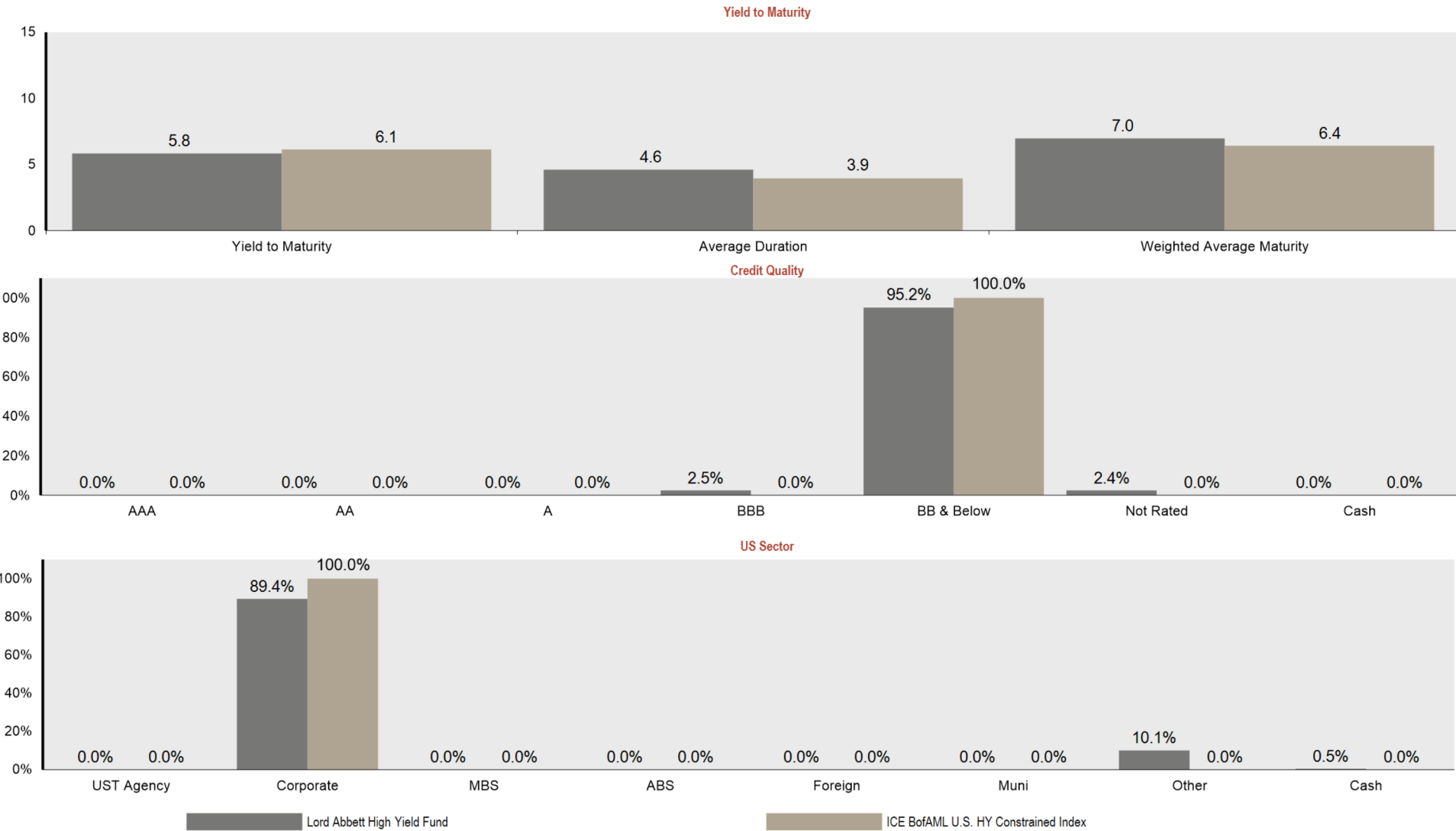


As of September 30, 2020

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.



Manager Summary: The team uses a bottom-up, fundamental analysis of each company under coverage. The research process includes an analysis of the quality of management, the company's relative market position and industry dynamics. Fundamental analysis is augmented by quantitative modeling which allows the team to individually assess the credit worthiness of target companies in a variety of economic scenarios.



Sussex County Employee Pension Plan

Portfolio Update

As of October 31, 2020

	QTD	YTD	Market Value	% of Portfolio	Policy %
Total Fund Composite	-1.6	0.9	124,892,143	100.0	100.0
<i>Pension Policy Index</i>	-1.5	2.5			
Total Equity Composite	-2.2	-1.7	81,666,451	65.4	65.0
<i>Total Equity Policy Index</i>	-2.2	0.5			
U.S. Equity Composite	-1.9	0.0	50,590,686	40.5	40.0
<i>Russell 3000</i>	-2.2	3.1			
American Funds Washington Mutual Fund	-3.0	-6.0	4,940,052	4.0	4.0
<i>Russell Top 200 Value</i>	-2.4	-13.1			
Fidelity 500 Index	-2.7	2.8	35,197,177	28.2	28.0
<i>S&P 500</i>	-2.7	2.8			
Virtus KAR Mid-Cap Core Fund R6	0.0	6.8	5,248,975	4.2	4.0
<i>Russell MidCap</i>	0.6	-1.7			
Vanguard Small-Cap Value Index	3.0	-15.7	5,204,482	4.2	4.0
<i>CRSP US Small Cap Value TR USD</i>	3.0	-15.8			
Global Equity Composite	-3.2	-5.6	20,371,383	16.3	16.5
<i>MSCI ACWI IMI Net USD</i>	-2.2	-1.7			
MFS Low Volatility Global Equity	-2.7	-5.6	7,437,849	6.0	6.0
<i>MSCI ACWI</i>	-2.4	-1.1			
<i>MSCI ACWI Minimum Volatility Index</i>	-2.6	-6.0			
Schroder Global Multi-Cap Quality Trust	-2.8	-2.7	5,541,063	4.4	4.5
<i>MSCI ACWI</i>	-2.4	-1.1			
Vontobel Global Equity Institutional	-3.9	4.2	7,392,471	5.9	6.0
<i>MSCI ACWI Growth</i>	-2.4	15.3			
Non-U.S. Equity Composite	-1.8	-2.4	10,704,382	8.6	8.5
<i>MSCI ACWI ex USA IMI</i>	-2.2	-7.3			
Hartford Int'l Opportunities Fund	-1.1	1.8	3,858,950	3.1	3.0
<i>MSCI ACWI ex USA</i>	-2.1	-7.5			
Vanguard Total Int'l Stock Index Fund	-2.2	-6.9	6,845,432	5.5	5.5
<i>FTSE Global All Cap ex US</i>	-2.2	-6.9			

Sussex County Employee Pension Plan

Portfolio Update

As of October 31, 2020

	QTD	YTD	Market Value	% of Portfolio	Policy %
Real Estate Composite			5,888,809	4.7	5.0
Clarion Lion Properties Fund	0.0	-0.5	5,888,809	4.7	5.0
<i>NFI</i>	0.0	-0.7			
Fixed Income Composite	-0.4	5.6	37,124,485	29.7	29.0
<i>BBgBarc US Govt/Credit Int TR</i>	-0.2	5.7			
Wilmington Trust Bonds	-0.2	5.8	20,736,624	16.6	16.0
<i>WT Fixed Income Policy Index</i>	-0.2	5.7			
Fidelity Interm. Treasury Bond Index	-1.1	8.8	9,923,540	7.9	8.0
<i>BBgBarc US Treasury 5-10 Yr TR</i>	-1.0	8.9			
Lord Abbett Short Duration Income	0.2	1.8	3,907,190	3.1	3.0
<i>ICE BofA 1-3 Yrs US Corporate TR</i>	0.2	3.6			
Chartwell Short Duration High Yield	0.3	1.0	2,557,132	2.0	2.0
<i>BofA Merrill Lynch 1-3 Yrs High Yield BB</i>	0.5	2.3			
Cash & Equivalents			212,397	0.2	1.0
Wilmington U.S. Govt MM Fund - MF Acct			113,328	0.1	1.0
M&T Bank Municipal MM Savings			99,069	0.1	

Sussex County OPEB Plan

Portfolio Update

As of October 31, 2020

	QTD	YTD	Market Value	% of Portfolio	Policy %
Total Fund Composite	-1.5	0.7	49,471,550	100.0	100.0
<i>Sussex OPEB Policy Index</i>	-1.5	2.5			
Total Equity Composite	-2.2	-2.4	32,329,771	65.4	65.0
<i>Equity Policy Index</i>	-2.2	0.5			
U.S. Equity Composite	-1.9	0.2	20,179,256	40.8	40.0
<i>Russell 3000</i>	-2.2	3.1			
American Funds Washington Mutual Fund	-3.0	-6.0	1,961,128	4.0	4.0
<i>Russell Top 200 Value</i>	-2.4	-13.1			
Fidelity 500 Index	-2.7	2.8	14,064,575	28.4	28.0
<i>S&P 500</i>	-2.7	2.8			
Virtus KAR Mid-Cap Core Fund R6	0.0	6.8	2,102,609	4.3	4.0
<i>Russell MidCap</i>	0.6	-1.7			
Vanguard Small-Cap Value Index	3.0	-15.7	2,050,944	4.1	4.0
<i>CRSP US Small Cap Value TR USD</i>	3.0	-15.8			
Global Equity Composite	-3.0	-3.6	7,941,760	16.1	16.5
<i>MSCI ACWI IMI Net USD</i>	-2.2	-1.7			
MFS Low Volatility Global Equity	-2.8	-5.9	2,786,719	5.6	6.0
<i>MSCI ACWI</i>	-2.4	-1.1			
<i>MSCI ACWI Minimum Volatility Index</i>	-2.6	-6.0			
Virtus Vontobel Global Opportunities Fund	-3.9	4.2	2,975,984	6.0	6.0
<i>MSCI ACWI Growth</i>	-2.4	15.3			
AB Global Core Equity	-1.9	-4.6	2,179,057	4.4	4.5
<i>MSCI ACWI</i>	-2.4	-1.1			
Non-U.S. Equity Composite	-2.5	-11.6	4,208,755	8.5	8.5
<i>MSCI ACWI ex USA IMI</i>	-2.2	-7.3			
Hartford Schroders Int'l Multi-Cap Value Fund	-2.8	-16.3	2,125,444	4.3	4.5
<i>MSCI ACWI ex USA Value</i>	-2.6	-19.7			
Vanguard Total Int'l Stock Index Fund	-2.2	-6.9	2,083,311	4.2	4.0
<i>FTSE Global All Cap ex US</i>	-2.2	-6.9			

Sussex County OPEB Plan

Portfolio Update

As of October 31, 2020

	QTD	YTD	Market Value	% of Portfolio	Policy %
Real Estate Composite			2,453,671	5.0	5.0
Clarion Lion Properties Fund	0.0	-0.5	2,453,671	5.0	5.0
<i>NFI</i>	0.0	-0.7			
Fixed Income Composite	-0.2	6.7	14,633,775	29.6	29.0
<i>Fixed Income Policy Index</i>	-0.2	5.6			
Wilmington Trust Fixed Income	-0.2	5.7	14,128,453	28.6	27.0
<i>WT Fixed Income Policy Index</i>	-0.2	5.7			
Lord Abbett High Yield Fund	0.7	8.8	505,322	1.0	2.0
<i>ICE BofA US HY Master II Constnd TR</i>	0.5	0.1			
Cash & Equivalents			54,333	0.1	1.0
Wilmington U.S. Govt MM Fund - MF Acct			35,480	0.1	1.0
M&T Bank Municipal MM Savings			18,853	0.0	



PENSION FUND COMMITTEE

Minutes of Meeting

November 19, 2020

The Sussex County Pension Fund Committee met on November 19, 2020, at 10:00 a.m. by teleconference. Those 'in attendance' included members: Gina Jennings, Todd Lawson, Karen Brewington, Kathy Roth, David Baker, Kathleen Ryan, and Mitchell Rogers. Also in attendance were Michael Shone and Pat Wing of Marquette Associates, the County's Pension Investment Consultant; and Janet Cranna, Brett Warren, and Margaret Tempkin of Cheiron, the County's Actuary.

On November 10, 2020, 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 at 10:10 a.m. and welcomed everyone to the virtual Pension Committee meeting. The decision to hold a virtual meeting was due to a recent uptick in COVID-19 infections nationwide and presenters having to travel from out-of-state. Pension Committee members and attendees were connected by phone and/or internet and participating in real-time. Members of the public were able to listen and view this meeting using the regular Pension Committee's broadcast found on the County's website, as well as view all meeting materials.

1. **Approval of Minutes**

The minutes of the August 20, 2020 meeting were approved by consent.

2. **Annual Actuarial Report**

At the request of the County, Cheiron, the County's actuary, performed their annual actuarial valuation of the Sussex County Employee Pension Plan, as well as the Sussex County Postemployment Benefit Plan. Committee members were provided with a report entitled "2020 Actuarial Valuations", as well as a PowerPoint presentation. Their report also included GASB 67/68/74/75.

For the Pension Plan, the valuation included a historical review, identification and assessment of risk, valuation results, and projections.

The actuarial valuation for the Pension Plan includes investment earnings of \$3.8 million, employer and employee contributions of \$9.8 million and \$0.2 million respectively, with benefits of \$4.8 million and expenses of \$0.1 million. The



valuations reported are as of July 1, 2020 and do not reflect the gains the stock market has realized since July 1.

Participation rates (the ratio of active members to inactive members) over the last 10 years have remained relatively level. Retirees, along with Terminated Vested Participants (terminated but not receiving benefits), have been slowly increasing over the same time period. The actuarial valuation is what the actuary uses to determine contributions, which smooths the investment gains and losses over five years. The County's Pension Plan is currently 101.1 percent funded and it was noted that this was primarily due to the County making significantly higher pension contributions above the recommended actuarial determined contribution (ADC) over the last 3 years. The County's current discount rate is 7 percent, a one percent decrease since 2014. The amortization payment is currently nonexistent as a result of a funding ratio over 100 percent. During the discussion regarding the identification and assessment of risk, items reviewed included: investment risk (20-year history), interest rate risk, longevity and other demographic risk, and assumption change risk.

The ADC decreased from \$3.0 million to \$2.7 million primarily due to \$6.8 million in excess contributions paid in FY 2020; the unfunded actuarial liability (UAL) decreased from \$3.4 million to a surplus of \$1.3 million; there was an actuarial experience asset loss of \$1.3 million due to a market rate of return of 3.3 percent (compared to a 7.0 percent assumption). On an actuarial value basis, the return was 5.9 percent (assumes phase-in of 5-year asset smoothing). Although there was an actuarial experience liability loss of \$1.0 million due to salaries, the funded ratio nonetheless increased from 97 percent to 101 percent. The number of active participants decreased from 507 to 506; total salaries as of July 1, 2020 were \$25,943,699, or 2.7 higher than the previous year; the number of retirees are 285, with a benefit of \$5.1 million. The number of terminated vested participants (no longer working, but not presently receiving benefits) increased 2 percent to 104 as of July 1, 2020.

The actuarial liability increased to \$121.8 million, with a market value of assets of \$123.2 million, and a surplus of \$1.3 million. The total County contribution has decreased from \$3 million to \$2.7 million, which is 10.49 percent of payroll. Projections were also reviewed.

Discussion was held regarding the recommendation for employees hired after December 31, 2020 to begin paying a 5 percent contribution (after the first \$6,000 of salary) toward their pension. Currently, employees hired after December 31, 2013 are paying 3 percent. Ms. Jennings stated it would take multiple years for the County to realize a benefit and that this specific recommendation was not a requirement of the IRS. The possibility of reducing the 7 percent return assumption was also discussed, as well as the amortization period.

Cheiron continued their PowerPoint presentation for the OPEB Plan, which included a historical review, valuation results, and projections.

The OPEB Plan is currently 82 percent funded (\$60 million in liabilities and assets of \$50 million), with the County making contributions in excess of the recommended ADC. It was noted that the County is in the 75th percentile of funded plans. The

OPEB has 480 active participants, with total participants of slightly less than 700 (either currently in the plan or who will be eligible once they retire), which is similar to the previous year. The ADC increased from \$1.8 million to \$1.9 million primarily due to the assumption in the discount rate. Projected Outlook – Baseline information includes assumptions of a 7.0 percent discount rate, ADC contributions (7.9 percent of payroll – the County budgets 9.5 percent), and a 28-year closed amortization. Using these assumptions, the OPEB Plan will be 95 percent funded over the next 20 years. It was noted that it was very rare to see OPEB Plans being 82 percent funded, as is the County's current funding ratio.

Discussion was held regarding possibility of a high number of employees retiring within a close timeframe and the impact to the Pension and OPEB Plans. It was noted that an experience study is performed every five years that tracks the County's assumptions and projections.

The Committee thanked Ms. Cranna, Mr. Warren and Ms. Tempkin for their presentation.

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

Committee members were sent copies of a report entitled, "Sussex County Quarterly Performance Report as of September 30, 2020". The Investment Performance Report includes information regarding the market environment for the third quarter of 2020, as well as quarterly and annual performances of the Pension and OPEB Plans. Although the report should be referenced for a more detailed analysis, discussion highlights include:

Mr. Wing referred members to the Market Environment (Exhibit II).

Mr. Wing noted an historical rebounding of economic activity in the third quarter with real Gross Domestic Product (GDP) growth at an unheard of 33.1 percent. The strong growth in consumer spending, business investment and housing were impacted by the government's fiscal package (the CARES Act) that provided expanded unemployment benefits and stimulus checks) due to the current pandemic. Without another fiscal package, the economic growth is not expected to be as encouraging in the future. Global asset class performance included: U.S. equities: up 9.2 percent for the quarter; international equities: up 5.6 percent; emerging markets: up 9.6 percent; U.S. Bonds: up 0.6 percent; and high yield bonds up 4.6 percent. Growth stocks continued to outperform value stocks by more than 35 percentage points. It was noted that only 5 stocks have driven the gains in growth stocks, Facebook, Amazon, Apple, Microsoft, and Google, returning a cumulative 41 percent year-to-date through September, while the remaining 495 stocks of the S&P 500 remain in the red through the same time period.

Mr. Wing directed members to the Pension Fund Performance Report (Exhibit III).

Observations as of September 30, 2020 included:

- Market Value was \$127 million; the portfolio realized a third quarter gain of \$6.3 million, returning 5.3 percent (net of investment fees) versus a policy index of 5.8 percent
- Positive attribution for the quarter resulted from outperformance by non-U.S. equities and fixed income
- Negative attribution for the quarter resulted from more defensive active equity managers and value tilt within U.S. equities
- Third Quarter changes – equity manager changes in July
- Looking Ahead: Continue Private Infrastructure discussion

It was noted that all asset allocations (U.S. Equity, Global Equity, Non-U.S. Equity, Estate, U.S. Fixed Income, and Cash) were all within the target ranges contained in the Pension Plan's Investment Policy Statement. Discussion was also held regarding the realized returns of the various asset classes versus the policy indexes. When questioned, Mr. Wing noted that changes may want to be considered within the global equity space (Vontobel).

Mr. Wing directed members to the OPEB Fund Performance Report (Exhibit IV)

The beginning market value was \$47.8 million, with an ending value of \$50.2 million. The portfolio realized a third quarter gain of 5.2 percent versus a policy index of 5.8 percent. Again, all asset allocations were all within the target ranges contained in the OPEB's Investment Policy Statement. During the review of the Plan's Total Equity Composite and managers, it was noted that having an allocation to high yield bonds proved beneficial relative to the fixed income policy.

Mr. Wing directed members to separate Portfolio Updates (as of October 31, 2020) for both the Pension and OPEB Plans. For the Pension Plan, the total fund composite realized a third quarter return of -1.6 percent versus a policy index of -1.5; and 0.9 percent return versus a policy index of 2.5 percent for year-to-date, with an end market value of \$124.9 million. Through November, the Pension Fund realized a return of 6.6 percent, bringing the year-to-date (4 months) return to 7.6 percent. For the OPEB Plan, the total fund composite realized a third quarter return of -1.5 percent, which was in line with the policy index; and 0.7 percent year-to-date versus a policy index of 2.5 percent, with an ending market value of \$49.5 million. Through November, the OPEB Fund realized a return of 6.7 percent, bringing the year-to-date (4 months) return to 7.5 percent.

Mr. Lawson left the meeting.

4. **Private Infrastructure Investment – Continued Discussion**

At the August meeting, members were presented with a report entitled, "Private Infrastructure – Sussex County, August 2020". The minutes from the August meeting can be referenced regarding the discussion held. At that time, it was the consensus of the committee to wait until after the Presidential election to make a decision regarding the possible addition of a Private Infrastructure asset class to the County's portfolio and to have further discussion at the November meeting. The Committee continued

their discussion and reviewed the current asset allocation targets, as well as the two options provided by Marquette Associates.

A Motion was made by Mr. Rogers, seconded by Ms. Ryan, for the Pension Committee to recommend to the County Council to revise the Investment Policy Statements for the Pension and OPEB funds to decrease U.S. Equities by 1 percent, non-U.S. Equities by 1 percent, U.S. Fixed Income by 3 percent, and add a new asset classification of Private Infrastructure at 5 percent.

Motion Adopted: 6 Yeas.

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

Ms. Jennings noted that the Committee's recommendations will be brought before Council during December 2020.

5. **2021 Meeting Dates**

Following are the meetings for 2021:

February 18, 2021
May 20, 2021
August 19, 2021
November 18, 2021

All meetings begin at 10:00 a.m. and are held in the Sussex County Council Chambers, Administrative Office Building, Georgetown, Delaware. Calendar invitations will be sent to each member.

6. **Additional Information**

Ms. Jennings announced the retirement of County Administrative Office staff member, Nancy Cordrey, who has served as secretary of the Pension Committee, effective January 2021.

7. **Adjourn**

At 12:10 p.m., a Motion was made by Ms. Ryan, seconded by Mr. Rogers, to adjourn. Motion Adopted by Voice Vote.

Respectfully submitted,

Nancy J. Cordrey
Administrative Secretary

BRANDY BENNETT NAUMAN
HOUSING COORDINATOR &
FAIR HOUSING COMPLIANCE OFFICER
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bnauman@sussexcountype.gov



Sussex County
DELAWARE
sussexcountype.gov

MEMORANDUM

TO: Sussex County Council
The Honorable Michael H. Vincent, President
The Honorable Irwin G. Burton III, Vice President
The Honorable Douglas B. Hudson
The Honorable John L. Rieleley
The Honorable Samuel R. Wilson, Jr.
Todd F. Lawson, County Administrator

FROM: Brandy B. Nauman, Housing Coordinator & Fair Housing Compliance Officer

RE: **Sussex County Rental Program (SCRП) Update & Presentation**

DATE: December 4, 2020

Sussex County's first affordable rental project through the Sussex County Rental Program is under construction and preparing for lease-up. On Tuesday, you will receive an update on the Coastal Tide (f.k.a. Arbors of Cottagedale) project in Lewes. This project contains 168 rental units, of which 26 are reserved as affordable under the SCRП.

Please do not hesitate to contact me with any questions. Thank you.

CC: Brad Whaley, Director, CD&H



COUNTY ADMINISTRATIVE OFFICES WEST COMPLEX
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GINA A. JENNINGS, MBA, MPA
FINANCE DIRECTOR
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Sussex County
DELAWARE
sussexcountyde.gov

MEMORANDUM:

TO: Sussex County Council
The Honorable Michael H. Vincent, President
The Honorable Irwin G. Burton III, Vice President
The Honorable Douglas B. Hudson
The Honorable John L. Rieley
The Honorable Samuel R. Wilson Jr

FROM: Gina A. Jennings
Finance Director/Chief Operating Officer

RE: **POSSIBLE PENSION ORDINANCE INTRODUCTION**

DATE: December 4, 2020

On Tuesday, the public hearing for the attached ordinance that amends the County's pension section of the Code will be held.

The ordinance achieves two goals:

1. ensures the County's pension plan continues to be considered as a qualified pension plan under the Internal Revenue Service Code; and
2. requires employees hired after December 30, 2020 to pay a 5 percent contribution to their pension

None of these revisions change the benefits that current employees are receiving today.

The first goal started with Code changes that Council implemented in February of 2019. Since then, the County has applied to the IRS to obtain the qualified nontaxed ruling. After additional correspondence with the IRS, they are asking we make the following changes. If the changes are implemented by January 5, 2021, they will uphold a favorable determination. The changes the IRS requested are:

- A. state that qualified military service is deemed an allowable interruption from continuous service at the County;

- B. state that wages earned at the County during active deployment (known as differential payments) are included in the pension calculation;
- C. state that employees will begin to receive their pensions by their Required Beginning Dates, which generally is the later of the April 1st following the year in which they turn age 70 ½, or retire;
- D. state any portion of an eligible rollover distribution paid directly to an eligible retirement plan specified by the distributee in a direct rollover; and
- E. state what happens if the Pension Plan is terminated

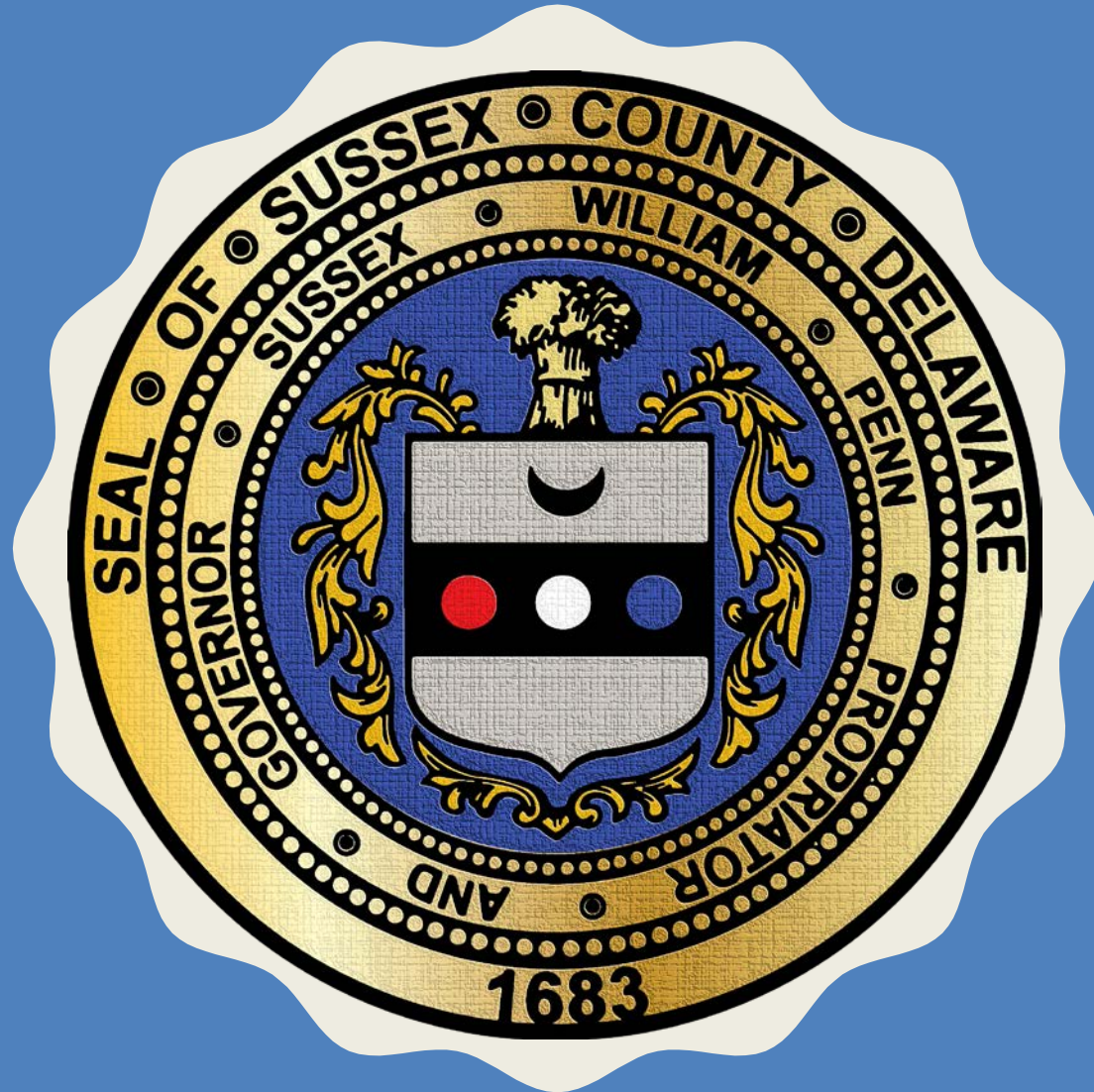
The second goal is to officially implement the 5 percent contribution for new employees that we discussed during the FY 2021 budget. It is important to continue to look at how we can sustain the County's pension plan. The County's contribution in the FY 2021 budget is approximately \$7 million, with employee contributions of \$225,000. Over time, the 5 percent employee contribution will help with the sustainability of the plan. Our latest actuarial report suggests we contribute 20 percent of salaries to sustain our pension and OPEB funds. As noted below, the 5 percent is also consistent with other governments in our area.

Entity	Contribution
Kent County	5% over \$6,000 as of 1/1/20
New Castle County	3% of base salary
Sussex County	3% over \$6,000 as of 1/1/14
State of Delaware	5% over \$6,000 as of 1/1/12

If you have any questions, please feel free to contact me.

Attachment

pc: Todd F. Lawson



PENSION ORDINANCE

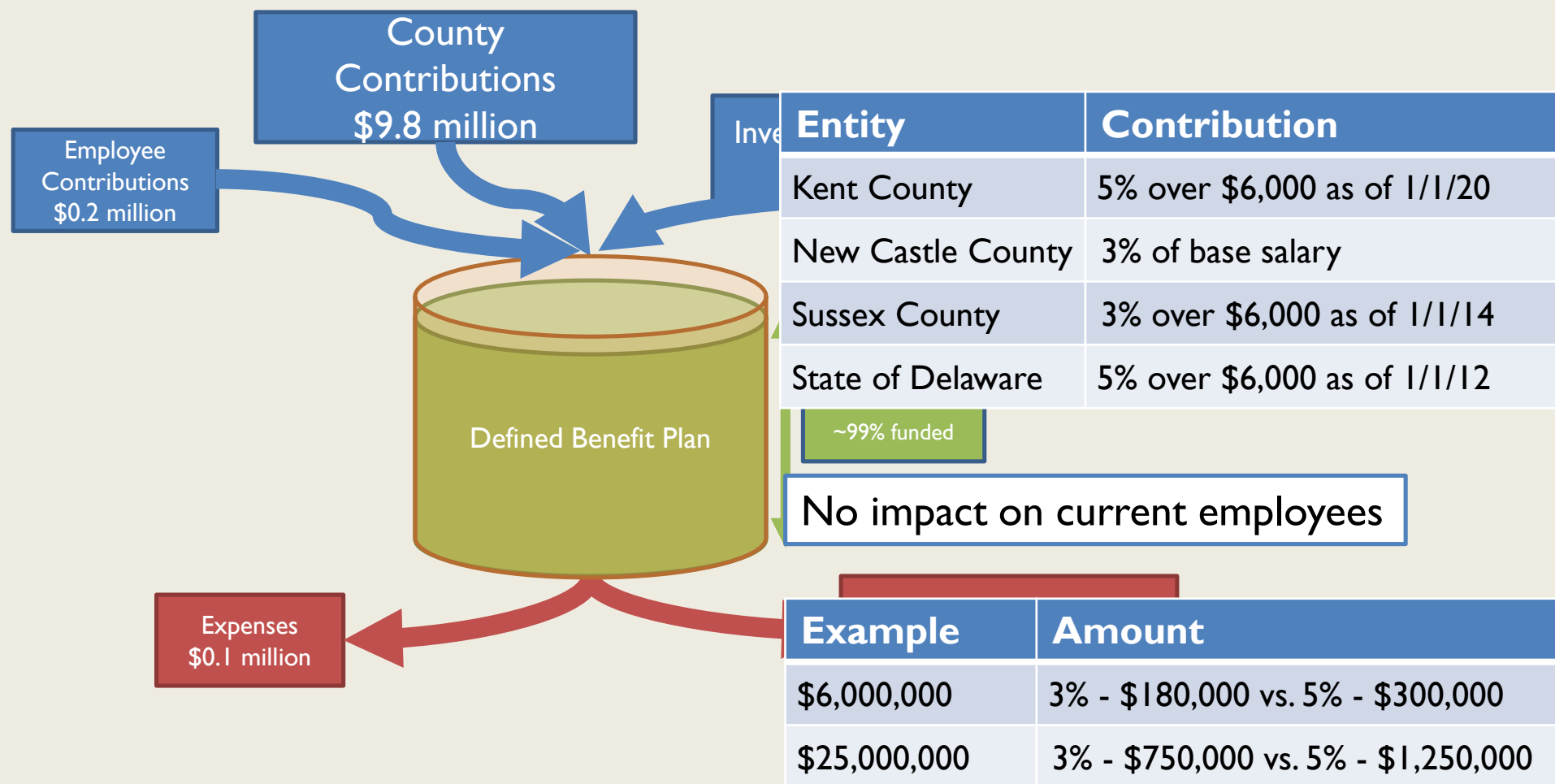
The seal of the City of Delaware is partially visible on the left side of the slide. It features a circular design with a gold border containing the words "CITY OF DELAWARE" and "1793". Inside the border, there is a blue field with a yellow sun and a yellow anchor. The words "PENN" and "PROPR" are also visible within the seal's design.

PENSION ORDINANCE

Two Goals

1. 5% Contribution for new hires after December 31, 2020
2. IRS compliance to be a qualified plan

FY 20 ACTUARIAL VALUATION PROCESS - PENSION



The seal of the County of Delaware is partially visible on the left side of the slide. It features a circular design with a gold border containing the text "COUNTY OF DELAWARE" and "1787". Inside the border, there is a blue field with a yellow sun and a yellow anchor. The words "PENN" and "PROPR" are also visible within the seal's design.

PENSION ORDINANCE

- IRS compliance
 - Qualified military service is an allowable interruption from continuous service
 - Wages earned at the County during an active deployment are included in the pension calculation
 - Employees will receive their pension by the later of 70 ½ or when they retire
 - Eligible rollover distributions can be paid to an eligible retirement plan
 - What happens if the pension plan is terminated



SHORT TITLE

AN ORDINANCE TO AMEND CHAPTER 26 OF THE CODE OF SUSSEX COUNTY RELATING TO PENSION BENEFITS FOR SUSSEX COUNTY EMPLOYEES REGARDING EMPLOYEE ELIGIBILITY AND CONTRIBUTIONS, AND TO BRING THE CODE INTO COMPLIANCE WITH THE UNITED STATES INTERNAL REVENUE CODE

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 26 OF THE CODE OF SUSSEX COUNTY RELATING TO PENSION BENEFITS FOR SUSSEX COUNTY EMPLOYEES REGARDING EMPLOYEE ELIGIBILITY AND CONTRIBUTIONS, AND TO BRING THE CODE INTO COMPLIANCE WITH THE UNITED STATES INTERNAL REVENUE CODE.

WHEREAS, Sussex County Code, Chapter 26 governs Sussex County employee pension benefits; and

WHEREAS, Sussex County desires to amend Chapter 26 as it relates to “Eligibility” as set forth in § 26-6 and “Funding” as set forth in § 26-9; and

WHEREAS, Sussex County further desires to amend Chapter 26 to ensure that it is in compliance with the United States Internal Revenue Code.

NOW, THEREFORE, THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. Amend Sussex County Code, Chapter 26, § 26-3, “Allowable interruptions”, by adding the following to the end of the Section:

G. Participation in qualified military service is deemed an “Allowable Interruption” from continuous service under the terms of the Plan. A participant who dies during this period of “Allowable Interruption” will be treated as having died while an active participant in the Plan and his or her beneficiary, if otherwise eligible under the terms of the Plan, will be entitled to the death benefit.

Section 2. Amend Sussex County Code, Chapter 26, § 26-6, “Eligibility”, by inserting the additional underlined language to paragraph A. as follows:

A. A covered employee who shall have service with Sussex County in continuous employment for at least eight years shall be considered eligible for retirement benefits within the meaning of this chapter, except as otherwise provided. Elected County officials (including the Recorder of Deeds, Register of Wills, Sheriff, Clerk of Peace and members of County Council) would be eligible to retire and receive a pension with five years of elected official service at the age of 60 or with 10 years of elected official service at the age of 55. In no event shall a covered employee hired after December 31, 2013 receive credit for covered employment for benefit purposes for any period of employment during which the covered employee does not make the full 3% employee contribution or a covered employee hired after December 31, 2020 receive credit for covered employment for benefit purposes for any period of employment during which the covered employee does not make the full 5% employee contribution, except for the period of the year during which the covered employee is working and earning the first \$6,000 of base compensation. For purposes of this chapter, a "covered employee" is an employee of the County

who normally works at least 35 hours per week or is otherwise covered by this chapter; or an elected official of the County.

Section 3. Amend Sussex County Code, Chapter 26, § 26-7G., “Computation of benefits”, by adding the following language to the end of the Section:

When determining a Participant’s Compensation under this Paragraph, differential wage payments as defined by Code §3401(h)(2), shall be treated as Compensation.

Section 4. Amend Sussex County Code, Chapter 26, § 26-7I., “Computation of benefits”, by adding the following language to the end of the Section:

A covered employee’s retirement benefits shall begin to be distributed, no later than the covered employee’s Required Beginning Date. The Required Beginning Date of a covered employee is April 1 of the calendar year following the later of the calendar year in which the participant attains age 70½ or the calendar year in which the participant retires. For covered employees turning 70 ½ after December 31, 2019, The Required Beginning Date is April 1 of the calendar year following the later of the calendar year in which the participant attains age 72 or the calendar year in which the participant retires.

Section 5. Amend Sussex County Code, Chapter 26, § 26-7, “Computation of benefits”, by adding the following language to the end of the Section:

J. For distributions made on or after January 1, 1993, notwithstanding any provision of the plan to the contrary that would otherwise limit a distributee’s election, a distributee may elect, at the time and in the manner prescribed by the plan administrator, to have any portion of an eligible rollover distribution paid directly to an eligible retirement plan specified by the distributee in a direct rollover.

(1) Eligible rollover distribution: An eligible rollover distribution is any distribution of all or any portion of the balance to the credit of the distributee, except that an eligible rollover distribution does not include: any distribution that is one of a series of substantially equal periodic payments (not less frequently than annually) made for the life (or life expectancy) of the distributee or the joint lives (or joint life expectancies) of the distributee and the distributee’s designated beneficiary, or for a specified period of ten years or more; any distribution to the extent such distribution is required under section 401(a)(9) of the Code; and the portion of any distribution that is not includible in gross income (determined without regard to the exclusion for net unrealized appreciation with respect to employer securities).

(2) Eligible retirement plan: An eligible retirement plan is an individual retirement account described in section 408(a) of the Code, an

individual retirement annuity described in section 408(b) of the Code, an annuity plan described in section 403(a) of the Code, or a qualified trust described in section 401(a) of the Code, that accepts the distributee's eligible rollover distribution. However, in the case of an eligible rollover distribution to the surviving spouse, an eligible retirement plan is an individual retirement account or individual retirement annuity.

(3) Distributee: A distributee includes an employee or former employee. In addition, the employee's or former employee's surviving spouse and the employee's or former employee's spouse or former spouse who is the alternate payee under a qualified domestic relations order, as defined in section 414(p) of the Code, are distributees with regard to the interest of the spouse or former spouse.

(4) Direct rollover: A direct rollover is a payment by the plan to the eligible retirement plan specified by the distributee.

Section 6. Amend Sussex County Code, Chapter 26, § 26-9, "Funding", by inserting the additional underlined language to paragraph F. as follows:

F. Employee Contributions.

(1) Covered employees hired by Sussex County after December 31, 2013, shall make employee contributions to the Fund equal to 3% of the covered employees' total annual base compensation in excess of \$6,000. Covered employees hired by Sussex County after December 31, 2020, shall make employee contributions to the Fund equal to 5% of the covered employees' total annual base compensation in excess of \$6,000. In no event shall the total base compensation of a covered employee during any calendar year in excess of \$6,000 be exempt from employee contributions. A covered employee shall at all times be 100% vested in his or her employee contributions.

Section 7. Amend Sussex County Code, Chapter 26-9, "Funding", by adding the following language to the end of the Section:

H. Termination of Pension Plan. Upon any termination of the Pension Plan, (full or partial), all amounts shall be allocated in accordance with the provisions hereof and the accrued benefit of each affected Participant shall become fully vested to the extent funded and shall not thereafter be subject to forfeiture. Upon termination of the Plan, the Sussex County, may direct either:

(1) continuation of the Plan and the distribution of benefits at such time and in such manner as though the Plan had not been terminated; or

- (2) the distribution of the assets in the Fund to the Participants. In such case, the assets shall be distributed to the remaining Participants in the Plan and to Retired Participants in cash, in property, or through the purchase of irrevocable deferred commitments from an insurer, subject to provision for expenses of administration or liquidation. Such distributions shall be allocated in the following order to the extent of the sufficiency of such assets, basing such allocation on the Accrued Benefit for each such Participant at the date of termination of the Plan:
- (a) to provide pensions to Retired Participants who have retired under the Plan prior to its termination without reference to the order of retirement;
 - (b) to provide retirement benefits to Participants who have reached their age of retirement under Section 26-6(B) but have not retired on the date of termination, without reference in the order in which they shall have reached their age of retirement;
 - (c) to provide retirement benefits to Participants who have not yet reached their age of retirement under Section 26-6(B) on the date of termination, in the order in which they will reach their age of retirement. Such benefits will be based upon accrued benefits as of the date of termination. The balance, if any, of the assets due to erroneous actuarial computation after such allocation shall be returned to the County, but only after the satisfaction of all liabilities with respect to Participants and pensions under the Plan. The portion of the excess attributable to mandatory contributions will be paid to the Participants who made these contributions.

Section 8. Effective Date. This Ordinance shall become effective immediately upon approval.

Synopsis

This Ordinance amends Chapter 26, § 26-6A. and § 26-9F.(1) of the Code of Sussex County to revise the eligibility and funding relating to pension benefits for covered employment of Sussex County employees hired after December 31, 2020. The purpose of the amendments to §§ 26-6A. and 26-9F.(1) is to revise the funding of the Plan for covered employees hired after December 31, 2020 to make contributions to the Fund equal to 5% of the total annual base compensation in excess of \$6,000. In addition to the foregoing, this Ordinance amends Chapter 26 to ensure that it is in compliance with the United States Internal Revenue Code.

All new language is underlined. No language has been deleted.

NOTICE
ASSESSMENT ROLL FOR

**HERRING CREEK AREA OF THE
UNIFIED SANITARY SEWER DISTRICT**

The Herring Creek area of the Sussex County Unified Sanitary Sewer District assessment roll, for the period December 8, 2020 through June 30, 2021, has been completed and filed in the Sussex County Utility Division, located in the County Administrative Offices, 2 The Circle, Georgetown, Delaware 19947. The assessment roll may be reviewed in the Sussex County Utility Division between the hours of 8:30 a.m. and 4:30 p.m., local time, Mondays through Fridays, except on legal holidays recognized by the Sussex County Council.

The Sussex County Council will meet and hold a public hearing at 10:45 a.m., local time, on Tuesday, December 8, 2020, in Council Chambers, County Administrative Offices, 2 The Circle, Georgetown, Delaware 19947, to hear and consider any objections that may be made to the assessment roll.

The proposed **annual** assessment charges used in preparing the assessment roll are presented below:

SUMMARY OF ANNUAL ASSESSMENT CHARGES FOR THE PERIOD DECEMBER 8, 2020 THROUGH JUNE 30, 2021			
<u>Area</u>	<u>Annual Assessment Charge</u>		
	<u>Collection</u>	<u>Transmission and/or Treatment</u>	<u>Total</u>
	<u>\$/foot</u>	<u>\$/foot</u>	<u>\$/foot</u>
Herring Creek Sewer	\$4.12	\$4.12	\$8.24
"Foot" means assessable footage.			

After holding the public hearing, the Sussex County Council will establish at one of its regularly scheduled meetings the assessment roll to be known as the "Herring Creek Area of the Unified Sanitary Sewer District Assessment." Unless otherwise posted in the Office of the Clerk of the Sussex County Council, the Sussex County Council meets regularly every Tuesday at 10:00 a.m., local time, in the County Administrative Offices, 2 The Circle, Georgetown, Delaware 19947. After holding the public hearing, the Sussex County Council may change or amend the assessment roll as it deems necessary or just and may confirm and adopt the assessment roll as originally proposed, or as amended.

ORDINANCE NO.

AN ORDINANCE ESTABLISHING THE ANNUAL ASSESSMENT RATES FOR THE
HERRING CREEK AREA OF THE UNIFIED SEWER DISTRICT

THE COUNTY OF SUSSEX HEREBY ORDAINS:

Section 1. The annual assessment rates for collection and transmission and/or treatment for the Herring Creek area of the Unified Sewer District are as follows:

- A. For collection, an assessment rate per billable front foot: \$4.12; and
- B. For transmission and/or treatment, an assessment rate per billable front foot: \$4.12.

Section 2. This ordinance shall become effective immediately upon its adoption.

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
sussexcountype.gov

HANS M. MEDLARZ, P.E.
COUNTY ENGINEER

Memorandum

TO: Sussex County Council
The Honorable Michael H. Vincent, President
The Honorable Irwin G. Burton III, Vice President
The Honorable Douglas B. Hudson
The Honorable John L. Rieley
The Honorable Samuel R. Wilson, Jr.

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

RE: ***Western Sussex Transmission Facilities,
Contract 6: Office/Garage Building, Project S20-35
A. Change Order No. 1***

DATE: December 8, 2020

In February 2017, the municipal councils of Bridgeville and Greenwood requested investigation of an alternate County Sewer District based scenario. On August 22, 2017, County Council adopted a resolution establishing the Western Sussex Area of the Unified Sewer District pursuant to Title 9 Del. Code § 6501. However, for the time being Bridgeville still owns and operates the system serving the Bridgeville/Greenwood area.

The County submitted the project to DNREC for funding consideration under the Clean Water State Revolving Fund and on August 14, 2018, the State issued a binding commitment offer in the overall amount of \$16,634,748 to be repaid within 30-years with 2.5% interest. On November 27, 2018, Council accepted the offer and approved the associated borrowing ordinance. After project completion, \$3,200,000 will be applied in principle forgiveness reducing the overall borrowing. On May 15, 2020 the County filed a supplemental CWSRF funding request in the amount of \$850,000 which was approved by the Water Infrastructure Advisory Council on July 21, 2020 in the form of "Loan Forgiveness".

On December 5, 2017, Council approved the GMB, LLC base contract in conjunction with Amendment No.1 in the amount of \$ 1,302,178.00 for engineering planning, design and construction phase services for the transmission facilities to convey wastewater from the Towns of Bridgeville and Greenwood to Seaford for treatment and disposal.

As part of the design, the Engineering Department, in cooperation with GMB, reviewed potential system inflow and infiltration sources with the objective to remove some under the



project, retaining as much treatment & transmission capacity as possible. Subsequently Council approval GMB's Amendment 2 for flow monitoring services on April 2, 2019 in the amount of \$25,000.00.

GMB's original fee estimate included 65 weeks of construction administration and inspection services. Due to the DelDOT required phasing of the project it has now an actual construction period of 80 weeks. On November 10, 2020 Council approved GMB's Amendment 3 in the amount of \$22,000.00 covering 15 more weeks of professional services.

The construction project has three (3) components; (i) transmission, (ii) treatment plant demolition / maintenance garage construction and (iii) the "green" Bridgeville Branch restoration project.

The construction of the transmission project was further broken down in the following four (4) individual contracts based on DelDOT's schedule requirements:

- Contract No.1 to A-Del Construction Co, Inc. in the amount of \$3,224,820.00, for the force main work in the RT-13 rights-of-way was awarded by Council on May 14, 2019. The balancing Change Order No. 2 was approved by County Council on June 28, 2020 together with granting of final project completion.
- Contract No.2 to Pact One LLC in the amount of \$2,063,255.00, for the gravity sewer upgrades was awarded by Council on May 14, 2019. The balancing Change Order No. 2 was approved by County Council on June 28, 2020 together with granting of final project completion.
- Contract No.3 to A-Del Construction Co, Inc. in the amount of \$2,980,602.00, for the force main work in the RT-13 Alternate and Herring Road rights-of-way was awarded by Council on January 7, 2020 and is now 90% complete.
- Contract No.4 to Zack's Excavating, Inc. in the amount of \$3,236,939.00 for gravity sewer equalization chambers and two (2) pump stations was awarded by Council on November 12, 2019.

Construction of the southern pump station was substantially complete by the middle of July 2020. The construction of the northern components however encountered a groundwater contamination problem which, if remediated, would have cost in excess of \$250k. In addition, the Department discovered a construction sequencing issue involving the completion of the southern forcemain. In response to these challenges, the Engineering Department developed a value engineering approach detailed in Change Order No.1 in the not to exceed amount of \$40,045.00 which was approved by Council on June 2, 2020 in connection with a no cost time extension as well as a contract suspension period.

Contract No. 4 included RT-13 entrance improvements at the southern pump station which encountered unforeseen site conditions. In response, Council awarded Change Order No. 2 in the amount of \$22,642.78 on July 28, 2020.

On September 30, 2020 Zack's Excavating, Inc. encountered a previously unknown ductile iron pipe within the area of the deep excavation for the placement of the well structures. Zack's Excavating, Inc.'s effort to locate, abandon, and relocate the 8-inch main to match existing water distribution service levels amounted to \$11,101.94 while the compensation for standby time of the pile driving crane & specialized equipment amounted to \$21,542.25. The delay did not impact the critical path schedule and therefore no contractor overhead compensation for a time extension was included. On November 10, 2020 Council approved the associated Change Order No. 3 in the total amount of \$32,644.19 without time extension.

The Invitations to Bid for the Western Sussex Transmission Facilities, Contract 6, Maintenance Garage/Office Building, Project S20-35 were advertised in May and on June 4, 2020, six (6) bids were received. On June 23, 2020 Council awarded GGI Builders, Inc. the base bid and the contingency unit price bid items in the overall amount of \$410,525.00.

During a walk-through by the Sussex County Information Technology team the need for cameras, as well as a junction box in the front of the building for the internet service provider was raised. The cost for this scope addition was priced at \$3,739.11.

The Environmental Services teams has determined that the vac-truck for the Western Sussex Area should be the oldest piece of equipment versus a new unit. However, the internal building dimensions, laid out for a new truck type were not providing an adequate clearance I for parking the intended unit. Therefore, additional build out would be required of the interior walls to allow more space. The cost for this scope addition was priced at \$5,654.88.

The Engineering Department is requesting County Council's approval of Change Order No.1 in the total amount of \$9,393.99 for Office/Garage Building, Project S20-35 modifications.

Date of Issuance: 12/8/20	Effective Date: 12/8/20
Owner: Sussex County	Owner's Contract No.: S20-35
Contractor: GGI Builders, Inc.	Contractor's Project No.:
Engineer: George, Miles & Buhr	Engineer's Project No.: R170219
Project: Western Sussex Transmission	Contract Name:
Facilities: Contract : Office/Garage Building	

The Contract is modified as follows upon execution of this Change Order:

Security cameras with junction box and build out for vehicle clearance.

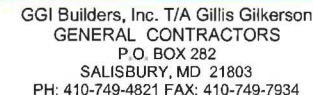
Attachments: PCO #1 & PCO #3

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>410,525.00</u>	Original Contract Times: Substantial Completion: _____ Ready for Final Payment: _____ 120 calendar days
Increase from previously approved Change Orders No. to No. ____: \$ _____	Increase from previously approved Change Orders No. to No. ____: Substantial Completion: _____ Ready for Final Payment: _____
Contract Price prior to this Change Order: \$ <u>410,525.00</u>	Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____
Increase of this Change Order: \$ <u>9,393.99</u>	[Increase] [Decrease] of this Change Order: 0 days Substantial Completion: _____ Ready for Final Payment: _____
Contract Price incorporating this Change Order: \$ <u>419,918.99</u>	Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for Final Payment: _____

RECOMMENDED:		ACCEPTED:		ACCEPTED:	
By: 	By: _____	By: _____	By: _____	By: _____	By: _____
Engineer (if required)	Owner (Authorized Signature)		Contractor (Authorized Signature)		
Title: <u>COUNTY ENGINEER</u>	Title: _____		Title: _____		
Date: <u>12/2/20</u>	Date: _____		Date: _____		

Approved by Funding Agency (if applicable)

By: _____ Date: _____
Title: _____



DATE: 19-Oct-20

PCO # 1

Job: 3505

**Location: Herring Run Rd, Seaford, DE.
Western Sussex (Office/Garage)**

To provide (1) telecom pull box, (3) surface mounted boxes at the (3) locations discussed in the field with the Owner's I.T Department. (North West Corner, South West Corner And Center Line Of Garage). This price includes pull-strings and 3/4" Conduit and **no supply or install of cabling or security cameras. The reason \$80.33 is tacked on is because in my electricians proposal under "General Terms And Conditions", he states that he will procure material, general tools and labor but no equipment. Per this proposal, you owned the use of the lift for that day but not putting it on site because he was already on site at the time and was going to only charge for using the lift for that additional day of use to complete the operation not for delivery which is the additional \$80.33.**

Office Use Only:

Approved _____

Rejected	
----------	--

Other _____

CONTRACTOR	MATERIAL	LABOR	EQUIPMENT	TOTAL
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
		Contractor Sub-Total		\$ -
		Material Sales/Use Tax @ 6%		\$ -
		Labor Burden @ 35%		\$ -
		Contractor Sub-Total		\$ -
		Contractor OH & P @ 5%		\$ 174.56
		Contractor Sub - Total		\$ -
		Insurance @ 2%		\$ 73.32
		TOTAL PROPOSAL		\$ 3,739.11

This proposal, if accepted shall Add _____ Deduct _____ Day(s) to our contracted schedule

Information contained herein is proprietary and shall not be disclosed to other vendors, companies or individuals without written permission from GGI Builders, Inc. T/A Gillis Gilkerson. Receipt of this proposal indicates tacit agreement to abide by the proprietary disclosure conditions defined above.



**5430 HANDLEY ROAD
CAMBRIDGE, MD 21613-3483**
Voice: 410-228-8130, FAX: 410-376-3668
Email: mail@TomeyElectric.com

PAGE NO. 1 OF 2 PAGES

PROJECT MODIFICATION REQUEST

PROPOSAL

TO: Mr. Daniel Ash Gillis Gilkerson, Inc. P.O. Box 282 150 West Market Street; Suite 200 Salisbury, Maryland 21801 Email: dash@ggibuilds.com		DATE: October 12, 2020 REVISED: October 20, 2020	
		JOB NAME/LOCATION: Western Sussex Transmission Facility 8000 Herring Run Road Seaford, Delaware Telecommunications Pull Box	
PHONE: (443) 749-4821	FAX: (410) 749-7934	JOB/PROPOSAL #: Z122/Proposal #1	JOB PHONE:

I would like to submit the following Project Modification Request Proposal for contractual Change Order compensation to our Base Contract for the Western Sussex Transmission Facility project based on the following specifications and conditions:

SCOPE OF WORK:

- ✚ Per the email request sent by Steve Eshleman on October 7th it is understood that the Sussex County IT department would like a pull box installed at the entrance of the telecommunications conduits.
- ✚ Under the Base Contract Tomey Electrical has supplied and installed two (2) 4" conduit which were stubbed out of the building approximately 60" from the building.
- ✚ This Proposal assumes that the pull box will be located where the conduits currently end outside of the structure. No extension of the conduit or additional conduits are included as part of this Proposal.
- ✚ It is understood that the pull box will be in a grass area adjacent to the building and will not need to be traffic rated.
- ✚ Per the request the IT department would like an 18" x 24" x 18" deep pull box. However, these dimensions are not standard for polymer concrete boxes.
- ✚ This Proposal includes box will be polymer concrete open bottom with the dimensions of 17"x30" and 18" tall.
- ✚ The box will be equal to a Quazite #PG1730BA18 rated Tier 22 or 22,000 pounds. The cover will be equal to a Quazite #PG1730HA0012 rated Tier 15 or 15,000 pounds. The cover will be labeled "Communications" across the top. Submittal attached.
- ✚ We will turn up the existing conduits into the bottom of the proposed box. Conduit ends will be approximately 12" below grade.
- ✚ The bottom of the box will be compacted stone with filter cloth.
- ✚ This Proposal excludes all concrete pads, stabilizers, or ballast.
- ✚ All cabling is to be supplied and installed by others.

- ✚ No Pull cords or mule tape is included as part of this Proposal.
- ✚ No other provisions are included under this Proposal.

ITEMIZED BREAKOUT:

MATERIALS:

1--17"x30"x18" Teir 15 polymer concrete pull box @ \$501.72 each	\$	501.72
2--4" PVC ninetics @ \$15.83 each	\$	31.66
2--4" PVC coupling @ \$3.78 each	\$	7.56
2--4" PVC bell end @ \$8.59 each	\$	17.18
1--Pint of PVC primer @ \$13.65 each	\$	13.65
1--Pint of PVC glue@ \$7.61 each	\$	7.61
2.5--Cubic feet of stone @ \$11.96 per cubic foot	\$	29.90
1--Miscellaneous materials	\$	10.00
MATERIAL COSTS	\$	619.28
6% MARYLAND SALES TAX	\$	-
TOTAL MATERIAL	\$	619.28

LABOR:	9 HOURS X	\$84.22	PER HOUR	\$	757.98
1--1/2 Day excavator rental				\$	425.00

SUBTOTAL	\$	1,802.26
Allowable Overhead @ 10%	\$	180.23
Allowable Profit @ 0%	\$	-
TOTAL	\$	1,982.49

GENERAL TERMS & CONDITIONS:

- ✚ This Proposal is based on "notice to proceed" to allow time to procure and install before contract completion.
- ✚ We will provide the materials, general tools and the labor, as necessary to complete the tasks as stated above.
- ✚ Work to be completed during normal work hours of 7:00 AM to 3:30 PM, Monday through Friday. Premium labor hours are not included in this base Proposal.
- ✚ All terms and conditions of the base contract apply.

WE PROPOSE to furnish the materials and labor in accordance with the above specifications, for the sum of:

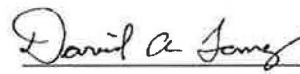
One Thousand Nine Hundred Eighty-two Dollars & 49/100

\$ 1,982.49

All other terms and conditions of the existing contract apply, whether they are written, verbal, or implied.

**THIS PROPOSAL MAY BE WITHDRAWN IF NOT
ACCEPTED WITHIN 30 DAYS.**

AUTHORIZED
SIGNATURE



DAVID A. TOMEY, PRESIDENT

ACCEPTANCE OF PROPOSAL:

THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENTS TO BE MADE AS PREVIOUSLY AGREED.

DATE OF ACCEPTANCE: _____

SIGNATURE: _____



5430 HANDLEY ROAD
CAMBRIDGE, MD 21613-3483
Voice: 410-228-8130, FAX: 410-376-3668
Email: mail@TomeyElectric.com

PAGE NO. 1 OF 2 PAGES

PROJECT MODIFICATION REQUEST

PROPOSAL

TO: Mr. Daniel Ash Gillis Gilkerson, Inc. P.O. Box 282 150 West Market Street; Suite 200 Salisbury, Maryland 21801 Email: dash@ggibuilds.com		DATE: October 16, 2020 REVISED: October 19, 2020	
		JOB NAME/LOCATION: Western Sussex Transmission Facility 8000 Herring Run Road Seaford, Delaware Security Camera Rough-ins	
PHONE: (443) 749-4821	FAX: (410) 749-7934	JOB/PROPOSAL #: Z122/Proposal #2	JOB PHONE:

I would like to submit the following Project Modification Request Proposal for contractual Change Order compensation to our Base Contract for the Western Sussex Transmission Facility project based on the following specifications and conditions:

SCOPE OF WORK:

- ✚ Per the email request sent by Steve Eshleman on October 7th it is understood that the Sussex County IT department would like boxes and raceways installed for three (3) cameras in the garage bay.
- ✚ It is understood that the boxes will be surface mounted on the metal ceiling panel.
- ✚ The cameras will be located in the Northwest corner, Southeast corner, and middle of the garage.
- ✚ Under this Scope of Work Tomey Electric will supply and install 4 1 1/16" square by 2 1/8" deep junction boxes at each camera location.
- ✚ No device ring or plates are included as part of this Proposal.
- ✚ All conduits will originate at the telecommunications backboard. Conduits will be terminated with a plastic bushing at approximately 8'-0" Above Finish Floor "AFF".
- ✚ It is estimated that a total of 190' of 3/4" EMT conduit will be required for this work. Each box will receive a single 3/4" raceway.
- ✚ In each conduit we will provide and install a pull string for future use.
- ✚ This Proposal makes no provisions to supply or install in security cameras, equipment, or cabling.
- ✚ No other provisions are included under this Proposal.

ITEMIZED BREAKOUT:**MATERIALS:**

190'--3/4" EMT conduit @ \$0.73 per foot	\$	138.70
22--3/4" EMT compression couplings @ \$0.38 each	\$	8.36
3--3/4" EMT compression connectors @ \$0.17 each	\$	0.51
3--3/4" Plastic bushings @ \$0.05 each	\$	0.15
3--3/4" Drive-on plastic bushings @ \$0.12 each	\$	0.36
10--3/4" Strut strap @ \$0.55 each	\$	5.50
30--3/4" Conduit hanger with bolt @ \$0.36 each	\$	10.80
3--Hubbell #HBL260 4 1 1/16" box @ \$12.62	\$	37.86
3--1/2" Raise 4 1 1/16 device ring @ \$1.68	\$	4.74
1--Miscellaneous materials	\$	20.00
MATERIAL COSTS	\$	226.98
6% MARYLAND SALES TAX	\$	-
TOTAL MATERIAL	\$	226.98

LABOR: 11 HOURS X \$84.22 PER HOUR \$ 926.42

1--1/2" Day manlift rental \$ 150.00

SUBTOTAL	\$	1,303.40
Allowable Overhead @ 10%	\$	130.34
Allowable Profit @ 0%	\$	-
TOTAL	\$	1,433.74

GENERAL TERMS & CONDITIONS:

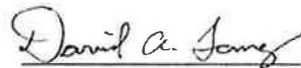
- ⬇ This Proposal is based on "notice to proceed" to allow time to procure and install before contract completion.
- ⬇ We will provide the materials, general tools and the labor, as necessary to complete the tasks as stated above.
- ⬇ Work to be completed during normal work hours of 7:00 AM to 3:30 PM, Monday through Friday. Premium labor hours are not included in this base Proposal.
- ⬇ All terms and conditions of the base contract apply.

WE PROPOSE to furnish the materials and labor in accordance with the above specifications, for the sum of:
One Thousand Four Hundred Thirty-Three Dollars & 74/100 \$ 1,433.74

All other terms and conditions of the existing contract apply, whether they are written, verbal, or implied.

**THIS PROPOSAL MAY BE WITHDRAWN IF NOT
ACCEPTED WITHIN 30 DAYS.**

AUTHORIZED
SIGNATURE



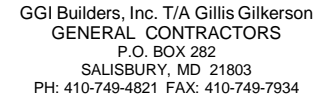
DAVID A. TOMEY, PRESIDENT

ACCEPTANCE OF PROPOSAL:

THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENTS TO BE MADE AS PREVIOUSLY AGREED.

DATE OF ACCEPTANCE: _____

SIGNATURE: _____



DATE: 17-Nov-20

PCO # 3

Job: 3505

Location: Herring Run Rd, Seaford, DE.
Western Sussex (Office/Garage)

Office Use Only:

Approved

Rejected

Other

CONTRACTOR	MATERIAL	LABOR	EQUIPMENT	TOTAL
General Conditions				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
		Contractor Sub-Total		\$ -
		Material Sales/Use Tax @ 6%		\$ -
		Labor Burden @ 35%		\$ -
Owner's Acceptance		Contractor Sub-Total		\$ -
		Contractor OH & P @ 5%		\$ 264.00
		Contractor Sub - Total		\$ -
		Insurance @ 2%		\$ 110.88
Date of Owner's Acceptance		TOTAL PROPOSAL		\$ 5,654.88

This proposal, if accepted shall Add _____ Deduct _____ Day(s) to our contracted schedule

Information contained herein is proprietary and shall not be disclosed to other vendors, companies or individuals without written permission from GGI Builders, Inc. T/A Gillis Gilkerson. Receipt of this proposal indicates tacit agreement to abide by the proprietary disclosure conditions defined above.

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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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

JOHN J. ASHMAN
DIRECTOR OF UTILITY PLANNING

Memorandum

TO: Sussex County Council
The Honorable Michael H. Vincent, President
The Honorable Irwin G. Burton III, Vice President
The Honorable Samuel R. Wilson, Jr.
The Honorable Douglas B. Hudson
The Honorable John L. Rieley

FROM: John J. Ashman 
Director of Utility Planning

RE: ***Mass Annexation of Individual Parcels***
2020 Connections
File: ADM 2.02-A

DATE: December 8, 2020

Under the direction of the County Engineer and under his authority according to County Code §110-98 & §110-99 the Sussex County Engineering Department has been accepting annexation fees and connecting individual parcels on an as-needed basis. The Engineer may grant connections to scattered parcels at the equivalent dwelling unit (EDU) density of the abutting property but cannot exceed 12 EDUs per acre. The connection of the scattered parcels must be determined to not overload the capacity in the existing sewer system taking into account the full development capacity of other parcels within the area.

This is an all-encompassing annexation of those parcels previously requesting annexation, meeting the above requirements and submitting the appropriate annexation fee for the following parcels:

234-12.00-213.00	433-6.06-3.02	134-16.00-36.02
134-16.00-36.04	134-16.00-35.00	433-6.06-3.03
234-23.00-116.10	134-7.00-165.00	134-7.00-165.01

Approximately 50% are septic remediation projects and the majority were all able to be served by previously installed infrastructure or fairly simple lateral adjustments.



(Adopted_____)

ORDINANCE NO. ____

AN ORDINANCE TO AMEND CHAPTER 115, ARTICLE XXV, SECTION 115-194.3 OF THE CODE OF SUSSEX COUNTY REGARDING THE COASTAL AREA.

WHEREAS, pursuant to the provisions of Title 9, Chapter 68 and 69, Delaware Code, the Sussex County government has the power and the authority to regulate the use of land and to adopt a Comprehensive Plan; and

WHEREAS, pursuant to Chapter 115 of the Code of Sussex County, as amended, the Sussex County government has undertaken to regulate the use of land; and

WHEREAS, the Sussex County Council adopted a Sussex County Comprehensive Plan Update on September 2, 2002, which established an “Environmentally Sensitive Developing Area” with “special environmental design and protection requirements”; and

WHEREAS, Sussex County Council adopted a Sussex County Comprehensive Plan that was certified by the Governor on March 19, 2019, and this Plan expanded what was formerly identified as the “Environmentally Sensitive Developing Area” and renamed that Area as the Coastal Area in the Future Land Use Map contained therein; and

WHEREAS, it is the intent of the Sussex County Council to balance the need to protect land equity with the need to reasonably protect the County’s environment and to protect and enhance the water quality of the County’s “Inland Bays”; and

WHEREAS, Goal 4.6 and Strategy 4.6.2 of the Sussex County Comprehensive Plan states that Sussex County should “Recognize the importance of the Inland Bays” and “Recognize the Inland Bays, their tributaries and other waterbodies as valuable open space areas of ecological importance”; and

WHEREAS, Goal 4.3 of the Sussex County Comprehensive Plan states that Sussex County should “Identify and designate future development areas in a manner that protects the County’s natural and cultural resources from the adverse impacts of development as outlined in the Conservation” Element of the Plan; and

WHEREAS, Goal 4.3 of the Sussex County Comprehensive Plan includes Objective 4.3.2 which states that Sussex County should “Promote new development that incorporates preserved usable open space and mitigates for the protection or replacement of environmental resources in subdivision design” and Strategy 4.3.2.3 and 4.3.2.4 which state that Sussex County should “Strengthen County development regulations to ensure that open space dedicated by developers contains contiguous open space” and “Revisit County Code to determine if modifications are needed to open space requirements to promote less fragmentation of open space”; and

WHEREAS, it has been determined that in order to promote and protect the health, safety, convenience, orderly growth and welfare of the inhabitants of Sussex County, and to assist in the proper development of land.

NOW, THEREFORE, THE COUNTY OF SUSSEX ORDAINS:

Section 1. The Code of Sussex County, Chapter 115, Article xxv §115-194.3 “Coastal Area” is hereby amended by deleting the language in brackets and adding the italicized and underlined language:

§ 115-194.3. Coastal Area.

A. Delineation of the zoning district.

(1) The Coastal Area shall include all lands designated as the "Coastal Area" in the adopted Sussex County Comprehensive Plan dated March 19, 2019, or as subsequently amended.

(2) Where the boundary of the Coastal Area is formed by a roadway, the overlay zone shall be deemed to include the contiguous property on the far side of the roadway, provided that depth of the Coastal Area on contiguous property shall not exceed 600 feet.

B. Application process.

(1) All rezoning, subdivision, business and industrial site plans and conditional use applications involving one or a combination of the following shall be subject to the process and performance requirements as described hereinafter:

(a) Any residential planned community application.

(b) Any development containing 50 or more dwelling units.

(c) Any development containing 75,000 square feet or more of floor area used for commercial or industrial uses.

(d) Any use or activity that requires a permit in the Coastal Zone.

(2) The applicant shall submit an environmental assessment and public facility evaluation report and sketch plan (report) to the Director of Planning and Zoning, a copy of which will be forwarded to the Office of State Planning Coordination and members of the Technical Advisory Committee for review and comment. The sketch plan shall address the following issues for the property to be developed and, where appropriate to the context, for the contiguous property. Information submitted by the applicant shall at a minimum contain the following:

(a) Proposed drainage design and the effect on stormwater quality and quantity leaving the site, including methods for reducing the amount of phosphorous and nitrogen in the stormwater runoff and the control of any other pollutants such as petroleum hydrocarbons or metals.

(b) Proposed method of providing potable and, where appropriate, irrigation water and the effect on public or private water systems and groundwater, including an estimate of average and peak demands.

(c) Proposed means of wastewater treatment and disposal with an analysis of the effect on the quality of groundwater and surface waters, including alternative locations for on-site septic systems.

(d) Analysis of the increase in traffic and the effect on the surrounding roadway system.

(e) The presence of any endangered or threatened species listed on federal or state registers and proposed habitat protection areas.

(f) The preservation and protection from loss of any tidal or nontidal wetlands on the site.

(g) Provisions for open space as defined in § 115-4.

(h) A description of provisions for public and private infrastructure.

(i) Economic, recreational or other benefits.

(j) The presence of any historic or cultural resources that are listed on the National Register of Historic Places.

(k) [An affirmation that] A description of how the proposed application and proposed mitigation measures are in conformance with the current Sussex County Comprehensive Plan.

(l) Actions to be taken by the applicant to mitigate the detrimental impacts identified relevant to Subsection B(2)(a) through (k) above and the manner by which they are consistent with the Comprehensive Plan.

(3) The Director of Planning and Zoning shall prepare (with input from the County Administrator) guidelines describing the application process and the form and content of information to be submitted by the applicant and shall review all applications, plans, assessments and other information submitted and prepare a written report summarizing his findings and the comments of state agencies and other County offices. The Planning and Zoning Commission shall make a determination as to whether adequate information has been presented for the project to proceed. A completed report shall be required prior to any preliminary plan approval for a development subject to this section. Approval of the report does not constitute final approval of the commenting agencies.

C. Permitted uses and densities.

(1) Uses permitted in the Coastal Area will be those uses permitted in the underlying zoning category as established by the Sussex County Zoning Ordinance.

(2) Uses prohibited in the underlying zone are also prohibited in the overlay zone.

(3) The maximum density shall be the allowable density of the underlying zoning district for developments using a central water and wastewater collection and treatment system. "Central sewer system" means centralized treatment and disposal facilities as defined in § 115-194A. Within [this Overlay District] the Coastal Area, clustering of single-family detached lots to a minimum lot size of 7,500 square feet is permitted in all residential zoning districts using a central water and sewer system. For dwelling units using on-site individual wastewater disposal systems, the

allowable density shall be based upon a minimum lot size of 3/4 of an acre. The applicant has the option of clustering the lots to a minimum lot size of 1/2 of an acre where soil conditions are suitable as determined by DNREC, provided, however, that the number of lots or dwelling units permitted shall not exceed the number permitted in the underlying district. For purposes of this subsection, the "allowable density" shall be determined by calculating the lot area and the area of land set aside for common open space or recreational use but shall exclude any area designated as a tidal tributary stream or tidal wetlands by § 115-193.

(4) For areas within the Conservation Zone, as currently defined in the Sussex County Zoning Ordinance, the minimum lot size and dimension requirements in the Conservation Zone shall apply.

(5) Residential developments utilizing the cluster option of Subsection C.3 above within the AR-1 and AR-2 Residential Zoning Districts shall comply with the design requirements set forth in §115-25F of the Sussex County Zoning Code.

D. Exemptions from the Coastal Area. The following are exempted from the requirement of this section:

(1) Single-family residential lots of record as of the date of this section.

(2) Existing developments and developments which have filed for approval as of the date of this section.

E. Design consideration should be given by the applicant toward the establishment of a greenways system which utilizes schools, parks, wildlife habitat areas, river and stream corridors, wetlands, floodplains, historic sites, business parks, urban sidewalks, abandoned rail lines, roads, beach areas and vacant land. Greenways should provide benefits like safe pedestrian, bicycling and equestrian routes for recreationists and commuters; and natural wildlife corridors and biological reserves.]



SUSSEX COUNTY GOVERNMENT

GRANT APPLICATION

Burton-OK

SECTION 1 APPLICANT INFORMATION

ORGANIZATION NAME: Milton Fire Department, Inc.

PROJECT NAME: Renovation/Addition

FEDERAL TAX ID: 51-60227568 OK 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 purpose of the Milton Fire Department, Inc., shall be to provide services to the residents of the Milton Fire Department, Inc., fire district including but not limited to fire prevention, fire suppression, emergency medical services (ES), assistance in cases of emergencies, acts of God, and render assistance to neighboring fire companies if so requested.

ADDRESS: 116 Front Street

Milton DE 19968
(CITY) (STATE) (ZIP)

CONTACT PERSON: John A. Hopkins, III

TITLE: President

PHONE: 302-542-2437 EMAIL: MVFD-Sec@comcast.net

TOTAL FUNDING REQUEST: \$10,060.00

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? _____

SECTION 2: PROGRAM DESCRIPTION

PROGRAM CATEGORY (choose all that apply)

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

All who use the building

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 current building of the Milton Fire Department, Inc., is being renovated and an addition was added. A chairlift is needed to make part of the addition accessible to the handicap.

- 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.

N/A

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	0.00
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)	
	\$ 10,060.00
TOTAL EXPENDITURES	\$ 10,060.00
TOTAL DEFICIT FOR PROJECT OR ORGANIZATION	\$ 10,060.00

SECTION 5: STATEMENT OF ASSURANCES

If this grant application is awarded funding, the Milton Fire Department, Inc. 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.**

MILTON FIRE DEPT. INC. *John J. White III*

Applicant/Authorized Official Signature *President*

10/19/2020

Date

John L. Baskin, Secretary

Witness Signature

10/19/2020

Date

Completed application can be submitted by:

Email: gjennings@sussexcountyde.gov

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

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.

MILTON FIRE DEPT. INC.

Applicant/Authorized Official Signature

Witness Signature

President

Title

10/19/2020

Date

Wilson-OK



SUSSEX COUNTY GOVERNMENT

GRANT APPLICATION

SECTION 1 APPLICANT INFORMATION

ORGANIZATION NAME: **Georgetown Little League**
PROJECT NAME: **Backstop Replacement**
FEDERAL TAX ID: **51-0260574 OK** 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:

ADDRESS: **2 Parsons Lane**
Georgetown **De** **19947**
(CITY) (STATE) (ZIP)

CONTACT PERSON: **Lance Mears**
TITLE: **President**
PHONE: **302-841-4013** EMAIL: **lance@huntercreekhomes.net**

TOTAL FUNDING REQUEST: \$9,500.00

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? **\$5,000.00**

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? **100%**

SECTION 2: PROGRAM DESCRIPTION

PROGRAM CATEGORY (choose all that apply)

☐ Fair Housing
☐ Infrastructure¹

☐ Health and Human Services
☒ Other

☐ Cultural
☐ Educational

BENEFICIARY CATEGORY

☐ Disability & Special Needs
☐ Elderly Persons
☐ Minority

☐ Victims of Domestic Violence
☐ Low to Moderate Income²
☐ Other

☐ Homeless
☒ Youth

BENEFICIARY NUMBER

Approximately the total number of Sussex County Beneficiaries served annually by this program:
500

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.

Requesting funds to help with the cost of baseball field backstop replacement. Back stop deterioration is a safety concern. Covid has taken a toll on us financially as no proceeds were brought in this year. Backstop needs to be removed and replaced.

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	
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)	
Remove and replace backstop	\$ 9,500.00
TOTAL EXPENDITURES	\$ 9,500.00
TOTAL DEFICIT FOR PROJECT OR ORGANIZATION	\$ 9,500.00

SECTION 5: STATEMENT OF ASSURANCES

If this grant application is awarded funding, the Georgetown Little League 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 Signature

Caitlin M. Wanda

Witness Signature

President

Date

10/7/2020

Date

Completed application can be submitted by:

Email: gjennings@sussexcountyde.gov

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

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

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

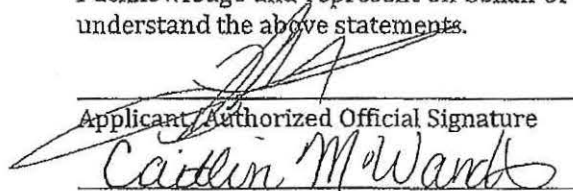
For non-religious organizations, all accounting records and supporting documentation shall be available for inspection by Sussex County within thirty (30) days after the organization's expenditure of the awarded funding, or within one year after the receipt of the awarded funds, whichever first occurs.

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.


Applicant/Authorized Official Signature

Witness Signature

President

Title

10/7/2020

Date