



NEW CASTLE COUNTY COUNCIL BUDGET HEARING MEETING

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

April 11, 2024
2:00 PM

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

AGENDA

- A. Call To Order/Roll Call
- B. Approval of Minutes - None
- C. Recommended Budget Overview (Revenue, Debt Services and Contingencies, Capital)
- D. Public Works - Tracey Surles, General Manager
- E. Sheriff's Office - Scott Phillips, Sheriff
- F. Public Comment
- G. Adjournment

AGENDA POSTED: Thursday, April 4, 2024

*The agenda is posted (7) seven days in advance of the scheduled meeting in compliance with 29 *Del. C.* Section 10004(e)(2). The meeting may go into Executive Session to address issues that arise at the time of the meeting.

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

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

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

NEW CASTLE COUNTY FISCAL YEAR 2025



RECOMMENDED BUDGETS OVERVIEW

April 11, 2024

Michael R. Smith
Chief Financial Officer

Agenda

- **Recommended Operating Budget**
 - Checkbooks
 - Revenues
 - Cost Drivers
 - Positions
 - Contingencies
- **Recommended Capital Budget**
 - Debt Service
 - Capital Programming

Recommended Budgets

General Fund	\$ 241,109,733
Sewer Fund	88,915,956
Light Tax Fund	8,496,529
<u>School Crossing Guards Fund</u>	<u>3,905,690</u>
TOTAL OPERATING BUDGET	\$ 342,427,908
General Fund Projects	\$ 23,160,200
<u>Sewer Fund Projects</u>	<u>11,047,515</u>
TOTAL CAPITAL BUDGET	\$ 34,207,715

General Fund Budget Overview

General Fund (In Millions)	2024	2025	2026	2027	Comments
Tax Stabilization Reserve - July 1	\$ 73.6	\$ 63.2	\$ 62.5	\$ 48.9	
Revenues:					
Property Tax Revenue	\$ 134.1	\$ 140.3	\$ 141.7	\$ 143.1	1% Assessment Growth (25-26)
Realty Transfer Tax (RTT) Revenue	\$ 32.0	\$ 35.0	\$ 36.6	\$ 38.2	4.5% Annual Growth
Less RTT Reserve	-	\$ (1.8)	\$ (1.8)	\$ (1.9)	
Net RTT	\$ 32.0	\$ 33.3	\$ 34.7	\$ 36.3	
Realty Transfer Tax Reserve	\$ 4.6	\$ 4.6	\$ 10.0	\$ 10.0	
Tax Stabilization Reserve	-	\$ 0.8	-	-	
ARPA Revenue Replacement	\$ 6.4	\$ 17.0	-	-	
Other Revenues	\$ 53.2	\$ 53.1	\$ 54.1	\$ 55.2	2.0% Growth (25-26)
Total Revenues	\$ 230.3	\$ 248.9	\$ 240.5	\$ 244.6	
Expenditures:					
Personnel Costs	\$ 177.7	\$ 184.6	\$ 190.1	\$ 195.8	3.0% Annual Growth (25-26)
Non-Personnel Costs	\$ 35.3	\$ 34.9	\$ 36.0	\$ 37.0	3.0% Annual Growth (25-26)
Debt Service	\$ 20.1	\$ 21.6	\$ 22.8	\$ 23.0	FY25 New Bond Issue
Cash to Capital/Grants	\$ 9.9	\$ 7.8	\$ 5.2	\$ 5.2	Fleet; Public Safety Equipment
Total Expenditures	\$ 243.1	\$ 248.9	\$ 254.0	\$ 261.0	
Revenues over (under) Expenditures	(12.8)	-	(13.5)	(16.4)	
Prior Year Revert Purchase Order Cancellations	0.8	0.8	0.8	0.8	
Unrealized Investments	2.2	-	-	-	
Rainy Day Reserve Allocation	(0.7)	(0.8)	(0.8)	0.8	
*Tax Stabilization Reserve - June 30	63.2	62.5	48.9	32.4	
Realty Transfer Tax Reserve - June 30	29.4	26.6	18.4	10.3	
Rainy Day Reserve - General Fund - June 30	44.6	45.3	46.1	46.9	
Total	137.2	134.4	113.4	89.7	

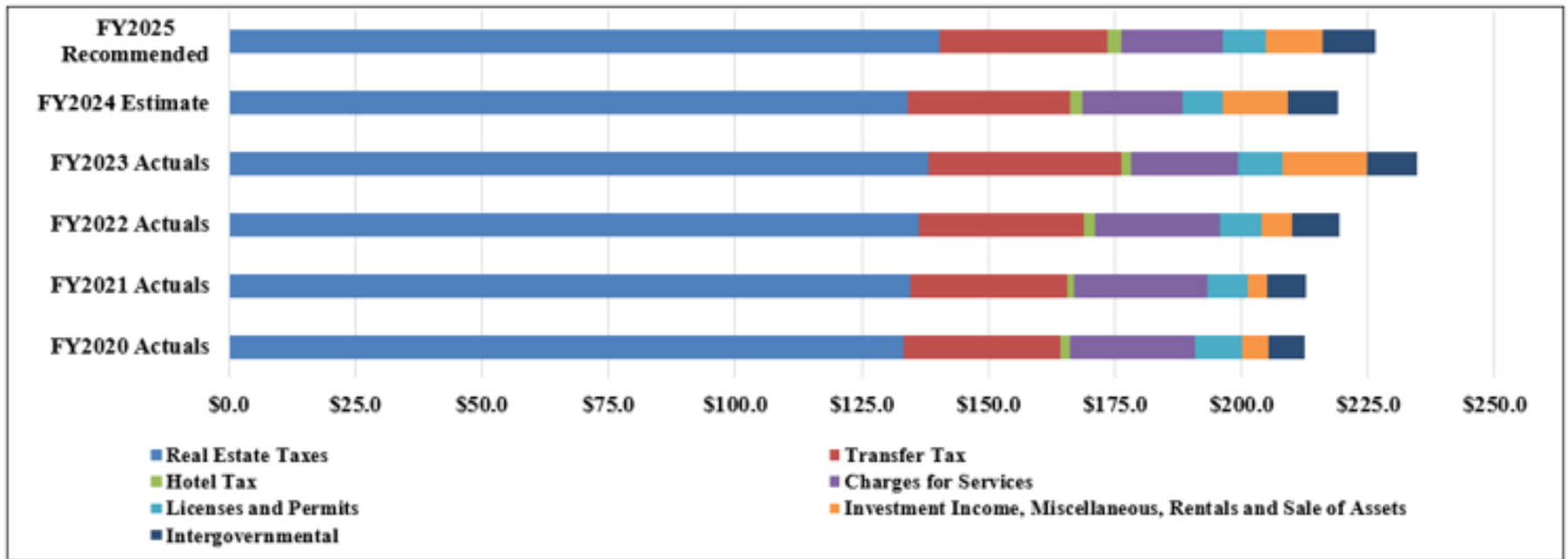
*Tax Stabilization Reserve includes unrealized change in investments.

Sewer Fund Budget Overview

Sewer Fund (In Millions)	2024	2025	2026	2027	Comments
Sewer Rate Stabilization Reserve - July 1	\$8.6	\$7.7	\$8.1	\$8.4	
Revenues:					
Sewer Charges Collection	\$79.3	\$79.7	\$80.1	\$80.5	.5% Annual Growth (25-26)
Capital Recovery Fees - Current Year	\$8.2	\$9.2	\$9.3	\$9.5	2% Annual Growth (25-26)
Capital Recovery Fees - Prior Years	\$0.0	\$0.0	\$4.0	\$0.7	Activity
ARPA Revenue Replacement	\$0.0	\$0.0	\$0.0	\$0.0	
Other Revenues	\$6.3	\$4.8	\$4.9	\$4.9	1.9% Annual Growth (25-26)
Total Revenues	\$93.8	\$93.7	\$98.3	\$95.7	
Expenditures:					
Total Personnel Costs	\$23.0	\$23.9	\$24.6	\$25.4	3.0% Annual Growth (25-26)
Total Non-Personnel Costs	\$41.6	\$40.9	\$41.7	\$42.5	2.0 Annual Growth (25-26)
Debt Service	\$24.1	\$24.1	\$29.0	\$31.1	FY25 New Bond Issue
Cash to Capital	\$7.0	\$4.8	\$3.0	\$3.0	Sewer Fleet Purchases
Total Expenditures	\$95.6	\$93.7	\$98.3	\$102.0	
Revenues over (under) Expenditures	(\$1.8)	\$0.0	\$0.0	(\$6.3)	
Prior Year Revert Purchase Order Cancellations	\$0.5	\$0.5	\$0.5	\$0.5	
Unrealized Investments/Adjustments	\$0.3	\$0.0	\$0.0	\$0.0	
Rainy Day Reserve Allocation FY	\$0.1	(\$0.1)	(\$0.1)	(\$0.1)	
*Sewer Rate Stabilization Reserve - June 30	\$7.7	\$8.1	\$8.4	\$2.5	
Capital Recovery Fee - Prior Years - June 30	\$4.7	\$4.7	\$0.7	\$0.0	
Rainy Day Reserve - Sewer Fund - June 30	\$18.9	\$18.7	\$18.9	\$19.0	
Total	\$31.3	\$31.5	\$28.0	\$21.5	

*Sewer Rate Stabilization Reserve includes unrealized change in investments.

Historical General Fund Revenue Base



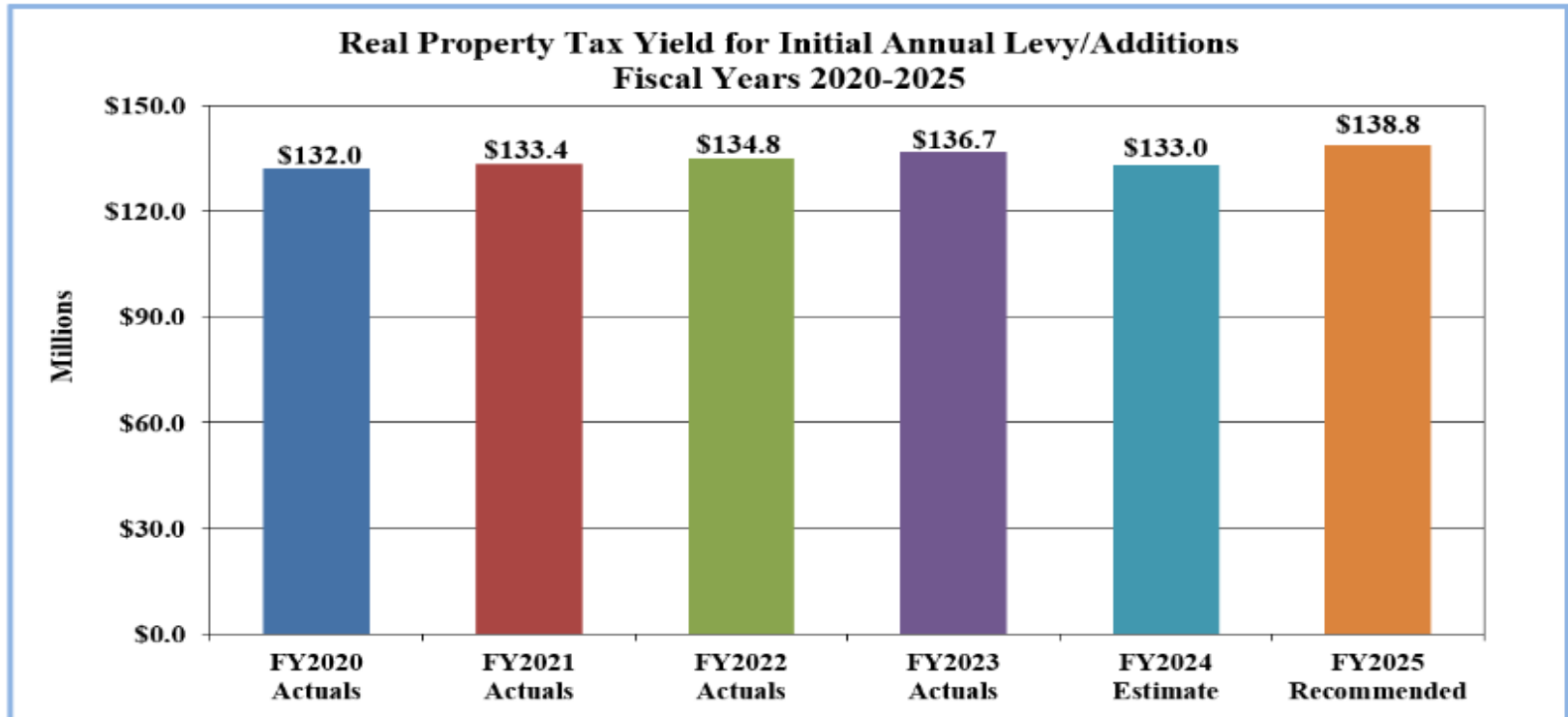
	FY2020 Actuals	FY2021 Actuals	FY2022 Actuals	FY2023 Actuals	FY2024 Estimate	FY2025 Recommended
Real Estate Taxes	\$ 133.2	\$ 134.5	\$ 136.3	\$ 138.2	\$ 134.1	\$ 140.3
Transfer Tax	30.9	31.0	32.5	38.0	32.0	33.3
Hotel Tax	2.1	1.5	2.2	2.1	2.3	2.8
Charges for Services	24.7	26.3	24.7	21.0	19.8	19.9
Licenses and Permits	9.2	7.8	8.3	8.9	8.1	8.4
Intergovernmental	7.1	7.5	9.3	10.0	10.1	10.6
Investment Income, Miscellaneous, Rentals and Sale of Assets	5.1	4.0	5.9	16.5	12.7	11.2
Total	\$ 212.3	\$ 212.6	\$ 219.2	\$ 234.7	\$ 219.1	\$ 226.4

* Excludes use of Reserves

Real Property Taxes

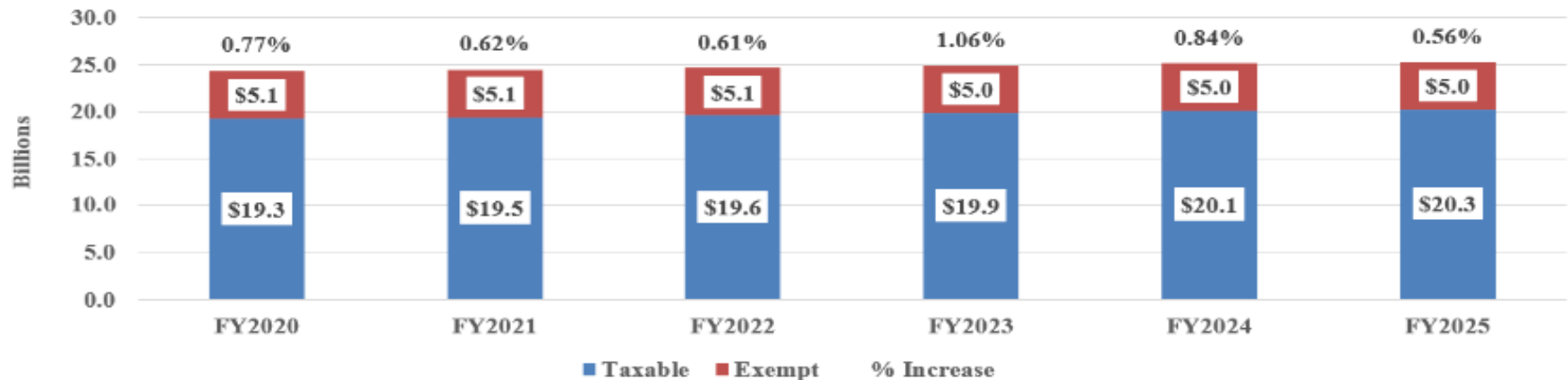
Real Property Taxes were estimated based on the net assessed value of \$20,274,486,107 as of March 5, 2024, at 80.54 cents per \$100 with a 99% collection rate. Estimates also include \$200,000,000 in additional assessed value as a result of anticipated quarterly additions. The resulting estimated Real Property Tax revenue for Fiscal Year 2025 is \$140,255,000. The average and median residential bills are based on a tax rate of 80.54 cents per \$100 of assessed value. The average annual unincorporated residential bill will be \$629, and the median will be \$540.

Category	FY2023 Actuals	FY2024 Estimate	FY2025 Recommended
Initial Annual Levy/Additions	136,728,791	133,040,000	138,830,000
Prior Year Taxes/Penalties	1,479,119	1,098,000	1,425,000
Total	138,207,910	134,138,000	140,255,000



Real Property Taxes

**Assessed Property Value
Fiscal Years 2020-2025**



Assessed real property values partially or totally exempt from the real property tax total \$5.0 billion or 19.8% of the gross \$25.3 billion property assessments. The largest component of exempt property is the general exemptions category which is \$4.2 billion or 84.5% of the exemptions granted.

	Exempt Assessment Value	Exempt Real Property Tax
General *	\$ 4,222,272,051	\$ 22,797,079
Residential	638,779,639	4,601,075
Farm	114,510,700	913,686
Commercial	23,716,465	62,706
Industrial	7,920	64
Apartment	-	-
Utility	-	-
Total	\$ 4,999,286,775	\$ 28,374,610

* General exemptions include government, religious, health, educational, charitable, historical and miscellaneous (civics, volunteer fire, etc.).

FY2025 Property Tax Rates and Reconciliation

Real Property Tax Revenue Estimate

Reconciliation (In Millions)

*Local Service Function Budget	\$87.7
**General Obligation Budget	\$51.1
Total	\$138.8
Prior Year Real Estate Tax Collections	\$0.9
Tax Penalties	\$0.6
***Total Real Estate Taxes	<u>\$140.3</u>

***May not add due to rounding

	Cents per \$100 Assessed Valuation		
	*LSFB	**GOB	Total
	Rate	Rate	Rate
Unincorporated	55.31	25.23	80.54
Arden	48.55	25.23	73.78
Ardencroft	49.07	25.23	74.30
Ardentown	49.67	25.23	74.90
Bellefonte	53.87	25.23	79.10
Delaware City	24.15	25.23	49.38
Elsmere	13.82	25.23	39.05
Middletown	5.18	25.23	30.41
Newark	0.00	25.23	25.23
New Castle	8.85	25.23	34.08
Newport	11.13	25.23	36.36
Odessa	11.13	25.23	36.36
Townsend	7.38	25.23	32.61
Wilmington	0.00	25.23	25.23

Property Tax Rates and Reconciliation

	Real Property Tax Revenue Estimate (in Millions)	Unincorporated	Arden	Ardencroft	Ardentown	Bellefonte	Delaware City	Elsmere	Middletown	Newark	New Castle	Newport	Odessa	Townsend	Wilmington
Local Service															
Planning/Comprehensive Planning	2.3	1.441	1.441	1.441	1.441	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Code Enforcement	2.1	1.366	1.366	1.366	1.366	1.366	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Police Operations (Patrol/Support)	62.0	39.481	39.481	39.481	39.481	39.481	16.763	3.676	0.000	0.000	3.676	0.000	0.000	0.000	0.000
Dog Control Services	2.1	1.205	1.205	1.205	1.205	1.205	1.205	1.205	1.205	0.000	1.205	1.205	1.205	1.205	0.000
911 Communications	6.8	3.973	3.973	3.973	3.973	3.973	3.973	3.973	3.973	0.000	3.973	3.973	3.973	3.973	0.000
Fire Protection	3.5	2.206	1.083	1.609	2.206	2.206	2.206	1.225	0.000	0.000	0.000	2.206	2.206	2.206	0.000
Licensing, Inspections & Architectural Plan Review	0.0	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Local Parks	3.0	1.899	0.000	0.000	0.000	1.899	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Recreation	5.9	3.742	0.000	0.000	0.000	3.742	0.000	3.742	0.000	0.000	0.000	3.742	3.742	0.000	0.000
Local Service Rate Total (in Cents)	87.7	55.31	48.55	49.07	49.67	53.87	24.15	13.82	5.18	0.00	8.85	11.13	11.13	7.38	0.00
GOB Rate (in Cents)	51.1	25.23	25.23	25.23	25.23	25.23	25.23	25.23	25.23	25.23	25.23	25.23	25.23	25.23	25.23
Total Tax Rate (in Cents)	138.8	80.54	73.78	74.30	74.90	79.10	49.38	39.05	30.41	25.23	34.08	36.36	36.36	32.61	25.23

Prior Year Tax Rates (in Cents)	80.54	73.62	74.12	74.32	79.38	49.48	38.21	30.39	25.23	35.43	36.43	36.43	32.57	25.23
Increase / (Decrease)	0.00	0.16	0.18	0.58	(0.28)	(0.10)	0.84	0.02	0.00	(1.35)	(0.07)	(0.07)	0.04	0.00

Taxable Assessed Value by Area (in Millions)	20,274.5	15,683.6	16.2	7.6	13.5	31.1	56.7	116.1	860.8	915.2	260.6	55.8	12.4	81.8	2,163.0
Percent Taxable Assessed Value	100%	77.4%	0.1%	0.0%	0.1%	0.2%	0.3%	0.6%	4.2%	4.5%	1.3%	0.3%	0.1%	0.4%	10.7%

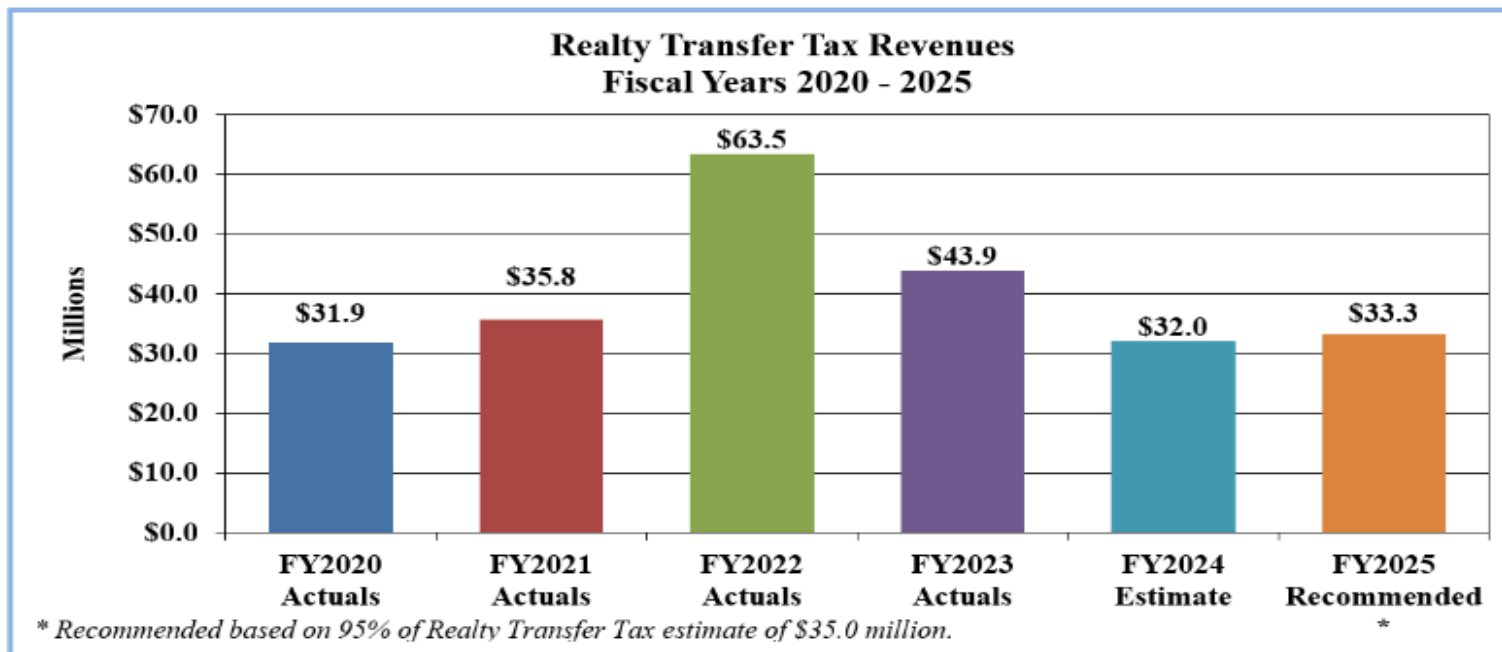
Median Taxable Assessed Value (in Dollars)		\$ 67,000	\$ 53,900	\$ 55,000	\$ 53,400	\$ 52,800	\$ 43,100	\$ 38,400	\$ 80,100	\$ 67,300	\$ 47,900	\$ 40,200	\$ 48,600	\$ 99,400	\$ 36,500
Median Estimated Tax	FY2024	\$540	\$397	\$408	\$397	\$419	\$213	\$147	\$243	\$170	\$170	\$146	\$177	\$324	\$92
Median Estimated Tax	FY2025	\$540	\$398	\$409	\$400	\$418	\$213	\$150	\$244	\$170	\$163	\$146	\$177	\$324	\$92
Increase / (Decrease)		\$0	\$1	\$1	\$3	(\$1)	(\$0)	\$3	\$0	\$0	(\$6)	(\$0)	(\$0)	\$0	\$0

Realty Transfer Tax

The Realty Transfer Tax rate for Fiscal Year 2024 is 1.5% of the selling price of real estate. Taxes reflected in the budget are based on transactions in the unincorporated areas of New Castle County. Revenue estimates for Fiscal Year 2025 are based on 95% of the total real estate transfer tax estimated to be received.

In 1991, the State General Assembly gave the County the authority to impose and collect a tax upon the transfer of real property in the unincorporated areas of the County. This authority was limited to one percent and exempts first-time home buyers (in addition to other State exemptions). The County enacted (Ordinance 91-030) the one percent transfer tax effective April 10, 1991. In June 1998, the State transferred to the County one-half percent of the State's realty transfer tax, for a total County transfer tax of one and one-half percent.

In May 2018, the County enacted (Ordinance 18-052) capping the amount of transfer tax that can be used for budget estimates at 95% of the transfer tax estimate for the fiscal year. Additionally, the State General Assembly gave the County the authority and the County enacted a ceiling on Realty Transfer Tax exemption for first-time homebuyers up to the lesser of the value of the property or \$400,000.



Hotel Tax

The Hotel Tax was estimated based on a 3% lodging tax for hotel, motel and tourist home stays.

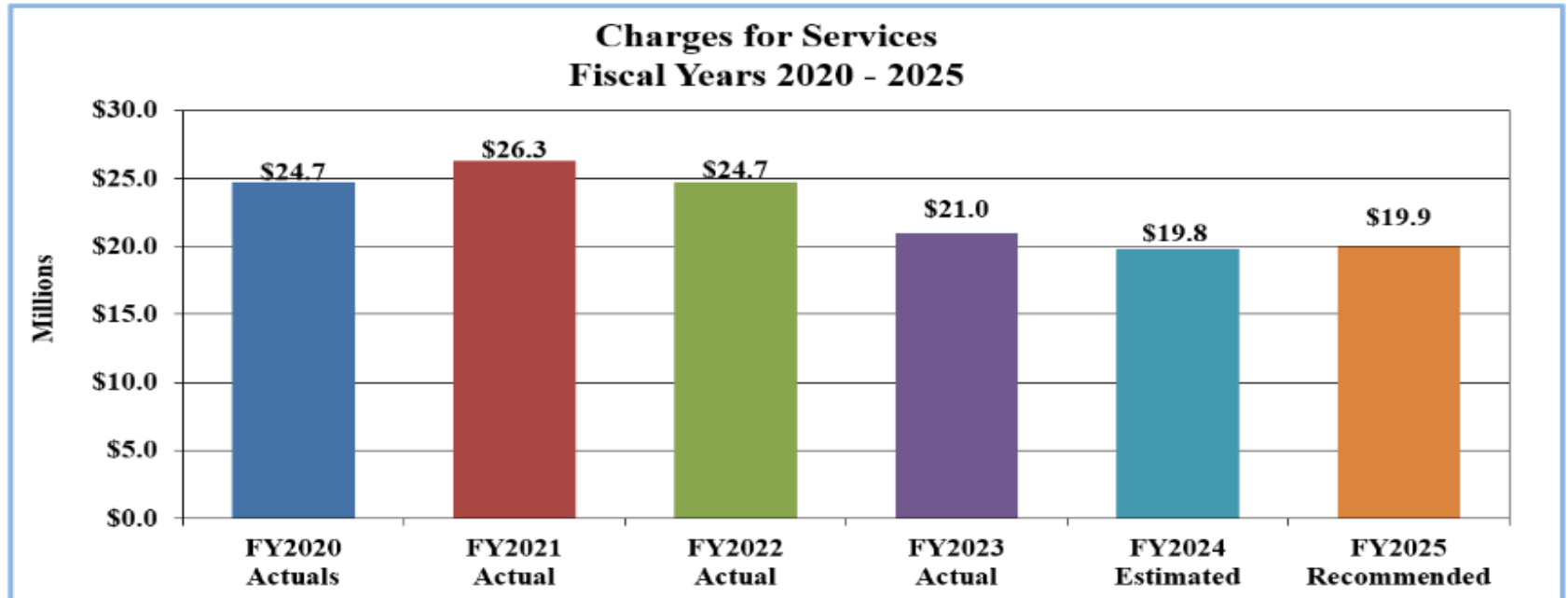
In June 2018, the State General Assembly gave New Castle County the authority and the County enacted (Ordinance 18-071) a lodging tax on hotel, motel and tourist home stays, which took effect August 1, 2018.

Category	FY2023 Actuals	FY2024 Estimate	FY2025 Recommended
Hotel Tax	2,074,147	2,300,000	2,800,000
Total	2,074,147	2,300,000	2,800,000

Charges for Services

Service Fees were estimated based on recent historical information and reflect the current level of real estate transfer activity. Many of the service fees are market sensitive to real estate transactions. Revenues from 911 land line fees are capped at the amount received when the State took over collections.

Category	FY2023 Actuals	FY2024 Estimate	FY2025 Recommended
Deeds	6,925,625	6,348,000	6,358,000
Land Use	4,948,033	4,618,375	4,353,300
Miscellaneous	430,013	419,354	450,660
Public Safety	1,761,822	1,779,605	1,828,605
Recreation	1,388,350	1,425,343	1,480,466
Sheriff	1,775,859	1,368,800	1,750,000
Wills	3,777,578	3,871,230	3,721,150
Total	21,007,280	19,830,707	19,942,181

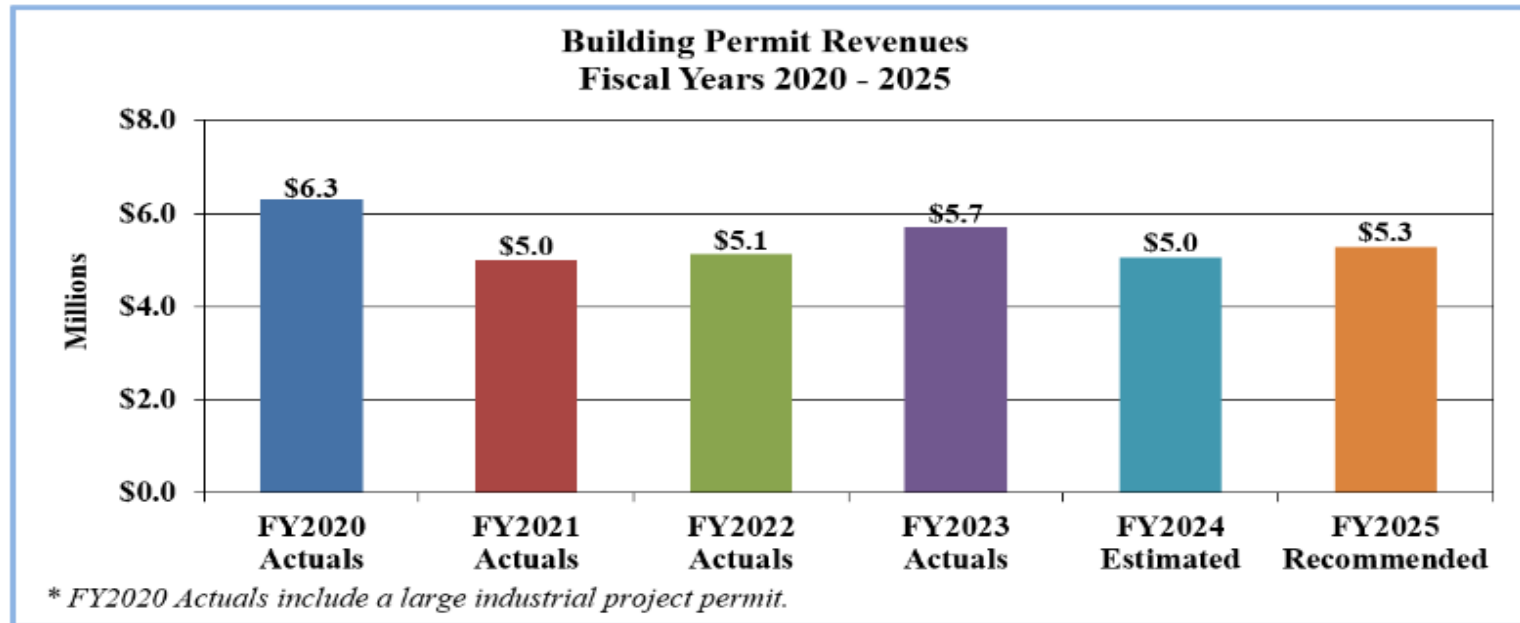


Licenses and Permits

Licenses and permits were estimated based on recent activity, current revenues and projected Land Use fee increases. The estimate reflects the continuation of the current trend in the construction market.

Category	FY2023 Actuals	FY2024 Estimate	FY2025 Recommended
Building Permits	5,749,210	5,045,140	5,290,000
Contractor/Business Licenses	1,087,900	1,080,000	1,142,000
Other Permits and Licenses	2,020,788	1,965,975	1,982,000
Total	8,857,898	8,091,115	8,414,000

Building Permits	CY2022 # Permits Issued	CY2023 # Permits Issued
Residential	1,018	877
Alterations/Additions	2,303	2,273
Commercial/Industrial	639	519



Intergovernmental Revenue

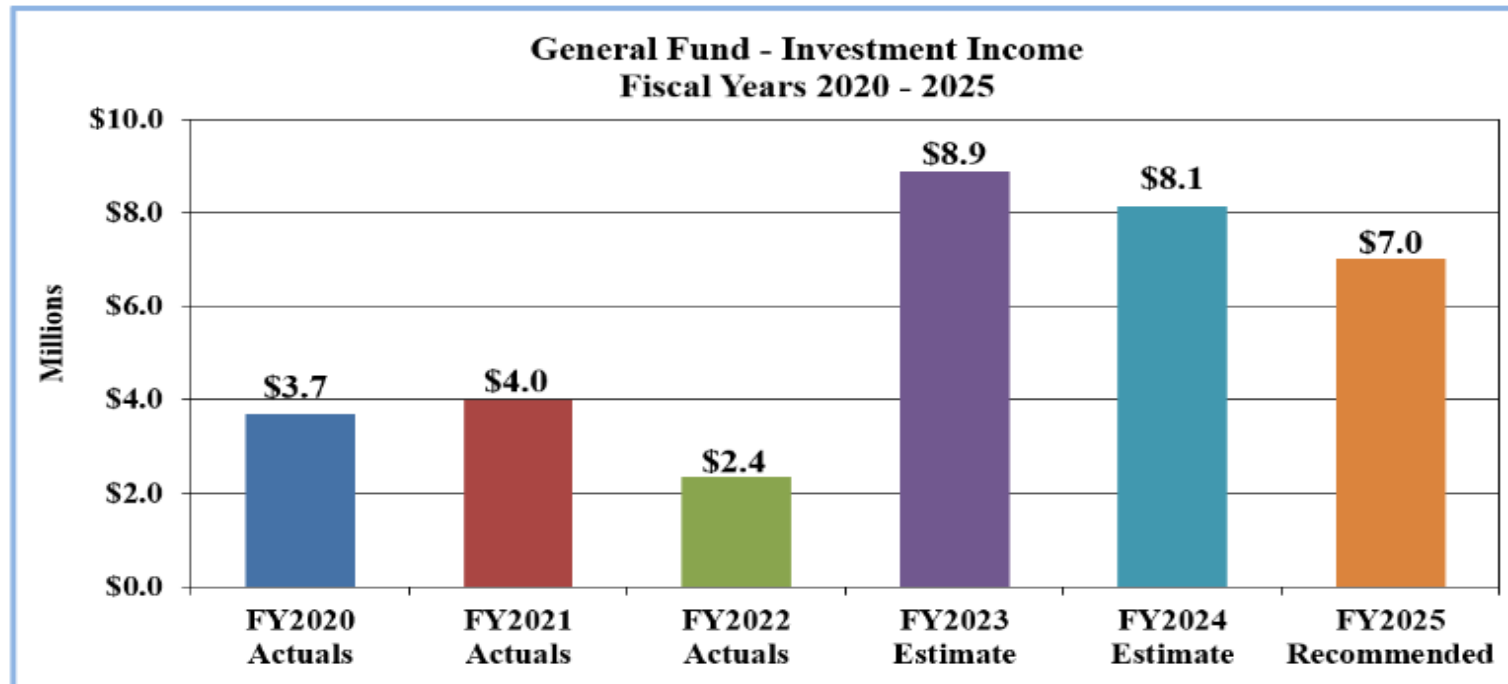
The State reimbursement for Emergency Medical Services was computed at 30% of the Fiscal Year 2024 paramedic budget, including applicable debt service and risk management costs.

Category	FY2023 Actuals	FY2024 Estimate	FY2025 Recommended
Paramedic Reimbursement	7,726,686	8,230,603	8,075,500
Real Estate Transfer Tax Fee	1,183,370	912,000	1,142,000
Department of Justice	771,582	502,409	1,000,000
RZEDB Interest Reimbursement	99,738	130,185	130,185
Indirect Cost Plan	88,000	150,000	150,000
Payment in Lieu of Taxes	25,618	30,000	80,000
Miscellaneous Government Agencies	97,895	150,000	0
Total	9,992,889	10,105,197	10,577,685

Investment Income, Miscellaneous, Rental and Sale of Assets

Investment Income was estimated using cash flow projections and current interest rates which are expected to remain consistent within Fiscal Year 2025. Miscellaneous, Rentals and Sale of Assets are projected based on recent historical information.

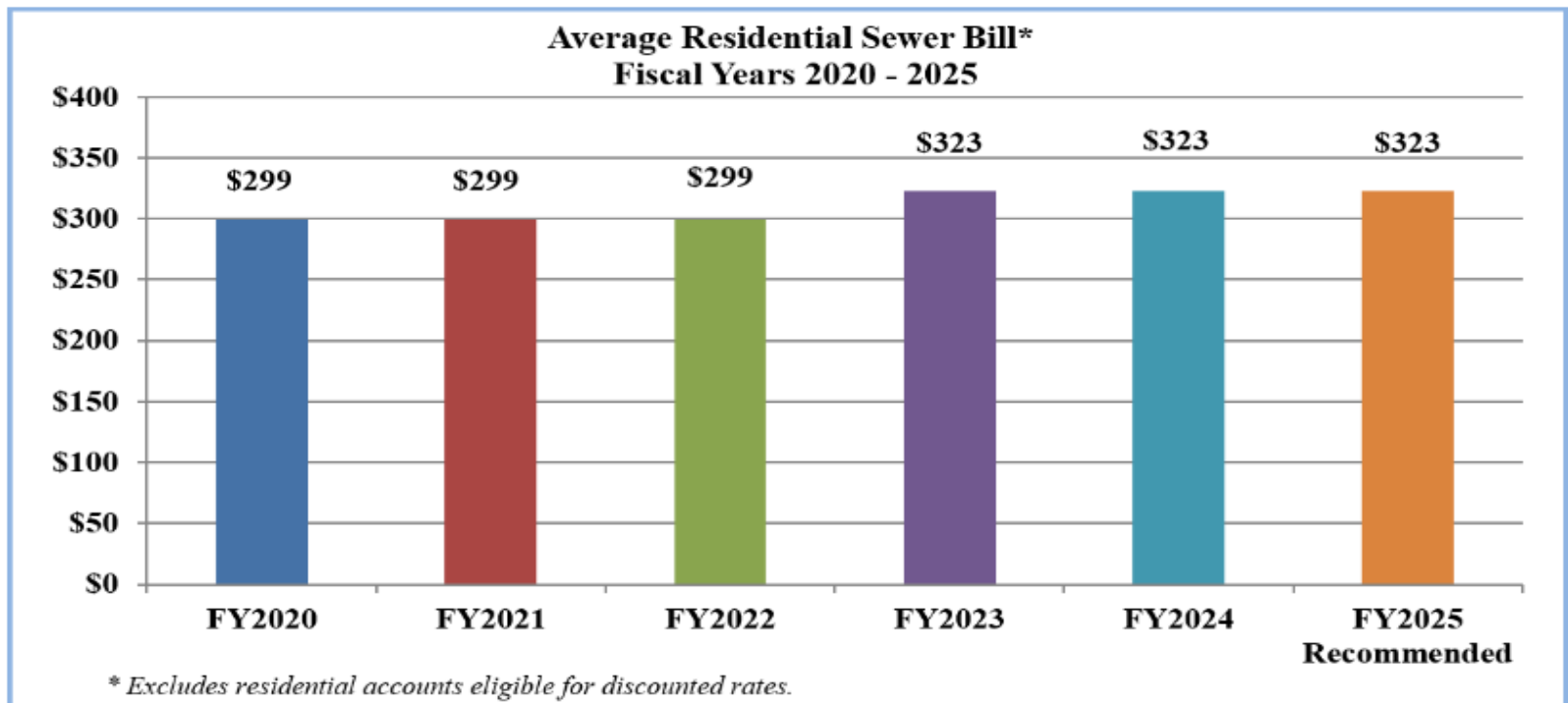
Category	FY2023 Actuals	FY2024 Estimate	FY2025 Recommended
Interest Earnings	8,883,762	8,131,725	7,020,400
Miscellaneous	4,087,428	3,722,693	3,438,276
Rentals	627,192	575,780	596,446
Sale of Assets	2,946,918	221,540	266,040
Total	16,545,300	12,651,738	11,321,162



Sewer Fund Revenues

Sewer Fees were based on the Fiscal Year 2024 residential billings (based on water usage) and commercial and industrial activity and a 98% collection rate. The average residential sewer bill will be \$323.

Category	FY2023 Actuals	FY2024 Estimate	FY2025 Recommended
Sewer Services Current	71,825,760	74,349,000	74,745,745
Sewer Services Delinquent	4,385,523	5,000,000	5,000,000
Interest Earnings	3,323,472	2,371,240	1,871,240
Capital Recovery Fees	7,041,898	8,164,080	9,164,080
Other Service Charges	3,088,343	3,923,765	2,889,645
Total	89,664,996	93,808,085	93,670,710



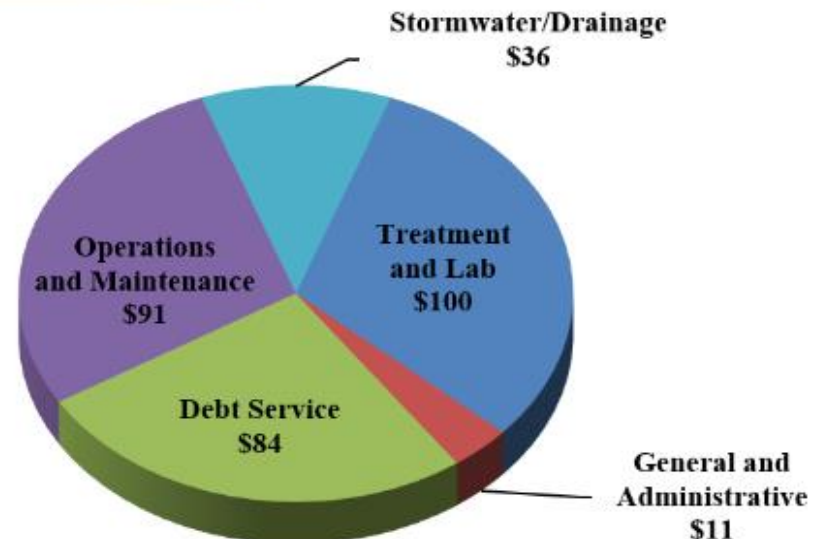
Sewer Fund Revenues

The table below shows a comparison of the number of accounts by type and the billing estimated for Fiscal Year 2025.

Fiscal Year 2025		
	No. of Accounts	Estimate
Residential	126,374	36,575,282
Industrial	21	10,500,000
Commercial	3,787	15,600,052
Apartments	227	9,000,000
Contract	5	6,200,000
Gross Billing	130,414	77,875,334
Allowance for Delinquent		3,149,589
Net Billing		74,725,745

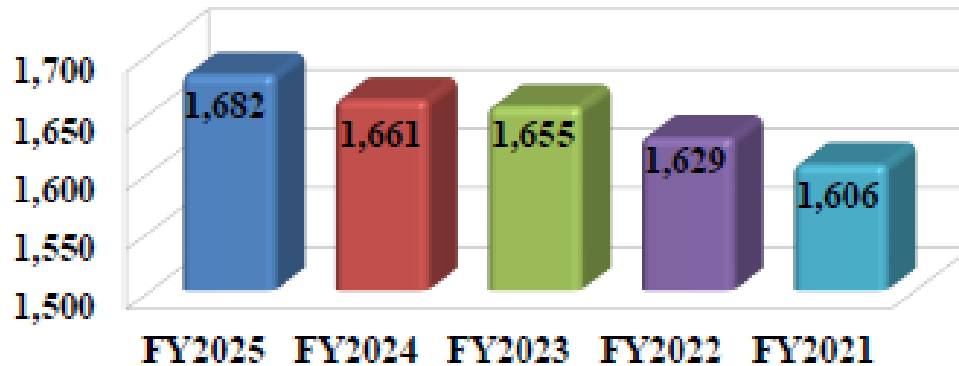
**Residential Customer
Average Bill \$323**

Where the Money is Spent



Full-Time Positions by Department

Full-Time Authorized Positions (as of July 1st)



<i>Full-Time Positions by Department</i>	<i>FY2024 Approved</i>	<i>FY2025 Recommended</i>
County Council	35.00	35.00
County Executive	15.00	17.00
Administration	167.00	168.00
Public Works	384.00	389.00
Land Use	118.00	112.00
Community Service	160.00	162.00
Public Safety	711.00	728.00
Row Offices	71.00	71.00
Total	1,661.00	1,682.00

FY2025 Adjustments include:

(15) New Positions

- 8 Paramedics + 2 Paramedic Supervisors (Public Safety)
- 4 Public Safety Operators (Public Safety)
- 1 Environmental Program Manager (Public Works)

Operating Budget Primary Cost Drivers

(in Millions)

General Fund / Sewer Fund

- \$6.4M Negotiated Wages / Merit Steps
- \$3.2M Benefits (Pension/Health Care)
- \$1.3M City of Wilmington Sewer Charges

Street Light Fund

- (\$0.1) Anticipated billings from Delmarva

Crossing Guard Fund

- \$0.2k Negotiated Wages

Operating Budget Contingencies

Contingencies (Non-Departmental)

Contingencies (non-departmental) are appropriations provided to fund anticipated programs, cost adjustments and/or meet unforeseen circumstances during the fiscal year. The following sets forth those non-departmental contingencies:

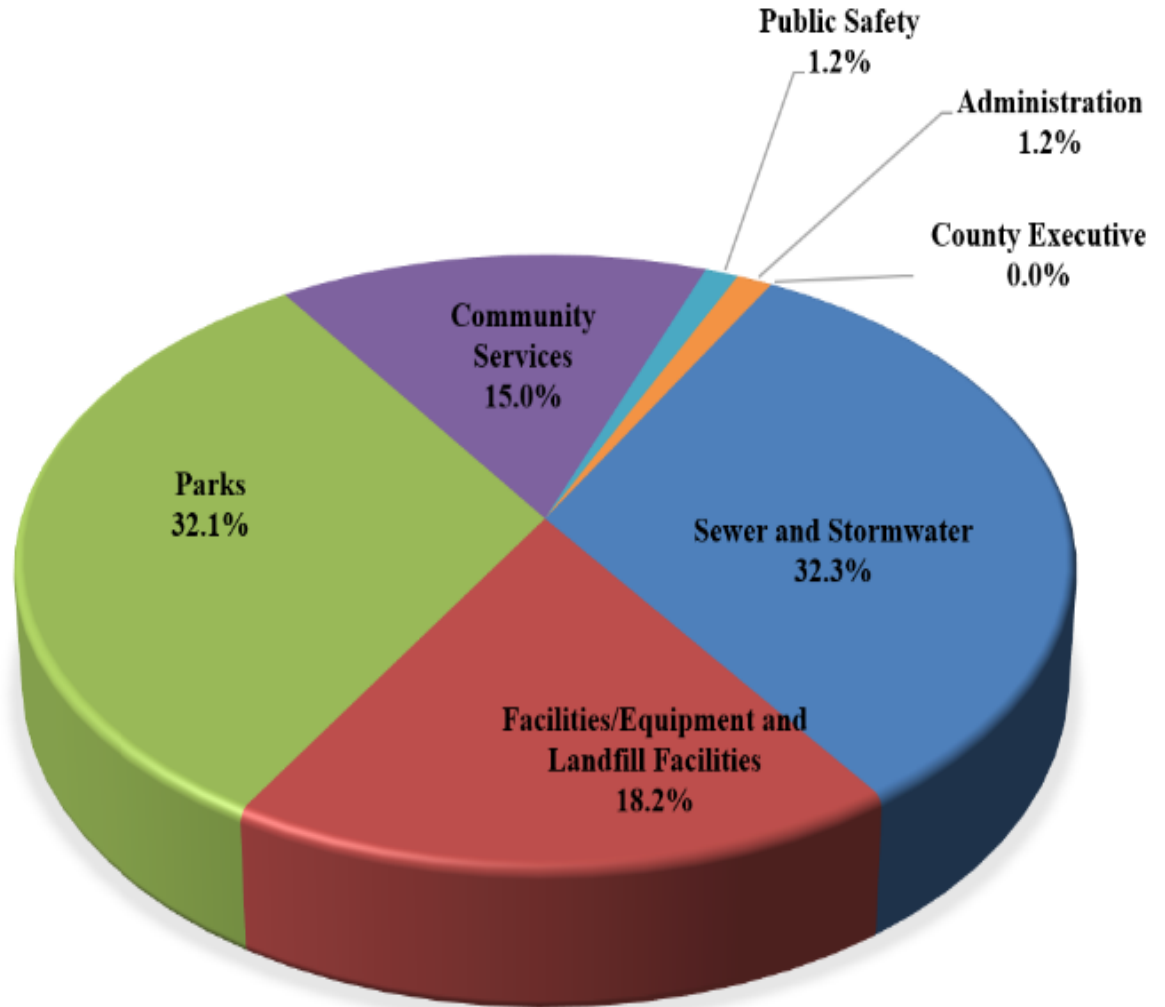
COUNCIL CONTINGENCY	250,000
EXECUTIVE CONTINGENCY	600,000
PERSONNEL CONTINGENCY	
General Fund	405,000
Sewer Fund	50,000
PERSONNEL ATTRITION CONTINGENCY	
General Fund	(6,164,693)
Sewer Fund	(3,608,135)
ONE-TIME CONTINGENCY	
General Fund	
Public Safety - Police Compensation Study	100,000
County Executive - Pool Feasibility Study	93,000
County Executive - Fire Service Study	90,000
Administrative Services & Technology - Pictometry	71,899
County Executive - Transition	40,000
Public Safety - Dover Downs	30,000
Public Works - UPS Battery Replacement	26,640
Sewer Fund	
Public Works - Plotter	27,000
TOTALS	(7,989,289)

Recommended Capital Budget

**Capital Budget
Authorizations
\$34,207,715**

Major Capital Programs

Sewer/Stormwater	\$11,047,515
Parks	\$10,975,000
Facilities/Equipment	\$ 6,230,204
Community Services	\$ 5,129,482
Administration	\$ 425,000
Public Safety	\$ 400,515



Capital Projects Sunsetting

The Fiscal Year 2025 Capital Program sunsets 8 projects with \$936,689 in anticipated savings.

- Electrical Power Distribution Upgrade (C300616)
- Middle Run Valley Bicycle Skills (C301403)
- Public Safety Parking Lot Lighting (C302423)
- Pump Station Rehab Pre2021 (C300106)
- Pump Station Rehab 2021 (C302114)
- Sewer Fleet Equipment 2021 (C302113)
- Sewer Fleet Equipment 2022 (C302213)
- Sewer Repairs and Rehabilitation 2021 (C302111)



Technology Projects

Project Name (Number): Firewall Replacement (C122501)					
Description:			Council Districts: All		
Funding Schedule					
	Bonds	Federal	State	Other	Total
Prior Authorizations	\$ -	\$ -	\$ -	\$ -	\$ -
FY2025	425,000	-	-	-	425,000
FY2026	-	-	-	-	-
FY2027	-	-	-	-	-
FY2028	-	-	-	-	-
FY2029	-	-	-	-	-
FY2030	-	-	-	-	-
Future Years	-	-	-	-	-
Total	\$ 425,000	\$ -	\$ -	\$ -	\$ 425,000
Available Authorizations:		\$ -			
Available Funding:		\$ -			
Operating Budget Impact:		\$ 935			

*Available Authorizations / Funding as of February 29, 2024, net of obligations.



FY2025 Activity:

Firewalls and new services will be purchased and implemented.

Future Activity:

Sunset project as of July 1, 2025.

Community Services Projects

Project Name (Number): Glasgow Library (C402501)					
Description: Needs assessment study for the Glasgow area.				Council Districts: 11	
Funding Schedule					
	Bonds	Federal	State	Other	Total
Prior Authorizations	\$ -	\$ -	\$ -	\$ -	\$ -
FY2025	-	-	-	150,000	150,000
FY2026	-	-	-	-	-
FY2027	-	-	-	-	-
FY2028	-	-	-	-	-
FY2029	-	-	-	-	-
FY2030	-	-	-	-	-
Future Years	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000
Available Authorizations:		\$ -			
Available Funding:		\$ -			
Operating Budget Impact:		\$ -			

*Available Authorizations / Funding as of February 29, 2024, net of obligations.

FY2025 Activity:

Complete needs assessment study for the Glasgow area.

Future Activity:

No planned activity.

Community Services Projects

Project Name (Number): Newark Library (C402301)					
Description: Land acquisition, design and construction of a community library in Newark.			Council Districts: 5		
Funding Schedule					
	Bonds	Federal	State	Other	Total
Prior Authorizations	\$ 21,700,000	\$ -	\$ 13,500,000	\$ 1,000,000	\$ 36,200,000
FY2025	1,700,000	-	3,000,000	-	4,700,000
FY2026	-	-	3,500,000	-	3,500,000
FY2027	-	-	-	-	-
FY2028	-	-	-	-	-
FY2029	-	-	-	-	-
FY2030	-	-	-	-	-
Future Years	-	-	-	-	-
Total	\$ 23,400,000	\$ -	\$ 20,000,000	\$ 1,000,000	\$ 44,400,000
Available Authorizations:		\$ 28,779,333			
Available Funding:		\$ (7,420,667)			
Operating Budget Impact:		\$ 3,740			

*Available Authorizations / Funding as of February 29, 2024, net of obligations.



FY2025 Activity:

Complete design of a new two-story (40,000 square foot) regional library in Newark and demolition of the current one-story (27,000 square foot) facility.

Future Activity:

Construction of a new 40,000 square foot regional library in Newark, with an anticipated completion in Fall 2026.

Community Services Projects

Project Name (Number): Rockwood Museum (C402502)					
Description: Renovations and upgrades to the Rockwood Museum facilities.				Council Districts: 8	
Funding Schedule					
	Bonds	Federal	State	Other	Total
Prior Authorizations	\$ -	\$ -	\$ -	\$ -	\$ -
FY2025	175,000	-	-	-	175,000
FY2026	-	-	-	-	-
FY2027	-	-	-	-	-
FY2028	-	-	-	-	-
FY2029	-	-	-	-	-
FY2030	-	-	-	-	-
Future Years	-	-	-	-	-
Total	\$ 175,000	\$ -	\$ -	\$ -	\$ 175,000
Available Authorizations:		\$ -			
Available Funding:		\$ -			
Operating Budget Impact:		\$ 385			

*Available Authorizations / Funding as of February 29, 2024, net of obligations.

FY2025 Activity:

Regrade the courtyard; repair HVAC leak in Carriage House; install security sytem in collection storage facility; repairs to wash house in the Walled Garden; and assessment study of freestanding and ha-ha walls.

Future Activity:

No planned activity.

Community Services Projects

Project Name (Number): Surratte Pool Renovations II (C402004)					
Description: Renovations and upgrades to the Surratte Pool facility.				Council Districts: 10	
Funding Schedule					
	Bonds	Federal	State	Other	Total
Prior Authorizations	\$ 425,000	\$ -	\$ -	\$ -	\$ 425,000
FY2025	50,000	-	-	-	50,000
FY2026	-	-	-	-	-
FY2027	-	-	-	-	-
FY2028	-	-	-	-	-
FY2029	-	-	-	-	-
FY2030	-	-	-	-	-
Future Years	-	-	-	-	-
Total	\$ 475,000	\$ -	\$ -	\$ -	\$ 475,000
Available Authorizations:		\$ 127,223			
Available Funding:		\$ 2,223			
Operating Budget Impact:		\$ 110			

*Available Authorizations / Funding as of February 29, 2024, net of obligations.



FY2025 Activity:

Construction of security fence.

Future Activity:

Sunset project as of July 1, 2025.

Public Safety Projects

Project Name (Number): Public Safety Equipment (C201607)					
Description: Purchase of specialized equipment such as AED's, tasers and technology.			Council Districts: All		
Funding Schedule					
	Bonds	Federal	State	Other	Total
Prior Authorizations	\$ 659,500	\$ 121,500	\$ 300,000	\$ 1,746,963	\$ 2,827,963
FY2025	-	-	-	136,000	136,000
FY2026	-	-	-	136,000	136,000
FY2027	-	-	-	136,000	136,000
FY2028	-	-	-	136,000	136,000
FY2029	-	-	-	136,000	136,000
FY2030	-	-	-	136,000	136,000
Future Years	-	-	-	136,000	136,000
Total	\$ 659,500	\$ 121,500	\$ 300,000	\$ 2,698,963	\$ 3,779,963
Available Authorizations:		\$ 295,969			
Available Funding:		\$ 295,969			
Operating Budget Impact:		\$ -			

*Available Authorizations / Funding as of February 29, 2024, net of obligations.

FY2025 Activity:

Technology crimes computer equipment and licenses; Explosive Ordnance Detection and Crisis Negotiation Team equipment; and additional and replacement AED units (equipment/batteries/parts).

Future Activity:

Technology crimes computer equipment and licenses; Explosive Ordnance Detection and Crisis Negotiation Team equipment; and additional and replacement AED units (equipment/batteries/parts).

Public Safety Projects

Project Name (Number): Public Safety Vest Protection Program (C201509)					
Description: Purchase protective vests for police officers and EMS staff.				Council Districts: All	
Funding Schedule					
	Bonds	Federal	State	Other	Total
Prior Authorizations	\$ 187,080	\$ -	\$ 2,826	\$ 1,332,130	\$ 1,522,036
FY2025	-	-	-	264,515	264,515
FY2026	-	-	-	264,515	264,515
FY2027	-	-	-	264,515	264,515
FY2028	-	-	-	264,515	264,515
FY2029	-	-	-	264,515	264,515
FY2030	-	-	-	264,515	264,515
Future Years	-	-	-	529,030	529,030
Total	\$ 187,080	\$ -	\$ 2,826	\$ 3,448,250	\$ 3,638,156
Available Authorizations:		\$ 90,626			
Available Funding:		\$ 90,626			
Operating Budget Impact:		\$ -			

**Available Authorizations / Funding as of February 29, 2024, net of obligations.*

FY2025 Activity:

Purchase (110) replacement vests for Police Officers; (30) vests for Police Recruits; (28) replacement vests for EMS; and (11) SWAT vests.

Future Activity:

Continue purchase of replacement vests for Police Officers, Police Recruits and EMS personnel.

Public Works Projects

Project Name (Number): Water Quality Improvement Plan (C301903)					
Description: Develop and implement the Water Quality Improvement Plans (WQIP's).				Council Districts: All	
Funding Schedule					
	Bonds	Federal	State	Other	Total
Prior Authorizations	\$ 3,004,900	\$ 230,233	\$ 997,000	\$ 7,500	\$ 4,239,633
FY2025	2,400,000	-	-	-	2,400,000
FY2026	1,500,000	-	-	-	1,500,000
FY2027	500,000	-	-	-	500,000
FY2028	8,000,000	-	-	-	8,000,000
FY2029	500,000	-	-	-	500,000
FY2030	500,000	-	-	-	500,000
Future Years	8,000,000	-	-	-	8,000,000
Total	\$ 24,404,900	\$ 230,233	\$ 997,000	\$ 7,500	\$ 25,639,633
Available Authorizations:		\$ 3,596,855			
Available Funding:		\$ 136,207			
Operating Budget Impact:		\$ 5,280			

**Available Authorizations / Funding as of February 29, 2024, net of obligations.*

FY2025 Activity:

Construction of WQIP project (Woodland Run), required by NPDES permit.

Future Activity:

Construction of WQIP projects, required by NPDES permit.

Public Works Projects

Project Name (Number): White Clay System Rehabilitation (C301710)					
Description: Investigation and rehabilitation and/or replacement of the sanitary sewer assets.				Council Districts: 1, 2, 3, 5, 9	
Funding Schedule					
	Bonds	Federal	State	Other	Total
Prior Authorizations	\$ 11,843,265	\$ -	\$ 1,675,885	\$ 850	\$ 13,520,000
FY2025	5,067,873	-	(967,873)	-	4,100,000
FY2026	2,000,000	-	-	-	2,000,000
FY2027	2,000,000	-	-	-	2,000,000
FY2028	2,000,000	-	-	-	2,000,000
FY2029	2,000,000	-	-	-	2,000,000
FY2030	2,000,000	-	-	-	2,000,000
Future Years	12,000,000	-	-	-	12,000,000
Total	\$ 38,911,138	\$ -	\$ 708,012	\$ 850	\$ 39,620,000
Available Authorizations:		\$ 2,679,211			
Available Funding:		\$ (322,646)			
Operating Budget Impact:		\$ 11,149			

*Available Authorizations / Funding as of February 29, 2024, net of obligations.

FY2025 Activity:

Next phase of White Clay Sewer Basin rehabilitation (RC07-10 Basin Rehab).

Future Activity:

Continued investigation, rehabilitation/replacement of sanitary sewer assets.

Public Works Projects

Project Name (Number): Electric Vehicle Infrastructure (C302421)					
Description: Installation and upgrades to accommodate electric vehicle assets.			Council Districts: All		
Funding Schedule					
	Bonds	Federal	State	Other	Total
Prior Authorizations	\$ 1,800,000	\$ -	\$ -	\$ -	\$ 1,800,000
FY2025	2,019,708	-	-	-	2,019,708
FY2026	1,000,000	-	-	-	1,000,000
FY2027	-	-	-	-	-
FY2028	-	-	-	-	-
FY2029	-	-	-	-	-
FY2030	-	-	-	-	-
Future Years	-	-	-	-	-
Total	\$ 4,819,708	\$ -	\$ -	\$ -	\$ 4,819,708
Available Authorizations:		\$ 952,093			
Available Funding:		\$ (847,908)			
Operating Budget Impact:		\$ 4,443			

**Available Authorizations / Funding as of February 29, 2024, net of obligations.*



FY2025 Activity:

Add capacity at NCC Parks and Libraries. Initial plans are to start with Kirkwood, Hockessin, Glasgow and Brandywine Hundred.

Future Activity:

Add capacity at Conner Building and Government Center.

Public Works Projects

Project Name (Number): EMS Stations (C200710)					
Description: Design, construction and/or renovations to paramedic emergency medical stations.			Council Districts: All		
Funding Schedule					
	Bonds	Federal	State	Other	Total
Prior Authorizations	\$ 6,538,775	\$ -	\$ 44,326	\$ 912,224	\$ 7,495,325
FY2025	-	-	-	-	-
FY2026	-	-	-	-	-
FY2027	-	-	-	-	-
FY2028	-	-	-	-	-
FY2029	-	-	-	-	-
FY2030	-	-	-	-	-
Future Years	-	-	-	-	-
Total	\$ 6,538,775	\$ -	\$ 44,326	\$ 912,224	\$ 7,495,325
Available Authorizations:		\$ 1,025,297			
Available Funding:		\$ 394,614			
Operating Budget Impact:		\$ -			

*Available Authorizations / Funding as of February 29, 2024, net of obligations.



FY2025 Activity:

Planning, design, plan development, permitting, related costs and expenses and construction costs for a new public safety facility to be located at 2424 DuPont Parkway in Middletown.

Future Activity:

No planned activity.

Public Works Projects

Project Name (Number): Agricultural Preservation (C300330)					
Description: Acquire land or development rights for unincorporated New Castle County.			Council Districts: All		
Funding Schedule					
	Bonds	Federal	State	Other	Total
Prior Authorizations	\$ 14,246,024	\$ -	\$ -	\$ 4,502,600	\$ 18,748,624
FY2025	-	-	-	1,500,000	1,500,000
FY2026	-	-	-	1,500,000	1,500,000
FY2027	-	-	-	1,500,000	1,500,000
FY2028	-	-	-	1,500,000	1,500,000
FY2029	-	-	-	1,500,000	1,500,000
FY2030	-	-	-	1,500,000	1,500,000
Future Years	-	-	-	1,500,000	1,500,000
Total	\$ 14,246,024	\$ -	\$ -	\$ 15,002,600	\$ 29,248,624
Available Authorizations:		\$ 4,630,776			
Available Funding:		\$ 4,630,776			
Operating Budget Impact:		\$ -			

*Available Authorizations / Funding as of February 29, 2024, net of obligations.



FY2025 Activity:

Partner with State of Delaware to acquire land and/or development rights in unincorporated New Castle County.

Future Activity:

Continue to acquire land and/or development rights in unincorporated New Castle County.

Public Works Projects

Project Name (Number): Bechtel Park Improvements (C302424)					
Description: Enhancements to Bechtel Park.			Council Districts: 8		
Funding Schedule					
	Bonds	Federal	State	Other	Total
Prior Authorizations	\$ 2,000,000	\$ -	\$ -	\$ -	\$ 2,000,000
FY2025	2,250,000	-	-	-	2,250,000
FY2026	-	-	-	-	-
FY2027	-	-	-	-	-
FY2028	-	-	-	-	-
FY2029	-	-	-	-	-
FY2030	-	-	-	-	-
Future Years	-	-	-	-	-
Total	\$ 4,250,000	\$ -	\$ -	\$ -	\$ 4,250,000
Available Authorizations:		\$ 1,859,973			
Available Funding:		\$ (140,027)			
Operating Budget Impact:		\$ 4,950			

*Available Authorizations / Funding as of February 29, 2024, net of obligations.



FY2025 Activity:

Continue drainage improvements and major park rehabilitation consistent with Park Townhall feedback.

Future Activity:

Continued rehabilitation.

Public Works Projects

Project Name (Number): Greenway Systems (C300515)					
Description: Cross county pathway connector system for multi-use walking and biking.				Council Districts: All	
Funding Schedule					
	Bonds	Federal	State	Other	Total
Prior Authorizations	\$ 4,532,676	\$ 822,800	\$ 2,093,554	\$ 225,805	\$ 7,674,835
FY2025	1,000,000	-	-	-	1,000,000
FY2026	2,000,000	-	-	-	2,000,000
FY2027	1,000,000	-	-	-	1,000,000
FY2028	1,000,000	-	-	-	1,000,000
FY2029	1,000,000	-	-	-	1,000,000
FY2030	1,000,000	-	-	-	1,000,000
Future Years	1,000,000	-	-	-	1,000,000
Total	\$ 12,532,676	\$ 822,800	\$ 2,093,554	\$ 225,805	\$ 15,674,835
Available Authorizations:		\$ 2,626,616			
Available Funding:		\$ (751,771)			
Operating Budget Impact:		\$ 2,200			

*Available Authorizations / Funding as of February 29, 2024, net of obligations.



FY2025 Activity:

Millcreek, Commons Boulevard Phase 2, EAA work.

Future Activity:

Construction for Iron Hill to Glasgow and/or Newport to Wilmington. Work is done on segments at a time, very large in total.

Public Works Projects

Project Name (Number): Open Space Preservation (C302201)					
Description: Acquire properties and/or easements for the protection of natural resources and conservation land.			Council Districts: All		
Funding Schedule					
	Bonds	Federal	State	Other	Total
Prior Authorizations	\$ -	\$ -	\$ -	\$ 3,275,000	\$ 3,275,000
FY2025	-	-	-	1,000,000	1,000,000
FY2026	-	-	-	1,000,000	1,000,000
FY2027	-	-	-	1,000,000	1,000,000
FY2028	-	-	-	1,000,000	1,000,000
FY2029	-	-	-	1,000,000	1,000,000
FY2030	-	-	-	1,000,000	1,000,000
Future Years	-	-	-	1,000,000	1,000,000
Total	\$ -	\$ -	\$ -	\$ 10,275,000	\$ 10,275,000
Available Authorizations:		\$ 2,183,000			
Available Funding:		\$ 2,183,000			
Operating Budget Impact:		\$ -			

*Available Authorizations / Funding as of February 29, 2024, net of obligations.

FY2025 Activity:

Select appropriate acquisitions based on criteria identified in consultation with the Open Space Advisory Board.

Future Activity:

Continued coordination with the Open Space Advisory Board on prioritization of county acquisitions.

Public Works Projects

Project Name (Number): Southern Regional Park (C300336)					
Description: Development of a southern regional park.			Council Districts: 6, 12		
Funding Schedule					
	Bonds	Federal	State	Other	Total
Prior Authorizations	\$ 6,990,025	\$ -	\$ -	\$ 2,209,975	\$ 9,200,000
FY2025	4,400,000	-	-	-	4,400,000
FY2026	-	-	-	-	-
FY2027	-	-	-	-	-
FY2028	-	-	-	-	-
FY2029	-	-	-	-	-
FY2030	-	-	-	-	-
Future Years	-	-	-	-	-
Total	\$ 11,390,025	\$ -	\$ -	\$ 2,209,975	\$ 13,600,000
Available Authorizations:		\$ 1,657,614			
Available Funding:		\$ (3,873,968)			
Operating Budget Impact:		\$ 9,680			

*Available Authorizations / Funding as of February 29, 2024, net of obligations.



FY2025 Activity:

Pathway extension, pavilions and parking, water to site.

Future Activity:

No planned activity.



Fiscal Year 2025 Recommended Budget Presentation to County Council

PUBLIC WORKS



Fiscal Year 2025 Recommended Budget Presentation to County Council

PUBLIC WORKS GENERAL FUND

ACCOMPLISHMENTS AND GOALS

The Department of Public Works has completed and/or is anticipated to complete the following accomplishments in Fiscal Year 2024.

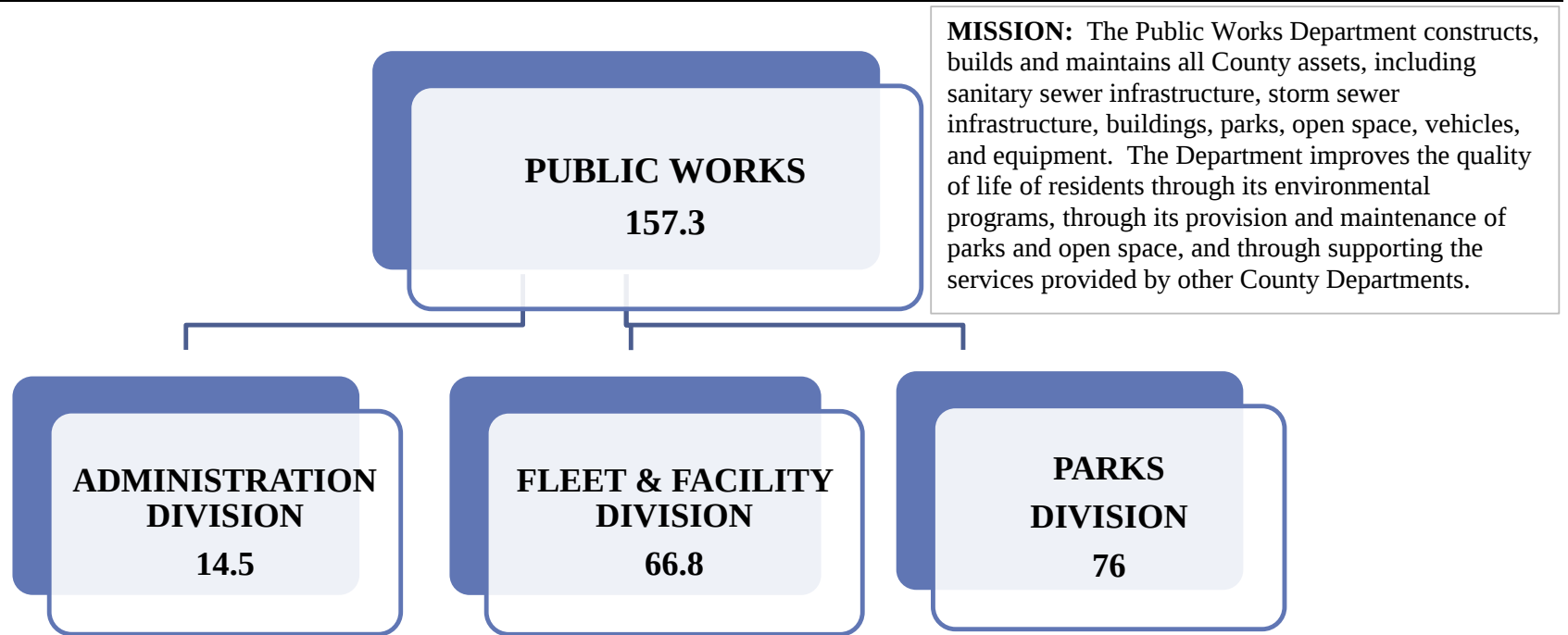
- Completed \$1.4M in ARPA-grant funded renovations to libraries to update facilities and address deferred maintenance. Improvements included fixture replacements, painting, bathroom upgrades, power washing, window replacements and exterior door replacements.
- Added eleven new electric vehicles (EVs) to the County fleet in addition to four additional dual-port EV charging stations.
- Completed Phase I of the New Castle County Southern Park, including a state-of-the art inclusive playground area; and began implementation of Phase II.
- Completed improvements to Jester Park and fully opened it up to public use for the first time. Improvements included demolition of old structures, installation of a perimeter pathway, planting of native meadows and renovation of the Jester House in partnership with the Jester Art Space.
- Completed Phase 1A of the Commons Boulevard Pathway, which connects to the Jack Markell Trail. Construction was completed by the department's Construction Support Section.

The Department of Public Works will achieve the following major goals in Fiscal Year 2025.

- Add additional EV charging stations at libraries and parks in furtherance of New Castle County's "100 Plug Program".
- Complete renovation to the envelope of the Bechtel House to allow for fit-out and use by the African Coalition; master plan and design upgrades to Bechtel Park.
- Complete upgrades to the heavily used softball quad complex at Delcastle Park.
- Complete construction of the County's first Emergency Vehicle Operating Center (EVOC).
- Institute a comprehensive training program to increase safety, ensure best practices and increase efficiency of park operations.

POSITION OVERVIEW

ORGANIZATIONAL CHART



Administration - Includes fiscal, payroll, attorneys, and other staff which manage and support all sections in the Department.

Fleet & Facility Division - Responsible for warehouse, all construction maintenance and procurement operations of County fleet, equipment, and buildings.

Parks Division - Responsible for ground and forestry work at all parks and facilities owned or managed by the County.

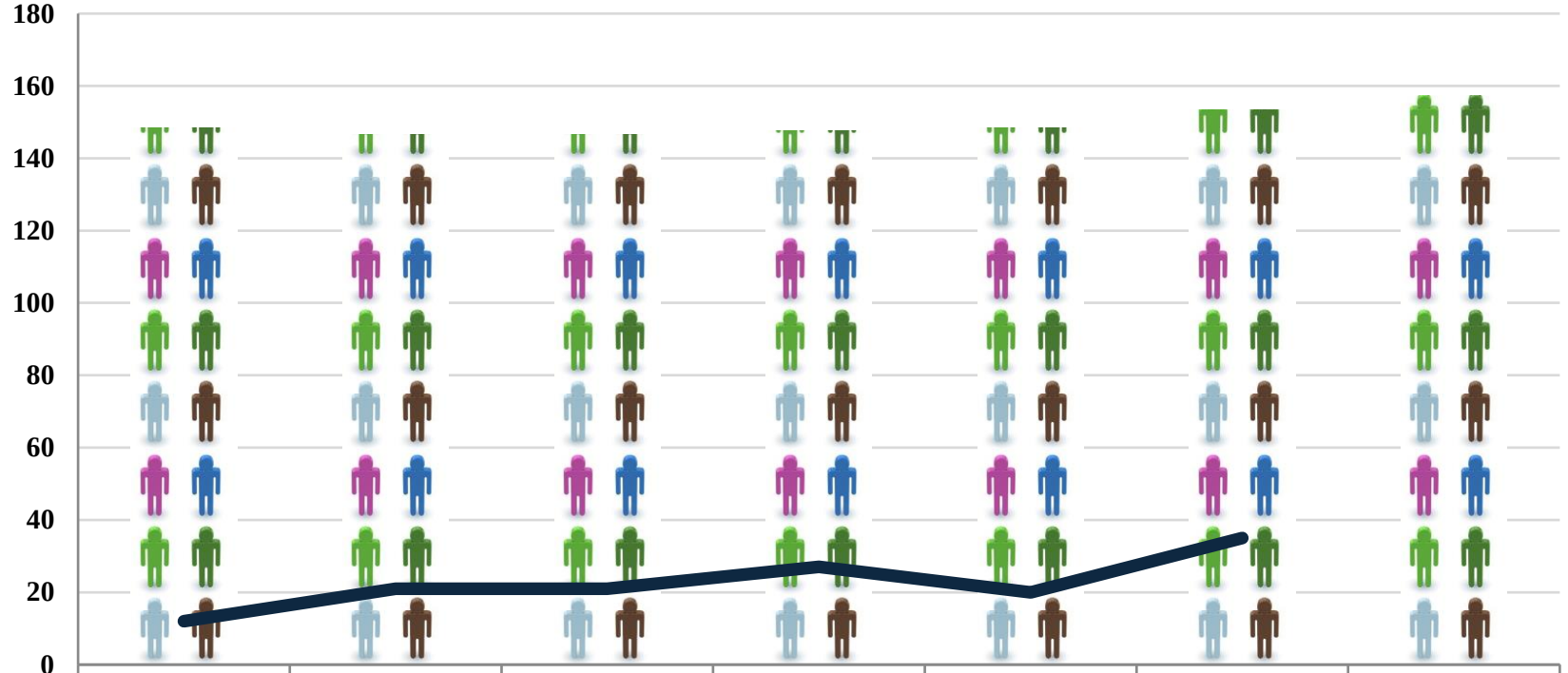
VACANCIES AS OF APRIL 2, 2024

Division/Section	PCN	Position Title	Date Vacated	Fund Source	Anticipated Salary	Status	Plan to Fill
Administration	101101	Administrative Aide	1/4/2024	General	\$ 38,486	Requested to Post	FY2024 4th Qtr
Administration	101124	Human Resources Technician	9/18/2023	General	\$ 56,899	Recruiting	FY2024 4th Qtr
Administration	102251	Public Works Senior Manager	8/1/2018	General	\$ 93,041		
Administration	101393	Accountant I	12/26/2023	General	\$ 44,533	Recruiting	FY2024 4th Qtr
Facilities Maintenance	101214	Painter	3/9/2024	General	\$ 44,886		
Facilities Maintenance	102079	Painter	2/24/2024	General	\$ 44,886		
Facilities Maintenance	101478	Building Maintenance Mechanic	11/29/2023	General	\$ 46,186		
Facilities Maintenance	100122	Architect	6/9/2018	General	\$ 59,937	Recruiting	FY2024 4th Qtr
Facilities Maintenance	101428	Building Maintenance Mechanic	9/2/2023	General	\$ 46,186		
Facilities Maintenance	102420	Building Maintenance Mechanic	10/5/2023	General	\$ 75,293		
Fleet & Facility Administration	102454	Public Works Program Manager	8/19/2022	General	\$ 64,260		
Fleet Operations	100066	Automotive Mechanic	7/24/2021	General	\$ 51,979	Recruiting	FY2024 4th Qtr
Fleet Operations	100067	Automotive Mechanic	12/13/2023	General	\$ 51,979		
Fleet Operations	101394	Automotive Mechanic Helper	9/2/2023	General	\$ 39,830		
Fleet Operations	102561	Garage Supervisor	9/1/2023	General	\$ 48,497		
Parks Division	101068	Tree Surgeon	6/6/2023	General	\$ 56,138	Recruiting	FY2024 4th Qtr
Parks Division	101244	Motor Equipment Operator II	4/1/2023	General	\$ 43,960	Recruiting	FY2024 4th Qtr
Parks Division	101252	Motor Equipment Operator I	2/22/2023	General	\$ 39,830	Pending Hire	FY2024 4th Qtr
Parks Division	101402	Property Maintenance Tech	10/18/2023	General	\$ 83,265		
Parks Division	101420	Property Maintenance Supervisor	9/20/2023	General	\$ 58,945		
Parks Division	101401	Property Manager	3/9/2024	General	\$ 65,803		
Parks Division	101444	Motor Equipment Operator I	4/4/2022	General	\$ 39,830	Pending Hire	FY2024 4th Qtr
Parks Division	101446	Motor Equipment Operator I	8/22/2022	General	\$ 39,830	Pending Hire	FY2024 4th Qtr
Parks Division	101449	Motor Equipment Operator I	1/10/2022	General	\$ 39,830	Pending Hire	FY2024 4th Qtr
Parks Division	101451	Motor Equipment Operator I	1/10/2022	General	\$ 39,830	Pending Hire	FY2024 4th Qtr
Parks Division	101454	Motor Equipment Operator I	6/15/2020	General	\$ 39,830	Pending Hire	FY2024 4th Qtr
Parks Division	102358	Motor Equipment Operator I	9/7/2023	General	\$ 39,830	Pending Hire	FY2024 4th Qtr
Parks Division	102390	Motor Equipment Operator I	8/28/2023	General	\$ 39,830	Pending Hire	FY2024 4th Qtr
Parks Division	102417	Motor Equipment Operator I	1/10/2022	General	\$ 39,830	Pending Hire	FY2024 4th Qtr
Parks Division	102613	Tree Trimmer	11/27/2023	General	\$ 49,504		
Parks Division	101316	Maintenance & Construction Worker	2/26/2024	General	\$ 36,084		

VACANCIES AS OF APRIL 2, 2024

Parks Division	1278	Crew Chief I	3/18/2024	General	\$ 48,497		
Parks Division	103396	Crew Chief I	New Position	General	\$ 48,497	Pending Hire	FY2024 4th Qtr
Parks Division	103397	Motor Equipment Operator I	New Position	General	\$ 39,830	Pending Hire	FY2024 4th Qtr
Parks Division	103398	Motor Equipment Operator I	New Position	General	\$ 39,830	Pending Hire	FY2024 4th Qtr
Total Vacancies:			35		\$ 1,697,216		
Vacancy Rate:			23%				

POSITION HISTORY



	FY2019 Approved	FY2020 Approved	FY2021 Approved	FY2022 Approved	FY2023 Approved	FY2024 Approved	FY2025 Recommended
Number of Positions	148.30	146.50	146.50	147.50	148.30	153.30	157.30
Vacancies	12.00	21.00	21.00	27.00	20.00	35.00	

FY2024 included the addition of 5 Parks positions for Southern Park.
FY2025 transfers an Account Clerk III position to Human Resources and reallocates 5 Parks positions from ARPA Grant to General Fund.

DIVERSITY SUMMARY CALENDAR YEAR 2022-2023

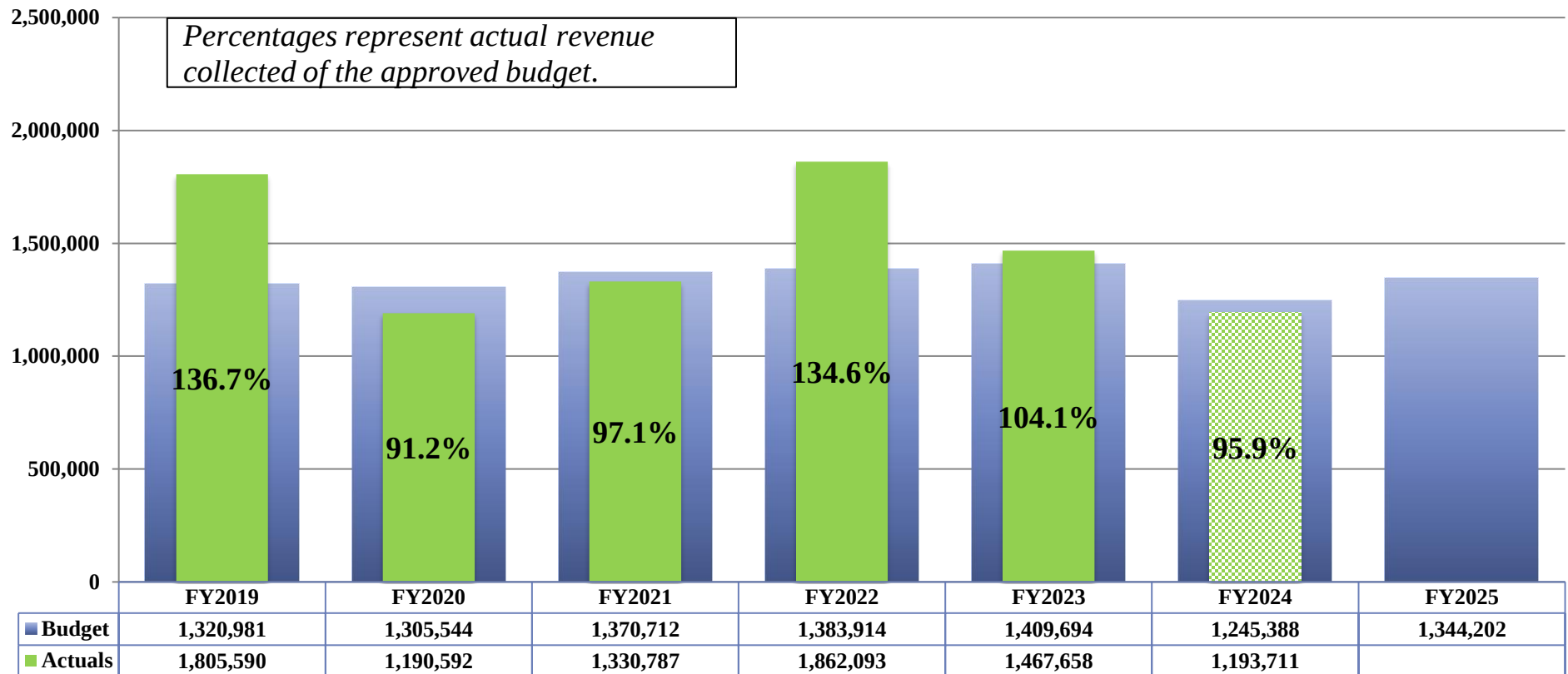
JOB CATEGORIES	Calendar Year	NUMBER OF EMPLOYEES															Totals
		MALE							FEMALE								
		Hispanic or Latino	(Non-Hispanic or Latino)						Hispanic or Latino	(Non-Hispanic or Latino)							
			White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or More Races		White	Black or African American	Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or More Races		
Officials and Administrators	2023		15	2							5	2					24
	2022		15	2							4	2					23
Professionals	2023		17	2	1						8	3	1				32
	2022		22	2	2						9	3					38
Technicians	2023		12								1	1					14
	2022		14														14
Paraprofessionals	2023																0
	2022																0
Administrative Support	2023	1	2	1							13	5					22
	2022	1	3	1							15	5					25
Skilled Craft Workers	2023	7	112	21				1	4		1						146
	2022	6	111	22				2	1		1						143
Service-Maintenance	2023	5	41	19					1		3	3					72
	2022	6	40	19							4	3					72
Certain Elected/Appointed Officials	2023																0
	2022																0
TOTAL	2023	13	199	45	1	0	1	5		0	31	14	1	0	0	0	310
	2022	13	205	46	2	0	2	1		0	33	13	0	0	0	0	315

CY 2023				
Category	Males	Females	Total	
# Total	264	46	310	
% Total	85%	15%	100%	
# Non White	65	15	80	
% Non White	25%	33%	26%	

CY 2022				
Category	Males	Females	Total	
# Total	269	46	315	
% Total	85%	15%	100%	
# Non White	64	13	77	
% Non White	24%	28%	24%	

BUDGET OVERVIEW

REVENUE HISTORY



*Major sources of revenue include: Farmland Leases, Delcastle Golf Course Contract, various Pavilion and Parkland use fees.

FY2022 - increase due to sale of vehicles on GovDeals

FY2023 - reduction in revenue for City County Building Electric and sale of vehicles on GovDeals

FY2024 - decrease due to City of Wilmington ESCO lease completed in FY2023 and less utility usage

FY2025 - increase in building rentals and farmland leases

FY2024 Actuals reflect Departments projected revenue through June 2024.

BUDGET CHANGES

[illegible]

One-Time

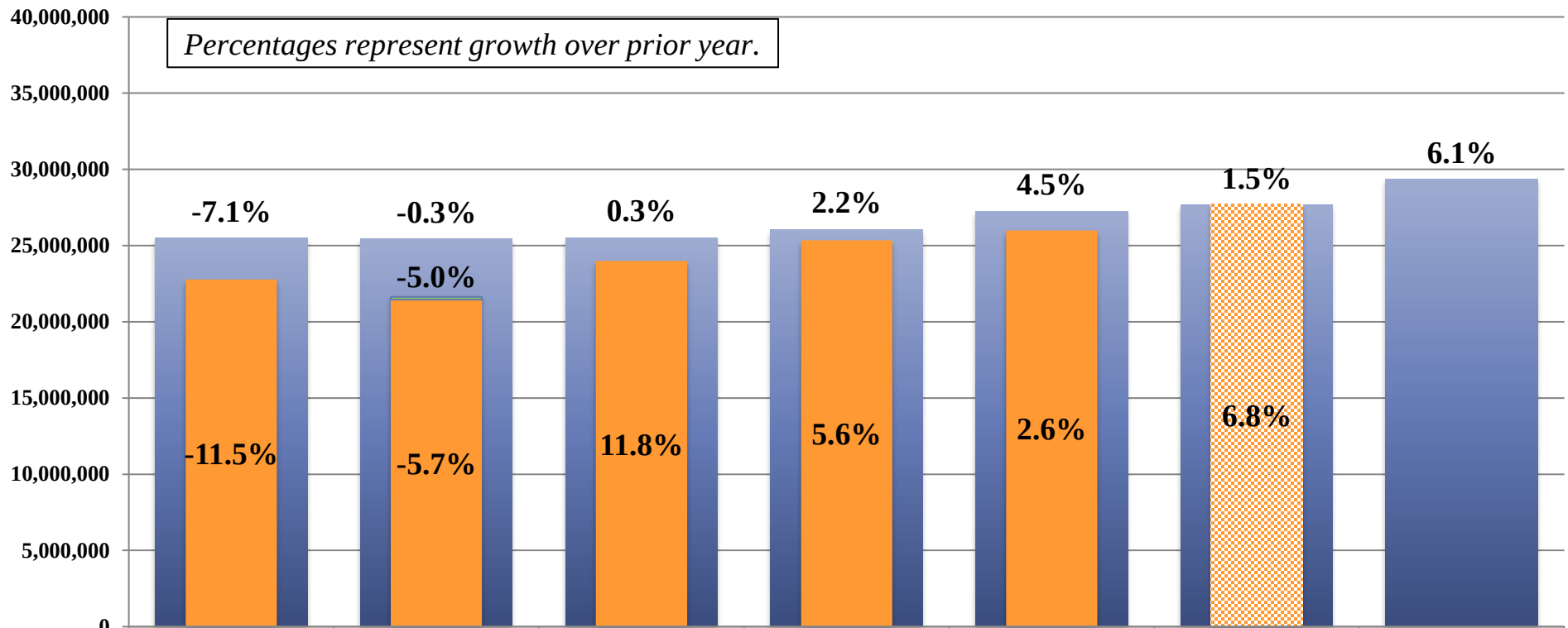
In addition to the above, \$26,640 is recommended in the One-Time Contingency for UPS Battery Replacements.

BUDGET SUMMARY

								FY2024 Approved vs. FY2025 Recommended	% Increase/ (Decrease) over FY2024 Approved
Budget Category	FY2019 Actuals	FY2020 Actuals	FY2021 Actuals	FY2022 Actuals	FY2023 Actuals	FY2024 Approved	FY2025 Recommended		
Salaries and Wages	\$ 8,833,917	\$ 8,291,628	\$ 8,709,084	\$ 8,844,169	\$ 9,368,521	\$ 10,219,257	\$ 11,289,605	\$ 1,070,348	10.47%
Employee Benefits	\$ 4,827,329	\$ 4,544,164	\$ 5,444,689	\$ 5,038,536	\$ 5,360,609	\$ 5,919,088	\$ 6,518,904	\$ 599,816	10.13%
Training and Civic Affairs	\$ 6,894	\$ 12,399	\$ 6,673	\$ 7,056	\$ 9,113	\$ 13,459	\$ 13,459	\$ -	0.00%
Communication and Utilities	\$ 1,136,900	\$ 1,015,422	\$ 1,114,654	\$ 1,085,662	\$ 1,039,740	\$ 1,366,353	\$ 1,364,826	\$ (1,527)	-0.11%
Materials and Supplies	\$ 2,689,286	\$ 2,228,201	\$ 2,540,740	\$ 3,571,389	\$ 3,591,217	\$ 3,055,434	\$ 3,080,289	\$ 24,855	0.81%
Contractual Services	\$ 2,776,918	\$ 2,963,040	\$ 3,262,386	\$ 3,614,594	\$ 3,757,613	\$ 4,051,556	\$ 4,312,192	\$ 260,636	6.43%
Fixed Charges	\$ 598,486	\$ 564,584	\$ 983,836	\$ 1,070,440	\$ 863,157	\$ 1,000,000	\$ 999,000	\$ (1,000)	-0.10%
Equipment Replacement	\$ 400,394	\$ 413,560	\$ 460,622	\$ 451,809	\$ 407,924	\$ 92,110	\$ 92,110	\$ -	0.00%
Operating Transfer Charges	\$ 1,502,514	\$ 1,430,935	\$ 1,477,921	\$ 1,655,607	\$ 1,593,990	\$ 1,940,260	\$ 1,687,301	\$ (252,959)	-13.04%
Subtotal:	\$ 22,772,638	\$ 21,463,933	\$ 24,000,605	\$ 25,339,262	\$ 25,991,884	\$ 27,657,517	\$ 29,357,686	\$ 1,700,169	6.15%
Operating Transfer Credit	\$ (6,015,177)	\$ (5,733,053)	\$ (6,749,703)	\$ (7,651,159)	\$ (7,546,913)	\$ (7,438,785)	\$ (7,722,122)	\$ (283,337)	3.81%
Total:	\$ 16,757,461	\$ 15,730,880	\$ 17,250,902	\$ 17,688,103	\$ 18,444,971	\$ 20,218,732	\$ 21,635,564	\$ 1,416,832	7.01%

								FY2024 Approved vs. FY2025 Recommended	% Increase/ (Decrease) over FY2024 Approved
Division	FY2019 Actuals	FY2020 Actuals	FY2021 Actuals	FY2022 Actuals	FY2023 Actuals	FY2024 Approved	FY2025 Recommended		
Administration	\$ 2,233,133	\$ 1,925,726	\$ 1,967,053	\$ 1,993,065	\$ 2,041,602	\$ 2,220,812	\$ 2,259,365	\$ 38,553	1.74%
Facilities Maintenance	\$ 6,663,389	\$ 6,503,283	\$ 6,897,322	\$ 6,930,526	\$ 6,777,733	\$ 7,466,091	\$ 7,913,048	\$ 446,957	5.99%
Fleet Operations	\$ 6,129,263	\$ 5,673,785	\$ 6,759,502	\$ 7,714,740	\$ 7,557,310	\$ 7,438,785	\$ 7,722,122	\$ 283,337	3.81%
Fleet & Facility Administration	\$ 387,814	\$ 535,404	\$ 655,990	\$ 656,228	\$ 939,949	\$ 907,164	\$ 935,807	\$ 28,643	3.16%
Parks Division	\$ 7,263,350	\$ 6,825,668	\$ 7,720,738	\$ 8,044,703	\$ 8,675,290	\$ 9,624,665	\$ 10,527,344	\$ 902,679	9.38%
Engineering	\$ 95,689	\$ 67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Operating Transfer Credit	\$ (6,015,177)	\$ (5,733,053)	\$ (6,749,703)	\$ (7,651,159)	\$ (7,546,913)	\$ (7,438,785)	\$ (7,722,122)	\$ (283,337)	3.81%
Total:	\$ 16,757,461	\$ 15,730,880	\$ 17,250,902	\$ 17,688,103	\$ 18,444,971	\$ 20,218,732	\$ 21,635,564	\$ 1,416,832	7.01%

BUDGET / ACTUALS HISTORY



FY2024 Actuals reflect Departments projected expenditures through June 2024 (totals do not include Operating Transfer Credits).

FY2025 reflects reallocation of 5 positions in Parks from the ARPA grant to General Fund effective 1/1/2025; merit increases, negotiated contract, negotiated purchasing contract changes and increased funding for mowing.

PERFORMANCE METRICS AND STATISTICS

PERFORMANCE METRICS - FLEET OPERATIONS

Performance Measures	2021 Actual	2022 Actual	2023 Actual	2024 Projected	2025 Projected
Quantitative					
Total number in fleet	1,881	1,855	1,850	1,885	1,885
Units completed per day - Trucks	7	7	7	7	7
Units completed per day - Cars	15	15	14	15	15
Hours required per job - Trucks	6.5	6.6	5.9	6.6	6.5
Hours required per job - Cars	4.6	3.9	3.8	3.9	4.1
Total gallons of fuel used - diesel	102,205	92,299	87,148	108,775	98,000
Total gallons of fuel used - gasoline	676,590	664,364	648,523	707,374	675,000
Operating cost per mile driven	\$0.47	\$0.62	\$0.60	\$0.65	\$0.60
Total cost of fuel	\$1,403,657	\$2,266,709	\$2,242,856	\$2,062,001	\$1,612,001
% of fleet availability - Cars	95.1%	94.9%	94.0%	94.9%	94.0%
Fleet vehicle miles / hours	7,428,954 / 18,428	7,823,625 / 19,942	8,135,180 / 19,800	7,823,625 / 19,942	7,803,000/ 19,530
GovDeals asset recovery	\$355,446	\$404,079	\$188,581	\$200,000	\$200,000

PERFORMANCE METRICS - FACILITY MAINTENANCE

Performance Measures	2021 Actual	2022 Actual	2023 Actual	2024 Projected	2025 Projected
Quantitative					
Total square footage of facilities maintained	1,278,430	1,305,430	1,305,430	1,299,430	1,299,430
Total cost of facility maintenance	\$5.34	\$5.87	\$5.92	\$5.87	\$5.87
Number of days to respond to maintenance requests	< 2 days	< 2 days	< 2 days	< 2 days	< 2 days
Response time to complaints about public buildings	< 4.5 hours	< 4.5 hours	< 4.5 hours	< 4.5 hours	< 4.5 hours
Average response time to emergency repairs	35 min.	35 min.	35 min.	36 min.	35 min.

PERFORMANCE METRICS - PARKS

Performance Measures	2021 Actual	2022 Actual	2023 Actual	2024 Projected	2025 Projected
Quantitative					
Total Trees Planted	1,310	1,200	12,300	3,000	3,500
Total mowable acres	1,680	~1,700	1,900	1,900	2,000
Total cost of mowing/acre - in-house	\$25.09	\$27.70	\$28.45	\$30.00	\$32.50
Total cost of mowing/acre - by contract	\$30.49	\$30.49	\$32.50	\$34.50	\$37.99
Operating costs for parks per capita	\$15.28	\$15.21	\$15.50	\$15.94	\$16.00
Full-time equivalent staff per capita	1:8,544	1:8,502	1:8,945	1:9,205	1:9,300
<i>Service Requests:</i>					
Assessed for dangerous fallen trees (in days, 24/7 availability)	< 4	< 4	< 4	<4	<4
Resolved for graffiti (days)	< 2	< 2	< 2	< 3	<2
Resolved for high grass (days)	< 7	< 7	< 7	< 7	<7



Fiscal Year 2025 Recommended Budget Presentation to County Council

PUBLIC WORKS SEWER FUND

ACCOMPLISHMENTS AND GOALS

The Department of Public Works has completed and/or is anticipated to complete the following accomplishments in Fiscal Year 2024.

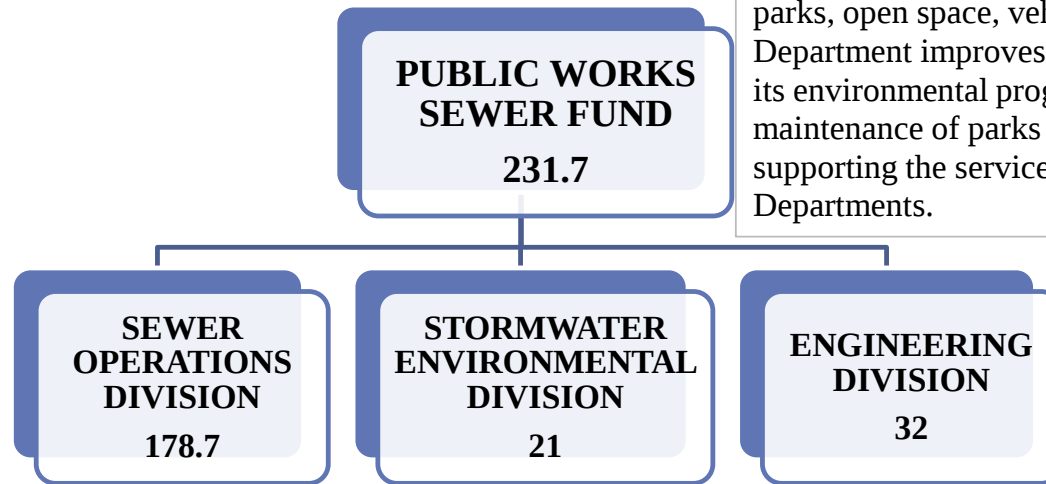
- The Construction Support section completed a comprehensive review of its practices and implemented a safety and industry skills training program. Multiple sessions were completed in the 1st and 2nd quarter of FY24 with the program effectiveness re-evaluated in the 3rd and 4th quarter.
- The Plant Operations section completed equipment upgrades at seven (7) wastewater pump stations and the Water Farm 1 treatment plant in-house to improve performance and extend the life of the assets.
- The Engineering Division completed a comprehensive review of the County's wastewater capacity management and flow monitoring program with financial assistance from a Delaware Department of Natural Resources & Environmental Control planning grant.
- The Stormwater and Environmental Programs Division implemented a High-Risk Substances Wastewater Based Epidemiology with a public facing dashboard to assist with the opiate crisis. Information will be used by public health officials and advocacy groups to support those suffering from addiction.
- The Sewer Maintenance Section completed an evaluation of the Fats, Oil and Grease (FOG) treatment areas to begin the transition to performing most of the FOG cleaning in-house.

The Department of Public Works will achieve the following major goals in Fiscal Year 2025.

- Continue implementation of the Wastewater Operations Division (Construction Support, Plant Operations and Sewer Maintenance) training program. Training is an integral part of the Division's employee development program, supporting improvement in safety, technical competency, employee performance and organizational productivity.
- Continue implementation of technological improvements supporting Asset Management. Improvements include dashboard reporting for Operations and Engineering Divisions to better track productivity, Cityworks Mobile to streamline data collection and review of work order assignments in the field, and System Condition Risk-Enhanced Assessment Management for prioritization of operational (asset-driven cleaning) and capital improvements (risk-driven prioritization).
- Begin construction of the first leg of the Christina River Force Main Redundancy Project in coordination with DelDOT bridge project.
- Fully implement Industrial Pretreatment Program software to better track industrial user compliance.
- Secure necessary permits and approvals for expanding treatment and disposal capacity for the Southern Sewer Service Area.

POSITION OVERVIEW

ORGANIZATIONAL CHART



MISSION: The Public Works Department constructs, builds and maintains all County assets, including sanitary sewer infrastructure, storm sewer infrastructure, buildings, parks, open space, vehicles, and equipment. The Department improves the quality of life of residents through its environmental programs, through its provision and maintenance of parks and open space, and through supporting the services provided by other County Departments.

Sewer Operations Division - Provides administrative and technical support for Sewer Maintenance, Plant Operations and Construction Support Sections, all of which are responsible for maintaining and operating the sanitary sewer system.

Stormwater/Environmental Division - Manages the County's NPDES stormwater program, the industrial pretreatment program, waste hauler permits, Fats, Oils and Grease Program, landfills and other environmental initiatives.

Engineering Division - Oversees the planning, design and construction of all sanitary sewer infrastructure in addition to inspecting all extensions and/or improvements to the sanitary sewer system by others.

VACANCIES AS OF APRIL 2, 2024

Division/Section	PCN	Position Title	Date Vacated	Fund Source	Anticipated Salary	Status	Plan to Fill
Sewer Operations Administration	101476	Confidential Assistant	8/22/2022	Sewer	\$ 41,422	Recruiting	FY2024 4th Qtr
Construction Support	100063	Crew Chief I	12/30/2022	Sewer	\$ 48,318	Pending Hire	FY2024 4th Qtr
Construction Support	101422	Crew Chief I	11/4/2023	Sewer	\$ 48,318	Pending Hire	FY2024 4th Qtr
Construction Support	101164	Trades Helper	1/20/2024	Sewer	\$ 39,686		
Construction Support	101145	Mason Supervisor	11/21/2023	Sewer	\$ 50,752		
Construction Support	101155	Motor Equipment Operator II	1/12/2023	Sewer	\$ 43,784	Recruiting	FY2024 4th Qtr
Construction Support	101254	Maintenance & Construction Worker	3/1/2024	Sewer	\$ 35,942		
Construction Support	101170	Pipelayer	3/9/2024	Sewer	\$ 43,784		
Construction Support	101457	Pipelayer	3/10/2023	Sewer	\$ 43,784		
Stormwater/Environmental Programs	102021	Customer Info & Assistance Coordinator	3/4/2024	Sewer	\$ 46,763		
Stormwater/Environmental Programs	103023	Civil Engineer II	3/22/2021	Sewer	\$ 59,707		
Stormwater/Environmental Programs	102584	Staff Engineer	4/8/2023	Sewer	\$ 49,121	Recruiting	FY2024 4th Qtr
Stormwater/Environmental Programs	101320	Environmental Administrator	7/22/2023	Sewer	\$ 62,730		
Engineering Project Management	101073	Chief of Project Management	5/16/2022	Sewer	\$ 65,828		
Engineering Project Management	101074	Civil Engineer II	11/1/2022	Sewer	\$ 59,707		
Engineering Project Management	101080	Civil Engineer I	5/9/2023	Sewer	\$ 54,157		
Engineering Project Management	101305	Public Works Inspector	11/4/2022	Sewer	\$ 49,121		
Engineering Project Management	101395	Civil Engineer I	1/13/2023	Sewer	\$ 54,157		
Engineering Project Management	102354	Staff Engineer	9/3/2022	Sewer	\$ 49,121		
Engineering Project Management	102585	Civil Engineer II	1/24/2022	Sewer	\$ 59,707		
Sewer Maintenance	1271	Maintenance & Construction Worker	3/22/2024	Sewer	\$ 35,942		
Sewer Maintenance	101195	Maintenance & Construction Worker	2/28/2024	Sewer	\$ 35,942		
Sewer Maintenance	101153	Motor Equipment Operator II	1/30/2023	Sewer	\$ 43,784		
Sewer Maintenance	101435	Motor Equipment Operator II	2/10/2023	Sewer	\$ 43,784	Recruiting	FY2024 4th Qtr
Sewer Maintenance	101455	Motor Equipment Operator II	11/20/2023	Sewer	\$ 43,784		
Sewer Maintenance	102911	Utility Technician	11/4/2023	Sewer	\$ 48,318		

VACANCIES AS OF APRIL 2, 2024

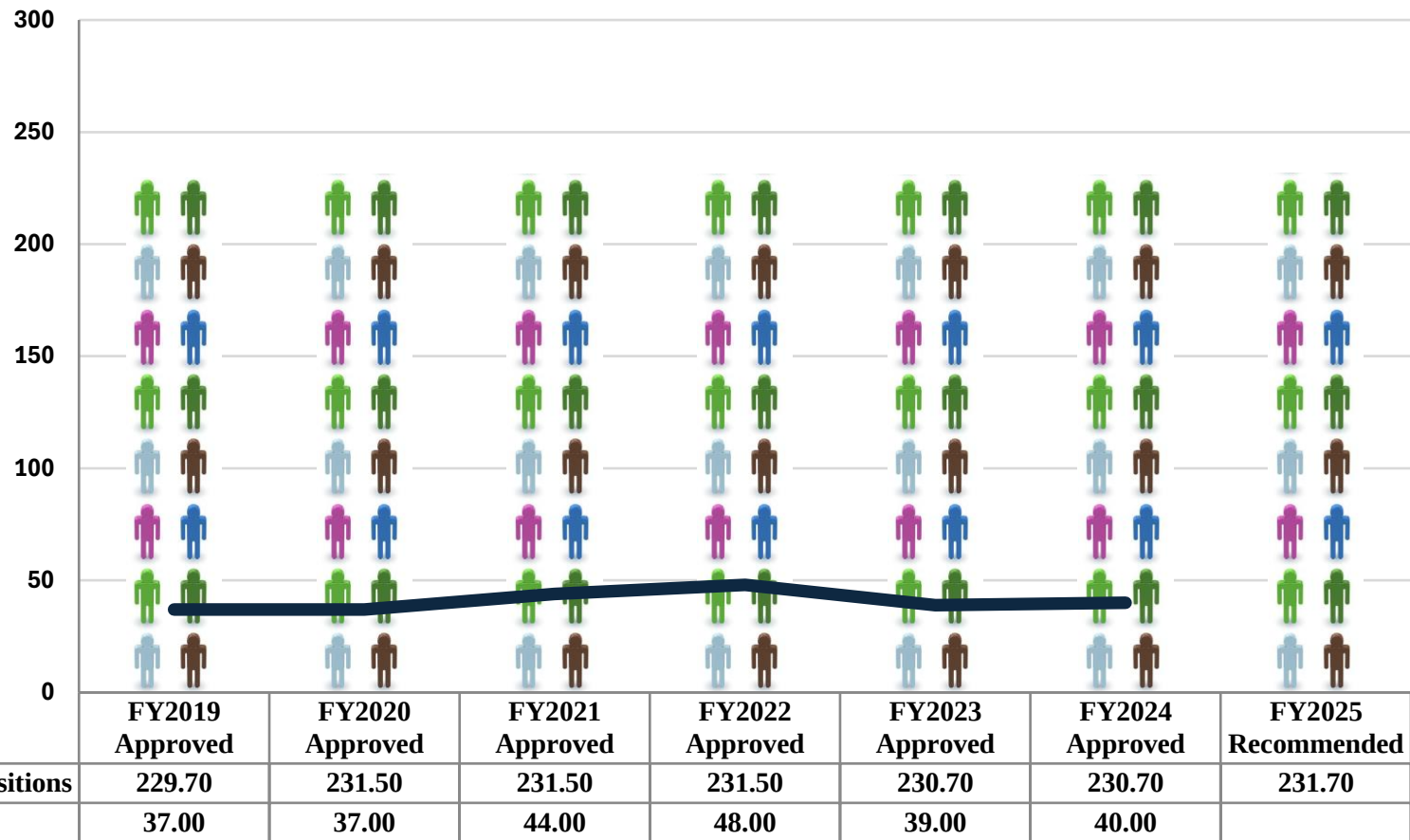
Division/Section	PCN	Position Title	Date Vacated	Fund Source	Anticipated Salary	Status	Plan to Fill
Plant Operations	102250	Electrician	7/31/2023	Sewer	\$ 50,752	Pending Hire	FY2024 4th Qtr
Plant Operations	102439	Master Mechanic	12/30/2017	Sewer	\$ 55,931	Recruiting	FY2024 4th Qtr
Plant Operations	101326	Motor Equipment Operator II	2/10/2024	Sewer	\$ 43,784		
Plant Operations	101223	Plumber	5/22/2017	Sewer	\$ 50,752	Recruiting	FY2024 4th Qtr
Plant Operations	101204	Pump Station Mechanic	10/3/2022	Sewer	\$ 48,318		
Plant Operations	101219	Pump Station Mechanic	8/22/2022	Sewer	\$ 48,318		
Plant Operations	101318	Pump Station Mechanic	10/8/2022	Sewer	\$ 48,318		
Plant Operations	101128	Radio Communicator	5/1/2023	Sewer	\$ 36,654		
Plant Operations	101494	Senior Electrician	7/31/2023	Sewer	\$ 53,268		
Plant Operations	101225	Trades Helper	5/23/2023	Sewer	\$ 39,686		
Plant Operations	101282	Trades Helper	3/31/2020	Sewer	\$ 39,686	Recruiting	FY2024 4th Qtr
Plant Operations	1281	Wastewater Treatment Plant Operator	4/7/2017	Sewer	\$ 46,009		
Plant Operations	101267	Wastewater Treatment Plant Operator	4/4/2020	Sewer	\$ 46,009		
Plant Operations	101495	WWTP Operator Trainee	8/5/2011	Sewer	\$ 39,686		
Total Vacancies:			40		\$ 1,904,634		
Vacancy Rate:			17%				

POSITION/SALARY CHANGES

ORG Title	FUND	Position #	PG	Position Count	Position Title	Change Amount	Reason for Adjustment
PUBLIC WORKS	Sewer					\$ 1,425,399	Merit Increases/Negotiated Wages
PW - ENGINEERING - PROJ MGMT	Sewer	101080	26	-	Civil Engineer I	\$ 13,592	Reallocate (0.25) from Capital to Sewer Fund
PW - ENGINEERING - PROJ MGMT	Sewer	101092	24	-	Public Works Contracts Officer	\$ 20,482	Reallocate (0.30) from Capital to Sewer Fund
PW - ENGINEERING - PROJ MGMT	Sewer	101093	17	-	Public Works Data Technician	\$ 37,034	Reallocate (0.80) from Capital to Sewer Fund
PW - ENGINEERING - PROJ MGMT	Sewer	101095	20	-	Drafting Technician II	\$ (15,744)	Reallocate (0.30) from Sewer Fund to Capital
PW - ENGINEERING - PROJ MGMT	Sewer	101299	34	-	Assistant County Engineer	\$ (102,639)	Reallocate (0.80) from Sewer Fund to Capital
PW - ENGINEERING - PROJ MGMT	Sewer	101395	26	-	Civil Engineer I	\$ 8,155	Reallocate (0.15) from Capital to Sewer Fund
PW - ENGINEERING - PROJ MGMT	Sewer	102433	26	-	Civil Engineer I	\$ (38,650)	Reallocate (0.60) from Sewer Fund to Capital
PW - ENGINEERING - PROJ MGMT	Sewer	102629	28	-	Senior Procurement Agent	\$ 31,993	Reallocate (0.35) from Capital to Sewer Fund
PW - ENGINEERING - PROJ MGMT	Sewer	102647	20	-	Public Works Inspector	\$ 15,734	Reallocate (0.25) from Capital to Sewer Fund
PW - ENGINEERING - PROJ MGMT	Sewer	103202	26	-	Civil Engineer I	\$ 12,651	Reallocate (0.15) from Capital to Sewer Fund
PUBLIC WORKS	Sewer		26	1.00	Environmental Program Manager I	\$ 62,694	Stormwater Maintenance District (offset by revenue)
				1.00	Total Adjustments to Positions	\$ 1,470,701	Total Salary Adjustments

230.70	Current Fiscal Year Positions
231.70	Recommended Fiscal Year Positions
0.43%	% Change over Current Fiscal Year Budget

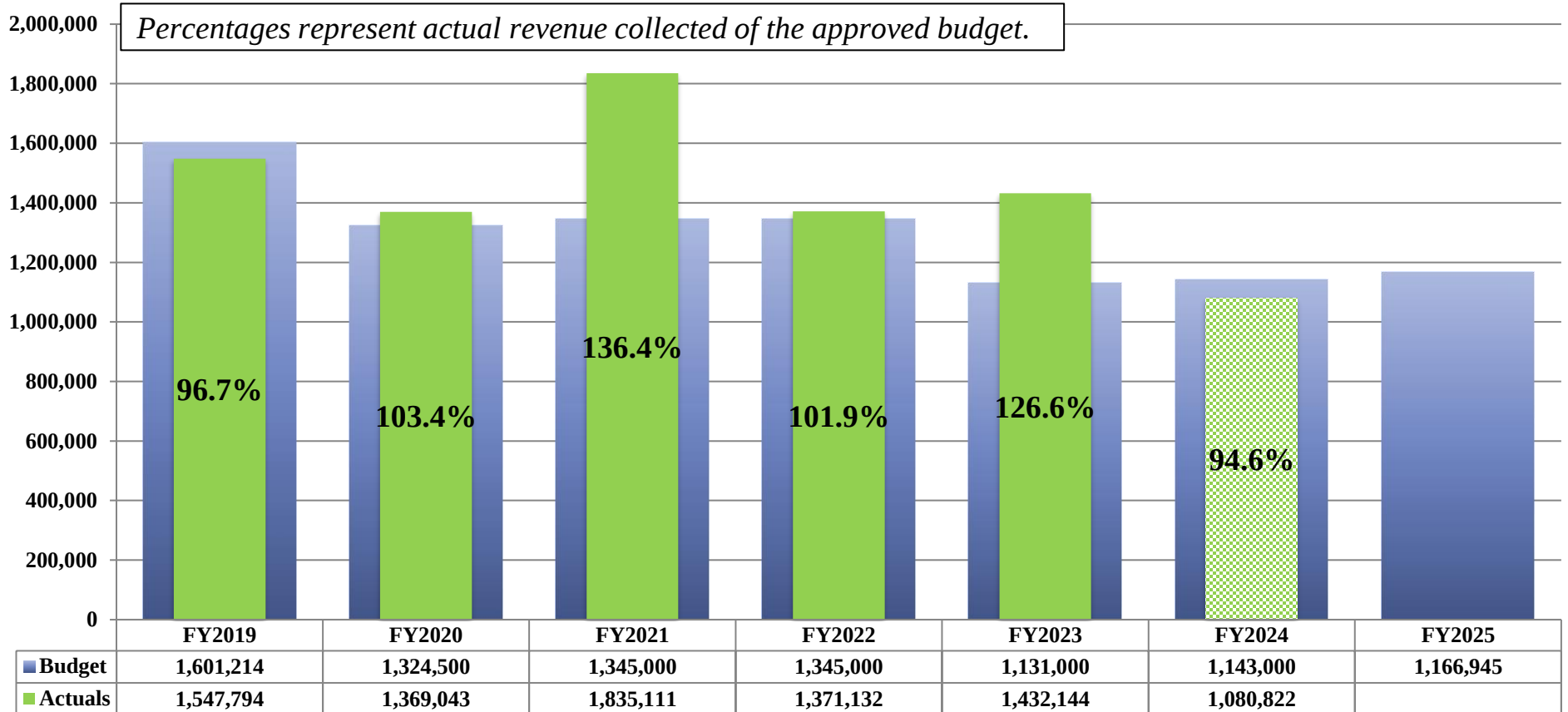
POSITION HISTORY



FY2020 includes the transfer of 1.8 positions from the General Fund.
 FY2023 includes 80% of a position transferring to the General Fund.
 FY2025 includes the addition of an Environmental Program Manager I for Stormwater Maintenance District (offset by revenue)

BUDGET OVERVIEW

REVENUE HISTORY



*Major sources of revenue include: Septic Wastehaulers; Industrial Discharge and Fats, Oil and Grease Program.

FY2021 reflects an increase due to Septic Wastehaulers and a one-time payment from DuPont

FY2022 reflects an increase due to Wastewater Discharge and Fats, Oil and Grease Program payments

FY2023 reflects an increase due to a refund and a one-time payment from Dept of Homeland Security

FY2024 Actuals reflect Departments projected revenue through June 2024.

BUDGET CHANGES

Division or Section	FUND	Amount	Reason for Adjustment
PW - Sewer Fund	Sewer	\$ 1,425,399	Merit Increases/Negotiated Wages
PW - Sewer Fund	Sewer	\$ (17,392)	Reallocate 0.55 positions from Sewer Fund to Sewer Capital
PW - Sewer Fund	Sewer	\$ 782,958	Benefits Rate Adjustment: Full-Time 58.529%; Part-Time 10.399%
PW - Sewer Fund	Sewer	\$ (15,642)	Operating Transfer Adjustments: IS (\$63,535); Fleet \$45,263; GIS \$2,630
Plant Operations	Sewer	\$ 160,000	Mowing of the pump stations adjustment for actual acreage
Plant Operations	Sewer	\$ 8,778	Inflation increase to Equipment Repair Supplies
Plant Operations	Sewer	\$ 6,087	Inflation increase to Equipment Repairs
Construction Support	Sewer	\$ 12,500	Inflation increases for construction materials
Stormwater & Environmental	Sewer	\$ 1,281,268	Increase in City of Wilmington Wastewater Fees for FY2025
Stormwater & Environmental	Sewer	\$ 50,000	Stormwater Maintenance Districts mowing (offset by revenue)
Stormwater & Environmental	Sewer	\$ 99,417	Environmental Program Manager I - Stormwater Maintenance District (Salaries \$62,694; Benefits \$36,723) (offset by revenue)
		\$ 3,793,373	Total Adjustments to Budget
		\$ 57,558,959	Current Fiscal Year Budget
		\$ 61,352,332	Recommended Fiscal Year Budget
		6.59%	% Change over Current Fiscal Year Budget

One-Time

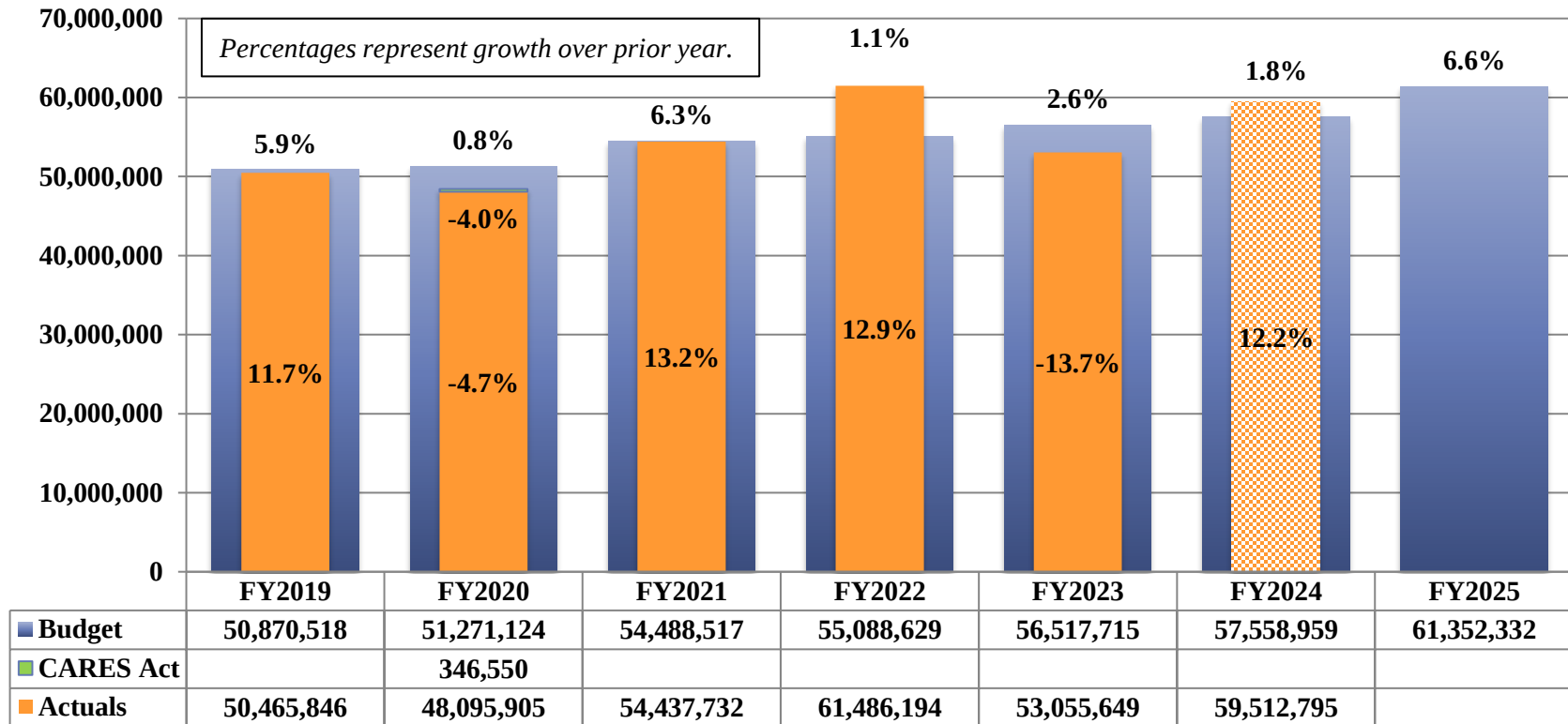
In addition to the above, \$27,000 is recommended in the One-Time Contingency for a Plotter.

BUDGET SUMMARY

Budget Category	FY2019 Actuals	FY2020 Actuals	FY2021 Actuals	FY2022 Actuals	FY2023 Actuals	FY2024 Approved	FY2025 Recommended	FY2024 Approved vs. FY2025 Recommended	% Increase/ (Decrease) over FY2024 Approved
Salaries and Wages	\$ 11,860,437	\$ 11,971,649	\$ 12,867,311	\$ 12,745,054	\$ 13,644,869	\$ 14,375,134	\$ 15,845,835	\$ 1,470,701	10.23%
Employee Benefits	\$ 6,515,851	\$ 6,624,914	\$ 8,108,634	\$ 7,301,385	\$ 7,860,964	\$ 8,427,383	\$ 9,247,064	\$ 819,681	9.73%
Training and Civic Affairs	\$ 17,744	\$ 16,791	\$ 7,938	\$ 15,739	\$ 21,501	\$ 29,486	\$ 31,986	\$ 2,500	8.48%
Communication and Utilities	\$ 23,292,396	\$ 21,203,413	\$ 22,446,245	\$ 29,972,296	\$ 22,211,392	\$ 23,419,564	\$ 24,703,445	\$ 1,283,881	5.48%
Materials and Supplies	\$ 1,219,722	\$ 811,870	\$ 1,162,513	\$ 1,228,395	\$ 1,335,308	\$ 1,469,247	\$ 1,485,412	\$ 16,165	1.10%
Contractual Services	\$ 4,697,015	\$ 4,700,261	\$ 6,755,331	\$ 6,913,872	\$ 4,754,941	\$ 6,315,419	\$ 6,531,506	\$ 216,087	3.42%
Fixed Charges	\$ 353,756	\$ 291,508	\$ 291,514	\$ 193,757	\$ 193,757	\$ 193,757	\$ 193,757	\$ -	0.00%
Land and Structures	\$ 1,800	\$ 4,466	\$ 1,800	\$ 20,890	\$ 18,993	\$ 35,000	\$ 35,000	\$ -	0.00%
Equipment Replacement	\$ 318,617	\$ 266,347	\$ 396,623	\$ 388,543	\$ 217,806	\$ 391,223	\$ 391,223	\$ -	0.00%
Operating Transfer Charges	\$ 2,188,508	\$ 2,204,686	\$ 2,399,823	\$ 2,706,263	\$ 2,796,118	\$ 2,902,746	\$ 2,887,104	\$ (15,642)	-0.54%
Subtotal:	\$ 50,465,846	\$ 48,095,905	\$ 54,437,732	\$ 61,486,194	\$ 53,055,649	\$ 57,558,959	\$ 61,352,332	\$ 3,793,373	6.59%
Total:	\$ 50,465,846	\$ 48,095,905	\$ 54,437,732	\$ 61,486,194	\$ 53,055,649	\$ 57,558,959	\$ 61,352,332	\$ 3,793,373	6.59%

Division	FY2019 Actuals	FY2020 Actuals	FY2021 Actuals	FY2022 Actuals	FY2023 Actuals	FY2024 Approved	FY2025 Recommended	FY2024 Approved vs. FY2025 Recommended	% Increase/ (Decrease) over FY2024 Approved
Construction Support	\$ 6,785,671	\$ 6,456,413	\$ 6,850,691	\$ 6,915,036	\$ 7,750,299	\$ 8,021,645	\$ 8,891,256	\$ 869,611	10.84%
Stormwater Environmental Programs	\$ 24,570,760	\$ 22,938,409	\$ 25,880,061	\$ 33,822,388	\$ 23,719,288	\$ 26,319,470	\$ 27,805,511	\$ 1,486,041	5.65%
Engineering Administration	\$ 1,957,814	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Engineering	\$ -	\$ 2,230,945	\$ 2,538,067	\$ 2,486,510	\$ 2,608,542	\$ 2,528,977	\$ 2,456,812	\$ (72,165)	-2.85%
Sewer Operations Administration	\$ 1,813,690	\$ 1,605,511	\$ 1,877,380	\$ 1,941,391	\$ 1,662,127	\$ 1,864,278	\$ 1,917,676	\$ 53,398	2.86%
Sewer Maintenance	\$ 7,203,127	\$ 6,978,442	\$ 8,193,644	\$ 7,946,641	\$ 8,475,126	\$ 8,783,667	\$ 9,445,652	\$ 661,985	7.54%
Plant Operations	\$ 8,134,784	\$ 7,886,185	\$ 9,097,889	\$ 8,374,228	\$ 8,840,267	\$ 10,040,922	\$ 10,835,425	\$ 794,503	7.91%
Total:	\$ 50,465,846	\$ 48,095,905	\$ 54,437,732	\$ 61,486,194	\$ 53,055,649	\$ 57,558,959	\$ 61,352,332	\$ 3,793,373	6.59%

BUDGET / ACTUALS HISTORY



FY2021 represents an increase to salary/benefits, City of Wilmington Sewer Service and attorney fees for City of Wilmington arbitration.

FY2022 represents an increase due to City of Wilmington Sewer Service True Up costs.

FY2024 actuals are expected to be over budget due to true-up costs related to the City of Wilmington Sewer Service contract.

FY2025 represents salary and benefits increases due to merit and negotiated contracts, inflation adjustments, bid increases and an increase for City of Wilmington Sewer Service fees.

FY2024 Actuals reflect Departments projected expenditures through June 2024.

PERFORMANCE METRICS AND STATISTICS

PERFORMANCE METRICS - SEWER OPERATIONS ADMINISTRATION

Performance Measures	2021 Actual	2022 Actual	2023 Actual	2024 Projected	2025 Projected
Quantitative					
Wastewater treatment plant permit violations/Wastewater treatment	5.0x10 ⁻⁹	1.0x10 ⁻⁹	3.0x10 ⁻⁹	3.0x10 ⁻⁹	3.0x10 ⁻⁹
Reportable SSOs	24	24	43	27	25
Pump station overflows	3	5	4	4	4
% of Wastewater estimated to have bypassed treatment	0	2.5x10 ⁻⁵	0	0	0

PERFORMANCE METRICS - SEWER MAINTENANCE

Performance Measures	2021 Actual	2022 Actual	2023 Actual	2024 Projected	2025 Projected
Quantitative					
Response time to main line blockages	*3 hrs. max.	*3 hrs. max.	*3 hrs. max.	*3 hrs. max.	*3 hrs. max.
Feet of sanitary sewer line inspected	495,132	314,887	358,014	350,000	350,000
Labor costs/ft for CCTV inspections	\$1.10	\$1.16	\$1.20	\$1.22	\$1.24
Labor costs/ft for normal preventative maintenance	\$0.36	\$0.37	\$0.40	\$0.41	\$0.42
Number of reportable SSOs/100 miles of sewer	1.16	1.32	2.30	1.64	1.40
Number of Point repairs	76	90	103	100	100
Percentage of total labor for emergency (sewer and pumps)	5.2%	3.0%	5.9%	4.1%	4.0%
Miles of Sanitary Sewer Maintenance	1,817	1,822	1,825	1,830	1,835

**Goal is to respond to main line blockages immediately after receiving the call, investigate the problem and initiate the necessary repairs in one hour or less-minimum / three hours-maximum (24 hours/day, 365 days/year).*

PERFORMANCE METRICS - STORMWATER & ENVIRONMENTAL PROGRAMS

Performance Measures	2021 Actual	2022 Actual	2023 Actual	2024 Projected	2025 Projected
Quantitative					
Sale of Rain Barrels	358	631	451	600	600
Percentage of Stormwater Management Facilities Requiring No Major Repairs	96.32%	97.74%	95.00%	97.59%	95.00%

PERFORMANCE METRICS - ENGINEERING

Performance Measures	2021 Actual	2022 Actual	2023 Actual	2024 Projected	2025 Projected
Quantitative					
Construction Projects Exceeding Contract Time - Resulting in Liquidated Damages	0	0	0	0	0
Construction Projects Exceeding Contract Price by 5%	0.00%	0.00%	0.00%	0.00%	0.00%



Fiscal Year 2025 Recommended Budget Presentation to County Council

SHERIFF

ACCOMPLISHMENTS AND GOALS

The Sheriff's Office has completed and/or is anticipated to complete the following accomplishments in Fiscal Year 2024.

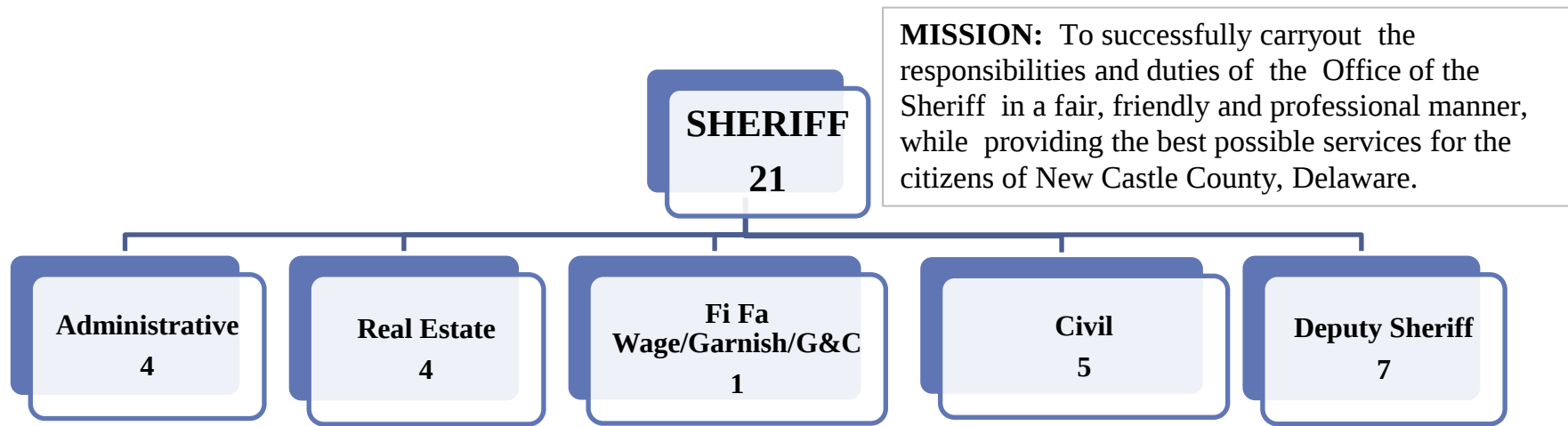
- Collected more than \$1.2 million in total revenue.
- Processed 11,645 writs requiring 15,201 services, resulting in 24,855 service trips.
- Maintained an 82% success rate for completion of service.
- Set up 825 real estate sheriff sales and conducted 12 live public auctions, resulting in 243 properties sold.
- Maintained an independent monthly audit review process of our financial and production records.

The Sheriff's Office will achieve the following major goals in Fiscal Year 2025.

- Collect over \$1.75 million in revenue.
- Continue to upgrade and enhance the financial management software system and processes to improve overall department efficiency, reduce costs and increase security to prevent the opportunity for theft and fraud.
- Process and serve over 12,000 court documents requiring over 16,000 services, while maintaining a minimum 82% success rate for completion of service.
- Set up 850 real estate sheriff sales and conduct 12 live public sheriff sale auctions, which should result in 260 properties sold.

POSITION OVERVIEW

ORGANIZATIONAL CHART



Administrative - Provide direction, supervision and administrative support to the Sheriff's Office.

Real Estate - Performs data entry, receipts funds for Writs involving mortgage foreclosure, judgments, delinquent taxes and manages accounts receivable/payable and reconciles bank account.

Fi Fa Wage, Garnishments, G&C - Performs data entry and receipts funds for Writs involving Fi Fa Levies, Wage Attachments, Garnishments, Replevins and Evictions.

Civil - Performs data entry and receipts funds for Writs from Superior Court, Court of Common Pleas, Chancery Court, Courts from other States and foreign Courts.

Deputies - Deliver court documents to defendants, witnesses, attorneys, businesses, corporations and registered agents; levy and impound goods and chattels; execute Writs of Replevin, Ejectment, and Possession as specified by Superior Court and Common Pleas Court and Chancery Court.

VACANCIES AS OF MARCH 11, 2024

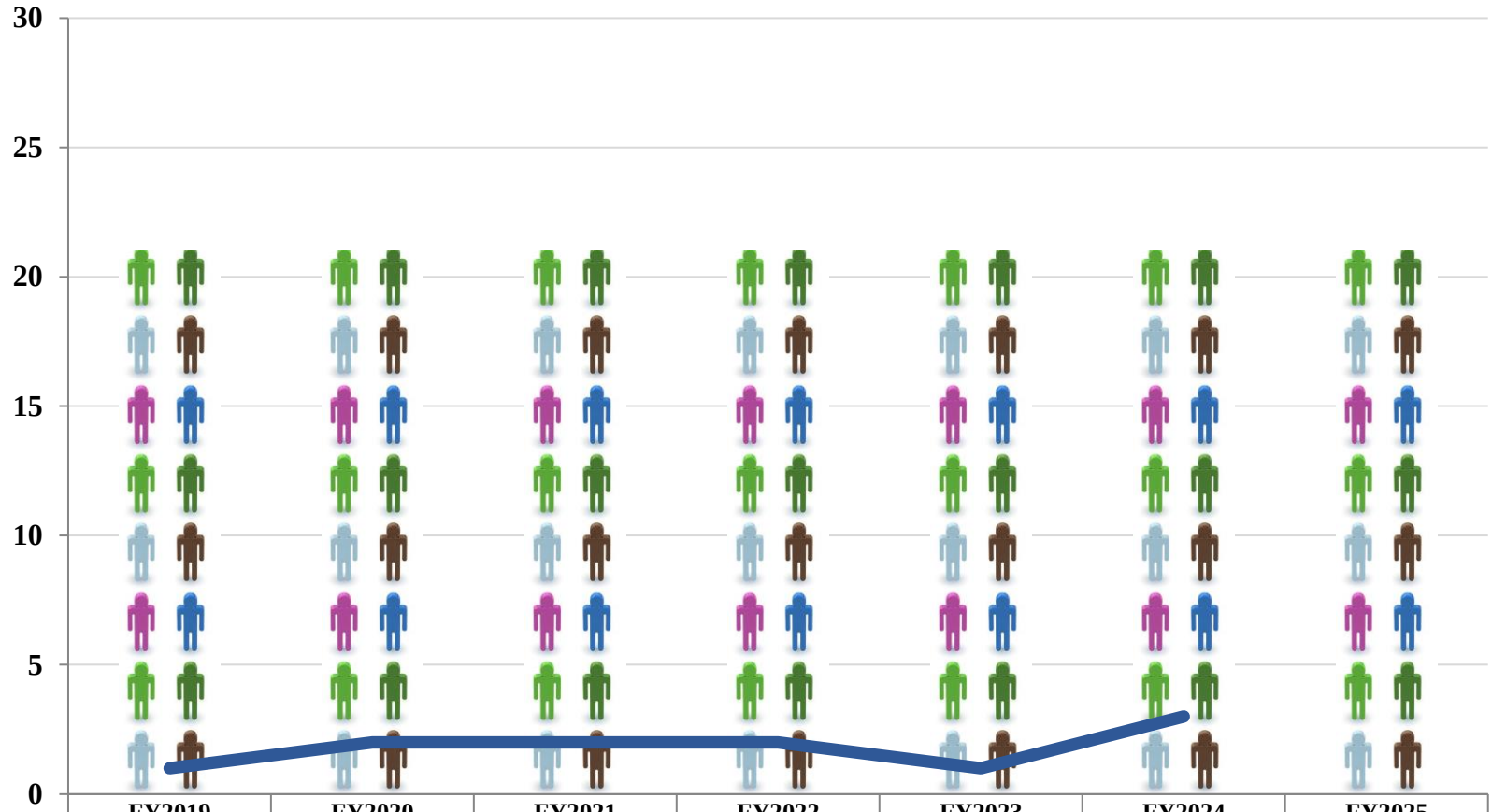
Division/Section	PCN	Position Title	Date Vacated	Fund Source	Anticipated Salary	Status	Plan to Fill
Sheriff	101056	Account Clerk I	9/30/2023	General	\$ 31,664		
Sheriff	101059	Account Clerk I	12/12/2020	General	\$ 31,664	Recruiting	FY2024 4th Qtr
Sheriff	101038	Deputy Sheriff	7/10/2023	General	\$ 47,977		
Total Vacancies:			3		\$ 111,305		
Vacancy Rate:			14%				

POSITION/SALARY CHANGES

ORG Title	ORG	Object	FUND	Position #	P G	Position Count	Position Title	Change Amount	Reason for Adjustment
Sheriff	10640101	51001	General					\$ 79,078	Merit Increases / Negotiated Wages
Sheriff	10640101	51001	General		22		Deputy Sheriff	\$ 41,002	Deputy Sheriff Reclassification to PG22 per Ord 24-002 effective 7/20/2023
						-	Total Adjustments to Positions	\$ 120,080	Total Salary Adjustments

21.00	Current Fiscal Year Positions
21.00	Recommended Fiscal Year Positions
0.00%	% Change over Current Fiscal Year Budget

POSITION HISTORY



	FY2019 Approved	FY2020 Approved	FY2021 Approved	FY2022 Approved	FY2023 Approved	FY2024 Approved	FY2025 Recommended
 Number of Positions	21.00	21.00	21.00	21.00	21.00	21.00	21.00
 Vacancies	1.00	2.00	2.00	2.00	1.00	3.00	

**DIVERSITY SUMMARY
CALENDAR YEAR 2022-2023**

JOB CATEGORIES	Calendar Year	NUMBER OF EMPLOYEES															Totals
		MALE							FEMALE								
		Hispanic or Latino	(Non-Hispanic or Latino)						Hispanic or Latino	(Non-Hispanic or Latino)							
White	Black or African American		Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or More Races	White	Black or African American		Asian	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	Two or More Races				
Officials and Administrators	2023										1						1
	2022																0
Professionals	2023										1						1
	2022																0
Technicians	2023																0
	2022																0
Paraprofessionals	2023																0
	2022									1							1
Administrative Support	2023		1								3	4					8
	2022		1							4	4						9
Skilled Craft Workers/Protective Svc	2023		5	3													8
	2022		5	3													8
Service-Maintenance	2023																0
	2022																0
Certain Elected/Appointed Officials	2023		1														1
	2022		1							1							2
TOTAL	2023	0	7	3	0	0	0	0	0	0	5	4	0	0	0	0	19
	2022	0	7	3	0	0	0	0	0	0	6	4	0	0	0	0	20

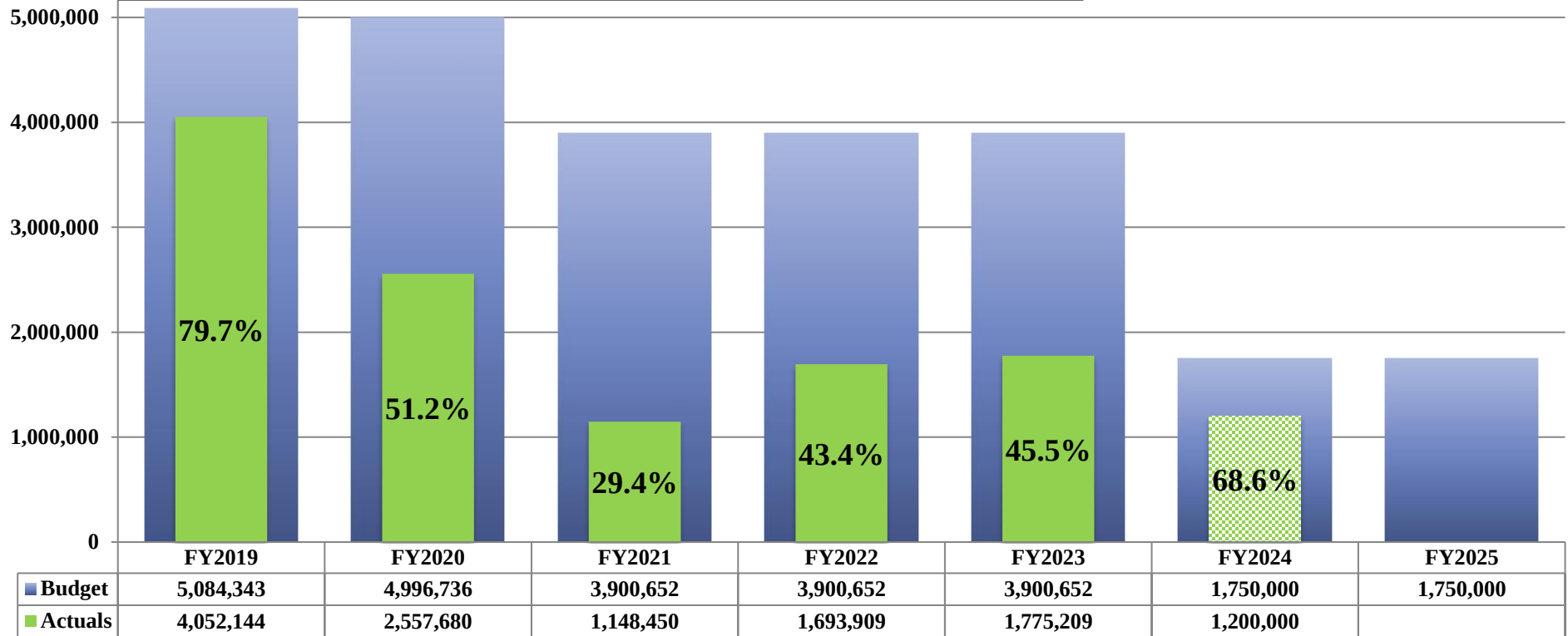
CY 2023			
Category	Males	Females	Total
# Total	10	9	19
% Total	53%	47%	100%
# Non White	3	4	7
% Non White	30%	44%	37%

CY 2022			
Category	Males	Females	Total
# Total	10	10	20
% Total	50%	50%	100%
# Non White	3	4	7
% Non White	30%	40%	35%

BUDGET OVERVIEW

REVENUE HISTORY

Percentages represent actual revenue collected of the approved budget.



*Major sources of revenue include: Service Fees and Sheriff 4% Real Estate Fee

FY2024 Actuals reflect Departments projected revenue through June 2024.

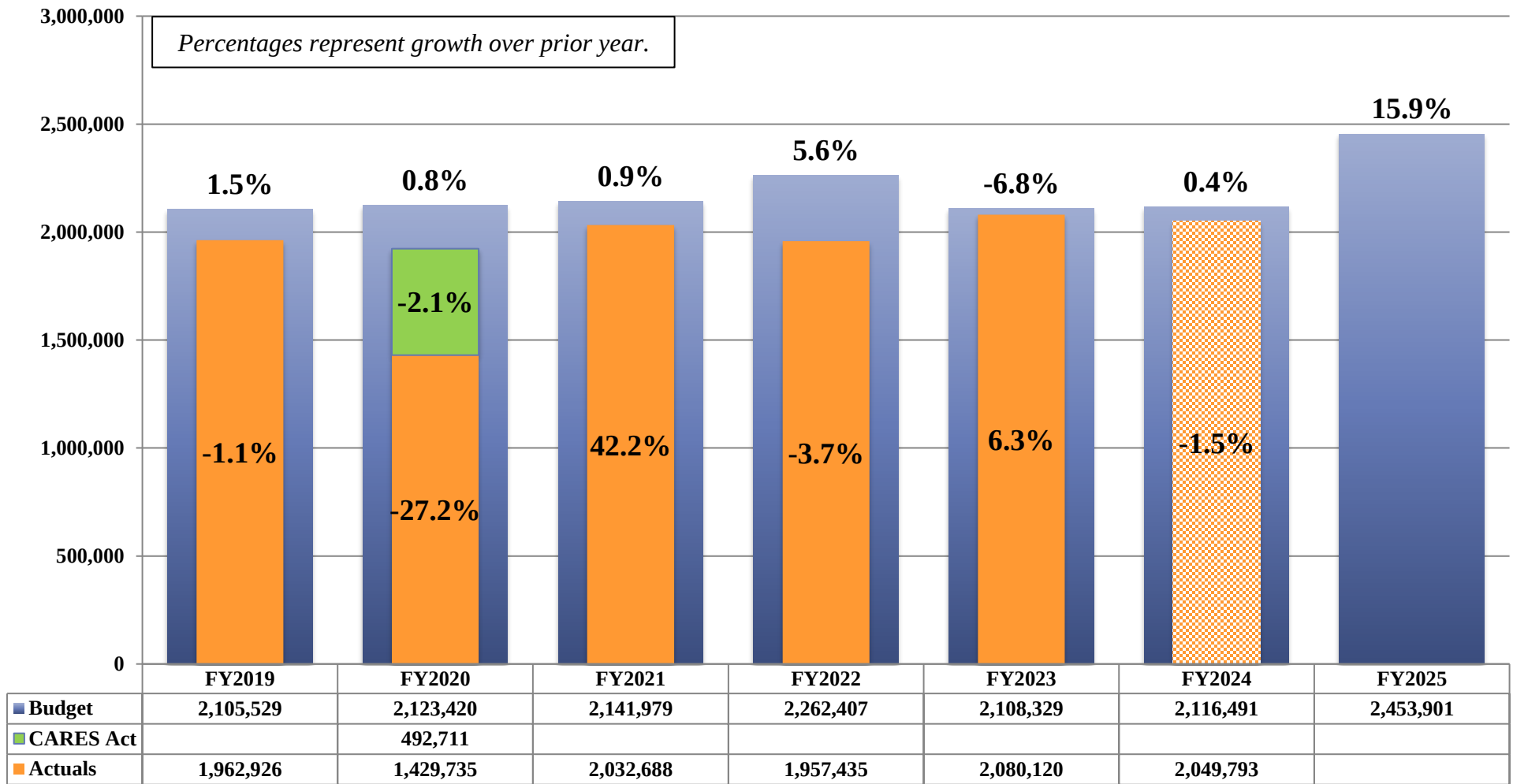
FY2024 decrease is the result of reduction in Sheriff Sales caused by the current economy and fallout of government and bank imposed COVID restrictions.

FY2025 reflects request for fee increases which will require an Ordinance.

BUDGET SUMMARY

								FY2024 Approved vs. FY2025 Recommended	% Increase/ (Decrease) over FY2024 Approved
Budget Category	FY2019 Actuals	FY2020 Actuals	FY2021 Actuals	FY2022 Actuals	FY2023 Actuals	FY2024 Approved	FY2025 Recommended		
Salaries and Wages	\$ 1,112,665	\$ 773,260	\$ 1,113,235	\$ 1,092,269	\$ 1,161,271	\$ 1,260,692	\$ 1,380,772	\$ 120,080	9.52%
Employee Benefits	\$ 611,488	\$ 428,117	\$ 700,369	\$ 627,707	\$ 676,419	\$ 737,678	\$ 804,406	\$ 66,728	9.05%
Training and Civic Affairs	\$ 21,150	\$ 21,496	\$ 20,929	\$ 22,000	\$ 21,745	\$ 29,452	\$ 29,452	\$ -	0.00%
Communication and Utilities	\$ 20,487	\$ 12,195	\$ 10,898	\$ 10,968	\$ 12,584	\$ 16,189	\$ 14,993	\$ (1,196)	-7.39%
Materials and Supplies	\$ 10,181	\$ 14,270	\$ 12,148	\$ 12,035	\$ 13,459	\$ 21,259	\$ 21,259	\$ -	0.00%
Contractual Services	\$ 52,234	\$ 47,008	\$ 37,748	\$ 43,920	\$ 41,502	\$ 55,999	\$ 55,999	\$ -	0.00%
Equipment Replacement	\$ 1,542	\$ 177	\$ 55	\$ -	\$ 1,342	\$ 5,000	\$ 5,000	\$ -	0.00%
Operating Transfer Charge	\$ 133,179	\$ 133,212	\$ 137,306	\$ 148,536	\$ 151,798	\$ 144,938	\$ 142,020	\$ (2,918)	-2.01%
Total:	\$ 1,962,926	\$ 1,429,735	\$ 2,032,688	\$ 1,957,435	\$ 2,080,120	\$ 2,271,207	\$ 2,453,901	\$ 182,694	8.04%

BUDGET / ACTUALS HISTORY



NOTES: FY2024 Actuals reflect Departments projected expenditures through June 2024.

FY2025 Budget reflect reclass of Deputy Sheriff's to PG22 per Ord 24-002, effective 7/20/2023 (Salaries \$41,002; Benefits \$24,191)

FY2020 Reduction in actuals was the result of the COVID pandemic.

FEE CHANGE SCHEDULE

FEE CHANGE SCHEDULE

											Comparable Fees	
Item	Object	Revenue Source	Current Fee	Proposed Fee	Increase Month/Year	FY2022	FY2023	FY2024	FY2025	Reason for Change in Fee	Municipality, County or State	Current Fee
						Actual Revenue	Actual Revenue	Estimated Revenue	Projected Revenue			
1	40203	Various Service Fees	\$30/\$5	\$40/\$10	Jul-11	\$162,816	\$256,415	\$221,995	\$279,255	Increase in operating costs	Kent/Sussex	\$30/\$5
2	40203	Alias Scire Facias Service	\$40/\$20	\$50/\$25	Jul-11	\$4,020	\$4,820	\$4,040	\$4,920	Increase in operating costs	Kent/Sussex	\$30/\$20
3	40203	Sheriff Sale Setup Fee	\$150.00	\$175.00	Jul-11	\$110,250	\$120,300	\$111,600	\$148,750	Increase in operating costs	Kent/Sussex	Various
4	40203	Posting/Subpoena Service	\$15.00	\$20.00	Jul-11	\$7,785	\$5,895	\$6,510	\$8,980	Increase in operating costs	Kent/Sussex	\$ 15
5	40203	.25% Assignment Fee	n/a	Min. \$125	n/a	n/a	n/a	n/a	\$12,450	Work Load Increase	Kent/Sussex	none
6	40205	4% Sheriff Fee Min./Max	\$500/\$10K	\$700/\$15K	Apr-23	\$287,870	\$1,217,383	\$603,313	\$662,813	Increase in operating costs	Kent/Sussex	\$500/\$10K
7	40206	Fi Fa Service Fees	\$30/\$5	\$40/\$10	Jul-11	\$110,720	\$99,630	\$99,135	\$109,135	Increase in operating costs	Kent/Sussex	\$30/\$5
8	40208	Out of State Fees	\$75/\$5	\$85/\$10	Jul-11	\$59,810	\$70,585	\$72,255	\$82,455	Increase in operating costs	Kent/Sussex	\$75/\$5
9												
10												
11												
12												
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20												

NOTE: Estimated Revenue based on current fee schedule, Projected Revenue based on proposed fee schedule.

PERFORMANCE METRICS AND STATISTICS

PERFORMANCE METRICS

Performance Measures	2021 Actual	2022 Actual	2023 Actual	2024 Projected	2025 Projected
Quantitative					
Civil Actions	9,492	11,010	12,979	11,645	12,000
Service trips for court documents	22,164	24,762	36,429	24,855	25,560
Qualitative					
Real Estate Sales scheduled/sold	498 / 176	748 / 254	802 / 231	828 / 243	850 / 260
Revenue attained	\$1.15 million	\$1.69 million	\$1.77 million	\$1.2 million	\$1.75 million