

City of Milford



AGENDA

Monthly Council Meeting

April 12, 2010

Joseph Ronnie Rogers Council Chambers, Milford City Hall, 201 South Walnut Street, Milford, Delaware

PUBLIC COMMENT SESSION - 7:15 p.m.

COUNCIL MEETING - 7:30 p.m.

Call to Order - Mayor Daniel Marabello

Invocation

Pledge of Allegiance

Approval of Previous Minutes

Recognition - Proclamation National Telecommunicators Week/Milford Police Department Dispatchers

Monthly Police Report

City Manager's Report

Committee Reports

Communications

Unfinished Business

- Ward District Realignment/Current Code
- Appointment of City of Milford 2010 Election Officers
- Certification of City of Milford Voter Registration/2010 Election
- Appointment of City of Milford Planning Commissioner
- Subdivisions/Public Improvements Not Dedicated/City Services
- Adoption of Resolution/Local Service Function
- URS Proposal/I&I Study
- City of Milford Charter/Final Draft

New Business

- Bid Award/Marshall Street Drain Replacement Project*
- DMI Presentation/City Adoption of Downtown Milford Branding/Logo
- Introduction of Ordinance 2010-5/Conditional Use/Judith Diaz/Daycare Center
- Introduction of Ordinance 2010-6/Conditional Use/Jonathan & Jennifer Feindt/Duplexes
- HOA Subcommittee/Stormwater Recommendations
- Proposed Dissolution of the Parking Authority

Monthly Finance Report

Executive Session - Pursuant to 29 Del. C. §10004(b)(9) Personnel matters in which the names, competency and abilities of individual employees or students are discussed.

Adjourn

This agenda shall be subject to change to include additional items including executive sessions or the deletion of items including executive sessions which arise at the time of the public body's meeting.

SUPPORTING DOCUMENTS MUST BE SUBMITTED TO THE CITY CLERK IN ELECTRONIC FORMAT NO LATER THAN ONE WEEK PRIOR TO MEETING; NO PAPER DOCUMENTS WILL BE ACCEPTED OR DISTRIBUTED AFTER PACKET HAS BEEN POSTED ON THE CITY OF MILFORD WEBSITE.

City of Milford



PROCLAMATION

2010-4

National Telecommunicators Week

Whereas, emergencies can occur at anytime that require police, fire or emergency medical services; and

Whereas, when an emergency occurs, the prompt response of police officers, firefighters and paramedics is critical to the protection of life and preservation of property; and

Whereas, the safety of our police officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who telephone the Milford Police Communications Center; and

Whereas, Milford Police Dispatchers are the first and most critical contact our citizens have with emergency services; and

Whereas, the Milford Police Department Dispatchers are the single vital link for our police officers and firefighters by monitoring their activities by radio, providing them information and insuring their safety; and

Whereas, the Dispatchers of the Milford Police Department have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and

Whereas, we rely on the knowledge, compassion, understanding, patience and professionalism of each dispatcher to make critical decisions, obtain information and quickly dispatch needed aid; and

Whereas, it is particularly fitting we pay tribute to the outstanding performance of the Milford Police Dispatchers who on April 15th, are being rewarded by the Association of Public-Safety Communications Organization with the prestigious Unit Citation Award for a Non-911 Center.

NOW, THEREFORE, I, Daniel Marabello, Mayor of the City of Milford, hereby proclaim the week of April 11, 2010 through April 17, 2010 to be National Telecommunicators Week in Milford, in honor of the men and women whose diligence and professionalism keep our city and citizens safe.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Milford to be affixed hereto this 12th day of April 2010.

Mayor Daniel Marabello

Attest:

CITY OF MILFORD

DELAWARE



OFFICE OF THE CHIEF OF POLICE
E. KEITH HUDSON

“THE GARDEN CITY OF TWIN COUNTIES”

400 N.E. FRONT STREET
MILFORD, DELAWARE 19963
(302)422-8081 FAX (302)424-2330

MEMORANDUM

TO: Mayor and Members of City Council

FROM: E. Keith Hudson, Chief of Police

DATE: April 7, 2010

RE: Activity Report/March 2010

=====

Monthly Stats:

A total of 548 arrests were made by the Milford Police Department during March 2010. Of these arrests, 161 were for criminal offenses and 387 for traffic violations. Criminal offenses consisted of 68 felonies and 93 misdemeanors. Traffic violations consisted of 39 Regular Duty Radar, 13 Drunk-Driving charges, 58 Special Duty Radar and 277 other.

Police officers investigated 52 accidents during the month (12 personal injury, and 40 property damage) and issued 160 written reprimands. In addition, they responded to 1269 various complaints including city requests and other agency assistance.

A total of \$14,141.52 was collected in fines during March.

Monthly Activities:

Our Dispatch Center received the Unit Citation Award from APCO (Association of Public-Safety Communications Organization) which will be presented at their annual meeting on April 15th. The award recognizes a communications unit in a Non-911 Center for outstanding overall service.

Milford Police Dispatchers will also be receiving the City Proclamation for National Public Safety Tele-communications Recognition Week (April 11-17) at the council meeting on April 12th.

Two new part-time dispatchers have been hired. Stephen Parsons comes to us with experience from Dewey Beach Police and Craig Whitaker has experience working for the Seaford Police Department.

The department held mandatory in service training on March 23rd and March 24th. Topics included policy reviews of the Use of Force, Pursuits, Taser, Deadly Force, Blood Borne Pathogens, OC Spray, First Aid, C.P.R. and A.E.D. All officers were recertified at that time.

Beginning March 1st. two officers from the department attended a three-day “Street Crimes” seminar held in Wilmington.

We also had an officer attend a one day seminar titled “A Terrorism Primer for the Hospitality Industry” held at the Rehoboth Beach Convention Center.

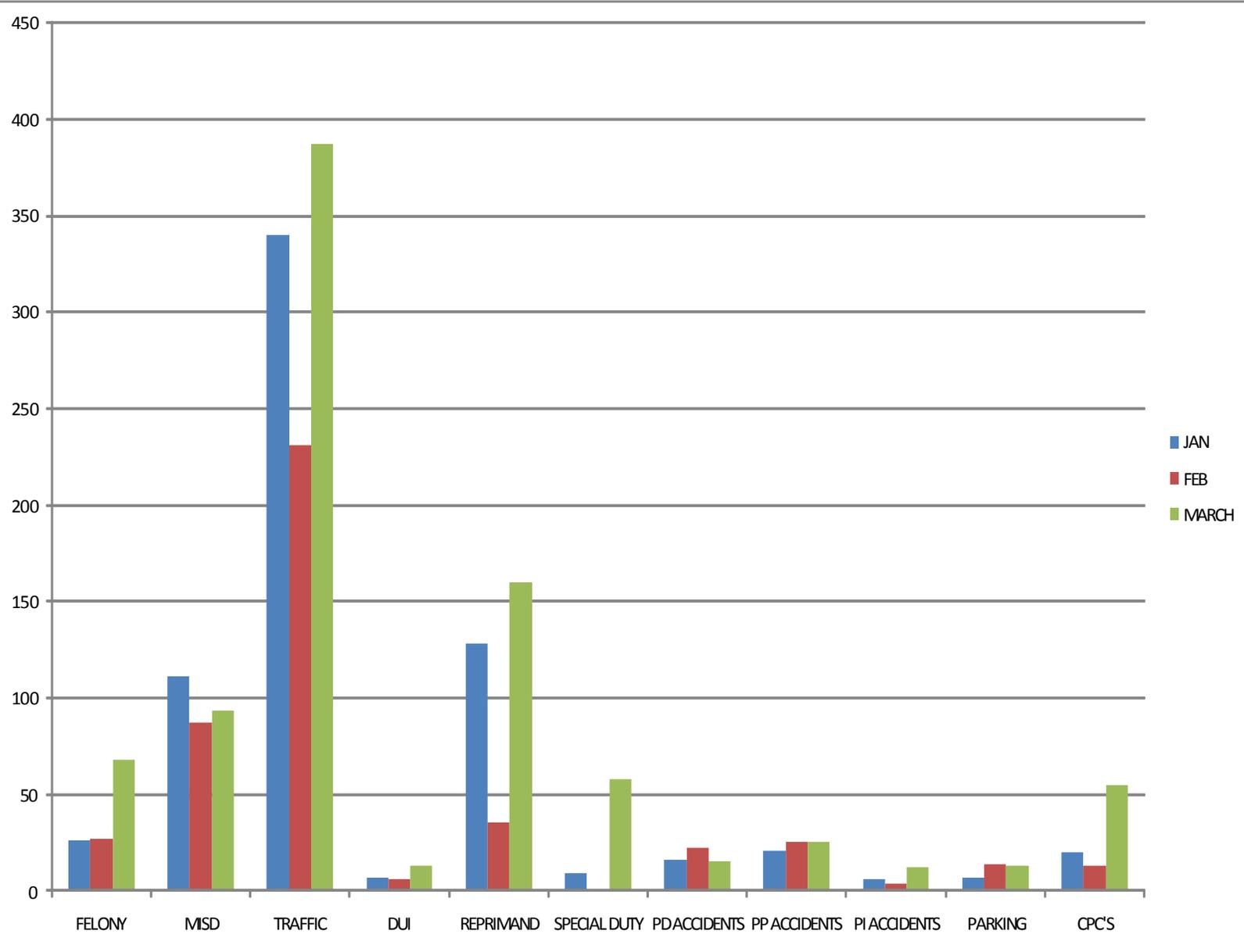
Five seasonal officers were chosen and began their training this month and will continue through most of the month of May.

The department received from the State of Delaware a hand held portable fingerprint scanner for use in a patrol car. The officer can scan the fingerprint of a suspect and receive instant results of the true identity of the person. Since putting the unit into service on March 22nd. there have been three arrests for criminal impersonation where the suspects gave false names and information.

EKH/vrk

MARCH ACTIVITY REPORT

	<u>MAR 2009</u>	<u>TOTAL 2009</u>	<u>MAR 2010</u>	<u>TOTAL 2010</u>
<u>Complaints</u>	1245	2941	1269	3201
<u>Criminal Arrests</u>	174	643	161	412
Felonies	54	206	68	121
Misdemeanors	120	437	93	291
<u>Traffic Arrests</u>	407	1156	387	958
Regular Duty Radar	73	159	39	71
D.W.I.	15	42	13	26
Special Duty Radar	43	118	58	67
Other	276	837	277	794
<u>Reprimands</u>	299	796	160	323
<u>Accidents</u>	42	125	52	146
Personal Injury	4	11	12	22
Property Damage	38	114	40	124
Fatal (included in PI)	0	0	0	0
<u>Parking Summons</u>	20	50	13	34
<u>Crime Prevention Checks</u>	49	114	55	88
<u>Fines Received</u>	\$10,818.62	\$26,363.67	\$14,141.52	\$24,250.02



City Manager's Report
April 12, 2010

- **Personnel Announcement**

Mr. Everett Roberts, Head Mechanic with the City has announced his retirement effective Wednesday, April 28. Mr. Roberts has been with the City for the past 15 years.

- **Bug & Bud Festival**

Things are shaping up for the 7th Annual Bug and Bud Festival to be held on Saturday, April 24 beginning at 9:00 a.m. City and volunteer personnel continue to prepare the downtown and riverwalk for this event. Additional details can be found on the DMI website at www.downtownmilford.org

- **DSWA Landfill Rate Increases (Sanitation Goal)**

Milford along with other municipalities that directly contract with DSWA will be attending the DSWA Board meeting on Thursday, April 22 to discuss the possibility of restructuring our solid waste contract to reduce the immediate full impact of the rate increase that will be going into effect July 1.

- **Mispillion Tributary Action Team (Parks and Recreation/Planning Goal)**

The Mispillion TAT is meeting April 12, 2010 at Abbotts Mill Nature Center and will be discussing the specifics of the recommendations to be included in the Pollution Control Strategies. The City continues to play an active role in this group as the PCS will possibly impact how Milford will address its land use management, stormwater management and drinking watershed management in the years to come.

- **Brush Removal**

I would like to recognize all City streets and solid waste employees for their hard work and tireless efforts in removing the massive amount of brush from the City that was left as a result of the February snow storms. City crews worked for weeks removing the brush and debris from City properties. This was a long and tedious job and seemed to be never ending.

- **2009-10 Budget (Finance Goal)**

Budget preparations for the upcoming Fiscal Year are underway and each of you have been sent a copy of the proposed capital budget for next year and the ensuing five years. Preliminary meetings with each of the department meetings have been held and a review of their initial budget requests will begin next week. City Council Budget Meetings are tentatively scheduled for the evenings of June 1 and June 2.



DELAWARE SOLID WASTE AUTHORITY

Pasquale S. Canzano, P.E., BCEE
Chief Executive Officer

Richard P. Watson, P.E., BCEE
Chief Operating Officer

Board of Directors

Richard V. Pryor
Chairman
Ronald G. McCabe
Vice Chairman
Theodore W. Ryan
William J. DiMondi
Timothy P. Sheldon
Tonda L. Parks
Gerard L. Esposito

January 13, 2010

Mr. David Baird
City of Milford
P.O. Box 159
Milford, DE 19963

Dear David:

Enclosed please find the 'Recycle Delaware' numbers and the curbside numbers for the month of December 2009 for the City of Milford. You will be able to see the savings the City of Milford receives from sponsoring the 'Recycle Delaware' program.

Sincerely,

Rich Von Stetten
Sr. Manager of Statewide Recycling

C:\RVS\RD correspondence\cityofmilford.doc
Attachments: City of Milford Site Totals

1128 S. Bradford Street, P.O. Box 455, Dover, Delaware 19903-0455
Phone: (302) 739-5361 Fax: (302) 739-4287

CITIZENS' RESPONSE LINE: 1-800-404-7080 www.dswa.com

CITY OF MILFORD December-09	CARDBOARD	SINGLE-STREAM	TOTAL	USED OIL
LOCATION	LBS	LBS	LBS	
MILFORD MIDD.SCHOOL	881	2,405	3,286	
MARSHALL ST	6,302	71,050	77,352	275
MILFORD COMMONS	2,642	17,600	20,242	
TOTAL POUNDS	9,825	91,055	100,880	
TOTAL TONS	4.91	45.53	50.44	
AVOIDED USER FEE	\$302.12	\$2,799.94	\$3,102.06	

CITY OF MILFORD CURBSIDE RECYCLING REPORT

1/14/2010

Pick up Day	Town Customer Total	Total # of Households	Households picked up	weights/lbs	Tons	% PICKED UP	Avg Lbs
12/3/09		1,098	729	21,380	10.69	66%	29.33
12/10/09		1,062	816	24,120	12.06	77%	29.56
12/17/09		1,112	710	18,140	9.07	64%	25.55
12/24/09		1,065	504	11,440	5.72	47%	22.70
12/31/09		1,112	702	17,160	8.58	63%	24.44
DEC 2009 TOTALS	1,943	5,449	3,461	92,240	46.12	63%	26



DELAWARE SOLID WASTE AUTHORITY

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February 26, 2010

Mr. David Baird
City of Milford
P.O. Box 159
Milford, DE 19963

Dear David:

Enclosed please find the 'Recycle Delaware' numbers and the curbside numbers for the month of January 2010 for the City of Milford. You will be able to see the savings the City of Milford receives from sponsoring the 'Recycle Delaware' program.

Sincerely,

Rich Von Stetten
Sr. Manager of Statewide Recycling

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Attachments: City of Milford Site Totals

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Phone: (302) 739-5361 Fax: (302) 739-4287

CITIZENS' RESPONSE LINE: 1-800-404-7080

www.dswa.com

CITY OF MILFORD January-10	CARDBOARD	SINGLE-STREAM	TOTAL	USED OIL
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LOCATION	LBS	LBS	LBS	
MILFORD MIDD.SCHOOL	835	2,263	3,099	
MARSHALL ST	5,979	66,858	72,837	450
MILFORD COMMONS	2,506	16,561	19,067	
TOTAL POUNDS	9,320	85,682	95,003	
TOTAL TONS	4.66	42.84	47.50	
AVOIDED USER FEE	\$286.59	\$2,634.72	\$2,921.34	

CITY OF MILFORD CURBSIDE RECYCLING REPORT

2/26/2010

Pick up Day	Town Customer Total	Total # of Households	Households picked up	weights/lbs	Tons	% PICKED UP	Avg Lbs
1/7/10		1,065	811	24,040	12.02	76%	29.64
1/14/10		1,086	860	20,100	10.05	79%	23.37
1/21/10		1,066	681	17,980	8.99	64%	26.40
1/28/10		1,089	852	19,520	9.76	78%	22.91
JAN 2010 TOTALS	1969	4,306	3,204	81,640	40.82	74%	26



DELAWARE SOLID WASTE AUTHORITY

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March 8, 2010

Mr. David Baird
City of Milford
P.O. Box 159
Milford, DE 19963

Dear David:

Enclosed please find the 'Recycle Delaware' numbers and the curbside numbers for the month of February 2010 for the City of Milford. You will be able to see the savings the City of Milford receives from sponsoring the 'Recycle Delaware' program.

Sincerely,

Rich Von Stetten
Sr. Manager of Statewide Recycling

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Attachments: City of Milford Site Totals

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Phone: (302) 739-5361 Fax: (302) 739-4287

CITIZENS' RESPONSE LINE: 1-800-404-7080

www.dswa.com

Printed on Recycled Paper

CITY OF MILFORD February-10	CARDBOARD	SINGLE-STREAM	TOTAL	USED OIL
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LOCATION	LBS	LBS	LBS	
MILFORD MIDD.SCHOOL	739	1,718	2,456	
MARSHALL ST	4,162	46,808	50,970	650
MILFORD COMMONS	1,745	11,595	13,340	
TOTAL POUNDS	6,646	60,121	66,766	
TOTAL TONS	3.32	30.06	33.38	
AVOIDED USER FEE	\$204.36	\$1,848.72	\$2,053.05	

CITY OF MILFORD CURBSIDE RECYCLING REPORT

3/5/2010

Pick up Day	Town Customer Total	Total # of Households	Households picked up	weights/lbs	Tons	% PICKED UP	Avg Lbs
2/4/10		1,069	586	15,080	7.54	55%	25.73
2/11/10		912	37	1,200	0.60	4%	32.43
2/18/10		1,069	602	7,520	3.76	56%	12.49
2/25/10		912	678	21,500	10.75	74%	31.71
FEB 2010 TOTALS	1969	3,962	1,903	45,300	22.65	47%	26

Terri Hudson

From: Workman4milford@aol.com
Sent: Sunday, April 04, 2010 7:10 PM
To: Terri Hudson
Subject: 2nd Ward Council Seat

Ms. Hudson:

I regret to inform you that I am resigning my seat on the Milford City Council effective Monday, April 5, 2010. My Milford home settlement will be finalized on that date and I will no longer be a resident of the city.

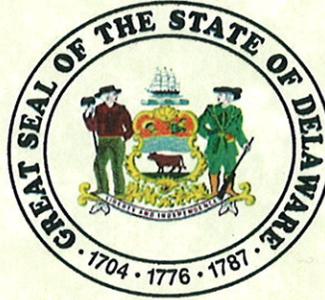
Please forward this message to those who should receive it.

On Friday, I will deliver to city hall any property I have that belongs to the city.

Thank you for the professional manner in which you have conducted yourself in all our dealings these last four years. It has been a pleasure working with you.

Sincerely,

John R. Workman



Governor's Prayer Breakfast 2010

Theme: Perseverance through Prayer – 50 Years Good as Gold!

On behalf of Governor Jack Markell, I am pleased to invite you to attend the 50th Annual Governor's Prayer Breakfast on Thursday, May 6, 2010 at the Modern Maturity Center at 1121 Forrest Avenue, Dover, DE 19904. This is the 50th anniversary of our rich tradition of the Governor's Prayer Breakfast. We will be recognizing all previous Governors who have served our state over the last 50 years. It will truly be a special and historical event

Doors will open at 6:30 am, breakfast begins at 7:00 am and the program begins at 7:30 am. Tickets are \$16 per person or \$160 for a table of 10. Tickets may be purchased by sending a check payable to Governor's Prayer Breakfast, Post Office Box 186, Dover, DE 19903-0186. Please include a note with your name, address, telephone number, email address and number of tickets requested. Reservations by mail must be received no later than April 26, 2010.

Tickets will be available for pick-up on April 29th and 30th from 10:00 am - 2:00 pm at three locations: 1) first floor lobby at the Townsend Building, located at 401 Federal Street, Dover, 2) first floor lobby of the Carvel State Bldg. at 820 North French Street, Wilmington, and 3) Sen. Tom Carper's office, 12 The Circle, Georgetown. Tickets may also be picked up at the event, though advance pick-up is encouraged, especially for group tables. Please note ticket reservations must be received no later than April 26, 2010.

We hope you are able to join us on May 6th. Should you have any questions about the event, please contact Lorilee Harrison 674.7305 or Denise Myles 674.7306.

Governor Markell and I look forward to seeing you at the breakfast.

Sincerely,

A handwritten signature in black ink, reading "Francis D. Vavala".

Francis D. Vavala, Major General,
The Adjutant General, Delaware
Chairperson, Governor's Prayer Breakfast Committee



March 25, 2010

Mr. David Baird
City Manager
City of Milford
201 S. Walnut Street
Milford, Delaware 19963

Dear Mr. Baird:

We are writing to provide advance notice of certain changes to our customers' bills.

Due to increases in programming and business costs, starting May 1, 2010, or with the first billing statement thereafter, the cost of select video services and equipment will change as indicated on the enclosed price adjustment summary. Please know that customers currently receiving services as part of a promotion will see no price changes until the end of the promotional period.

If you have any questions or need more information about these changes please feel free to call me at 302-672-5936.

Sincerely,

A handwritten signature in blue ink, appearing to read 'R. Thomas Worley'.

R. Thomas Worley
Area Director, Government Affairs

Enclosure

Comcast Price Adjustments For Sussex County Effective May 1, 2010

<u>VIDEO SERVICES</u>	<u>Current Monthly Price</u>	<u>New Monthly Price</u>
Expanded Basic	\$ 39.15	\$ 40.50
Standard Cable	\$ 60.60	\$ 61.95
Digital Starter	\$ 60.60	\$ 61.95
Digital Preferred	\$ 77.10	\$ 78.90
Digital Preferred/HD	\$ 84.60	\$ 88.15
Digital Preferred/DVR	\$ 93.05	\$ 94.85
Digital Preferred/HD/DVR	\$ 93.05	\$ 94.85
Digital Preferred with 1 Premium	\$ 92.10	\$ 93.90
Digital Preferred with 2 Premiums	\$ 102.10	\$ 103.90
Digital Preferred with 3 Premiums	\$ 110.10	\$ 111.90
Digital Preferred with 4 Premiums	\$ 118.10	\$ 119.90
Digital Premier	\$ 123.10	\$ 126.85
Total Premium	\$ 124.10	\$ 126.85
Total Premium & Sports Entertainment Package	\$ 129.10	\$ 131.85
HD Starter	\$ 129.99	\$ 134.99
HD Preferred	\$ 144.95	\$ 149.95
Digital Classic Additional Outlet	\$ 8.99	\$ 9.25
Sports Entertainment Package	\$ 5.00	\$ 6.95
Digital Starter/Selecto Additional Outlet	\$ 4.99	\$ 6.99
Digital Video Recorder (DVR) Service <i>(additional outlet with subscription to Digital Starter)</i>	\$ 20.94	\$ 15.95
Digital Video Recorder (DVR) Service <i>(additional outlet with subscription to Digital Classic)</i>	\$ 20.90	\$ 15.95
<u>EQUIPMENT</u>		
High Definition (HD) Converter	\$ 7.50	\$ 9.25
High Definition (HD) Converter <i>(additional outlet with subscription to Digital Starter)</i>	\$ 12.49	\$ 9.25
High Definition (HD) Converter <i>(additional outlet with subscription to Digital Classic)</i>	\$ 12.80	\$ 9.25

March 15, 2010

Mr. David Baird
City Manager, City of Milford
Milford, DE 19963

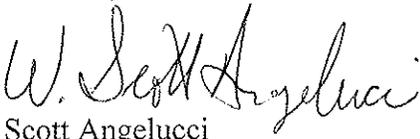
Dear David,

At the Downtown Milford, Inc. Board Meeting last night we discussed the City's proposal to combine the planned streetscape improvement program for N.E. Front Street with street work being planned by the City for S.E. Front Street.

The Board agrees that this could help ensure that both important corridors into the downtown are improved and could result in reduced costs. As long as the funding that DMI has available from the State is not put into jeopardy by delays this may entail, the Board did not see any serious problems in combining the two projects.

However, since DMI is responsible for the use of the state funds, the Board will require that it have the same design review powers for the S.E. Front Street project that it currently has with the N.W. Front Street project. DMI has worked closely and productively with the City and its engineers on the streetscape program and want to ensure that this collaboration continues.

Sincerely,


Scott Angelucci
President
Downtown Milford, Inc.



Daniel Bond
Design Committee Chair
Downtown Milford, Inc.

March 15, 2010

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City Manager, City of Milford
Milford, DE 19963

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Scott Angelucci

President

Downtown Milford, Inc.



Daniel Bond

Design Committee Chair

Downtown Milford, Inc.



MILFORD SENIOR CENTER, INC.
111 PARK AVENUE MILFORD, DE 19963
(302)422-3385 Fax (302)422-6414
www.milfordseniorcenter.org

March 16, 2010

Mr. David Baird, City Manager
City of Milford
180 Vickers Drive
Milford, DE 19963

Dear Mr. Baird:

I want to thank you for your donation to Milford Senior Center's 3rd Annual *Gala, It's Amore – A Night in Little Italy*.

It is because of people like yourself that we are able to continue to provide over 70 programs and activities, at little or no cost, to the senior citizens in the Milford and surrounding communities. Because of your donation we were able to raise \$10,567.00 profit for the operational expenses for the Center.

I personally want to let you know how much I appreciate your donation. We were able to make this the success it was because we can't spell "success" with "U." I will make sure the seniors know that you were there to help them with continued activities and programs.

Sincerely,

Karen R. Lloyd
Executive Director



Milford Senior Center is a multi-purpose senior center, offering services and activities to enhance the dignity, independence, and promote the community involvement of its members



March 25, 2010

Mr. David Baird
City Manager
City of Milford
201 S. Walnut Street
Milford, Delaware 19963

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Digital Preferred with 2 Premiums	\$ 102.10	\$ 103.90
Digital Preferred with 3 Premiums	\$ 110.10	\$ 111.90
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March 29, 2010

Mr. David Baird
City Manager
City of Milford
201 S. Walnut Street
Milford, Delaware 19963

Dear Mr. Baird:

I write to announce new programming and channel changes coming to the Sussex County channel lineup in April providing our customers more choice and positioning our lineup for channel additions in the future. The enclosed newspaper advertisement details the changes that are occurring.

Customers will receive notice of these changes via the newspaper advertisement.

In order for subscribers to view digital programming, digital equipment is required. Customers who currently subscribe to Standard Service can upgrade to Digital Starter Service including a digital box for no additional charge. To view high definition programming, HD equipment is required.

Please do not hesitate to contact me with any questions you may have. My direct line is 302-672-5936.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tom'.

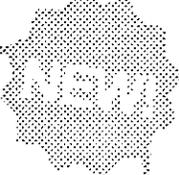
R. Thomas Worley
Area Director, Government Affairs

Enclosure

Important News for Comcast Customers

The following channel changes will be effective in Greater Dover and Sussex Co.

The following new channels will be added:



 Digital Starter Channel 157 (4/5 in Greater Dover only)	 Digital Classic Channel 123 (4/5 in both areas)	 Digital Starter Channel 297 (4/5 in Sussex Co. only)
 Digital Starter Channel 288 (4/5 in Sussex Co. only)	 Digital Starter Channel 282 (4/5 in Sussex Co. only)	 Digital Starter Channel 638 (4/5 in Sussex Co. only)
 Digital Classic Channel 189 (4/5 in Greater Dover only)	Public Access Expanded Basic Channel 14 (4/5 in Greater Dover only)	 Digital Starter with HD Service Channel 844 (4/7 in both areas)

The following channel will move to a new channel location and will require digital equipment for viewing on or about Monday, April 5th in Sussex Co.:

Channel:	Moving From:
TBN	21 to 290

The following channels will change from Expanded Basic to Digital Starter level of service and will require digital equipment for viewing:

 Moving from 68 to 73 (4/5 in Greater Dover only)	 Moving from 67 to 72 (4/5 in Greater Dover only)	 Moving from 45 to 65 (4/7 in both areas)
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To help make room for these and future channel additions, the following channels will move to new channel locations on or about Monday, April 5th:

Channel:	Moving From:	Channel:	Moving From:
A&E	66 to 43 (in Greater Dover only)	ION	16 to 80 (in Sussex Co. only)
ABC Family	23 to 57 (in Sussex Co. only)	JewelryTV	24 to 21 (in Greater Dover only)
BET	72 to 70	Sports Overflow	98 to 17 (in Sussex Co. only)
Bravo	63 to 45	MTV	73 to 61 (in Greater Dover only)
CMT	69 to 67	MTV	64 to 61 (in Sussex Co. only)
CSPAN	14 to 99 (in Greater Dover only)	Style	47 to 48 (in Greater Dover only)
E!	48 to 47 (in Greater Dover only)	Syfy	66 to 73 (in Sussex Co. only)
ESPNEWS	102 to 719 (in Greater Dover only)	TCN PA	8 to 22 (in Greater Dover only)
EWTN	70 to 98 (in Sussex Co. only)	Travel	45 to 65
GSN	61 to 66	TruTV	67 to 72 (in Sussex Co. only)
Hallmark	43 to 69 (in Greater Dover only)	TV LAND	57 to 60 (in Sussex Co. only)
Hallmark	60 to 69 (in Sussex Co. only)	VH1	74 to 63 (in Greater Dover only)
History	65 to 64 (in Greater Dover only)	VH1	65 to 63 (in Sussex Co. only)
History	68 to 64 (in Sussex Co. only)		
HSN	23 to 8 (in Greater Dover only)		



HDTV equipment and an HDTV required to view HD channels. Limited Basic digital channels are not scrambled. All other digital channels are scrambled for security reasons. Viewing a digital channel requires compatible equipment. A digital ready television with a CAM tuner will only work for digital channels that are not scrambled in the Limited Basic digital channels. A Digital converter or television set with a CableCard will work for all digital channels – scrambled and unscrambled. Service is subject to terms and conditions of Comcast Cable Subscriber Agreement. Call 1.800.COMCAST for complete details about service, prices and equipment. Other restrictions apply. © 2010 Comcast. All rights reserved. © 2010 Eclipse Marketing Services, Inc. All Rights Reserved.

City of Milford Annual Election

April 24, 2010

Election Officers:

Patricia Bailey	999 S. DuPont Boulevard
Carole Mason	153 Barksdale Court, Hearthstone Manor
Joyce Todd	3 Governors Watson Court, Sawmill Village
Rita Cartwright	711 Truitt Avenue Extension
<u>1st Ward Clerk</u>	
Donna Merchant	108 Franklin Street
<u>2nd Ward Clerk</u>	
June Barto	10 W. Clarke Avenue
<u>3rd Ward Clerk</u>	
Karen Boone	402 N.E. Fourth Street
<u>4th Ward Clerk</u>	
Teresa Franklin	5 Lucia Circle

A

Adams, John Joel	313 Fisher Avenue
Aden, Bruce W.	312 McColley Street
Aden, Eloise H.	312 McColley Street
Addonizio, Robert	4402-F Fullerton Court, Hearthstone, Manor
Alban, Elizabeth Bounds Davis	5 Fairway Court, Orchard Hill
Allen, Dennis E.	4101C Fullerton Court, Hearthstone Manor
Allen, Lottie	4101C Fullerton Court, Hearthstone Manor
Ambrose, Irvin M.	210 S.E. Front Street
Ambrose, Marilyn M.	210 S.E. Front Street
Ament, Patricia C.	3701D S. Sagamore Drive, Hearthstone Manor
Anderson, Elizabeth A.	308 Claude Street
Andersen, Harry C.	501 Maple Street, Marshall Commons
Andrews, Ann Lee	205 Matthew Circle, Matlinds Estates
Andrews, Kathryn J.	702 Lindsay Lane, Matlinds Estates
Andrews, Terry M.	205 Matthew Circle, Matlinds Estates
Argenio, Armand	401 Marshall Street
Atkinson, Patty	506 Matthew Circle, Matlinds Estates
Austin, Christine	610 S.E. Second Street
Austin, Gladys A.	4201B Summer Brook, Hearthstone Manor
Austin, Keith A.	304 Matthew Circle, Matlinds Estates
Austin, Veronica D.	304 Matthew Circle, Matlinds Estates
Azzanesi, Margaux Fischer	9 Green Lane, Orchard Hill
Azzanesi, Steven	9 Green Lane, Orchard Hill

B

Baggetta, Angelo Robert	704 Cedarwood Court, Marshall Commons
Bailey-Brown, Helen	103 Barksdale Court, Hearthstone Manor
Bailey, James C.	607 S. Washington Street
Baker, Alice V.	919 S.E. Third Street*
Baker, Richard D.	601 Cedarwood Avenue, Marshall Commons
Baker, William C.	919 S.E. Third Street*
Baker, Yvonne S.	601 Cedarwood Avenue, Marshall Commons
Baksany, George	4 Delores Court, Orchard Hill
Baksany, Judith J.	4 Delores Court, Orchard Hill
Balck, Lucie	6 Homestead Boulevard, Hearthstone Manor
Balck, Eric	6 Homestead Boulevard, Hearthstone Manor
Banks, Joan H.	801 S. Walnut Street
Banks, Mark Robin	801 S. Walnut Street
Barker, Barbara A.	165 Hickory Branch Court, Hearthstone Manor
Barrows, Wesley H.	304 Marshall Street****
Bason, Claudia	400 Matthew Circle, Matlinds Estates
Bason, Frank J.	400 Matthew Circle, Matlinds Estates
Batchelor, Collins B.	417 S. Washington Street
Baumgarner, Jessie M.	306 McColley Street
Beal, Arthur W.	3902E Fullerton Court, Hearthstone Manor
Beeson, Linsey J.	4001A Fullerton Court, Hearthstone Manor
Bellia, Margaret Mary	101 Aspen Court, Hearthstone Manor

*Change of Address Form Required

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***Non-Resident/Property Owner

****Non-Resident/Property Owner Registered in Other Ward(s)

Bellia, Matthew J.	101 Aspen Court, Hearthstone Manor
Benham, Harry William Jr.	133 Aspen Court, Hearthstone Manor
Benham, Joselyn R.	133 Aspen Court, Hearthstone Manor
Benn, K. Gwenn	701 Beechwood Court, Marshall Commons
Billings, Audrey J.	133 Hickory Branch Court, Hearthstone Manor
Billings, Clarence	133 Hickory Branch Court, Hearthstone Manor
Blackson, W. Scott	412 Marshall Street
Boddy, Mitzi H.	9 Elizabeth Street
Boddy, William L.	9 Elizabeth Street
Bonner, Joanne E.	18 Kingston Terrace, Hearthstone Manor
Bonner, John E.	18 Kingston Terrace, Hearthstone Manor
Born, Cynthia	314 Matthew Circle, Matlinds Estates
Bowers, Donna C.	435 S. Walnut Street
Bowers, Kevin R.	435 S. Walnut Street
Branson, Charles William	158 Rock Ledge Court, Hearthstone Manor
Bray, D. Aileen	305 Columbia Street
Brewer, Bernice Ann	507 S. Walnut Street
Brewer, Jr., James G.	507 S. Walnut Street
Brickley, Robert J.	4 Fairway Court, Orchard Hill
Brittingham, Staci Renee	317 Fisher Avenue
Brittingham, Thomas R.	313 Matthew Circle, Matlinds Estates
Brooks, Devon J.	218 Beaufort Lane, Orchard Hill
Brooks, Carol Sue	303 S. Walnut Street
Brooks, Warren L.	303 S. Walnut Street
Brothers, Elva J.	704 Cedarwood Court, Marshall Commons
Brown, Carole Ann	706 Lindsay Lane, Matlinds Estates
Brown, Daniel Michael	706 Lindsay Lane, Matlinds Estates
Brown, Kevin	509C Marshall Street
Brown, Lorraine E.	135 Hickory Branch Court, Hearthstone Manor
Brown, Woodrow	103 Barksdale Court, Hearthstone Manor
Bullock, Beverly G.	6 Delaware Avenue
Bullock, Jr., William E.	6 Delaware Avenue
Burlingame, Robert Matthew	318 Matthew Circle, Matlinds Estates
Burton, Carla J.	3402H S. Sagamore Drive, Hearthstone Manor
Byrum, Laura Jarman	704 Lindsay Lane, Matlinds Estates
Bythway, Catherine	601 Montgomery Street

C

Cadmus, Jeanne C.	28 Clearview Drive, Hearthstone Manor
Cadmus, Russell M.	28 Clearview Drive, Hearthstone Manor
Cain, Robert Thomas	705 S. Walnut Street
Caiola, Debra M.	701 S. Walnut Street
Caiola, Robert M.	701 S. Walnut Street
Calvert, Carol T.	702 S.E. Fifth Street
Calvert, James Bishop	702 S.E. Fifth Street
Campbell, Charles A.	113 Hickory Branch Court, Hearthstone Manor
Cannon, Alicia Lynne	606 S.E. Second Street
Cannon, John W.	606 S.E. Second Street
Cantu, Juan J.	104 S.E. Second Street

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***Non-Resident/Property Owner

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Cantwell, Timothy D.	14 Pennsylvania Avenue
Cappelli, Shirley Maxine	112 Rock Ledge Court, Hearthstone Manor
Carr, Ann T.	1 Little Birch Drive, Hearthstone Manor
Carr, Leonard G. Sr.	1 Little Birch Drive, Hearthstone Manor
Cardea, Marianne W.	3 Royal Drive, Orchard Hill
Carmean, Adam R.	102 McCoy Avenue
Carmean, Jacqueline W.	102 McCoy Avenue
Carmean, Richard Dennis	102 McCoy Avenue
Carr, Brenda K.	700 S.E. Second Street
Carter, JoAnn	13 Delaware Avenue
Carter, Kim C.	13 Delaware Avenue
Cassase, Robert J.	405 Mispillion Apts.
Cavanaugh, Linda E.	7 E. Green Lane, Orchard Hill
Cavanaugh, Michael M.	7 E. Green Lane, Orchard Hill
Clark, Michael Andrew	34 Clearview Drive, Hearthstone Manor
Clark-Thompson, Sara Martha	34 Clearview Drive, Hearthstone Manor
Clarke, Brian G.	9 Fairway Street, Orchard Hill
Clarke, Katina Letrice	9 Fairway Street, Orchard Hill
Clendaniel, George T.	22 Nelson Street
Clough, Louis Curtis	802 Joshua Drive, Matlinds Estates
Cocorikis, Lillian N.	26 Clearview Drive, Hearthstone Manor
Cohen, Frank M.	106 Franklin Street
Cole, Trudy G.	618 Cedarwood Avenue, Marshall Commons
Coleman, Andrew L.	14 Clearview Drive, Hearthstone Manor
Colletti, Johanna C.	13 Homestead Boulevard, Hearthstone Manor
Connelly, Norma P.	1203 Mispillion Apartments
Connelly, Robert Joseph	107 Barksdale Court, Hearthstone Manor
Connelly, Rosemary	107 Barksdale Court, Hearthstone Manor
Coverdale, Earl A.	203 Bridgeham Avenue
Coverdale, Noela M.	203 Bridgeham Avenue
Covey, Fay L.	213 Columbia Street
Covington, David	431 S. Walnut Street
Crawford, Robin L.	303 Lovers Lane*/** NEW CARD NEEDED
Cregier, Linda L.	147 Aspen Court, Bldg. 26, Hearthstone Manor
Cregier, Robert P.	147 Aspen Court, Bldg. 26, Hearthstone Manor
Cripps, Gary D.	26 Fairway Street, Orchard Hill
Crossley, Eric Edward	26 Kingston Terrace, Hearthstone Manor
Crossley, Loretta	26 Kingston Terrace, Hearthstone Manor
Croteau, Camille	134 W. Green Lane, Orchard Hill
Croteau, Wilfred J. III	134 W. Green Lane, Orchard Hill
Culotta, Charles R.	6 E. Clarke Avenue
Culp, Anna M.	5 Delaware Avenue
Currie, Jack Daniel	1031 S. Walnut Street****

D

Daino, Alice	24 Fairway Street, Orchard Hill
Daino, Edward	24 Fairway Street, Orchard Hill
Dakin, Janet Lillian	6 Clearview Drive, Hearthstone Manor

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***Non-Resident/Property Owner

****Non-Resident/Property Owner Registered in Other Ward(s)

Dale, Donna M.	1006 S. E. Second Street
Davis, Betty L.	11 S.E. Second Street***
Davis, Carol Lee	515 Cedarwood Avenue
Davis, Donna J.	701 Lindsay Lane, Matlinds Estates
Davis, Jehu M. Jr.	113 Barksdale Court, Hearthstone Manor
Davis, Jonathan Tyler	701 Lindsay Lane, Matlinds Estates
Davis, Kenneth C.	701 Lindsay Lane, Matlinds Estates*
Davis, Laura A.	103-A S. Washington Street
Davis, Marie R.	113 Barksdale Court, Hearthstone Manor
Davis, Victoria L.	305 Fisher Avenue
Davis, William H.	11 S.E. Second Street***
Davison, Virginia L.	18 Elizabeth Street
Day, Marian A.	513 S. Walnut Street
Deeney, Joshua Steven	324 S.E. Second Street
Delosier, Russell C. Jr.	13 Pennsylvania Avenue
DeRose, Anthony J.	159 Aspen Court, Unit 28B
DeRose, Margaret D.	159 Aspen Court, Unit 28B
Devan, Constance Marie	13 Kingston Terrace, Hearthstone Manor
Dickerson, Derrick J.	7 Delaware Avenue
Dickerson, Frances M.	901 S. E. Third Street
Dillon, April Marie	22 Fairway Street, Orchard Hill
Doerfler, John Henry III	651 Beechwood Avenue, Marshall Commons
Donohoe, M. Charlotte	405 S. Walnut Street
Donovan, George R.	913 S. E. Third Street
Donovan, Jay R.	1020 S. E. Second Street
Donovan, Phyllis A.	102 Rock Ledge Court, Hearthstone Manor
Doran, Katie Brown	409 S. Walnut Street
Dorler, Nancy-Ellen Marie	601 Maple Street, Marshall Commons
Dottoli, Donna Jo	1401 Mispillion Apts.
Doughty, Lillian V.	603 S. Washington Street
Downes, Lena Mae	303 Richard Street
Duncan, Lorraine E.	408 Marshall Street
Duphily, Francis Jane	15 Nelson Street

E

Edwards, Doris J.	312 Marshall Street
Eisenbrey, Joan Louise	16 Delaware Avenue
Eisenbrey, John C. III	16 Delaware Avenue
Eitelbach, Elaine M.	303 Columbia Street
Elliott, Ronald N.	310 McColley Street
Emory, Cecil L.	413 S. Walnut Street
Emory, Donald M.	4 Pennsylvania Avenue
Emory, Hunter Jacob	7403 Cedar Creek Road, Lincoln
Emory, Judy L.	7403 Cedar Creek Road, Lincoln
Emory, Patrick Jason	7403 Cedar Creek Road, Lincoln
Emory, R. Marie	413 S. Walnut Street
Ennis-Jopp, Joyce E.	23 Kingston Terrace, Hearthstone Manor
Ermer, Marguerite Mary	3302H S. Sagamore Drive, Hearthstone Manor

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***Non-Resident/Property Owner

****Non-Resident/Property Owner Registered in Other Ward(s)

Ermer, William Douglas	3302H S. Sagamore Drive, Hearthstone Manor
Ernsberger, Donna Kay	109 Marlin Street, Orchard Hill
Ernsberger, James Clifford	109 Marlin Street, Orchard Hill
Evans, Eileen V.	14 Clearview Drive, Hearthstone Manor
Evans, Laconda Sue	16 Clearview Drive, Hearthstone Manor
Evans, Parry O. Jr.	811 S.E. Fourth Street
Evans, Ronald T.	315 Fisher Avenue
Evans-Keesler, Rebecca A.	315 Fisher Avenue

F

Fader, Doris	30 McCoy Avenue
Fannin, Brent J.	36 Clearview Drive, Hearthstone Manor
Fannin, Elmer G.	Rd. 211 & 225***
Fannin, Mary Ann	Rd. 211 & 225***
Farrall, Ruth J.	504 Gilcrest Street
Fearn, Ann Elizabeth	7 Royal Drive, Orchard Hill
Fearn, Kenneth Brian	7 Royal Drive, Orchard Hill
Feehan, John S.	103 Beaufort Lane, Orchard Hill
Feehan, Marion C.	103 Beaufort Lane, Orchard Hill
Fitzgerald, Mary L.	1031 S. Walnut Street
Fleig, Alice Ann	4203J Summerbrook Way, Hearthstone Manor
Fleig, Michael David	4203J Summerbrook Way, Hearthstone Manor
Fong, Cecelia L.K.	503 Charles Street
Forbes, Gordon S.	2 Fairway Court, Orchard Hill
Forbes, Margaret A.	2 Fairway Court, Orchard Hill
Fox, Charlotte D.	802 S. E. Second Street
Fox, Michelle L.	200 E. Clarke Avenue
Fox, Phyllis M.	200 E. Clarke Avenue
Fox, Sarah Elizabeth	200 E. Clarke Avenue
Fox, William J.	200 E. Clarke Avenue
France, Richard W.	612 Beechwood Avenue, Marshall Commons
Frey, Sonja M.	208 Lovers Lane
Fry, Holly M.	501 S. Walnut Street
Fry, Kerri Burton	501 S. Walnut Street
Furry, Adam Richard	409 Fisher Avenue
Furry, Kristen Steen	409 Fisher Avenue

G

Gaffney, Daniel M.	307 S. Walnut Street
Garner, Martha E.	632 Marshall Street
Garner, Robert L.	632 Marshall Street
Garrett, Henry J.	306 S. E. Front Street
Gervan, James R.	415 Marshall Street***
Gervan, Mary T.	415 Marshall Street***
Gilbert, Carolyn Louise	137 Aspen Court, Hearthstone Manor
Gilbert, Donald Wayne	137 Aspen Court, Hearthstone Manor
Gilbert, Elizabeth Loveman	137 Aspen Court, Hearthstone Manor

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***Non-Resident/Property Owner

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Gilbert, Gerri L.	3401C S. Sagamore Drive, Hearthstone Manor
Gilbert, Lisette C.	25 E. Green Lane, Orchard Hill
Gill, Jr., Charles E.	209 McColley Street
Gill, Dora J.	209 McColley Street
Gillespie, Steven D.	1025 S. Walnut Street
Gillette, Betty J.	304 Richard Street
Ginn, Vivian Fowler	20 Clearview Drive, Hearthstone Manor
Gladstone, John R.	1 E. Green Lane, Orchard Hill
Gladstone, Sheila M.	1 E. Green Lane, Orchard Hill
Glanden, Kandy E.	417 S. Walnut Street
Glanden, Kenneth V.	417 S. Walnut Street
Gleason, Charles O.	301 S.E. Second Street***
Goodman, D. Corrine	803 Joshua Drive, Matlinds Estates
Goodman, James P.	803 Joshua Drive, Matlinds Estates
Goodwin, Shirley E.	204 Charles Street
Goracci, Marie	404 Matthew Circle, Matlinds Estates
Goracci, Robert	404 Matthew Circle, Matlinds Estates
Goswick, Charles E.	5 Little Birch Drive, Hearthstone Manor
Gottfried, Benjamin F.	14 Royal Court, Orchard Hill
Gottfried, Nancy L.	14 Royal Court, Orchard Hill
Gramling, Carolyn E.	5 Homestead Boulevard, Hearthstone Manor
Gramling, Keith M.	5 Homestead Boulevard, Hearthstone Manor
Greenwood, Anna E.	139 Hickory Branch Court, Hearthstone Manor
Grier, Garrett Layton III	203 Matthew Circle, Matlinds Estates
Griffin, Earl B.	22 E. Green Lane, Orchard Hill
Griffin, James D.	2 Kingston Terrace, Hearthstone Manor***
Griffin, Rachel G.	22 E. Green Lane, Orchard Hill
Guerke, Gwen F.	709 S. Walnut Street

H

Hall, David Wayne	218 Columbia Street
Hall, Joyce A.	32 Elizabeth Street
Hamer, Patricia E.	135 Aspen Court, Hearthstone Manor
Hamer, Thomas H.	135 Aspen Court, Hearthstone Manor
Hampton, Patrica Ann	102 Marlin Court, Orchard Hill
Hampton, Robert Raymond	102 Marlin Court, Orchard Hill
Hardy, Alice S.	604 McColley Street
Hardy, I, William A.	604 McColley Street
Hardy, II, William A.	521 McColley Street
Harkins, Ada E.	3103-I E. Brookmyer Drive, Hearthstone Manor
Harris, Anthony	101 Montgomery Street
Harris, Fernando O.	200 S.E. Front Street
Harrison, Beverly Rhodes	141 Barksdale Court, Hearthstone Manor
Hartford, Brian Arnold	177 Hickory Branch Court, Hearthstone Manor
Hartford, Dorothea	177 Hickory Branch Court, Hearthstone Manor
Hastings, Bonnie J.	312 Fisher Avenue
Hastings, Granville E. Jr.	312 Fisher Avenue
Hastings, Ivah J.	312 Fisher Avenue

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****Non-Resident/Property Owner Registered in Other Ward(s)

Haug, Laura Kristin	614 Beechwood Avenue, Marshall Commons
Hauser, Charles A.	302 McColley Street
Hauser, Karen Renee	302 McColley Street
Hazzard, Carla J.	703 Lindsay Lane, Matlinds Estates
Hazzard, Richard M.	703 Lindsay Lane, Matlinds Estates
Heath, Nancy E.	4 Fairway Court, Orchard Hill
Hemshrot, Alva W.	101 W. Green Lane, Orchard Hill
Hemshrot, Gene A.	101 W. Green Lane, Orchard Hill
Henderson, Judith Ann	3401D S. Sagamore Drive, Hearthstone Manor
Henderson, Walter W.	3401D S. Sagamore Drive, Hearthstone Manor
Hepford, Sharon R.	139 Aspen Court, Hearthstone Manor
Hepford, Walter J.	139 Aspen Court, Hearthstone Manor
Heringslake, Rona A.	302 Marshall Street
Herka (Kanuka), Joanna	3703K S. Sagamore Drive, Hearthstone Manor
Herka, Peter J.	3 Fairway Court, Orchard Hill
Herring, Carri Ann	215 Columbia Street
Herring, Garrett W.	215 Columbia Street
Hill, William D.	906 S. E. Second Street
Hitchens, Virginia Richard	314 Marshall Street
Holleger, Julia L.	3901B Fullerton Court, Hearthstone Manor
Hoomans, Claudia A.	213 S. Walnut Street
Hoomans, Richard P.	213 S. Walnut Street
Hosbach, Norman A.	425 S. Washington Street
Hoskin, Mary Amelia	44 Clearview Drive, Hearthstone Manor
Howard, George C.	25 Elizabeth Street
Howard, Kevin E.	19 Nelson Street
Howard, Lynn M.	19 Nelson Street
Howell, Constance L.	317 S. Walnut Street
Hudson, Sheldon Paul	2903 S. Heather Drive, Hearthstone Manor
Huff, JoAnn H.	119 Hickory Branch Court, Hearthstone Manor
Huff, Warren R.	119 Hickory Branch Court, Hearthstone Manor
Hughes, Nancy M.	6 Fairway Court, Orchard Hill
Hughes, William S.	6 Fairway Court, Orchard Hill
Hunt, Christine A.	147 Barksdale Court, Hearthstone Manor
Hunt, Peter J.	147 Barksdale Court, Hearthstone Manor
Huot, Gerry Louise	1 Fairway Court, Orchard Hill
Huot, Robert Armand	1 Fairway Court, Orchard Hill
Hurd, Brenda M.	3 Nelson Street
Hurd, R. Wayne	3 Nelson Street

I

Irons, Jr., Charles G.	3 Elizabeth Street
Irons, Sandra, F.	3 Elizabeth Street
Irwin, Jean V.	17 E. Clarke Avenue
Irwin, Selma R.	8 Pennsylvania Avenue
Irwin, Willard J. Sr.	8 Pennsylvania Avenue
Irwin, Willard J., Jr.	8 Pennsylvania Avenue
Iturriaga, Joseph C.	7 Pennsylvania Avenue

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***Non-Resident/Property Owner

****Non-Resident/Property Owner Registered in Other Ward(s)

J

Jackson, Carol A.	151 Hickory Branch Court, Hearthstone Manor
Jackson, John L. Jr.	151 Hickory Branch Court, Hearthstone Manor
Jackson, Virginia L.	306 Marshall Street****
Jackson, William P.	306 Marshall Street****
James, Augusta G.	305 S. Walnut Street
James, Joseph E.	305 S. Walnut Street
Jarrell, Joyce Mae	420 S. Washington Street
Jefferson, Charles F.	608 McColley Street
Jenary, Rose Marie	151 Aspen Court, Hearthstone Manor
Jester, Barbara P.	17 McCoy Street
Jester, Donald M	17 McCoy Street
Johansson, Patrica C.	703 Beechwood Court, Marshall Commons
Johansson, William F.	703 Beechwood Court, Marshall Commons
Johnson, Carol Ann	619 Beechwood Avenue, Marshall Commons
Johnson, Charles E. II	4002G N. Sagamore Drive, Hearthstone Manor
Johnson, Dwayne Malcolm	129 Aspen Court, Hearthstone Manor
Johnson, Guadalupe M.	313 S. Walnut Street
Johnson, Jewell Y.	600 Beechwood Avenue
Johnson, June Elaine	645 Beechwood Avenue
Johnson, Linda Louise	129 Aspen Court, Hearthstone Manor
Johnson, Raymond O.	600 Beechwood Avenue
Johnson, Richard M.	1035 S. Walnut Street
Johnson, Steven L.	3703L S. Sagamore Drive, Hearthstone Manor
Jones, Bessie	315 Fisher Avenue
Jones, Betty R.	509 S. Marshall Street, Apt. A
Jones, Jesse A. Jr.	5 Elizabeth Street
Jones, Jonathan David	7 Delaware Avenue
Jones, Kathleen Callahan	28 Kingston Terrace, Hearthstone Manor
Jones, Paul Sevier Jr.	28 Kingston Terrace, Hearthstone Manor
Jopp, Darryl Bennett	23 Kingston Terrace, Hearthstone Manor
Joseph, Anita B.	179 Hickory Branch Court, Hearthstone Manor
Joseph, Ronnie M.	179 Hickory Branch Court, Hearthstone Manor

K

Kaleyias, Coula	108 Marlin Street, Orchard Hill
Kaleyias, Frank Steve	108 Marlin Street, Orchard Hill
Kane, Barbara A.	137 Barksdale Court, Hearthstone Manor
Kelsey, Margaret C.	402 Charles Street
Kemper, Carmen V.	13 McCoy Street
Kendzierski, F. Sigmund	401 McColley Street
Kenney, David B.	626 Beechwood Avenue
Kenton, Deborah Ann	612 McColley Street
Kenton, Elouise B.	309 S. Washington Street
Kenton, G. Nelson	309 S. Washington Street
Kersey, Michael C.	104 McCoy Avenue
Keys, Mykael E. J.	1403 Mispillion Apartments

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Kiefer, Carol A.	312 Matthew Circle, Matlinds Estates
Kiefer, Jane Mary	312 Matthew Circle, Matlinds Estates
Kiefer, John M.	312 Matthew Circle, Matlinds Estates
Kingsley, Joann Ellen	3602F N. Sagamore Drive, Hearthstone Manor
Kinkle, Barbara R.	160 Rock Ledge Court, Hearthstone Manor
Kinkle, Carol Ann	160 Rock Ledge Court, Hearthstone Manor
Kinports, Donna Marie	32 Clearview Drive, Hearthstone Manor
Kinports, Richard Martin	32 Clearview Drive, Hearthstone Manor
Kirk, Rita Jacqueline	105 E. Delaware Avenue
Kirlin, Anna Marie	708 Lindsay Lane, Matlinds Estates
Kniceley, Beatrice V.	209 E. Clarke Avenue
Knorr, Barclay Alan	130 W. Green Lane, Orchard Hill
Koetz, Jacqueline	136 Manor Lane, Marshall Manor
Kotwas, Alexander E.	145 Barksdale Court, Hearthstone Manor
Kramlich, Ellen M.	419 Marshall Street
Kramlich, Essie E.	300 S. E. Front Street
Kramlich, Fred S.	300 S. E. Front Street
Kramlich, John Anthony	419 Marshall Street
Kramlich, John F.	419 Marshall Street
Kugelman, Sue	311 S. Walnut Street
Kulhanek, Stephanie M.	416 Marshall Street
Kunkel, Kenneth Christopher	152 Rock Ledge Court, Hearthstone Manor
Burnet-Kurtz, Eleanor Frances	3903-I Fullerton Court, Hearthstone Manor

L

Lane, Diane H.	403 S. Washington Street
Lane, Janet Virginia	6 Crown Circle, Orchard Hill
Lane, Richard Alan Sr.	3 Fairway Court, Orchard Hill
Lane, Rufus G.	6 Crown Circle, Orchard Hill
Lane, Shirley J.	3 Fairway Court, Orchard Hill
Lane, William J.	7 Hickory Branch Lane, Hearthstone Manor
LaRoss, David Ryan	509-E Marshall Street
Lash, Jack R.	810 S. E. Second Street
Lash, Martha H.	810 S. E. Second Street
Lavallee, Troy Alan	425 S. Walnut Street
Lear, Mary Jo	616 Cedarwood Avenue, Marshall Commons
Lear, Sr., Norman J.	616 Cedarwood Avenue, Marshall Commons
Legg, Donald T. Sr.	10 Clearview Drive, Hearthstone Manor
Legg, Rosalie D.	10 Clearview Drive, Hearthstone Manor
Lehr, Darlene R.	24 Clearview Drive, Hearthstone Manor
Levenson, Louis Elliott	17 Fairway Street, Orchard Hill
Levin, Harold P.	704 Beechwood Court, Marshall Commons
Lewis, Evelyn Rae	423 S. Walnut Street
Lewis, Sr., Lawrence E.	423 S. Walnut Street
Littmann, Helmut K.	3301A N. Sagamore Drive, Hearthstone Manor
Loeffler, Adam E.	1002 S. E. Second Street
Long, Gary R.	201 Matthew Circle, Matlinds Estates
Long, Sydell R.	201 Matthew Circle, Matlinds Estates

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***Non-Resident/Property Owner

****Non-Resident/Property Owner Registered in Other Ward(s)

Luchinsky, Alan Lee	154 Rock Ledge Court, Hearthstone Manor
Luchinsky, Sharon L.	154 Rock Ledge Court, Hearthstone Manor
Lush, Elizabeth Ann	31 E. Green Lane, Orchard Hill
Lush, Mary Ann E.	31 E. Green Lane, Orchard Hill
Lush, Richard M.	31 E. Green Lane, Orchard Hill

Mc

McCarthy, Donna Reel	4001B Fullerton Court, Hearthstone Manor
McCarthy, Richard Hugh	4001B Fullerton Court, Hearthstone Manor
McDuffie, Leona A. Warfield	208 Fisher Avenue
McFaul, Mary G.	28 Fairway Street, Orchard Hill
McFaul, Wallace F. Jr.	28 Fairway Street, Orchard Hill
McGill, Christopher R.	9 Delaware Avenue
McGill, Corey Christopher	9 Delaware Avenue
McGill, Karla L.	9 Delaware Avenue
McGill, Sarah V.	9 Delaware Avenue
McGrath, Ronald T.	3102H W. Brookmyer Drive, Hearthstone Manor
McGriffin, James G.	200 S. E. Second Street
McKain, Michael D.	705 Cedarwood Court, Marshall Commons
McLeod, Barbara A.	6 Kingston Terrace, Hearthstone Manor
McLeod, Robert Harry	6 Kingston Terrace, Hearthstone Manor
McPherson, Jerry H.	614 Beechwood Avenue
McVeigh, Juanita F.	24 Clearview Drive, Hearthstone Manor

M

Mack, Dawn L.	11 Pennsylvania Avenue
Maloney, Cecil W.	15 Elizabeth Street
Maloney, Clara C.	15 Elizabeth Street
Maloney, Gladys D.	1006 Lemuel Street
Maloney, Thomas A.	1006 Lemuel Street
Mancini, Sally Ann	145 Barksdale Court, Hearthstone Manor
Marcavage, Joseph E.	22 Clearview Drive, Hearthstone Manor***
Marcavage, Josephine M.	22 Clearview Drive, Hearthstone Manor***
Marcin, Jo Ann	707 Lindsay Lane, Matlinds Estates
Mason, Carole G.	153 Barksdale Court, Hearthstone Manor
Mason, George A.	153 Barksdale Court, Hearthstone Manor
Matthews, William B. Jr.	26 E. Green Lane, Orchard Hill
Maybee, Suzanne S.	408 Bridgeham Avenue
Merchant, Donna L.	108 Franklin Street
Mergner, Christopher Henry	1 Delores Court, Orchard Hill
Mergner, Leslie A.	1 Delores Court, Orchard Hill
Merkel, Lee L.	7 Homestead Boulevard, Hearthstone Manor
Merkel, Theresa D.	7 Homestead Boulevard, Hearthstone Manor
Messick, Cleo*	103 Manor Lane, Marshall Manor
Meszaros, Christina Graviat	21 E. Green Lane, Orchard Hill
Meszaros, Joseph John	21 E. Green Lane, Orchard Hill
Metzner, Timothy M.	9 Royal Drive, Orchard Hill

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***Non-Resident/Property Owner

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Meushaw, Jean Ann	12 Clearview Drive, Hearthstone Manor
Meushaw, Ronald Wayne	12 Clearview Drive, Hearthstone Manor
Miles, Louise Jordan	207 S. Walnut Street
Miller, Christine A.	707 Lindsay Lane, Matlinds Estates
Millman, Pamela M.	110 Rock Ledge Court, Hearthstone Manor
Mitchell, Laura B.	215-B S. Walnut Street
Mitchell, Myra Kay	213 Charles Street****
Mitchell, Randy Clark	213 Charles Street****
Montgomery, Eugene C.	6 E. Green Lane, Orchard Hill
Moorman, Laurie Kobasa	637 Beechwood Avenue
Moorman, Travis C.	637 Beechwood Avenue
Morgan, Jacqueline Marie	1000 Lemuel Street
Morgan, Joan K.	25 Kingston Terrace, Hearthstone Manor
Morgan, Woodrow W.	25 Kingston Terrace, Hearthstone Manor
Morole, Michelle A.	206 Matthew Circle, Matlinds Estates
Morole, Nicholas P.	206 Matthew Circle, Matlinds Estates
Morole, Peter A.	206 Matthew Circle, Matlinds Estates
Morris, John E.	34½ McCoy Avenue
Morris, Judy C.	34½ McCoy Avenue
Morris, William B.	211 S. Walnut Street
Mosley, Tonia Lynn	205 S.E. Second Street
Mumma, Patrick Joseph	141 Hickory Branch Court, Hearthstone Manor
Munday, Carol Jean	800 Joshua Drive, Matlinds Estates
Munday, Herbert L. Jr.	800 Joshua Drive, Matlinds Estates
Mundorf, Cathy Lynne	505 S. Walnut Street
Murphy, Rosa Marie	5 Fairway Street, Orchard Hill
Murphy, Suzanne M.	115 Hickory Branch Court, Hearthstone Manor
Murphy, Thomas Dennis	400 S. Washington Street
Musgrove, David Brian	420 S. Washington Street

N

Nash, Shelby L.	405 Charles Street
Natonick, Marlys, Jean	157 Aspen Court, Hearthstone Manor
Noll, Daniel M.	300 Bridgeham Avenue
Norris, Richard David	171 Hickory Branch Court, Hearthstone Manor
Nowakowski, Bernard J.	504 Matthew Circle, Matlinds Estates
Nowakowski, Brandi M.	504 Matthew Circle, Matlinds Estates
Nowell, James Robert Jr.	8 Crown Circle, Orchard Hill
Nowell, Melissa Ann	8 Crown Circle, Orchard Hill

O

O'Boyle, Charles M.	4103L Fullerton Court, Hearthstone Manor
O'Boyle, Lorraine M.	4103L Fullerton Court, Hearthstone Manor
Ochs, Bryan Jason	4 Pond Drive, Orchard Hill
Ochs, Anne M.	4 Pond Drive, Orchard Hill
O'Day, Beverly L.	919 S.E. Third Street***
O'Day, Louis S.	919 S.E. Third Street***

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***Non-Resident/Property Owner

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Orkin, Ellan J.	16 Nelson Street
Orr, Anne Sparks	109 Aspen Court, Hearthstone Manor
Orr, Neal K.	109 Aspen Court, Hearthstone Manor
Orta, Emanuel	305 S. Washington Street
Osborne, Eugene M.	409 S. Washington Street
Ostroski, Lenora V.	3801C S. Sagamore Drive, Hearthstone Manor
Ostruska, Josef	806 Joshua Drive, Matlinds Estates
Ostruska, Margot P.	806 Joshua Drive. Matlinds Estates
Owens, Mary Joe Christine	4502F Summer Brook Way, Hearthstone Manor
Owens, William D.	4502F Summer Brook Way, Hearthstone Manor

P

Paladino, James Jerome	4 E. Green Lane, Orchard Hill
Paladino, Lisa M.	4 E. Green Lane, Orchard Hill
Paliwoda, Laura A.	17 Homestead Boulevard, Hearthstone Manor
Paliwoda, Theodore T.	17 Homestead Bouelvard, Hearthstone Manor
Panico, Frank Michael	105 Marlin Court, Orchard Hill
Panico, Maureen Theresa	105 Marlin Court, Orchard Hill
Parker, Beverly Ennis	105 Beauford Lane, Orchard Hill
Parker, Bonnie S.	8 Delaware Avenue***
Parker, Bremante R.	1403 Mispillion Apartments
Parker, Gordon Otis Jr.	105 Beauford Lane, Orchard Hill
Parker, Keith Weston	8 Delaware Avenue***
Parkhouse, Edward Patrick	322 Matthew Circle, Matlinds Estates
Parkhouse, Elise L.	322 Matthew Circle, Matlinds Estates
Parseghian, Edward C.	508 Matthew Circle Matlinds Estates
Parsons, Donna R.	216 McColley Street
Parsons, Ronald David	216 McColley Street
Passwaters, Samuel J. III	315 Columbia Street
Pavlak, Barbara A.	12 Royal Drive, Orchard Hill
Pavlak, Scott T.	12 Royal Drive, Orchard Hill
Peifer, Jacquelyn	5 Little Birch Drive, Hearthstone Manor
Pennell, Sue Ellen	111 Hickory Branch Court, Hearthstone Manor
Perdue, David P.	19 Fairway Court, Orchard Hill
Perdue, Deborah L.	19 Fairway Court, Orchard Hill
Perez, Janet A.	307 Carlisle Lane
Perez, Roberto	307 Carlisle Lane
Perry, Edith J.	8 Royal Drive, Orchard Hill
Perry, Roger Gayle	8 Royal Drive, Orchard Hill
Peters, Michelle A.	611 S. Washington Street
Peterson, Alger L.	614 Cedarwood Avenue
Peterson, Elizabeth C.	614 Cedarwood Avenue
Phillips, Peggy A.	321 S. Walnut Street
Phillips, Vernon Joseph Sr.	500 Maple Street, Marshall Commons
Phipps, Ty D.	405 S. Washington Street
Pingue, Elizabeth A.	305 Richard Street
Pikus, Terry S.	302 Columbia Street
Plack, Kathryn Jean	1000 Lemuel Street

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Plack, William F. Jr.	1000 Lemuel Street*
Polichetti, Anna Marie	5 Royal Court, Orchard Hill
Polichetti, Joseph M. Jr.	5 Royal Court, Orchard Hill
Pontius, Margaret C.	208 Bridgeham Avenue
Polk, Kristyn Ilene	303 S. Washington Street
Polk, Rebecca S.	303 S. Washington Street
Poole, Beverly A.	38 Clearview Drive, Hearthstone Manor
Poole, Joseph John	38 Clearview Drive, Hearthstone Manor
Porter, David L.	211 McColley Street
Powell, Peggy Ann	4301D Summerbrook Way, Hearthstone Manor
Powell, William M. Sr.	4301D Summerbrook Way, Hearthstone Manor
Powers, Betty J.	14 E. Green Lane, Orchard Hill
Powers, Robert D.	14 E. Green Lane, Orchard Hill
Price, Charles	108 S. E. Second Street
Priola, Mike A.	3801D S. Sagamore Drive, Hearthstone Manor
Prunty, Evangeline A.	13 Royal Drive, Orchard Hill
Prunty, Harold E.	13 Royal Drive, Orchard Hill
Pusey, Cheryl	800 S. E. Second Street
Pusey, Eric Matthew	800 S. E. Second Street
Pusey, Larry	800 S. E. Second Street
Pyne, Jean B.	326 S. E. Second Street

Q

Quent, Jeanne L.	104 Matthew Circle, Matlinds Estates
Quent, Ronad Kenneth	104 Matthew Circle, Matlinds Estates

R

Rambo, Eric M.	23 Elizabeth Street
Rambo, Tina R.	23 Elizabeth Street
Ramsey, Jon Eric	649 Beechwood Avenue, Marshall Commons
Ramsey, Pamela M.	649 Beechwood Avenue, Marshall Commons
Ranney, Roberta A.	640 Beechwood Avenue, Marshall Commons
Raspberry, Joseph T.	29 E. Green Lane, Orchard Hill
Raspberry, Mary Christine	29 E. Green Lane, Orchard Hill
Ray, Patricia Ann	218 Columbia Street
Raymond, Melinda	219 S. Walnut Street
Reale, Jeannette F.	34 McCoy Street
Redden, Thomas H.	429 S. Walnut Street
Reilly, James J.	13 E. Green Lane, Orchard Hill
Reilly, Peggy C.	13 E. Green Lane, Orchard Hill
Rhodes, Jerry W.	206 Marshall Street
Rhodes, Rebecca T.	206 Marshall Street
Richards, Brenda L.	18 Clearview Drive, Hearthstone Manor
Rienzi, Dorothea H.	320 Matthew Circle, Matlinds Estates
Rienzi, Leonard J.	320 Matthew Circle, Matlinds Estates
Rittershofer, Priscilla J.	20 Kingston Terrace, Hearthstone Manor
Roberts, Richard	12 Kingston Terrace, Hearthstone Manor

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***Non-Resident/Property Owner

****Non-Resident/Property Owner Registered in Other Ward(s)

Robinson, Carol A.	523 S. Washington Street
Robinson, Phyllis	314 Bridgeham Avenue
Rodriguez-Diaz, Manual	422 S. Washington Street
Roehl, Denise L.	605 S. Walnut Street
Rogers, Charles J.	105 E. Clarke Avenue
Rogers, Doreen J.	418 Fisher Avenue
Rogers, Jordan A.	418 Fisher Avenue
Rogers, Kevin Wayne	418 Fisher Avenue
Rogers, Lewis W.	418 Fisher Avenue
Rogers, Lucille E.	105 E. Clarke Avenue
Rosengren, Emily K.	630 Beechwood Avenue, Marshall Commons
Rosenquist, Glen T.	300 Charles Street
Rosenquist, Shelby E.	300 Charles Street
Ross, Oneida S.	3403J N. Sagamore Drive, Hearthstone Manor***
Ross, Robert L.	3403J N. Sagamore Drive, Hearthstone Manor***
Rupp, Hildegard S.	143 Aspen Court, Hearthstone Manor
Ryan, Danahey	163 Barksdale Court, Hearthstone Manor
Ryan, Patricia N.	163 Barksdale Court, Hearthstone Manor

S

Sabia, Eleanor R.	155 Barksdale Court, Hearthstone Manor
Sabia, Mauro A.	155 Barksdale Court, Hearthstone Manor
Saez, Jose Morales	4 Pond Drive, Orchard Hill
Saez, Zona C.	4 Pond Drive, Orchard Hill
Salvisky, Florence G.	215 S. Walnut Street
Sanchez, Eva	403 McColley Street
Sapp, Jane Savin	204 McColley Street
Sapp, John Foster	204 McColley Street
Savage, Sara Louise	125 Hickory Branch Court, Hearthstone Manor
Sbona, Georgiann	19 Homestead Boulevard, Hearthstone Manor
Sbona, Samuel Ralph	19 Homestead Boulevard, Hearthstone Manor
Schaap, Lucinda L.	1012 S. E. Second Street*/Change of Address
Schaap, Robert	1012 S. E. Second Street
Scheetz, Timothy Edward	3601A N. Sagamore Drive, Hearthstone Manor
Schmidt, Carl R. Jr.	4 Clearview Drive, Hearthstone Manor
Schmidt, Eric G.	416 S. Washington Street
Schmidt, Olivia L.	4 Clearview Drive, Hearthstone Manor
Scott, Cynthia Ann	708 Lindsay Lane, Matlinds Estates
Sender, Carole Louise	3601D S. Sagamore Drive, Hearthstone Manor
Sender, John Bernard Jr.	3601D S. Sagamore Drive, Hearthstone Manor
Sharp, Delema E.	213 Charles Street*
Sharp, Kelly Lynn	617 Beechwood Avenue, Marshall Commons
Sharp, Ronald H.	305 Marshall Street
Sharp, Michael S.	617 Beechwood Avenue, Marshall Commons
Sharp, Sheila M.	305 Marshall Street
Shea, Bonnie W.	12 Delaware Avenue
Shea, Elizabeth H.	10 Delaware Avenue
Shea, Gary D.	12 Delaware Avenue

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***Non-Resident/Property Owner

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Shea, Kathy J.	306 Montgomery Street***
Shea, Michael J.	306 Montgomery Street***
Sherman, Gerald G.	912 S. E. Second Street
Sherwood, Carol C.	13 E. Clarke Avenue
Sherwood, Richard M.	13 E. Clarke Avenue
Shifflett, Cynthia B.	804 Joshua Drive, Matlinds Estates
Shifflett, Willis R.	804 Joshua Drive, Matlinds Estates
Shimizu, Helena Bernice	39 Little Birch Drive, Hearthstone Manor
Short, Scott Douglas	7 Nelson Street
Shupe, Bryan William	805 Joshua Drive, Matlinds Estates
Shupe, Sheridan Allayne	805 Joshua Drive, Matlinds Estates
Shupe, William J.	805 Joshua Drive, Matlinds Estates
Silbereisen, Albert J.	301 Marshall Street
Silveira, Rita Christina	3403L S. Sagamore Drive, Hearthstone Manor
Simon, Edward L.	117 Barksdale Court, Hearthstone Manor
Simon, Patrica A.	117 Barksdale Court, Hearthstone Manor
Simpatico, Anupa	417 S. Walnut Street
Sinner, Dorothy Levitsky	13 Elizabeth Street
Siok, Cheryl L.	22 Nelson Street
Sipple, Scott G.	4101B Summerbrook Way, Hearthstone Manor***
Sirkis, James R.	915 S. E. Third Street
Slonacher, Frances A.	1020 S. E. Second Street
Smith, Ann H.	407 S. Walnut Street
Smith, Frank M.	407 S. Walnut Street
Smith, Robert Raymond	207 S. Walnut Street
Snead, Natasha C.	511 McColley Street
Snook, Iver Vincent	107 Marlin Court, Orchard Hill
Snook, Linda G.	107 Marlin Court, Orchard Hill
Soden, Matthew A.	5 Nelson Street
Soden, Penny D.	5 Nelson Street
Sophos, Dorothy	3 Delaware Avenue
Sottile, John V.	13 Little Birch Drive, Hearthstone Manor
Spillane, Michael David	20 Clearview Drive, Hearthstone Manor
Spurio, Ernest J. Jr.	3001D S. Heather Drive, Hearthstone Manor
Spurio, Joan C.	3001D S. Heather Drive, Hearthstone Manor
Staats, Audrey Geraldine	173 Hickory Branch Court, Hearthstone Manor
Staats, Kathryn B.	202 Matthew Circle, Matlinds Estates
Staats, Russell T.	202 Matthew Circle, Matlinds Estates
Steele, Barbara J.	402 S. Washington Street***
Steinhice, Mary Frances	117 Aspen Court, Hearthstone Manor
Steinhice, Philip R.	117 Aspen Court, Hearthstone Manor
Stenaka, Joan D.	629 Beechwood Avenue
Stenaka, Leo J.	629 Beechwood Avenue
Stevens, Michael V.	11 E. Green Lane, Orchard Hill
Stevens, Patricia A.	11 E. Green Lane, Orchard Hill
Stevenson, David T.	507 S. Walnut Street
Stevenson, Kimberly Hoey	507 S. Walnut Street
Stratman, Elizabeth P.	643 S. Marshall Street
Stratton, Judy L.	8 Delaware Avenue*

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***Non-Resident/Property Owner

****Non-Resident/Property Owner Registered in Other Ward(s)

Stratton, William J. 8 Delaware Avenue*

T

Tebbens, Madeline 900 S. E. Fifth Street
 Temparali, Charles J. 2 E. Green Lane, Orchard Hill
 Temparali, Patricia Phyllis 2 E. Green Lane, Orchard Hill
 Thomas, Elizabeth S. 310 Charles Street
 Thomas-Kenney, April R. 626 Beechwood Avenue, Marshall Commons
 Thoms, Paula A. 601 Maple Street
 Thompson, Gary L. 34 Clearview Drive, Hearthstone Manor
 Timmons, Raymond W. 3 Pennsylvania Avenue
 Tobler, Ruth Ann 3501C S. Sagamore Drive, Hearthstone Manor
 Towers, Howard Chester 42 Clearview Drive, Hearthstone Manor
 Townsend, John R. 4003L N, Sagamore Drive, Hearthstone Manor
 Tozier, Delores L. 101 Barksdale Court, Hearthstone Manor
 Tozier, Richard M. 101 Barksdale Court, Hearthstone Manor
 Truitt, William C. 312 Fisher Avenue
 Tucker, Jr., Atwood 507 Marshall Street
 Tucker, Mary F. 507 Marshall Street
 Tucker, William Fred 706 Cedarwood Court, Marshall Commons
 Turner, Verna L. 303 Matthew Circle, Matlinds Estates

U

Uffner, Martin J. 8 E. Clarke Avenue

V

Vanaman, Charles P. 217 McColley Street*
 Vanaman, Susan B. 700 S. E. Fifth Street
 VandenDries, Jody N. 324 S.E. Second Street
 VanVorst, Gladys E. 14 Elizabeth Street
 VanVorst, Richard E. 14 Elizabeth Street
 VanVorst, Robert E. 14 Elizabeth Street
 Vazquez, Cesar M. 3201D W. Brookmeyer Drive, Hearthstone Manor
 Vazquez, Linda L. 3201D W. Brookmeyer Drive, Hearthstone Manor
 Vennett, Emmett 305 Charles, 610 McColley, 421 S. Washington Sts.****
 Vennett, Patricia M. 305 Charles, 610 McColley, 421 S. Washington Sts.****
 Vican, Denise Kaye 414 Fisher Avenue
 Vican, Richard A. 414 Fisher Avenue
 Viggiano, Carl M. 3702H S. Sagamore Drive, Hearthstone Manor
 Viggiano, Margaret A. 3702H S. Sagamore Drive, Hearthstone Manor
 Viohl, Donald L. 105 Franklin Street

W

Wachel, Georgeana 511-F S. Marshall Street
 Wagner, Genie Drialo 316 Matthew Circle, Matlinds Estates

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Wagner, John Charles	316 Matthew Circle, Matlinds Estates
Waldorf, Anne T.	103 Marlin Court, Orchard Hill
Waldorf, Louise J. Jr.	103 Marlin Court, Orchard Hill
Wallace, Elizabeth Kelly	4402F Fullerton Court, Hearthstone Manor
Walls, Blanche Jefferson	630 Marshall Street
Walls, Charles A.	630 Marshall Street
Walls, Daniel J.	208 Marshall Street
Walls, Harold Lewis	630 Marshall Street
Walls, James Jay	809 S. E. Fifth Street
Walls, John W.	805 S. E. Fifth Street
Walls, Lauren Marie	809 S. E. Fifth Street
Walls, Patricia G.	314 Fisher Avenue
Walls, Robert O.	314 Fisher Avenue
Walls, Shirley M.	809 S. E. Fifth Street
Walls, Tina Sue	630 Marshall Street
Walls-Culotta, Sandra	6 E. Clarke Avenue
Walters, Elizabeth Bernadette	157 Barksdale Court, Hearthstone Manor
Walther, Joan D.	3203I E. Brookmyer Drive, Hearthstone Manor
Waples, Charlene A.	307 Charles Street
Ward, William Michael	702 S. E. Second Street
Warrington, Caleb Van III	109 W. Green Lane, Orchard Hill
Warrington, Judith R.	109 W. Green Lane, Orchard Hill
Webb, John D.	610 S. E. Second Street
Webb, Walter	300 McColley Street
Weeks, Catherine M.	3502F N. Sagamore Drive, Hearthstone Manor
Weeks, Deborah Carol	116 W. Green Lane, Orchard Hill
Weeks, Robert E.	3502F N. Sagamore Drive, Hearthstone Manor
Wells, Joseph W.	106 Fisher Avenue****
West, B. Agnes	514 Marshall Street
West, Esther Catherine	606 Montgomery Street*
White, Ernestine Helene	143 Hickory Branch Court, Hearthstone Manor
White, Kathleen E.	26 McCoy Street
White, Michael R.	308 Fisher Avenue
White, Peter W.	5 Delaware Avenue
Whitney, Wayne B.	403 Marshall Street
Wiley, Jennifer E.	605 S. Walnut Street
Wiley, Mary E.	404 S.E. Front Street***
Wilkins, Howard C. II	410 Bridgeham Avenue***
Wilkins, Jessie L.	307 Richard Street
Wilkins, Sandra Lee	807 S.E. Fourth Street
Wilkinson, Jr., Floyd H.	503 McColley Street
Wilkinson, Janet	503 McColley Street
Wiley, Jennifer E.	605 S. Walnut Street
Willey, Ruth E.	214 Charles Street
Williams, Ann C.	655 Beechwood Avenue***
Williams, Betty Lou	411 S. Washington Street
Williams, Carolyn Larson	6 Royal Court, Orchard Hill
Williams, Debra Lewis	111C Barksdale Court, Hearthstone Manor***
Williams, Harvey	411 S. Washington Street

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Williams, James Keith	6 Royal Court, Orchard Hill
Williams, Loreane R.	506 Mispillion Apartments
Williams, Nolan Stafford	111C Barksdale Court, Hearthstone Manor***
Williamson, James Richard	209 Lovers Lane
Willis, Hilda B.	1001 Mispillion III
Wilson, Carlene	11 Nelson Street
Wilson, Joshua M.	11 Nelson Street
Wilson, Michael L.	11 Nelson Street
Wilson, Shayla Michele	11 Nelson Street
Windsor, Joan Marie	11 McCoy Street
Winkler, Carol Anne	4201D Fullerton Court, Hearthstone Manor
Wood, Josephine H.	162 Rock Ledge Court, Hearthstone Manor
Wood, Lois A.	510 McColley Street
Worsley, Donnamarie	9 Hickory Branch Lane, Hearthstone Manor
Worsley, Grant Jr.	9 Hickory Branch Lane, Hearthstone Manor
Worts, Joseph P. Jr.	11 Homestead Boulevard, Hearthstone Manor
Wothers, Mary C.	303 Mispillion I
Wright, Barbara S.	3703I N. Sagamore Drive, Hearthstone Manor
Wyatt, Tiffany	213 Marshall Street

Y

Yeager, Esther R.	206 E. Clarke Avenue
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Z

Zencak, Daniel Lee	7 Delaware Avenue
Zaferis, Marjorie M.	115 Manor Lane, Marshall Commons*
Zaferis, Norma M.	210 Bridgeham Avenue
Zang, George W.	210 Charles Street
Zicarelli, Cynthia J.	601 S. Walnut Street
Zicarelli, Frank A.	601 S. Walnut Street
Zimmerman, Joseph C. Jr.	306 S. Washington Street

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PURGED FROM WARD I 2010REASON

Byrum, Melvin Glenn Jr.	704 Lindsay Lane, Matlinds Estates	Deceased
Cormier, Sandra L.	137 Barksdale Court, Hearthstone Manor	Moved Out of Town
Cormier, Theodore S.	137 Barksdale Court, Hearthstone Manor	Moved Out of Town
Horne, Barbara A.	203 Matthew Circle, Matlinds Estates	Moved Out of Town
Horne, David W.	203 Matthew Circle, Matlinds Estates	Moved Out of Town
Kopf, Herman Otto	808 S. E. Second Street	Deceased
Lewis, Dorothy D.	808 S. E. Fifth Street	Deceased
McKenzie, Renate H.	310 Charles Street	Moved to Ward II
Morrison, Blanche R.	207 Marshall Street	Deceased
Phillips, Earl V.	321 S. Walnut Street	Deceased
Rogers, J. Edward Jr.	806 S.E. Second Street	Moved Out of Town
Rogers, Molly Ann	34 McCoy Street	Moved Out of Town
Smith, Hilda Ruth	1002 Lemuel Street	Deceased
Webb, Pauline May	300 McColley Street	Deceased

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Windle, Edwin R.	115 Hickory Branch Court, Hearthstone Manor	Moved Out of Town
Windle, Josephine P.	115 Hickory Branch Court, Hearthstone Manor	Moved Out of Town
Windle, Richard Albert	115 Hickory Branch Court, Hearthstone Manor	Moved Out of Town

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A

Absher, Diana L.	2 N.W. Front Street
Adams, Dawn R.	504 New Street
Adkins, Glenda Denise	421 Kings Highway
Adkins, Jason W.	421 Kings Highway
Adkins, Ruth A.	513 Kings Highway
Adkins, William C.	421 Kings Highway
Alexander, Roger S.	308 Lakeview Avenue
Amory, Bridget R.	604 S. Walnut Street
Anderson, Lauren Oliver	412 N.W. Front Street
Angelucci, Gail R.	412 N.W. Front Street
Angelucci, Wayne Scott	412 N.W. Front Street
Antonik, Carol Susan	415 Woodland Drive
Antonik, Christopher G.	415 Woodland Drive
Awayes, Maha	511 Kings Highway

B

Bacon, Kathleen L.	903 S. DuPont Boulevard
Bacon, Paul W. Jr.	903 S. DuPont Boulevard
Bacon, Paul W. Sr.	903 S. DuPont Boulevard
Bailey, J. Patrick	602 Marvel Road
Bailey, Jay E.	602 Marvel Road
Bailey, Patricia L.	999 S. DuPont Boulevard
Bailey, Sharon Jean	602 Marvel Road
Baker, Patricia M.	515 Lakeview Avenue
Baker, Ronald R.	515 Lakeview Avenue
Banning, Hildray O.	703 North Shore Drive
Banning, Iva M.	703 North Shore Drive
Barr, Clare Heafey	226 Jefferson Avenue
Barr, Linda K.	226 Jefferson Avenue
Barr, Robert T.	226 Jefferson Avenue*
Barto, June G.	10 W. Clarke Avenue
Bayalis, John A. Jr.	29 Church Street
Bayalis, Margaret J.	29 Church Street
Beach, Janet D.	5879 Old Shawnee Road
Beideman, Ruth Ann	605 Lakeview Avenue
Berry, Kenneth R.	422 S. Walnut Street
Berry, Myrtle W.	15 W. Clarke Avenue
Billings, Herschel	202 Grier Lane
Bird, Monroe Murphy Jr.	101 Lakelawn Drive
Bird, Nancy K.	101 Lakelawn Drive
Blackwell, Daisy Campbell	Milford Manor*
Blakely, Sheila G.	404 Lakeview Avenue
Blance', Nancy H.	10 N.W. Front Street #2A
Bleadow, Cheryl Y.	901 S. DuPont Highway
Bleadow, Kenneth A.	901 S. DuPont Highway

*Change of Address Form Required

**Change of Name Form Required

***Non-Resident/Property Owner

****Non-Resident/Property Owner Registered in Other Ward(s)

Blessing, Joel F.	608 New Street
Bontrager-Thomas, Sherrie M.	314 N.W. Front Street
Boutin, Amy Clare	308 S. Walnut Street
Boutin, Edward H.	308 S. Walnut Street
Boutin, Theresa M.	308 S. Walnut Street
Boutin, Virginia L.	308 S. Walnut Street
Bowman, Joan M.	611 Marvel Road
Brenneman, Patricia	507 Crestview Drive
Brenneman, Wayne M.	507 Crestview Drive
Briggs, Mary E.	1019 S. DuPont Boulevard
Bullock, Brian Scott	4 Sunset Lane
Bunselmeyer, Louis Richard	109 School Place
Burch, Mary Lee	327 S. DuPont Boulevard
Burk, Albert J.	423 Kings Highway
Burk, Amanda S.	423 Kings Highway
Burk, James Frederick	129 School Place
Burn, Thomas	503 Seabury Avenue
Burris, Allison	602 Reed Road
Burris, Deborah B.	417 Kings Highway
Burris, Howard W.	417 Kings Highway
Burris, Janice H.	602 Reed Road
Burris, Linda	420 Kings Highway**
Burris, Michael W.	420 Kings Highway
Burton, Ann	208 Grier Lane
Burton, David G.	208 Grier Lane

C

Cahall, Arthur B. III	446 Kings Highway
Callahan, Billy B.	439 Kings Highway
Cannon, Justin R.	806 S. Walnut Street
Cannon, Stephen Gregory	806 S. Walnut Street
Carlino, Lorraine H.	721 New Street
Carpenter, William Cecil	401 Crestview Drive
Carroll, George Lee	26 N.W. Front Street
Carter, William R.	511 Seabury Avenue
Chamberlin, Sharon S.	8 W, Clarke Avenue
Chodkowski, Jean C.	314 Lakelawn Drive
Christensen, Kathryn Elaine	6 S. Maple Avenue
Christensen, Robert Mark	6 S. Maple Avenue
Clayville, John Mark	628 N.W. Front Street
Clendaniel, Anna	700 Marvel Road
Clendaniel, Deborah W.	302 S. Walnut Street
Clendaniel, Eugenia	505 New Street
Clendaniel, F. Brooke	302 S. Walnut Street
Clendaniel, Lawrence E.	300 Hall Place
Comstock, Helen Mae	604 Marvel Road
Comstock, Janice L.	442 Kings Highway

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***Non-Resident/Property Owner

****Non-Resident/Property Owner Registered in Other Ward(s)

Comstock, Richard D.	604 Marvel Road
Comstock, Richard D. Jr.	442 Kings Highway
Connelly, Barbara H.	801 New Street
Connelly, Larry W.	801 New Street
Copple, Ruth Ann	507 Caulk Road
Corder, Ida C.	560 S. DuPont Highway
Corder, Orray W.	560 S. DuPont Highway
Cortright, Laura M.	500 Caulk Road
Cortright, Paul Hanford	500 Caulk Road
Coulbourne, Gary L.	512 Crestview Drive
Coverdale, Charles A.	7 Donovan Street
Coverdale, Clifford Wilson	111½ School Place
Coverdale, Marcia A.	7 Donovan Street
Coverdale, Tara J.	111½ School Place
Crabb, Patricia H.	430 Kings Highway
Crabb, Richard B.	430 Kings Highway
Craft, Darryl	201 Williams Street*
Crouch, Clifford T.	424 S. Walnut Street
Crouch, Vaughn P.	424 S. Walnut Street
Currie, Robert W. Jr.	510 Lakeview Avenue
Curtin, Carol A.	402 Lakeview Avenue
Curtin, John A.	402 Lakeview Avenue

D

Danielson-O'Hearn, Ruth D.	843 S. DuPont Boulevard
Darsney, Elizabeth Marie	307 Hall Place
Darsney, John P.	307 Hall Place
Darsney, Sheila M.	307 Hall Place
David, Kathleen A.	204 S. Walnut Street
David, Luis L.	204 S. Walnut Street
Davis, Carol Joann	723 Seabury Avenue
Davis, Jerry K.	216 N.W. Front Street
Davis, JoAnn W.	5 W. Clarke Avenue***
Davis, Mark Charles	5 W. Clarke Avenue***
Davis, Richard James	723 Seabury Avenue
Davis, Susan L.	216 N.W. Front Street
Day, George E.	412 S. Walnut Street*
Dennehy, Bradley A.J.	305 Hall Place
Dennehy, Kristin Yvette	305 Hall Place
Derrickson, Susan L.	2 Sunset Lane
Devita, Judith Elaine	304 Regent Road
Devita, Louis J.	304 Regent Road
Dickerson, Elaine T.	500 Marvel Road
Diskau, Helen A.	431 Kings Highway
Diskau, John R.	431 Kings Highway
Donovan, Ernest L.	104 S. Walnut Street
Downes, Gary Wayne	510 Kings Highway Extended

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***Non-Resident/Property Owner

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Dugan, Brad M.	100 Causey Avenue
Dutton, Ruth Ann	328 Lakelawn Drive

E

Eastburn, Anna L.	405 Lakelawn Drive
Edmondson, Guy Mitchell	208 Lakeview Avenue
Edmondson, Loretta I.	208 Lakeview Avenue
Ehrmann, Ann Sonetto	817 Seabury Avenue
Ehrmann, George H.	817 Seabury Avenue
Ehrmann, George H. Sr.	817 Seabury Avenue
Elliott, Dodson Edward	203 Lakelawn Drive
Ellison, Abraham L.	604 Marvel Road
Ellison, Betty	604 Marvel Road
Emory, Judy Kay L.	110 Old Shawnee Road
Emory, Patrick Jason	110 Old Shawnee Road
Evans, George T.	313 Hall Place
Evans, Martha Lee	313 Hall Place
Evans, Rosellen G.	121 School Place

F

Feindt, Sharon A.	4 Lakelawn Drive
Feindt, Walter G.	4 Lakelawn Drive
Fetterman, David L.C.	517 Kings Highway
Fetterman, Joan W.	517 Kings Highway
Fischer, Joanne T.	12 Lakelawn Drive
Fisher, Carlton	202 Cherry Street
Fisher, Donald	502 Crestview Drive
Fisher, Patricia M.	502 Crestview Drive
Fluharty, Dorothy S.	710 New Street
Foster, Beechie L.	4 N. Maple Avenue
Foster, JoAnn	38 N. Walnut Street
Fox, Connie	809 New Street
Fox, Duane T.	809 New Street
Fox, Miriam S.	409 Marvel Road
Francis, Earl C.	118 N.W. Front Street
Francis, Kay O.	118 N.W. Front Street
French, Alvin W.	512 Kings Highway
French, Cynthia W.	512 Kings Highway
Frense, Joan M.	318 Lakelawn Drive
Friedman, Rhoda	447 Kings Highway
Frost, Thaddeus W.	108 Lakelawn Drive
Fuchs, Cheryl L.	514-5 N.W. Front Street
Fullman, Benjamin	10 N.W. Front Street
Furnish, Dorothy P.	508 Kings Highway

G

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***Non-Resident/Property Owner

****Non-Resident/Property Owner Registered in Other Ward(s)

Gagne', Roger	One Gagne Lane
Gallagher, Barbara	7 Sunset Lane
Garbutt, Ella F.	105 Wilbur Street
Garbutt, John W.	105 Wilbur Street
Garbutt, Thomas William	105 Wilbur Street
Geise, Ellis W.	7 Clarke Avenue
Geise, Marian M.	7 Clarke Avenue
Gleysteen, Diana M.	426 S. Walnut Street
Gleysteen, Dirk Graham	426 S. Walnut Street
Goodwin, Esther S.	4 Kings Highway
Gorrin, Ann R.	125 School Place
Gorrin, Daniel Peter	125 School Place
Gorrin, Paul E.	125 School Place
Govatos, Theodore P.	445 Kings Highway
Grabowski, Henry	14 W. Clarke Avenue
Grabowski, Linda L.	14 W. Clarke Avenue
Gray, Rachel T.	104 Kings Highway
Green, Priscilla J.	415 Kings Highway
Green, Richard A.	415 Kings Highway
Gunning, Emma W.	317 S. DuPont Boulevard
Gunning, Francis J.	317 S. DuPont Boulevard

H

Haack, Audrey H.	814 New Street
Haack, Clifford W.	814 New Street
Hall, Hilda T.	610 S. Walnut Street
Hall, Richard T.	610 S. Walnut Street
Harris, Dorothy S.	835 S. DuPont Boulevard***/NEW FORM REQ.
Harris, Estelle K.	610 Lakelawn Drive
Harris, John T.	835 S. DuPont Boulevard***/NEW FORM REQ.
Harris, Thomas Lee	610 Lakelawn Drive
Harris, William R.	835 S. DuPont Boulevard
Hart, Gloria M.	516 N.W. Front Street, Apt. 2
Hatfield, Robert D.	506 Caulk Road
Haverkamp, Howard F.	5 Donovan Street
Hawk-Jarman, Jody Jeanette	316 Lakelawn Drive
Hayes, Karolyn S.	10 Causey Avenue
Hayes, Paul D.	10 Causey Avenue
Heinold, Mary Ann	607 Lakelawn Drive
Herholdt, Patricia O.	603 New Street
Herholdt, Thomas S.	603 New Street
Herring, James B.	308 Regent Road
Hoey, Amy L.	802 New Street
Hoey, Walter J. III	802 New Street
Holland, Ilona	505 Seabury Avenue
Holland, Randy J.	505 Seabury Avenue
Hollingsworth, Robert C.	719 S. DuPont Highway

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***Non-Resident/Property Owner

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Hollingsworth, Shirley A.	719 S. DuPont Highway
Hooper, Rebecca M.	7 Mill Street
Hopkins, Dawn M.	434 Kings Highway
Horney, Edward H.	3 Clarke Avenue
Horney, Maryvone A.	3 Clarke Avenue
Howard, Jerald W.	707 Seabury Avenue
Howard, Maxine R.	707 Seabury Avenue
Hudson, Rebecca K.	504 Marvel Road
Humes, Alan Wesley	513 Caulk Road
Humes, Carolyn M.	102 Lakelawn Drive
Humes, Harry E.	102 Lakelawn Drive
Humes, Thomas H.	510 Caulk Road
Hunter, Elsie R.	816 New Street

I

Irwin, Dorothy H.	510 N.W. Front Street, Apartment 1
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J

Jacobs, Bobbie	509 Crestview Drive
Jacobs, Forrest V.	509 Crestview Drive
Jarman, Harry E. III	316 Lakelawn Drive
Jerread, Gladys A.	Milford Manor*
Jewell, Margaret W.	705 S. DuPont Boulevard
Johnson, Cynthia A.	624 N.W. Front Street
Johnson, Ivar C.	Heritage of Milford*
Jones, June	5 Maple Avenue*
Jones, Margaret Ann	500 S. DuPont Boulevard*

K

Kamalski, Joseph	1001 S. DuPont Highway
Keller, Christian A.	502 Caulk Road
Keller, Nancy M.	502 Caulk Road
Kemp, Barbara S.	8 Maple Avenue
Kemp, Ronald J.	305 Regent Road*
Kemp, Roy B. Jr.	305 Regent Road
Kemp, Ruth Ann	305 Regent Road
Kenton, David W.	200 Lakeview Avenue
Kenton, Dawn D.	200 Lakeview Avenue
Kenton, George Nelson Jr.	302 Kent Place
Kenton, Karen L.	302 Kent Place
Keys, Rachel Burris	310 Hall Place
Killen, Frances C.	RD 5, Box 314
Kimmel, Doris	300 Lakelawn Drive
KimmeY, JoEllen	600 New Street*
KimmeY, Ted M.	600 New Street*

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***Non-Resident/Property Owner

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King, David	5 Clarke Avenue
King, Gary D.	10 Sunset Lane
King, Joan	719 New Street
Kirby, Blanche L.	821 S. DuPont Boulevard
Kirby, Robert J. Jr.	406 Evergreen Circle
Kirby, Russell Rudy II	206 Cherry Street
Kirwan, Jeffrey	607 Lakeview Avenue
Kitzmilller, Arthur L.	4 W. Clarke Avenue
Kitzmmiller, Colleen M.	4 W. Clarke Avenue
Koenig, Jeanne	502 S. Walnut Street
Koenig, John J.	502 S. Walnut Street
Kopinke, Rena F.	38 N. Walnut Street***
Koropka, Stanley J. Jr.	611 Marvel Road
Kovack, Jerry F.	17776 Oak Hill Drive*
Kozora, Gary A.	704 Lakeview Avenue
Kufahl, Sharon Annette	715 Seabury Avenue***

L

Lank, Diane J.	13 Sunset Lane
Lank, Robert B.	13 Sunset Lane
Lawrence, Nancy J.	454 Kings Highway
Lawrence, Ronald W.	454 Kings Highway
Layfield, Anita L.	900 S. DuPont Boulevard
Layfield, Jehu C.	900 S. DuPont Boulevard
Layton, James Floyd	2 W. Clarke Avenue***
Layton, Jane H.	113 School Place
Lemmon, Hazel	403 Crestview Drive
Lemmon, John P. Jr.	403 Crestview Drive
Lindale, Nicholas B.	11 Mill Street
Lindale, Sheila D.	11 Mill Street
Lofland, Barbara B.	711 S. DuPont Boulevard
Lofland, Medford R.	711 S. DuPont Boulevard
Love, Catherine W.	901 Seabury Avenue
Lucas, Phoebe H.	430 S. Walnut Street
Luiken, Dharma A.	403 Lakeview Avenue
Luiken, Richard C.	403 Lakeview Avenue
Lurwick, Mary E.	102 Pine Street

Mc

McDonough, Donald T.	601 Reed Road
McDonough, Stephanie	601 Reed Road
McFarland, Jessica Dawn	113A S. Church Street
McKenzie, Dana Hope	206 Grier Lane
McKenzie, John D.	206 Grier Lane
McKenzie, Renate H.	206 Grier Lane* NEW CARD REQUIRED
McNatt, Dorothy W.	431 Kings Highway

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***Non-Resident/Property Owner

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McNatt, Herman S.	431 Kings Highway
McWilliams, Jessie I.	839 S. DuPont Bouelvard
McWilliams, John H.	839 S. DuPont Boulevard

M

Macky, Walter B.	303 Hall Place
MacMillan, Donald D.	18 W. Clarke Avenue
MacMillan, Molly R.	18 W. Clarke Avenue
MacMillan, Teri R.	18 W. Clarke Avenue
Majoch, Kaye M.	504 Crestview Drive
Majoch, Ladislav V.	504 Crestview Drive
Mallamo, Amy G.	320 Lakelawn Drive
Mallamo, Mark S.	320 Lakelawn Drive
Mallamo, Mark Steven II	320 Lakelawn Drive
Mallamo, Tamela D.	320 Lakelawn Drive
Marcouillier, Larry J.	106-A Causey Avenue
Marshall, Donnell M.	601 New Street*
Marshall, Lisa M.	601 New Street
Marvel, David H. Jr.	6525 Shawnee Road
Marvel, Harvey G. Jr.	409 Woodland Drive
Marvel, Kate	409 Woodland Drive
Marvel, Patricia Ann	6525 Shawnee Road
Marvel, Violet C.	510 Crestview Drive
Masten, Charles R. Jr.	106 Causey Avenue
Masten, Elizabeth	8 Lakelawn Drive
Masten, James J.	704 North Shore Drive
Masten, Kathy	106 Causey Avenue
Masten, Lise N.	103 Lakelawn Drive
Masten, Patricia Ann	406 Lakeview Avenue
Masten, Robert	8 Lakelawn Drive
Masten, Robert Wesley	103 Lakelawn Drive
Masten, Sr., Stephen T.	406 Lakeview Avenue
Meade, Amanda Lee	604 Lakelawn Drive
Meade, Andrew S.	604 Lakelawn Drive
Meade, Kay Lynn	604 Lakelawn Drive
Meade, Robert J.	604 Lakelawn Drive
Messick, Bryant Alden	709 S. DuPont Boulevard
Messick, Rachel Frances	709 S. DuPont Boulevard
Messick-Coulbourn, Catherine A.	512 Crestview Drive
Messick-Klensch, Lew A.	709 S. DuPont Boulevard
Mihaylo, Andrew J.	412 S. Walnut Street
Miller, Marianna Gail	28 W. Clarke Avenue
Mills, David Douglass	210 S. Walnut Street
Minor, Carol S.	405 Lakeview Avenue
Mitchell, Myra Kay	805 Marvel Road****
Mitchell, Randy Clark	805 Marvel Road****
Moore, Denise C.	6502 Shawnee Road

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***Non-Resident/Property Owner

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Morgan, Arthur D.	105 Elm Street
Morgan, Avis M.	105 Elm Street
Morgan, Charles E.	720 New Street
Morgan, Myron E.	510 S. Walnut Street
Moses, Charles	106 Lakelawn Drive
Moses, Dorothy McQuaid	106 Lakelawn Drive
Mossman, Bernadette T.	805 S. DuPont Highway
Muffler, Robert J. Jr	12 N.W. Front Street
Mulholland, Ian P.	318 Lakelawn Drive
Mumford, Clifton Daniel	723 New Street
Mumford, Katie Ann	723 New Street
Murray, Patricia E.	516 N.W. Front Street, Apt. 3
Murphy, Jean W.	815 New Street
Murphy, Ruth R.	405 Lakeview Avenue
Myers, Wilma Kaye	807 Seabury Avenue

N

Nagy, Leigh Ann	2 W. Clarke Avenue
Nagy, Scott M.	2 W. Clarke Avenue

O

Oechsler, James A. Jr.	127 School Place
Oechsler, Tracy D.	127 School Place
O'Gara, Michael C.	112 Sussex Avenue
O'Gara, Ronda R.	112 Sussex Avenue
O'Neill, Brigid C.	612 Lakelawn Drive
O'Neill, Deborah	612 Lakelawn Drive
O'Neill, James	612 Lakelawn Drive
O'Neill, Maire Blaise	612 Lakelawn Drive
O'Neill, Robert J.	612 Lakelawn Drive
Osborne, William E.	910 Lakeview Avenue
Osterholm, Albert V.	508 Caulk Road
Otwell, James R.	404 N.W. Front Street

P

Parker, Maryann	501 Lakelawn Drive
Parker, Thomas Edward	501 Lakelawn Drive
Passwaters, David A. Jr.	436 Kings Highway
Passwaters, Judith Ann	436 Kings Highway
Passwaters, Thomas W.	600 N.W. Front Street
Payne, Stella A.	509 Kings Highway
Pederson, Gordon Keir	300 Lakeview Avenue
Pederson, Huno K.	300 Lakeview Avenue
Pedersen, Mildred K.	300 Lakeview Avenue
Pendelton, Carolyn	819 New Street

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***Non-Resident/Property Owner

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Pendelton, John	819 New Street
Pennington, Frances	506 Crestview Drive
Phalen, Paul S.	507 Regent Road
Phillips, Adam W.	414 Evergreen Circle
Phillips, Susan S.	414 Evergreen Circle
Pierce, Thomas S. Jr.	38 N. Walnut Street
Pikus, S. Allen	16 W. Clarke Avenue
Pink, Gertrude	109 S. Church Street
Pink, Gordon	109 S. Church Street
Pletcher, Marianna S.	428 S. Walnut Street
Plummer, Carlton L.	802 Seabury Avenue
Plummer, Shirley E.	802 Seabury Avenue
Price, Carolyn A.	611 Seabury Avenue
Price, John D.	611 Seabury Avenue
Pritchett, Vickie L.	28 W. Clarke Avenue
Progar, Gary A.	11 Causey Avenue
Progar, Leslie A. W.	11 Causey Avenue
Purcell, James A.	102 Kings Highway

R

Rash, Steven C.	514 N.W. Front Street
Rau, Eleanor S.	101 Pine Street
Reed, Carolyn C.	307 Woodland Drive
Reed, Florence H.	103 Kings Highway
Reed, Helene	405 Marvel Road
Reed, James	405 Marvel Road
Reilly, Karen M.	904 Lakeview Avenue
Retzlaff, Erik Frank	101 Lakelawn Drive
Reynolds, Gertrude M.	18 Clarke Avenue
Reynolds, Sandra L.	616 N.W. Front Street
Roberts, Harold Everett	409 Lakeview Avenue
Roberts, Mary L.	409 Lakeview Avenue
Robinson, Barbara L.	723 New Street
Rogers, Ann B.	806 S. Walnut Street
Rogers, Diane C.	301 Lakeview Avenue
Rogers, Jessica Rae	806 S. Walnut Street
Rogers, John R. Reynolds III	301 Lakeview Avenue
Rogers, Joseph R.	504 Caulk Road
Rogers, Joseph R. II	806 S. Walnut Street
Rogers, Perry W.	301 Lakeview Avenue
Rogers, Ruth D.	504 Caulk Road
Rosenberger, Janet Lee	713 New Street
Rosenberger, Richard Alan	713 New Street
Rowe, Robert Landon	603 Marvel Road
Russ, Denice E.	7 S. Maple Avenue
Russell, Bonnie D.	321 Hall Place
Russell, Clara W.	414 Kings Highway

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Ryan, Louise S.

106 Kings Highway

S

Salevan, David A.	816 New Street
Saunders, Henry S. Jr.	501 Lakeview Avenue
Sentman, Douglas B.	104 Pine Street
Schlabach, Jay E.	303 Woodland Drive
Scott, Anna M.	RD 5, Box 304
Sharp, Edna M.	Milford Manor*
Sharp, Eugene M. III	706 N. Shore Drive
Sharp, Rebecca L.	706 N. Shore Drive
Sheaffer, John B.	432 Kings Highway
Sheaffer, Mary Lou	432 Kings Highway
Shinas, Panagiotis A.	22 W. Clarke Avenue
Showell, Marie C.	Milford Manor*
Shugart, G. Gardner	608 Lakelawn Drive***
Shugart, Janice S.	608 Lakelawn Drive***
Simmons, Nathaniel P.	208 N.W. Front Street
Simpson, Deborah K.	6 W. Clarke Avenue
Simpson, F. Gary	6 W. Clarke Avenue
Simpson, Olive P.	1000 S. Walnut Street
Siok, Joseph F.	404 S. Walnut Street
Siok, Leslie G.	404 S. Walnut Street
Sipple, Constance V.	603 Seabury Avenue
Sipple, Larry Robert	603 Seabury Avenue
Smith, Bernice	615 Seabury Avenue
Smith, Daniel Alan	615 Seabury Avenue
Smith, Iva A.	111 School Place
Smith, Mary A.	505 Caulk Road
Smith, Mina J.	921 S. DuPont Boulevard
Smith, Neil R.	111 School Place
Smith, Norman T.	921 S. DuPont Boulevard
Smith, Robert D. III	100 Lakelawn Drive
Smith, Roy L.	505 Caulk Road
Smith, Stephanie S.	100 Lakelawn Drive
Smith, Wayne E.	615 S. DuPont Boulevard
Southard, Alan R.	502A N.W. Front Street
Spadaccini, Robert F.	811 S. DuPont Highway
Stanko, Charles L.	26 N.W. Front Street
Starkey, Kathleen S.	13 W. Clarke Avenue
Starkey, Robert G.	13 W. Clarke Avenue
Steiner, Donald L.	7 Lakelawn Drive
Steiner, Marie	7 Lakelawn Drive
Straub, Ruth B.	103 Pine Street
Sutcliffe, Carol J.	5 Sunset Lane
Sutcliffe, Robert R.	5 Sunset Lane
Sylvester, Marianne W.	506 Caulk Road

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T

Taylor, Mary W.	401 Woodland Drive
Thomas, Cynthia P.	609 Lakelawn Drive
Thomas, Sr., Karl J.	609 Lakelawn Drive
Thomas, Renate	609 Lakelawn Drive
Thompson, Charles P.	414B N.W. Front Street
Tosques, Vicki A.	5 Causey Avenue, Apt. 4
Towers, Jane E.	2 Lakelawn Drive
Towers, William Edward	2 Lakelawn Drive
Tschantre, Joyce M.	815 Seabury Avenue
Tschantre, Leon E.	815 Seabury Avenue
Turner, Octavia F.	506 S. Walnut Street

V

Valentine, Dennis R.	503 Reed Road
Valentine, Valerie A.	503 Reed Road
VanGorder, Joan J.	301 S. DuPont Highway
VanGorder, Robert F.	301 S. Dupont Highway
Vican, Anthony J. Jr.	602 N.W. Front Street*
Vican, Barbara	602 N.W. Front Street*
Viramontes, Eric Ben Rob T.	408 Evergreen Circle
Viramontes, Felicia B.	408 Evergreen Circle
Viramontes, Robert	408 Evergreen Circle
Viramontes, Rose E.	408 Evergreen Circle
Voshell, Joyce A.	506 Reed Road
Voshell, Robert J.	506 Reed Road

W

Waddler, Michele D.	501 Lakelawn Drive
Wadkins-Berry, Gaillyn	422 S. Walnut Street
Wadkins, Pearl B.	11 W. Clarke Avenue
Wadkins, William T. Jr.	11 W. Clarke Avenue
Walch, Diana L.	406 Marvel Road
Walch, Vernon H.	406 Marvel Road
Walsh, Florence K.	809 Seabury Avenue
Walters, Darrell Andrew	603 Lakeview Avenue
Walters, Kristin M.	603 Lakeview Avenue
Waltman, Albert	14-22 N.W. Front Street, Apt. 12
Warren, Asa P.	1031 S. DuPont Highway
Warren, Cecelia M.	1031 S. DuPont Highway
Warren, Mary Ann	400 Sussex Avenue
Warren, Myron C.	20 W. Clarke Avenue
Watford, Bonnie K.	1 Donovan Street
Watford, Stroman T. Jr.	1 Donovan Street
Watson, Glenn M.	709 New Street

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Watson, Katie T.	709 New Street
Welch, Linda B.	714 New Street***
Weldon, Kathleen V.	6494 Shawnee Road
Wells, Rita F.	505 N. Walnut Street****
Wenter, William	310 Hall Place
Western, Lillian M.	431 Kings Highway
Whalen, Deborah S.	800 S. Walnut Street
Whalen, Joseph P.	800 S. Walnut Street
Wheelock, Charlotte L.	606 S. Walnut Street
Wilcutts, Mary L.	624 N.W. Front Street
Wilcutts, Roy	624 N.W. Front Street
Wiley, Jessica Leigh	202 Lakeview Avenue
Wiley, Joseph E.	202 Lakeview Avenue
Wiley, Renate K.	202 Lakeview Avenue
Wilgus, Valentina D.	404 Woodland Drive
Wilkins, Aileen C.	19 Clarke Avenue
Wilkins, Audie M.	308 Hall Place*
Wilkins, Bernice J.	418 Kings Highway
Wilkins, Carol Ann	608 New Street
Wilkins, Clyde Lyons	308 Hall Place*
Wilkins, Julia A.	19 W. Clarke Avenue
Williams, Bernadette J.	5 Wilbur Street
Williams, Daniel C.	5 Wilbur Street
Williams, Grant A.	127 School Place
Williams, Jenny Lynn	405 Woodland Drive
Williams, Richard Taylor	405 Woodland Drive
Willis, Dawn L.	304 Hall Place
Willis, Doris M.	500 S. DuPont Boulevard
Wolf, Mary E.	308 Regent Road
Wood, Davis H.	520 N.W. Front Street***
Wood, Denise Y.	520 N.W. Front Street
Worrall, John A.	514-5 N.W. Front Street

Y

Yonker, Janet W.	304 Woodland Drive
Young, Delores	512 N.W. Front Street, Apt. 3
Young, Terry L.	601 Lakelawn Drive

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WARD II

VOTER REGISTRATION

2010

PURGED FROM WARD II 2010REASON

Chamberlin, Charles H.	8 W. Clarke Avenue	Deceased
Crane, Mitchell G.	402 Woodland Drive	Moved Out of Town
Eastburn, Donald	405 Lakelawn Drive	Deceased
Kable, Charles W.	101 Lakelawn Drive	Deceased
King, Sally	5 Clarke Avenue	Moved Out of Town
Kunkle, John H.	605 Marvel Road	Moved Out of Town
Layton, Lulu H.	601 Lakeview Avenue	Deceased
Layton, Robert L.	601 Lakeview Avenue	Deceased
LeBright, Josephine A.	718 New Street	Deceased
Luff, Rhoda A.	117 School Place	Deceased
Luff, Thomas P.	117 School Place	Deceased
Marshall, Eva	3 Lakelawn Drive	Moved Out of Town
Marshall, Samuel M.D. Jr.	3 Lakelawn Drive	Moved Out of Town
Muller, Loretta M.	9 Mill Street	Deceased
Murphy, Charles D.	405 Lakeview Avenue	Deceased
Osterholm, Janice	508 Caulk Road	Deceased
Palomba, Anne M.	205 Lakelawn Drive	Deceased
Ranney, John D.	611 Lakeview Avenue	Moved Out of Town
Ranney, Margo	611 Lakeview Avenue	Moved Out of Town
Reichhold, Inge C.	713 Seabury Avenue	Deceased
Russell, George G. Jr.	414 Kings Highway	Deceased
Saunders, Beverly	501 Lakeview Avenue	Deceased
Wadkins, Sr., William T.	11 W. Clarke Avenue	Deceased
Walsh, James M.	809 Seabury Avenue	Deceased
Workman, John R.	402 Woodland Drive	Moved Out of Town

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***Non-Resident/Property Owner

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04/12/10

-14-

A

Abbott, Gary S.	706 N. Washington Street*
Abbott, Kathleen VanVorst	706 N. Washington Street
Adams, Gregory W.	811 N. Walnut Street
Alberts, Franklin R.	410 East Street
Ashley, Mary Elizabeth	53 General Torbert Drive, Sawmill Village
Assia, Anthony Jr.	5 Briar Court, Meadows at Shawnee
Assia, Elizabeth Marie	5 Briar Court, Meadows at Shawnee

B

Bailey, Alexis L.	709 N. Washington Street
Bailey, James A.	709 N. Washington Street
Bailey, Lorenz M.	32 Charles Street
Bailey, Mary K.	709 N. Washington Street
Baker, Sally F.	7 E. Thrush Drive, Meadows at Shawnee
Baker, Robert E. Jr.	7 E. Thrush Drive, Meadows at Shawnee
Baney, Jacquelynn P.	507 S.E. Front Street*
Barnett, Dorothy E.	5 N.E. Tenth Street
Baylis, Kathleen Marie	213 East Street
Baynard, Shelly Althea	17 General Torbert Drive, Sawmill Village
Baynard, Tamara D.	401-A S.E. Front Street
Beneventano, Steven	10 Big Pond Drive, Meadows at Shawnee
Bennett, Gina R.	19 Columbia Street
Benson, Thurman O. III	619 S.E. Front Street*
Benton, Laura S.	211 East Street
Bernadzikowski, Donna L.	13 E. Bullrush Drive, Meadows at Shawnee
Bernadzikowski, Walter R.	13 E. Bullrush Drive, Meadows at Shawnee
Better, Barbara P.	1 Governor Burton Court, Sawmill Village
Betts, M. Dean	47 Cedar Beach Road
Betts, Mary Colleen	47 Cedar Beach Road
Bielema, Dale R.	1005 N. Walnut Street
Biesterfeld, Atrisha Amber	6 Windy Drive, Meadows at Shawnee
Biesterfeld, Steven Andrew	6 Windy Drive, Meadows at Shawnee
Bishop, Jason Lee	8 West Thrush Drive, Meadows at Shawnee
Bishop, William Twingo	110 N.E. Second Street
Black, Alice M.	RD 3, Box 306
Blum, James R.	15 Big Pond Drive, Meadows at Shawnee
Blum, Rita M.	15 Big Pond Drive, Meadows at Shawnee
Bocasan, Colwin Gabina	8 Meadow Lark Drive, Meadows at Shawnee
Bokeno, Elli	16 Meadow Lark Drive, Meadows at Shawnee
Bokeno, Eugene R.	16 Meadow Lark Drive, Meadows at Shawnee
Boone, Karen F.	402 N.E. Fourth Street
Boone, Linda Jean	12 Meadow Lark Drive, Meadows at Shawnee
Bovis, Irving	600 S.E. Front Street
Bradley, Carrie Beth	507 N. Washington Street
Bradley, Jr., Jimmy R.	705 S.E. Front Street
Bradley, Michael John	507 N. Washington Street

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WARD III

VOTER REGISTRATION

2010

Brady, Ellen M.	111 Brady Drive
Brady, Jr., Norman	111 Brady Drive
Brady, Tracey Nadine	111 Brady Drive
Brooks, Jr., Owen S.	301 N.E. Tenth Street
Brooks, Rose Anne	301 N.E. Tenth Street
Brown, Carrie P.	413 N.E. Front Street
Brown, Helen L.	102 Lovers Lane
Brown, Mary	700 N. Washington Street*
Brown, Newton W.	700 N. Washington Street*
Brown, Richard T.	4 E. Bullrush Drive, Meadows at Shawnee
Brown, Sharon R.	4 E. Bullrush Drive, Meadows at Shawnee
Brozefsky, Adrienne Billings	807 N. Walnut Street
Burke, Dorothy J.	40 Meadow Lark Drive, Meadows at Shawnee
Burke, Neil A.	40 Meadow Lark Drive, Meadows at Shawnee
Butcavage, Lorraine D.	9 Little Pond Drive, Meadows at Shawnee
Butcavage, Nicholas J.	9 Little Pond Drive, Meadows at Shawnee
Byerly, Richard M.	805 S.E. Second Street
Byle, Michael Raymundo	7 Meadow Lark Drive, Meadows at Shawnee
Byle, Nennah Asunta R.	7 Meadow Lark Drive, Meadows at Shawnee

C

Callaway, Robert E.	520 Cedar Beach Road
Campaniello, Joseph L.	4 East Thrush Drive, Meadows at Shawnee
Campaniello, Tammi L.	4 East Thrush Drive, Meadows at Shawnee
Campbell, Arthur James	6 Little Pond Drive, Meadows at Shawnee
Campbell, Veronica	6 Little Pond Drive, Meadows at Shawnee
Carmean, Jr., Richard W.	417 N.E. Front Street
Carpenter, Jr., Louis H.	9 General Torbert Drive, Sawmill Village
Carroll, Kenneth R.	23 McColley Street***
Carroll, Ramona O.	23 McColley Street***
Carter, Judy K.	303 Pierce Street
Carter, Mark S.	707 N. Walnut Street
Carter, Nicole E.	707 N. Walnut Street
Cassedy, Gary R.	705 N. Walnut Street
Chidzik, Delores Jean	6 Bullrush Drive, Meadows at Shawnee
Chidzik, Walter	6 Bullrush Drive, Meadows at Shawnee
Chilton, Henrietta I.	38 Meadow Lark Drive, Meadows at Shawnee
Chilton, Thomas J.	38 Meadow Lark Drive, Meadows at Shawnee
Cimo, Mary E.	410 East Street
Cioni, Albert	34 Meadow Lark Drive, Meadows at Shawnee
Clarke, Barbara A.	1 E. Bullrush Drive, Meadows at Shawnee
Clarke, Charles Wilson	1 E. Bullrush Drive, Meadows at Shawnee
Clendaniel, Henry L. Jr.	919 S.E. Second Street
Collins, Cynthia H.	66 Cedar Beach Road
Collins, Jr., George C.	601 S.E. Second Street
Collins, Joseph E.	22 W. Bullrush Drive, Meadows at Shawnee

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WARD III

VOTER REGISTRATION

2010

Collins, Kenneth W.	66 Cedar Beach Road
Collins, Mary Catherine	22 W. Bullrush Drive, Meadows at Shawnee
Cortis, David S.	6 Meadow Lark Drive, Meadows at Shawnee***
Cortis, Sandra M.	6 Meadow Lark Drive, Meadows at Shawnee***
Cotton, Thomas G.	16 E. Bullrush Drive, Meadows at Shawnee***
Coulet, Dominique R.	15 Marshall Street
Coverdale, Beatrice A.	703 N. Washington Street
Coverdale, Clifford Keith	515 N. Washington Street
Coverdale, Donna Lee	515 N. Washington Street
Coverdale, Jeffrey C.	42 Fisher Avenue
Cox, Marguerite Josephine	13 Windy Drive, Meadows at Shawnee
Cromer, Darrell R.	507 N. Walnut Street
Cromer, Debra S.	507 N. Walnut Street
Currie, Jack Daniel	200 N.E. Fourth Street****

D

Dato, Frederick Jr.	22 Meadow Lark Drive, Meadows at Shawnee
Dato, Sandra K.	22 Meadow Lark Drive, Meadows at Shawnee
Davila, Antonio	12 Meadow Lark Drive, Meadows at Shawnee
Davis, Claretta	804 N. Washington Street
Davis, Debra A.	911 Berry Lane***
Davis, Gordon P.	601 N. Walnut Street
Davis, Harriet S.	814 East Street
Davis, Kathryn W.	9 N.E.Sixth Street
Davis, Marjorie J.	7 Windy Drive, Meadows at Shawnee
Davis, Melanie Donna	401 N. Washington Street
Davis, Raleigh Jr.	911 Berry Lane***
Davis, Robert A.	804 N. Washington Street
Davis, Robert J.	7 Windy Drive, Meadows at Shawnee
Davis, Sadie M.	505 Mispillion Street
Dawson, Earl J. Jr.	15 E. Bullrush Drive, Meadows at Shawnee
Dawson, Maria A.	15 E. Bullrush Drive, Meadows at Shawnee
Delrossi, Jeannine	4 Windy Drive, Meadows at Shawnee
Delrossi, Kent C.	4 Windy Drive, Meadows at Shawnee
DeMartin, Peggy J.	39 N. Walnut Street***
Denneny, Colleen M.	42 Fisher Avenue
Densten, Marilyn A.	7 E. Bullrush Drive, Meadows at Shawnee
Densten, Paul L.	7 E. Bullrush Drive, Meadows at Shawnee
DeRue, Barbara E.	17 E. Bullrush Drive, Meadows at Shawnee
DeRue, John III	17 E. Bullrush Drive, Meadows at Shawnee
Dickerson, Jack N.	615 N. Walnut Street
Dickerson, John	616 N. Washington Street
Dickerson, Marian N.	616 N. Washington Street
Dickerson, Nancy K.	615 N. Walnut Street
DiFrancesca, Christopher M.	4 W. Thrush Drive, Meadows at Shawnee
DiFrancesca, Giselle	4 W. Thrush Drive, Meadows at Shawnee

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WARD III

VOTER REGISTRATION

2010

Diogo, Teresa Toni	222 N.E. Second Street*/**
Dodd, Donna K.	810 East Street
Donnelly, James M.	802 S.E. Front Street***
Donnelly, Patricia A.	802 S.E. Front Street***
Donovan, Meta M.	711 N. Washington Street
Downes, Betty	306 S. Rehoboth Boulevard
Downing, Helen M.	17 McColley Street
Downing, William Ervin	17 McColley Street
Duncan, Carol A.	509 N. Walnut Street
Duncan, Richard R.	509 N. Walnut Street

E

Eisenbrey, John C.	801 S.E. Front Street
Eisenbrey, Michelle L.	801 S.E. Front Street
Elliott, Granville A.	604 S.E. Front Street
Elton, Richard A.	701 N. Walnut Street
Emory, Alice M.	107 N.E.Tenth Street
Emory, James W.	35 Cedar Beach Road
Ewadinger, Maureen E.	5 Little Pond Drive, Meadows at Shawnee
Evans, Edward B.	705 N. Walnut Street
Evans, Veronica K.	705 N. Walnut Street

F

Fannon, James J.	17 W. Thrush Drive, Meadows at Shawnee
Fannon, Mary A.	17 W. Thrush Drive, Meadows at Shawnee
Farrell, Dorothy A.	16 W. Bullrush Drive, Meadows at Shawnee
Farrell, Kathleen S.	900 S.E. Front Street
Farrell, Robert John	16 W. Bullrush Drive, Meadows at Shawnee
Farrell, Robert J. Jr.	16 W. Bullrush Drive, Meadows at Shawnee
Fister, Holly K.	509 Carlisle Lane*
Flanary, Willard Oland	6177 Kirby Road, Meadows at Shawnee
Flanary, Sandra Schwartz	6177 Kirby Road, Meadows at Shawnee
Fogel, Stuart Marshall	10 W. Thrush Drive, Meadows at Shawnee
Fountain, Hayes E.	107 N.E.Fourth Street
Fountain, Mary L.	107 N.E.Fourth Street
Freebery, Mark	2 E. Bullrush Drive, Meadows at Shawnee
Freebery, Nancy Bennett	2 E. Bullrush Drive, Meadows at Shawnee
French, Beverly A.	N. Washington Street Lot***
French, M. Russell	N. Washington Street Lot***
Fullman, Dorothy	19 Columbia Street
Fullman, Sadie	21 Columbia Street
Furlong, Edward	10 W. Bullrush Drive, Meadows at Shawnee
Furlong, Lois M.	10 W. Bullrush Drive, Meadows at Shawnee

G

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Gagnon, Edward A. Jr.	41 Meadow Lark Drive, Meadows at Shawnee
Gallego, Margaret K.	803 N. Washington Street
Gerber, Ronald Dale	36 General Torbert Drive, Sawmill Village
Giannone, Julieann E.	3 W. Thrust Drive, Meadows at Shawnee
Gilewski, Diane	310 S. Rehoboth Boulevard
Gillespie, David A.	505 N. Washington Street
Gillespie, Harvey D.	508 Mispillion Street
Gillespie, Laraine J.	508 Mispillion Street
Gillespie, Margaret A.	505 N. Washington Street
Godwin, Dawn M.	811 S.E. Second Street
Godwin, Milton B.	811 S.E. Second Street
Goldstein, Marsha	15 W. Thrush Drive, Meadows at Shawnee
Goldstein, Paul R.	15 W. Thrush Drive, Meadows at Shawnee
Gonzalez, Elaise	803A S.E. Second Street
Good, Christopher Alexander	411 East Street
Good, Joan Silvers	411 East Street
Gooden, James A.	909 N. Walnut Street
Gooden, Lora A.	909 N. Walnut Street
Gosnell, Elaisa Sanchez	16 Little Pond Drive, Meadows at Shawnee
Gosnell, Peter J.	16 Little Pond Drive, Meadows at Shawnee
Graham, Joyce F.	Cedar Beach Road
Gregory, Ida Mae	104 Brady Drive

H

Hamilton, Mary M.	701 S.E. Front Street
Hammond, Wyatt F.	1111 North DuPont Boulevard
Hangstefer, Priscilla Lynn	14 W. Thrush Drive, Meadows at Shawnee
Hare, Lou Ann	907 Berry Street
Harris, John D.	25 McColley Street
Hart, Darcel D.	18 Little Pond Drive, Meadows at Shawnee
Hart, Samuel	18 Little Pond Drive, Meadows at Shawnee
Hastings, Elwood E.	1009 N. Walnut Street
Hastings, Rorie S.	41 Fisher Avenue
Heller, Betty M.	18 General Torbert Drive, Sawmill Village
Heller, David S.	18 General Torbert Drive, Sawmill Village
Henderlong, Shirley A.	44 Fisher Avenue
Hennelly, Michael J.	101 N.E. Tenth Street
Hennelly, Sally Ann	101 N.E. Tenth Street
Henry, Sophronia	107 Brady Drive
Hill, Barry	1017 S.E. Second Street
Higgins, James L.	20 Meadow Lark Drive, Meadows at Shawnee
Higgins, Karyn J.	20 Meadow Lark Drive, Meadows at Shawnee
Hinex, Larry Jr.	26 Meadow Lark Drive, Meadows at Shawnee
Holleger, Hilda M.	101 Charles Street

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WARD III

VOTER REGISTRATION

2010

Holleger, Jr., Richard J.	101 Charles Street
Hollis, Alicia	611 N. Washington Street
Hopkins, Edith Z.	18 Marshall Street
Hopkins, Harmon R.	18 Marshall Street
Houser, Doreen L.	403 N. Walnut Street
Houser, Lawrence J. Jr.	403 N. Walnut Street
Howard, Ernest J.	105 Bridgeham Avenue
Howard, Melva L.	105 Bridgeham Avenue
Howell, Bonnie Lee	68 Cedar Beach Road
Howell, Bruce	68 Cedar Beach Road
Hoyer, Michael W.	605½ N. Walnut Street
Hudy, Anthony W.	811 N. Washington Street
Hudy, Mary Jo	811 N. Washington Street
Hughes, Jr., Frederick A.	206 N.E. Fourth Street
Hughes, John M.	701 S.E. Second Street
Hughes, Shirley J.	206 N.E. Fourth Street
Humes, Benjamin Ryan	605 N. Walnut Street

I

Isenbarger, Dennis L.	810 East Street
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J

Jefferson, Justin C.	314 S. Rehoboth Bouelvard
Jefferson, Kim M.	314 S. Rehoboth Boulevard
Jenkins, Clarence E.	316 S. Rehoboth Boulevard
Jenkins, Daniel O.	5 Governor Watson Court, Sawmill Village
Jenkins, Patricia A.	5 Governor Watson Court, Sawmill Village
Jenkins, Tammy S.	316 S. Rehoboth Boulevard
Jensen, Robert J.	104 Bridgeham Avenue
Jester, Alan R.	809 N. Walnut Street
Jester, Allen S. Jr.	401 N. Rehoboth Boulevard*
Jester, Diane L.	415 East Street
Johns, Edward Andre	8 Little Pond Drive, Meadows at Shawnee
Johnson, Cindy Lynn	23 E. Bullrush Drive, Meadows at Shawnee
Johnson, George W. Jr.	23 E. Bullrush Drive, Meadows at Shawnee
Johnson, Grace	104 N.E. Tenth Street
Johnson, Nathalia E.	806 N. Washington Street
Johnson, Samuel C.	104 N.E. Tenth Street
Jones, Helen M.	RD 5, Box 79A
Jones, John C.	RD 5, Box 79A
Jones, Margarette C.	801 N. Washington Street
Joseph, John W.	921 S.E. Front Street

K

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WARD III

VOTER REGISTRATION

2010

Keen, Michele Stevens	5 West Thrush Drive, Meadows at Shawnee
Kennedy, Barbara C.	902 S.E. Front Street
Kennedy, Thomas C.	902 S.E. Front Street
Kieffer, Casey Ann	703 N. Washington Street
Killian, Kevin Patrick	44 Meadow Lark Drive, Meadows at Shawnee
Killian, Patricia Marie	44 Meadow Lark Drive, Meadows at Shawnee
King, Alton Clarence	710 N. Washington Street
King, Deborah Faye	710 N.Washington Street
Kinney, Russell L.	39 Meadow Lark Drive, Meadows at Shawnee
Kline, Beverly J.	3 Briar Court, Meadows at Shawnee
Kline, Harvey Eugene	3 Briar Court, Meadows at Shawnee
Knutsen, Dean S.	15 Meadow Lark Drive, Meadows at Shawnee
Knutsen, Jenny Andrea	15 Meadow Lark Drive, Meadows at Shawnee
Kopack, Elvira Marie	17 W. Bullrush Drive, Meadows at Shawnee
Kovach, Olga	318 N. Rehoboth Boulevard

L

Labajo, Nila B.	6 W. Bullrush Drive, Meadows at Shawnee
Labajo, Pike G.	6 W. Bullrush Drive, Meadows at Shawnee
Lane, Lula M.	118 Marshall Street
Lankford, Patricia L.	106 N.E. Tenth Street
Larocca, Vanessa	219 N. Walnut Street
Larue, Eric Todd	207 N.E.Fourth Street
Laurent, John Emil	34 General Torbert Drive, Sawmill Village
Lebengood, Ann M.	9 Windy Drive, Meadows at Shawnee
Lebengood, Peter Reed	9 Windy Drive, Meadows at Shawnee
Lee, James W.	703 S.E. Second Street
Lee, Mary S.	617-A S.E. Front Street
Lessner, Gabrielle Margaret	1 E. Thrush Drive, Meadows at Shawnee***
Lessner, Timothy B.	1 E. Thrush Drive, Meadows at Shawnee
Ligon, Christopher J.	203 S.E. Front Street
Lofland, Joan W.	6 Columbia Street (NEW FORM)
Lofland, Joseph Sudler	6 Columbia Street
Lomax, Judith A.	110 Bridgeham Avenue
Lopez, Jose Martin	703 S.E. Second Street
Loveland, Margaret	701 S.E. Front Street

Mc

McBane, William J. III	70 Cedar Beach Road***
McColley, Irene L.	812 East Street
McColley, Karen K.	416 N.E.Tenth Street
McColley, Lynn A.	416 N.E.Tenth Street
McCollough, Virginia W.	106 N.E.Fourth Street
McGalagly, Gloria Marie	13 Little Pond Drive, Meadows at Shawnee

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WARD III

VOTER REGISTRATION

2010

McGalagly, John J.	13 Little Pond Drive, Meadows at Shawnee
McGee, Kathy Ann	504 S.E. Front Street
McGee, Mary R.	100 N.E. Fourth Street
McGee, Michael J.	504 S.E. Front Street
McIlvain, Dennis L.	331 S. Rehoboth Boulevard
McIlvain, JoAnn	331A S. Rehoboth Boulevard

M

Maire, Kathleen E.	701 S.E. Front Street
Marabello, Daniel	1 Windy Drive, Meadows at Shawnee
Marabello, Licinia	1 Windy Drive, Meadows at Shawnee
Marcial-Nieves, Querube Khasi	101 N.E. Sixth Street
Markowitz, David H.	8 E. Thrush Drive, Meadows at Shawnee
Markowitz, Gloria K.	8 E. Thrush Drive, Meadows at Shawnee
Marsh, Frank O.	RD 5, Box 76
Marsh, Theresa A.	RD 5, Box 76
Martin, Ina Ola	22 Marshall Street
Martin, Joseph R.	913 S.E. Second Street
Martin, Katherine L.	701 N. Washington Street
Martin, Ralph A.	211 S.E. Front Street
Martin, II, William J.	509 Carlisle Lane
Mason, Sheila G.	401 N. Washington Street
Mayoral, Angelo	3 Lenape Lane, Meadows at Shawnee
Mayoral, Beatriz Medina	3 Lenape Lane, Meadows at Shawnee
Meding, Ann	617 N. Washington Street
Meding, Henry	617 N. Washington Street
Mendez, Abbey M.	7 N.E. Sixth Street
Mesh, Carol J.	10 E. Bullrush Drive, Meadows at Shawnee
Mesh, Thaddeus Joseph Jr.	10 E. Bullrush Drive, Meadows at Shawnee
Messick, Faith H.	220 N.E. Second Street
Messick, Harold G.	220 N.E. Second Street
Miles, Nancy J.	110 East Street
Miller, Ellen E.	8 Big Pond Drive, Meadows at Shawnee
Miller, Michael Scott	45 Fisher Avenue
Miller, Scott A.	45 Fisher Avenue
Miller, Theresa L.	45 Fisher Avenue
Mills, Katherine A.	18 W. Bullrush Drive, Meadows At Shawnee
Mintzer, Betty Lou	509 S.E. Front Street
Mintzer, William	509 S.E. Front Street
Mitchell, Alan J.	109 Fisher Avenue
Mitchell, Myra Kay	619 S.E. Front Street***
Mitchell, Randy Clark	619 S.E. Front Street***
Mollura, Brenda M.	3 Little Pond Drive, Meadows at Shawnee
Mollura, John A.	3 Little Pond Drive, Meadows at Shawnee
Morris, Debra Lynn	9 E. Thrush Drive, Meadows at Shawnee

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WARD III

VOTER REGISTRATION

2010

Morris, Edward S.	9 E. Thrush Drive, Meadows at Shawnee
Morris, James C.	103 Bridgeham Avenue
Morrow, Sr., Douglas E.	803 N. Walnut Street
Morrow, Linda Lee	803 N. Walnut Street
Morrow, Robert A.	42 General Torbert Drive, Sawmill Village
Mosley, Michael L.	401-A S.E. Front Street
Mott, Linda J.	31 General Torbert Drive, Sawmill Village
Mullan, Gloria Jean	501 East Street
Mullaney, Ann B.	1 West Thrush Drive, Meadows at Shawnee
Mullaney, Joseph A. II	1 West Thrush Drive, Meadows at Shawnee

N

Newhouse, Edna A.	110 Lovers Lane
Newhouse, Theodore M.	110 Lovers Lane
Nichols, John H. III	13 General Torbert Drive, Sawmill Village
Nieves, Carmen Lydia	101 N.E.Sixth Street
Nixon, Jean F.	201 N.E.Fourth Street
Noble, George Henry	110 N.E. Second Street

O

Olson, Kenneth C.	9 N.E. Fourth Street
Ouge, Gladys M.	54 Meadow Lark Drive, Meadows at Shawnee
Ouge, Joseph M.	54 Meadow Lark Drive, Meadows at Shawnee

P

Palermo, Joseph George	5 Misty Vale Court, Meadows at Shawnee
Palumbo, III, Joseph V.	1019 S.E. Second Street
Palumbo, Roberta M.	1019 S.E. Second Street
Paradis, Mildred Anne	509 S.E. Second Street
Paradis, Roger Emile	509 S.E. Second Street
Paradis, Theresa J.	919 S.E. Second Street
Parker, Charles	119 N. Walnut Street
Parsons, Lisa K.	415 East Street
Patel, Chunilal M.	7 Misty Vale Court, Meadows at Shawnee
Patel, Hiren Chunilal	7 Misty Vale Court, Meadows at Shawnee
Patel, Mayuri Kanubhai	7 Misty Vale Court, Meadows at Shawnee
Patel, Vinay	3 Misty Vale Court, Meadows at Shawnee
Perez, Danny Garcia	29 General Torbert Drive, Sawmill Village
Perez, Lisette Ramona	29 General Torbert Drive, Sawmill Village
Peterson, Jason D.	519 N. Washington Street
Phelps, Margie S.	400 N.E.Fourth Street
Phillips, James	10 Salevan Place
Pileggi, Martha V.	607 S.E. Second Street

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WARD III

VOTER REGISTRATION

2010

Piper, Lorraine R.	21 W. Bullrush Drive, Meadows at Shawnee
Piper, Stephen M.	21 W. Bullrush Drive, Meadows at Shawnee
Polite, Jo H.	5 General Torbert Drive, Sawmill Village
Polite, Richard L.	5 General Torbert Drive, Sawmill Village
Porter, Christine Ann	509 S.E. Second Street
Porter, Hilda Jane	11 Little Pond Drive, Meadows at Shawnee
Potter, Purnell G.	501 East Street
Powell, Derek J.	505 S.E. Front Street
Powell, Lamont G.	19 Columbia Street
Pratzner, Elaine Marie	52 Meadow Lark Drive, Meadows at Shawnee
Pratzner, Phillip Russell	52 Meadow Lark Drive, Meadows at Shawnee
Prince, Richard Alfred	3 Windy Drive, Meadows at Shawnee
Prince, Veronica	3 Windy Drive, Meadows at Shawnee

R

Raffy, June H.	515 N. Walnut Street
Ralph, Gary D.	268-B North Rehoboth Boulevard
Reedy, Myrtle H.	37 Fisher Avenue
Reynolds, Ralph C.	6 General Torbert Drive, Sawmill Village
Reynolds, Suzanne D.	6 General Torbert Drive, Sawmill Village
Rhodes, Linda	28 Fisher Avenue
Rhodes, Roy D.	28 Fisher Avenue
Richardson, Brynn L.	805 S.E. Second Street
Richmond, Barbara J.	8 Governor Tharp Court, Sawmill Village
Robbins, Mildred Louise	35 Meadow Lark Drive, Meadows at Shawnee
Roberts, Dana Lee	10 N.E.Fifth Street
Roberts, Kathleen L.	6 Big Pond Drive, Meadows at Shawnee
Roberts, Wayne H.	6 Big Pond Drive, Meadows at Shawnee
Robertson, Lilly E.	803 S.E. Front Street
Rockwell, Nancy M.	507 N. Washington Street
Rodenberg, Robert Thomas	6 Briar Court, Meadows at Shawnee
Rodenberg, Wanda L.	6 Briar Court, Meadows at Shawnee
Rodgers, Douglas Edward	8 Briar Court, Meadows at Shawnee
Rodriguez, Alicia S.	106 Charles Street
Rodriguez, Ernesto Jr.	106 Charles Street
Ross, Bessie May	204 N.E.Fourth Street
Rottman, Edward A.	23 W. Bullrush Drive, Meadows at Shawnee
Rottman, Lewis DeSimone	23 W. Bullrush Drive, Meadows at Shawnee
Ruiz, Phillip Henry	413 East Street
Rupp, John Joseph	9 Big Pond Drive, Meadows at Shawnee
Rupp, Kimberly Mae	9 Big Pond Drive, Meadows at Shawnee
Russo, Joan K.	513 N. Washington Street

S

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WARD III

VOTER REGISTRATION

2010

Saccardi, Linda J.	901 N. Walnut Street
Saccardi, Tyler Reed	901 N. Walnut Street
Sacks, Lewis W.	9 W. Trush Drive, Meadows at Shawnee
Sarro, Regina	26 Cedar Beach Road
Sauls, Antoinette Yvonne	2 E. Thrush Drive, Meadows at Shawnee
Sauls, David R.	2 E. Thrush Drive, Meadows at Shawnee
Saupp, John W.	36 General Torbert Drive, Sawmill Village
Savage, Cynthia L.	403 N. Washington Street
Savage, Harry R.	403 N. Washington Street
Savage, Samuel Robert	403 N. Washington Street
Savage, Stephanie Marie	403 N. Washington Street
Sayer, Charlotte Anne	203 S.E. Front Street
Sayer, Priscilla Jane	203 S.E. Front Street
Saxon, Dana M.	611 S.E. Second Street
Saxon, Warren R.	611 S.E. Second Street
Schleigh, David William	2 West Thrush Drive, Meadows at Shawnee
Schleigh, Mary Anne	2 West Thrush Drive, Meadows at Shawnee
Scott, John C.	280 N. Rehoboth Boulevard***
Scott, Virginia B.	280 N. Rehoboth Boulevard***
Scotton, Carol V.	905 S.E. Front Street
Scotton, II, Leslie	905 S.E. Front Street
Shabi, Olufemi O.	12 Big Pond Drive, Meadows at Shawnee
Shah, Bindesh B.	1 W. Bullrush Drive, Meadows at Shawnee
Sharp, Brenda Lee	838 N.E. Front Street
Sharp, Donna Marie	844 N.E. Front Street
Sharp, Marvin C.	844 N.E. Front Street
Shea, Kathy J.	Cedar Beach Road***
Shea, Michael J.	Cedar Beach Road***
Sheffe, Christopher D.	11 E. Bullrush Drive, Meadows at Shawnee
Sheffe, Diane Irene	11 E. Bullrush Drive, Meadows at Shawnee
Sherwood, Nancy Gaye	805 N. Walnut Street***
Shields, John William	13 Big Pond Drive, Meadows at Shawnee
Shockley, Brandi Lynn	210 N.E. Fourth Street
Shockley, David A.	614 S.E. Front Street
Shockley, Debbie A.	210 N.E. Fourth Street
Shockley, John D.	210 N.E. Fourth Street
Shockley, Myrna S.	614 S.E. Front Street
Short, Thomas C.	42 Fisher Avenue
Shorter, Thelma R.	509 Carlisle Lane
Shupard, Jr., Howard D.	405 N. Washington Street
Shupard, Rosanne T.	405 N. Washington Street
Skinner, Danny M.	907 N. Walnut Street
Skinner, Kathryn M.	907 N. Walnut Street
Sleva, Jodie H.	801 N. Walnut Street
Sleva, Morgan T.	801 N. Walnut Street
Smith, Charles G.	19 General Torbert Drive, Sawmill Village

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WARD III

VOTER REGISTRATION

2010

Smith, Doris A.	19 General Torbert Drive, Sawmill Village
Smith, Gary W.	211 S.E. Front Street
Smith, Mabel C.	708 S.E. Front Street
Smith, Maude	109 McColley Street
Smith, Paul Phillip	18 Meadow Lark Drive, Meadows at Shawnee
Smith, Verda M.	211 S.E. Front Street
Snyder, Donna J.	54 General Torbert Drive, Sawmill Village
Spain, Dorothy R.	620 N. Washington Street
Spain, Ralph E.	620 N. Washington Street
Spigone, Joseph Edmund	30 General Torbert Drive, Sawmill Village
Spigone, Elizabeth Anne	30 General Torbert Drive, Sawmill Village
Spina, Alfred M.	4 Briar Court, Meadows at Shawnee
Spina, Joyce Marion	4 Briar Court, Meadows at Shawnee
Stanton-Hinex, Angela R.	26 Meadow Lark Drive, Meadows at Shawnee
Steiner, Anthony L.	21 Meadow Lark Drive, Meadows at Shawnee
Steiner, Linda J.	21 Meadow Lark Drive, Meadows at Shawnee
Sullivan, Lawrence	6 East Thrush Drive, Meadows at Shawnee
Sullivan, Susan C.	6 East Thrush Drive, Meadows at Shawnee
Swain, Dana Suzanne	35 Fisher Avenue
Swain, Scott Thomas	35 Fisher Avenue
Swain, Susan Kaye	35 Fisher Avenue
Sweeney, Edward J.	9 Misty Vale Court, Meadows at Shawnee
Sweeney, Elizabeth A.	9 Misty Vale Court, Meadows at Shawnee

T

Thawley, Beverly A.	6 N.E.Sixth Street***
Tisdell, Kevin C.	54 General Torbert Drive, Sawmill Village
Todd, Joyce R.	3 Governor Watson Court, Sawmill Village
Todd, Michael L.	3 Governor Watson Court, Sawmill Village
Tonwe, Tutse D.	1011 N. Walnut Street***
Tucker, Samuel D.	106 Lovers Lane
Turner, George W.	103 Charles Street
Turner, Jane J.	103 Charles Street

V

VanHorn, Anita T.	6 Governor Tharp Court, Sawmill Village
VanHorn, Franklin	6 Governor Tharp Court, Sawmill Village
Vaughn, John C. Sr.	503 N.E.Fifth Street
Vaughn, Nancy F.	503 N.E.Fifth Street
Veals, Thelma Judy	8 Briar Court, Meadows at Shawnee
Venett, Emmett	504 N. Washington Street****
Venett, Patricia M.	504 N. Washington Street****
Vezmar, Michael W.	27 General Torbert Drive, Sawmill Village
Vicino, Jean	8 E. Bullrush Drive, Meadows at Shawnee

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WARD III

VOTER REGISTRATION

2010

Vicino, Michael J. 8 E. Bullrush Drive, Meadows at Shawnee

W

Walker, David B. 37 General Torbert Drive, Sawmill Village
 Walker, Keith E. 108 Charles Street
 Walker, Ronda D. 511 S.E. Front Street
 Walls, George W. RD 1, Box 520
 Walls, Sara E. 708 N. Washington Street
 Waltman, Norma F. 919 S.E. Second Street
 Ward, Carlos Everado Sr. 2 Briar Court, Meadows at Shawnee
 Ward, Maria Tomasa 2 Briar Court, Meadows at Shawnee
 Warfel, Anthony Brooks 61 General Torbert Drive, Sawmill Village
 Warfel, Brendon T. 960 N.E. Front Street
 Warfel, Cynthia L. 960 N.E. Front Street
 Warfel(Davis), Margaret T. 61 General Torbert Drive Sawmill Village
 Warren, Catherine D. 503 N.E. Front Street
 Webb, Aileen R. 909 Berry Lane***
 Webb, Diane D. 5 N.E. Sixth Street***
 Webb, Harold L. 101 N.E. Eighth Street
 Webb, Jesse C. 19858 Beaver Dam Road
 Webb, Joyce L. 19858 Beaver Dam Road
 Webb, Melissa P. 101 N.E. Eighth Street
 Webb, Michele Renee 805 N. Walnut Street
 Webb, Thomas E. 909 Berry Lane***
~~Wells, Joseph W. 52 General Torbert Drive, Sawmill Village****~~
 Wells, Michael S. 603 N. Walnut Street
 Wells, Pamela Anne 603 N. Walnut Street
~~Wells, Rita F. 52 General Torbert Drive, Sawmille Village****~~
 Western, Paul W. 404 N. Washington Street***
 Whalen, Edith S. 108 Brady Drive
 Wheatley, Bruce D. 11 W. Bullrush Drive, Meadows at Shawnee
 Wheatley, Mary Lou 11 W. Bullrush Drive, Meadows at Shawnee
 Wiley, David A. 511 S.E. Front Street
 Wilkins, Elizabeth W. 912 S.E. Front Street
 Williams, Ann C. 108 Charles Street***
 Williams, Donald E. 20 E. Bullrush Drive, Meadows at Shawnee
 Terrell-Williams, Maxine 20 E. Bullrush Drive, Meadows at Shawnee
 Wilson, Bonnie L. 506 S.E. Front Street
 Wilson, William A. 615 N. Washington Street
 Witman, Frances L. 45 General Torbert Drive, Sawmill Village
 Witman, Russell G. III 2 Governor Tharp Court, Sawmill Village
 Wix, Mary Ellen Thomas 809 N. Washington Street
 Wolfe, Kenneth W. 505 S.E. Front Street***
 Wood, Alice M. 419 N.E. Front Street
 Wood, Willis B. 419 N.E. Front Street

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Wooters, Lois J.	709 N. Washington Street
Worthy, Bradie	217 N.E.Fourth Street
Worthy, Ivery L.	217 N.E.Fourth Street
Wright, Curtis E.	40 General Torbert Drive, Sawmill Village
Wright, Manuela Manenti	40 General Torbert Drive, Sawmill Village
Wyatt, Lance A.	806 S.E.Front Street

Y

Yevonishon, Ana Jean	1 Misty Vale Court, Meadows at Shawnee
Yevonishon, John Michael	1 Misty Vale Court, Meadows at Shawnee
Yordy, Michael K.	6165 Kirby Road, Meadows at Shawnee
Young, Naomi M.	204 Rehoboth Boulevard
Young, Oscar	204 Rehoboth Boulevard

Z

Zurzolo, Joseph S.	919 S.E.Front Street
Zurzolo, Karen Lynn	919 S.E.Front Street

PURGED FROM WARD III 2010 REASON

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WARD III

VOTER REGISTRATION

2010

Beebe, Norman W.	11 S. Walnut Street, Apt. 4	Moved out of Town
Bradford, William F.	509 S.E. Second Street	Deceased
Brozefsky, Jesse Dominic	807 N. Walnut Street	Deceased
Bunting, Eric D.	108 Charles Street	Moved out of Town
Bunting, Patricia R.	108 Charles Street	Moved out of Town
Caudill, James M.	14 Meadow Lark Drive, Meadows at Shawnee	Moved out of Town
Caudill, Ruby Mae	14 Meadow Lark Drive, Meadows at Shawnee	Moved out of Town
Gilewski, Robert	310 S. Rehoboth Boulevard	Deceased
Harrington, Charles L.	48 General Torbert Drive, Sawmill Village	Moved out of Town
Hays, Clarence H.	805 S.E. Second Street	Deceased
Hays, Patricia J.	805 S.E. Second Street	Moved out of Town
Joseph, Mae	804 S.E. Front Street	Deceased
Schaap, Robert	211 East Street	Moved to Ward I
Walker, Keith E.	108 Charles Street	Moved out of Town
Walls, Lula A.	417 N.E. Front Street	Deceased
Witman, Judy Smith	2 Governor Tharp Court, Sawmill Village	Deceased

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A

Aaron, Edna	202 S. Landing Drive, Knotts Landing
Aaron, Thomas A.	202 S. Landing Drive, Knotts Landing
Abrams, Martha Ann	714 Parson Thorne Apartments
Artis, Lloyd P.	125 N.W. Second Street
Artis, Odessa P.	102 Brightway

B

Baier, Valerie H.	105 West Street
Baker, James L.	4 Salevan Place
Baker, Lester Samuel	126 N.W. Second Street
Banks, Tiana Kecia	400-19 Valley Drive
Barrows, Wesley H.	214 N. Walnut Street****
Baynard, Bertha J.	611 North Street Extended
Beckett, Vivi V.	114 Brightway
Becton, Sherron C.	606 Church Street
Benson, Nancy	105 N. Landing Drive, Knotts Landing
Betts, Harold L.	402 Truitt Avenue
Black, Helene M.	218 N. Walnut Street
Blackston, Eloise C.	704 Truitt Avenue
Blackston, Samuel A.	704 Truitt Avenue
Blackston, Samuel J.	704 Truitt Avenue
Boehm, Richard D.	1036 N. Walnut Street
Bond, Daniel L.	101 N.W. Front Street
Bond, Rhonda Sue	101 N.W. Front Street
Booker, Melody T.	6 Archers Way
Booz, Sally T.	Silver Lake Estates Apt. 312*
Bowe, Ethel T.	216 North Street
Bowen, Gary Allen	235 S. Landing Drive, Knotts Landing
Bowen, Helene Phyllis	235 S. Landing Drive, Knotts Landing
Bowers, Marian Claire	127 N. Landing Drive, Knotts Landing
Bowers, Norman J.	127 N. Landing Drive, Knotts Landing
Bradley, Thomas C.	117 N.W. Front Street
Bradley, William J.	311-B N.W. Second Street
Brereton, William S.	103 Silver Hill Apt.*
Brewington, Cynthia M.	409 1/2 Church Street
Briggs, Donald James	240 S. Landing Drive, Knotts Landing
Brockett, Hattie	104-A Moyer Circle West
Brockett, Ronald E.	201 North Street
Brown, Howard Lee	408 North Street
Brown, Jane R.	26 N.W. Tenth Street
Brown, Merlyn Edward	702 North Street
Burk, Blanche A.	5 Linstone Lane, Apt. 101
Burke, Agnes N.	602 Truitt Avenue Ext.
Burke, Gowens Ashley	602 Truitt Avenue Ext.

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WARD IV

VOTER REGISTRATION

2010

Burkett, Sybil E. 103 Ashley Way*
Byrd, Betty Diane 200-26 Valley Drive*

C

Calhoun, Robin L. 205 North Street
Callaway, Dorothy J. 203 Parson Thorne Apartments
Callaway, Thomas E. 203 Parson Thorne Apartments
Campbell, David C. 15 N.W. Second Street
Cannon, James Edward Jr. 23 N.W. Second Street
Carter, Lareka Rhinell 100-20 Valley Drive
Cartwright, Rita C. 711 Truitt Avenue Ext.
Cephas-Morris, Felicia E. 606 North Street
Chapman, Domeka W. 602 Truitt Avenue Ext.
Chapman, James J. Jr. 443 North Street
Cherry, Natalie 117 Starland Way, Knotts Landing
Clark, Donna L. 805 N. DuPont Highway
Clark, Mary Edna 612 North Street Ext.
Clark, Paul E. 805 N. DuPont Highway
Coleman, Carol Susan 234 S. Landing Drive, Knotts Landing
Collins, Katherine 5 Linstone Lane
Condiff, Violet M. 107 West Street
Cooper, Lillian K. 701 Moyer Circle East
Coverdale, Cynthia R. 1022 N. Walnut Street
Crawford, Dolly M. 503 Ashley Way
~~Currie, Jack Daniel 5 N.W. Fourth Street****~~
Curry, Pauline G. Valley Run*

D

Daniels, Wauneti J. 102 Parson Thorne Apartments
Davis, Helen 110 N.W. Fourth Street
Davis, Helen E. 1020 N. Walnut Street
Davis, Rebecca E. 110 N.W. Fourth Street
Davis, Sadie M. 207 N.W. Third Street
Davis, Sherry Lee 443 North Street
Davis, Sylvester 104 N. Church Street
Demnicki, Damian J. 600 N. Walnut Street
Demnicki, Pamela T. 600 N. Walnut Street
Deputy, Margaret A. 614 Parson Thorne Apartments
Dickerson, Denise E. 108 Allen Way
Dickerson, Doris L. 502 N. Church Street
Dill, Carolyn E. 212 N. Walnut Street, Apt. A.
Dohring, Nancy W. 5 Linstone Lane, Apt. 3
Donnellan, Hubert J. 103 Starland Way, Knotts Landing
Doran, Anne L. 133 N. Landing Drive, Knotts Landing
Doran, Charles L. 133 N. Landing Drive, Knotts Landing

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WARD IV

VOTER REGISTRATION

2010

Dorman, Jean 5 Linstone Lane, Apt. 210
 Doyle, Catherine C. 111 A N.W. Third Street
 Draper, Anne L. 503 Parson Thorne Apartments

E

Evans, Betty A. 121-B N.W. Front Street

F

Fair, Susan E. 113 Brightway
 Fantozzi, Anthony J. 107 Alexa Court, Knotts Landing
 Fantozzi, Christine A. 107 Alexa Court, Knotts Landing
 Fondren, Carl J. 140 N. Landing Drive, Knotts Landing
 Fort, Delores L. 518 Truitt Avenue
 Fountain, Alfredia 602 North Street Extended
 Fountain, Brennon Almond Parson Thorne Apartments, Apartment 102
 Fountain, Cleo H. 510 Truitt Avenue
 Fountain, Franklin A. 516 N. Church Street***
 Fountain, Gwendolyn M. 608 Truitt Avenue Extended
 Fountain, Janice L. 604 Truitt Avenue Extended
 Fountain, Kenneth D. 510 Truitt Avenue
 Fountain, Reginald DaWayne 604 Truitt Avenue Extended
 Franklin, Teresa E. 5 Lucia Circle
 Franklin, Teresa M. 604 N. Church Street
 Frith, Viola H. 111 N.W. Third Street, Apt. B
 Fry, Douglas Ernest 916 Roosa Road***
 Fry, Ralph B. County Road 404***
 Fullman, Yvonne Denise 427 North Street*

G

Gibson, Douglas A. 704 North Street Extended
 Gilewski, Teresa J. 2 Archers Way
 Gordon, Pamela Geneen 114 Brightway Commons
 Greenage, Paul W. 218 N. Walnut Street
 Griffin, Emma Jane 220 North Street
 Griffin, Jennie P. 419 North Street
 Griffin, Luther J. 220 North Street
 Griffith, Nila M. 402 Ashley Way*

H

Halstead, Ward B. 226 S. Landing Drive, Knotts Landing
 Hamm, Eleanor M. 111 N.W. Fourth Street
 Hammond, Charles T. Jr. 608 North Street
 Harden, Sharon Y. 4 Lucia Circle

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WARD IV

VOTER REGISTRATION

2010

Hardy, Alice Marie	203 North Street, Apt. C
Hardy, Justina Marie	203 North Street
Harmon, Diana C.	304 Truitt Avenue*
Harmon, Theresa Y.	Truitt Avenue*
Harrington, Jean F.	800 Parson Thorne Apartments
Harris, Ronald Dale	309 Church Street
Harris, Tina Y.	106 Brightway
Hazzard, Roy L.	108 N. Church Street
Henderson, Carol S.	8 N.W. Second Street
Henderson, Deborah S.	207 Church Street
Henderson, Eugene W.	8 N.W. Second Street
Henry, Frances E.	519 West Street
Herron, Dale Marie	106 Ginger Lane, Knotts Landing
Herron, David William	106 Ginger Lane, Knotts Landing
Hessler, David C. Sr.	120 N. Landing Drive, Knotts Landing
Hessler, Jean F.	120 N. Landing Drive, Knotts Landing
Hicks, Brian K.	502 Truitt Avenue
Hicks, Darryl L.	502 Truitt Avenue
Hicks, Ida Mae	125 N.W. Second Street
Hicks, Shirley A.	502 Truitt Avenue
Hill, Robert S.	Silver Lake Estates*
Hinton, Carolyn E.	100 Brightway
Hobbs, Doris W.	112 Truitt Avenue
Hobbs, Ormond H.	112 Truitt Avenue
Holden, Claudia H.	100 Drew Street
Holden, Elroy S.	100 Drew Street
Holmes, Theresa C.	715 N. Church Street
Hopkins, Steven E.	3 Lucia Circle
Howard, Caleb Jr.	441 North Street
Howell, Katherine Lynch	509 Parson Thorne Apartments
Hudson, Donald Walter	122 N. Landing Drive, Knotts Landing
Hudson, Judith K.	122 N. Landing Drive, Knotts Landing
Hugg, Margaret R.	708 Parson Thorne Apts.
Hughes, Mary Ellen	102 Alexa Court, Knotts Landing
Hurst, John S.	205 South Landing Drive, Knotts Landing
Hurst, Mary Carol	205 South Landing Drive, Knotts Landing
Hutchman, Jean S.	111 Ginger Lane, Knotts Landing

IJ

Jackson, Catherine E.	406 Ashley Way
Jackson, Catherine E.	809 Parson Thorne Apartments
Jackson, Virginia L.	805 N. DuPont Highway****
Jackson, William P.	805 N. DuPont Highway****
James, Sr., Jason L.	1 Games Drive

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WARD IV

VOTER REGISTRATION

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James, Pamela T.	1 Games Drive
Johnson, Dorothy S.	102 Parson Thorne Apartments
Johnson, Jeannie N.	Air Park Plaza***
Johnson, Raydia N.	200-3 Valley Drive
Johnson-Sudler, Sonya F.	105 Valley Drive*
Johnson, Teresa M.	700 Truitt Avenue Ext.
Johnson, Timothy S.	Air Park Plaza***
Johnson, William	700 Truitt Avenue Ext.
Jones, Lida M.	206 North Street

K

Kean, David B.	5 Linstone Lane, Apt. 409
Kehler, Jr., Harry C.	103 Parson Thorne Apartments
Kehler, Sarah B.	103 Parson Thorne Apartments
Kellam, Patsy Lea	201 Church Street
Kelly, James Edward	205 N.W. Front Street
Kelly, Raymond H.	205 N.W. Front Street
Kenton, Mariam E.	415-A SilverLake Estates
Kimbrough, Kathy A.	308 North Street
Kinzer, Barbara A.	203 North Street
Kniceley, Betty A.	17 N.W. Second Street
Kniceley, Donald E.	17 N.W. Second Street

L

Lardner, Janet M.	228 S. Landing Drive, Knotts Landing
Lardner, Ring William	228 S. Landing Drive, Knotts Landing
Lawhorn, Samuel N.	435 North Street
Leggett, Celestine W.	704 E Moyer Circle
LeGrand, Dana C.	411 N. Church Street
LeGrand, Romonita I.	411 N. Church Street
LeGree, Ellen A.	103 Brightway
Leithmann, Theodor	A-3 Silver Hill Apartments
Lender, Elizabeth J.	104 Alexa Court, Knotts Landing
Lender, Robert B.	104 Alexa Court, Knotts Landing
Lenet, Elizabeth Ann	252 S. Landing Drive, Knotts Landing
Lenet, Howard Alan	252 S. Landing Drive, Knotts Landing
Leuthauser, Joanne	509 Ashley Way
Leutz, Clara M.	5 Linstone Lane, Apt. 201
Leutz, Henry P.	5 Linstone Lane, Apt. 201
Lewis, Bessie M.	103B Moyer Circle
Lewis, Caroline A.	218 N. Walnut Street
Lewis, Leroy	103B Moyer Circle
Lewis, Linda A.	5 Linstone Lane, Apt. 212
Limardi, Joseph N.	23 Linstone Lane, Apt. 2
Littleton, Beatrice L.	5 Linstone Lane, Apt. 414

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WARD IV

VOTER REGISTRATION

2010

LoPresti, Thomas J. 123 N. Landing Drive, Knotts Landing
 Love, Cynthia B. 200 Truitt Avenue
 Love, Michael J. 200 Truitt Avenue

Mc

McCrea, Stacey Lyn 105 Brightway Commons
 McGrath, Rosemarie 117 Ginger Lane, Knotts Landing
 McGrath, Timothy P. 117 Ginger Lane, Knotts Landing
 McMillan, Michael W. 711 Parson Thorne Apartments
 McMillian, Douglas 118 N.W. Third Street
 McMillian, Jeanne V. 118 N.W. Third Street

M

Manolaki, Katrina 106 North Street
 Mantineo, Gail A. 218 South Landing Drive, Knotts Landing
 Mantineo, Salvatore Jr. 218 South Landing Drive, Knotts Landing
 Manzo, Carlos F. 207 N.W. Fourth Street
 Marino, Dorothy 102 Ginger Lane, Knotts Landing
 Marino, Salvatore J. Jr. 102 Ginger Lane, Knotts Landing
 Marleton, Doris H. 310 Parson Thorne Apartments
 Marleton, Ernest L. 310 Parson Thorne Apartments
 Marsh, Barbara J. 303 N.W. Second Street
 Marsh, Steve 303 N.W. Second Street
 Marshall, David W. 417 North Street
 Marvel, Linda M. 4 Archers Way
 Marvel, Randy E. 4 Archers Way
 Matthews, Tony M. 115 Bright Way
 Mays, John J. 615 Parson Thorne Apartments
 Melott, Douglas E. 707 East Lane, North Shores
 Melott, Ruth Ann 707 East Lane, North Shores
 Mergner, Henry H. 134 N. Landing Drive, Knotts Landing
 Mergner, Louise G. 134 N. Landing Drive, Knotts Landing
 Mitchell, Helen P. 1036 N. Walnut Street
 Mitchell, Sr., John E. 1036 N. Walnut Street
 Mojica, Benito 201 Allen Way, Apt. 32
 Moore, Cornelius A. 140 Vickers Drive***
 Moore, Leroy Silver Lake Estates
 Morris, Clarence William 606 North Street
 Morris, Grace J. 706 Truitt Avenue Ext.
 Morris, Jerome S. 706 Truitt Avenue Ext.
 Morris, John A. 244 S. Landing Drive, Knotts Landing
 Morris, Michael P. 706 Truitt Avenue Ext.
 Morris, Wendy L. 505B E. Moyer Circle*
 Morse, John R., Jr. 701 North Street
 Muffler, Robert J. Jr. 21 N.W. Front Street, Apartment 202

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WARD IV

VOTER REGISTRATION

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Mumford, Granville, Jr.	24 N.W. Tenth Street
Mumford, Wilson A.	521 N. West Street, Apt. A
Mundwiler, Christopher S.	214B N. Walnut Street
Myers, Patricia J.	27 Linstone Lane, Apt. 8

N

Nance, Marlene Walliser	112 Ginger Lane, Knotts Landing
Nelson, Gregory	304 Truitt Avenue
Norman, Henry Jr.	430 North Street

O

Olivera, Dorothy M.	106 West Street
Olivera, Pablo C.	106 West Street
Olson, John L.	10 Rogers Drive
Olson, Ruth S.	10 Rogers Drive
Orta, Mary Ann	104 Brightway

P

Pakech, Christopher J.	103 Giner Lane, Knotts Landing
Paquette, Virginia O.	18 S. DuPont Highway
Parker, Jr., Claude McKinley	401 Truitt Avenue
Parker, Eva	401 Truitt Avenue
Parker, Lillian M.	211 N.W. Second Street
Parker, Ozzie Mae	6 Lucia Circle
Patillo, Janet	109 North Landing Drive, Knotts Landing
Patillo, Robert D. Sr.	109 North Landing Drive, Knotts Landing
Pattillo, Barbara Joslin	105 Alexa Court, Knotts Landing
Penland, Troy M.	303 Truitt Avenue
Pensel, Charles H. Jr.	237 S. Landing Drive, Knotts Landing
Pensel, Virginia A.	237 S. Landing Drive, Knotts Landing
Piazza, Merle R.	108 Starland Way, Knotts Landing
Piazza, Joe	108 Starland Way, Knotts Landing
Pikus, Terry	404 Silver Hill Apartments*
Pilla, Elaine M.	238 S. Landing Drive, Knotts Landing
Pilla, George R.	238 S. Landing Drive, Knotts Landing
Pope, Jerrie R.	919 Roosa Road
Powell, Dwayne Edward	500 Church Street
Powell, Mary	304-B West Street*
Predmore, Pamela M.	209 N.W. Front Street
Prettyman, Martha M.	510 Parson Thorne Apartments
Primos, Andrea L.	144 Church Hill Road
Primos, Noel Eason	144 Church Hill Road
Prouse, Donald M. Jr.	7 Archers Way
Purnell, Roxie M.	109 West Street

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QR

Ramos, Isaura	601 North Street
Ramos, Louis	601 North Street
Ramos, Tony	601 North Street
Rapp, Ethel J.	506 Parson Thorne Apartments
Rathbun, Leslie Ann	1036 N. Walnut Street
Reichelt, Shirley P.	5 Linstone, Lane, Apr. 422
Renk, Dorothy P.	105 Ginger Lane, Knotts Landing
Renk, Ronald E.	105 Ginger Lane, Knotts Landing
Reynolds, Charlie J.	107 Allenway
Reynolds, Toshi D.	1 Games Drive
Rhodes, Velma M.	5 Linstone Lane, Apt. 24
Richardson, Thomas L.	514-A Church Street
Riecke, Carolyn S.	801 N. DuPont Highway
Rini, Beverly A.	119 Ginger Lane, Knotts Landing
Rini, Charles	119 Ginger Lane, Knotts Landing
Rivera, Michael R.	200 N. Walnut Street
Roberts, Janet S.	1024 N. Walnut Street
Roberts, Richie D.	1024 N. Walnut Street
Robinson, Cynthia Kay	111 Starland Way, Knotts Landing
Robinson, Ray E.	111 Starland Way, Knotts Landing
Robinson, Verie L.	207 N.W. Fifth Street
Rogers, Grace D.	126 N.W. Second Street
Rogers, Julie E.	109 Parson Thorne Apartments
Rooks, Frances	500 Church Street
Roosa, Glenda Kay	903 Roosa Road
Roosa, III, J. Heyman	903 Roosa Road
Roosa, Mildred S.	917 Roosa Road
Ross, James E.	411 North Street
Ruffin, Marcealeate S.	515 Truitt Avenue***
Rumley, I. Helen	5 Linstone Lane, Apt. 419*
Ruiz, Gervasio Jr.	105 N. Landing Drive, Knotts Landing
Russell, Vanita P.	207 N.W. Fifth Street

S

Saldana, Luis A.	306 West Street
Schiedenhelm, Betty Lou	140 North Landing Drive, Knotts Landing
Scott, Aleathea K.	454 North Street
Scott, Gloria A.	110 N.W. Third Street
Session, Linda	114 Allen Way, Apt. 21
Seth, Lolita C.	108 Allen Way, Apt. 11
Shafer, Harriett W.	135 N. Landing Drive, Knotts Landing
Shafer, Julian R.	135 N. Landing Drive, Knotts Landing

*Change of Address Form Required

**Change of Name Form Required

***Non-Resident/Property Owner

****Non-Resident/Property Owner Registered in Other Ward(s)

WARD IV

VOTER REGISTRATION

2010

Shaffer, Scott E.	806 Parson Thorne Apartments
Sharp, Della M. (Parker)	606 Truitt Avenue Ext.**
Sharp, Mary Ann	9 Rogers Drive
Sharp, Regina A.	108 Allenway Apt. 21
Sharp, Jr., William H.	606 Truitt Avenue, Ext.*
Shelborne, Demarcus Daniel	10 N.E. Salevan Place
Shelton, Geraldine E.	109 Valley Run
Showell, Linda J. Sharpe	20 N.E. Tenth Street
Sirois, Gerard B.	108 North Landing Dr., Knotts Landing
Sirois, Jeanne A.	108 North Landing Dr., Knotts Landing
Smith, Bobby M.	15 Rogers Drive
Smith, Borden E. II	203 Truitt Avenue
Smith, Constance R.	604 North Street Ext.
Smith, Debra Lynn	23 N.W. Second Street
Smith, Dorothy S.	709 Truitt Avenue Ext.
Smith, Betty E.	600 Parson Thorne Apartments
Smith, Fred P.	600 Parson Thorne Apartments
Smith, Leasa Alane	604 North Street Ext.
Smith, Marion	118 Starland Way, Knotts Landing
Smith, Melvin E.	709 Truitt Avenue Ext.
Smith, Rosie L.	1 Lucia Circle
Smith, Sharon Arnette	27-3 Linstone Lane, Silver lake Apartments
Smith, Shelton Lee Sr.	1 Lucia Circle
Smith, Thelton T.	Apt. 114 Silver Lake Estates
Smith, Thomas J.	118 Starland Way, Knotts Landing
Snead, Frances E.	500 Church Street
Snead, James E.	500 Church Street
Snyder, Mary C.	312 Charles Street*
Sobolewski, Leonard S.	109 Ginger Lane, Knotts Landing
Sobolewski, Margaret B.	109 Ginger Lane, Knotts Landing
Sodergren, C. Robert	212 N. Walnut Street
Sorden, George C.	507 Truitt Avenue
Spady, David M.	104 Bright Way
Spady, Marvin D.	104 Bright Way
Spence, Mary K.	607 North Street Extended
Spence, Wayne Edward	607 North Street Extended
Spivey, Arlene Y.	108 Bright Way
Staley, Georgiana M.	115 N.W. Front Street
Staley, Philip Richard	115 N.W. Front Street***/Need New Card
Staley, Tommy C.	115 N.W. Front Street***/Need New Card
Stalvey, Donna Lynn	204 Truitt Avenue
Stalvey, James W.	204 Truitt Avenue
Stalvey, Jessica Ann	204 Truitt Avenue
Starling, Sr., James O.	713 Truitt Avenue Ext.
Starling, Jeanel D.	713 Truitt Avenue Ext.
Steele, Doris I.	600 Parson Thorne Apartments
Steinhauer, Karen L.	124 N. Landing Drive, Knotts Landing

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WARD IV

VOTER REGISTRATION

2010

Steinhauer, Robert A.	124 N. Landing Drive, Knotts Landing
Stevens, Charlene E.	119 Brightway
Stevens, Cynthia Ann	119 Brightway
Stevenson, Gloria E.	404 Moyer Circle West
Steward, Carrie B.	301 Truitt Avenue
Steward, James E.	301 Truitt Avenue
Strahle, Albert	500 Parson Thorne Apartments
Strahle, Dorothy G.	500 Parson Thorne Apartments
Stradford, Jeffrey P.	609 North Street
Stuchlik, M. Susan	203 Parson Thorne Apartments
Sudler, Marion A.	105 Valley Run*
Sullivan, Frances A.	5 Truitt Avenue*
Swanson, Wilbur M.	218 N. Walnut Street
Szczesay, Eileen J.	122 Ginger Lane, Knotts Landing
Szczesay, Richard Joseph	122 Ginger Lane, Knotts Landing

T

Tarburton, David G.	414 N. Walnut Street
Tarburton, Joshua D.	416 N. Walnut Street
Tarburton, Lynda Lee	414 N. Walnut Street
Taylor, Mary I.	Silver Lake Estates*
Teagle, Walter	409 1/2 Church Street
Thomas, Isiah T.	125 N.W. Second Street
Thompson, Winford	107 Allenway Apt. 22
Tobin, Anna Patricia	201 Parson Thorne Apts.
Torbert, Carol A.	706 North Street Ext.
Torbert, George E.	706 North Street Ext.
Trotman, Audrey L.	110 N. W. Fourth Street
Tucker, Eileen M.	112 N. Landing Drive, Knotts Landing
Tucker, Francis	112 N. Landing Drive, Knotts Landing
Tucker, Jason K.	112 N. Landing Drive, Knotts Landing
Tunnell, Frances M.	708 Truitt Avenue Ext.
Tunnell, Jr., Harvey	708 Truitt Avenue Ext.
Turner, Cynthia Ann	107 Starland Way
Turner, Millicent E.	400 Church Avenue
Turner, Paul A.	107 Starland Way, Knotts Landing

UV

VanAlstine, Robert I.	104 Ashley Way
Vann, Mary Ann	108 Allenway, Apt. 31
Vannicola, J. Louise	112 Ashley Way
Vaughn, George H.	233 S. Landing Drive, Knotts Landing
Vaughn, Patricia G.	233 S. Landing Drive, Knotts Landing

*Change of Address Form Required

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***Non-Resident/Property Owner

****Non-Resident/Property Owner Registered in Other Ward(s)

W

Walker, Paul E. Jr.	8 Archers Way
Walker, Phyllis E.	8 Archers Way
Wanzer, Maxine L.	105 Bright Way
Warrington, Carole A.	803 N. DuPont Boulevard
Waters, Andrea R.	615 North Street
Waters, William Jr.	615 North Street
Watts, Sandra J.	308 North Street
Webster, Mary L.	108 N. Church Avenue
Weires, Patricia B.	511 Parson Thorne Apartments
Wescott, Edith I.	303 Ashley Way
Whaley, Jeremiah K.	110 N. Church Street
Whaley, Latanya J.	110 N. Church Street
White, James	514-B N. Church Street*
White, Pedro T.	105 Bright Way
White, Wallace A.	512 N. Church Street
Wilcox, Shana Le Ann	400 N. Walnut Street
Wilkerson, David A.	209 Truitt Avenue***
Wilkins, James M.	6 Archers Way
Williams, John R.	408 Church Street
Wilson, Adelaide E.	408 North Street
Wilson, Katrina J.	605 North Street
Wilson, Nakiema Danica	200-33 Valley Drive
Wilson, R. Darrell P.	605 North Street
Winder, Diane A.	201 N. Church Street
Wintjen, Barbara Jean	606 N. Walnut Street
Woehrle, Patricia Monks	800 Parson Thorne Apartments
Wood, Donna O.	106 N. Landing Drive, Knotts Landing
Woods, Antonio Lee	110 West Street
Woods, James E.	110 West Street
Wright, Irvin.W.	222 North Street
Wright, Lois A.	222 North Street

Y

Young, Dorothy F.	309 North Street
Young, J. Gardner	501 N.W. Front Street
Young, Lucille I.	601 Parson Thorne Apartments
Young, Mable Ann	309 Church Street
Young, Roger Graham Sr.	131 N. Landing Drive, Knotts Landing
Young, Terrie V.	111 Church Street
Yourey, Kenneth J.	101 Ginger Lane, Knotts Landing

Z

Zieber, Helen T.	1 Rogers Drive
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****Non-Resident/Property Owner Registered in Other Ward(s)

PURGED FROM WARD IV 2010REASON

Atwell, Irene	508 Parson Thorne Apartments	Deceased
Bond, Sharon M.	101 N.W. Front Street	Moved Out of Town
Davis, George B.	1020 N. Walnut Street	Deceased
Dotson, Roy K.	107 North Street, Apt. 3	Deceased
Kniceley, Leann J.	17 N.W. Second Street	Moved Out of Town
McPherson, Irma	211 Ashley Way*	Deceased
Orta, Emanuel	516 N.W. Front Street, Apt. 6	Moved 1 st Ward
Russ, Denice E.	109 Allenway Apt. 31	Moved to 2 nd Ward

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City of Milford



RESOLUTION 2010-6

A RESOLUTION PROPOSING ADOPTION OF A LOCAL SERVICE FUNCTION BUDGET FOR KENT COUNTY

WHEREAS, the City of Milford provides many local service functions to its residents that are duplicated by Kent County; such as, planning, zoning, engineering, assessments, mapping, code enforcement, parks and recreation, and library; and

WHEREAS, the City of Milford also provides many other local service functions to its residents not furnished by Kent County, such as police protection, fire protection, licensing, street maintenance, street cleaning, street lighting, snow removal, trash collection, and ambulance services; and

WHEREAS, these local service functions provided by the City of Milford are largely financed by taxation of real property within the corporate limits of the City of Milford; and

WHEREAS, Kent County also assesses and collects real property taxes from property owners of the City of Milford without offering relief from county taxation for local service functions provided by the City of Milford which are financed by the same taxpayers; and

WHEREAS, double taxation of property owners in the City of Milford for the same or similar functions is inequitable and unjust and the City of Milford has sought to have the Levy Court of Kent County give recognition to the local services concept and give tax relief to residents of Milford and other incorporated municipalities that provide local services; and

WHEREAS, the General Assembly of the State of Delaware has granted New Castle County local service function legislation that provides relief to taxpayers of municipalities where local service functions are furnished; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF MILFORD, IN COUNCIL MET:

1. That a bill be prepared for introduction in the State Legislature authorizing and directing Kent County to prepare its annual budgets in accordance with the Local Services Function Concept.
2. That our State Senators and Representatives be requested to sponsor and support the passage of such legislation.
3. That the Levy Court of Kent County and all incorporated municipalities in the county be furnished a copy of this Resolution.
4. That the Levy Court of Kent County and all incorporated municipalities in the county be requested to support the passage and approval of such legislation.

Mayor

Attest:

City Clerk

Date of Adoption: April 12, 2010



December 22, 2009

Mr. Mark Mallamo, P.E.
Public Works Facility
P.O. Box 159
180 Vickers Drive
Milford, DE 19963

Re: City of Milford - SSES Phase III - 1

Dear Mr. Mallamo:

URS Corporation d/b/a URS Corporation Americas is pleased to present this proposal for professional engineering services related to locating the sources of inflow and infiltration (I&I) into the City of Milford's wastewater collection system, which is conveyed to the main pump station operated by the Kent County Department of Public Works, PS#7. It is the City's intent to reduce extraneous flows to the maximum extent practical and economically feasible.

A. BACKGROUND

The City of Milford owns and operates a sanitary sewer collection system made up of approximately 316,800 linear feet of gravity sewer pipe ranging in size from 6" to 24" with multiple pump stations and associated force mains. All flow from the City is either pumped or flows by gravity to Kent County PS #7. This pump station is owned and operated by Kent County and conveys the collected sewage to the Wastewater Treatment Plant in Frederica. The age of the City's collection system varies; however, it is anticipated the oldest pipe in Town could be from the 1930's.

The City contracted with URS in February of 2009 to conduct an Inflow and Infiltration Study (I&I) on the sanitary sewers in the Milford Study Area and provide a report with recommendations for addressing such deficiencies. The purpose of the I&I Study was to identify the sources and assess the magnitude of I&I extraneous flows to the collection system. The results of this analysis indicate where I&I is excessive, as well as basins or sections of pipe which should be subject to additional investigation.

The work of the I&I Study is now complete, the draft report has been presented to the City and the final report should be delivered in January. This report has concluded that deficiencies exist within the City's collection and conveyance system and provides a systematic approach to further define, locate and rehabilitate the problems. This proposal addresses the next phases, including a Sewer System Evaluation Survey (SSES) on the areas identified by weir testing to be the highest contributors to infiltration and the preparation of contract documents to rehabilitate and/or replace deficient pipe.

B. PROJECT APPROACH

As indicated above, the I&I Study quantified the amount and general location of extraneous water entering the City's collection system. The average infiltration rate was estimated to be approximately 700,000 gallons per day (GPD) and inflow was estimated at approximately 700,000 gallons per inch of rainfall or approximately 85,000 GPD on an annual average basis. The areas with the largest quantities of infiltration are targeted for further investigation due to the higher volume of infiltration into the system, except for basin 6 where an extraordinary high amount of inflow was measured.

URS Corporation
Iron Hill Corporate Center
4051 Ogleton Road, Suite 300
Newark, DE 19713
Tel: 302.781.5900
Fax: 302.781.5901
www.urscorp.com

The purpose of the Sewer System Evaluation Survey is to perform detailed field investigations to locate and determine the nature of the deficiencies detected in the I&I Study. Typically, the result of the SSES is a report listing all the deficiencies located as a result of the evaluation and providing recommendations for repair. However, due to the extent of the areas identified as in need of investigations and the potential cost of rehabilitation, the SSES will be broken down into small manageable areas based on priority. In addition, the cost of preparing Contract Documents for rehabilitation projects in the small project areas is also provided as a part of this proposal. This approach will allow rehabilitation work to begin more quickly with the goal of reducing extraneous flow into the system.

Based on this project approach, URS is pleased to present the following scope of services:

C. SCOPE OF SERVICES

SEWER SYSTEM EVALUATION SURVEY

Task 1 – Physical Inspections

Surface Inspections - Water can enter manholes through and around the lids and casting. A surface inspection of the system will be performed during wet weather to determine if the manhole lids are a source of extraneous flow. In addition, the surface inspection will allow for verification of existing collection system mapping and could provide information as to the source of extraneous flows, such as the observation of broken clean out covers, down spout connections, sink holes over the sewer pipe, etc. The observations will be recorded on an inspection report and sources of extraneous flow will be noted on a map of the system. URS will also review the results of previous smoke testing conducted in the City of Milford to determine the extent of repairs to deficiencies and the effectiveness of each repair. These deficiencies will be included in one of the rehabilitation projects described in Task 4.

Manhole Inspections - Manhole inspections provide information on the condition of the collection system; verify the pipe sizes, materials, depth and location of sources of extraneous flow. Manhole inspections can reveal structural problems with the manhole, sources of infiltration, and will show signs of inflow. The results of the inspections will be recorded on a standard inspection form and noted on a map of the system. URS will also inspect manholes that are outside the original Study Area that were previously identified as sources of infiltration when inspected in the early 90's. The manholes requiring rehabilitation will be included in one of the rehabilitation projects described later in Task 4.

Task 2 - Smoke Testing

Smoke Testing is used to identify inflow sources into the collection system. A safe non toxic smoke is introduced into the sewer under low pressure. Personnel on site walk the area being smoke tested and look for smoke rising from inflow sources, such as catch basins, downspout connections, open clean outs, etc. URS has smoke testing equipment in house. URS will coordinate directly with the City of Milford and the local Fire Department. Additionally, URS will prepare and deliver information notices (English & Hispanic versions) and brochures to residents whose sewer will be smoke tested. URS personnel on site will carry identification and URS vehicles will be clearly labeled. The location of deficiencies identified during the smoke testing will be recorded and photographed as well as noted on a map of the system. These deficiencies will be included in one of the rehabilitation projects described in Task 4.

Task 3 - Closed Circuit TV Inspection of Piping

A closed circuit TV inspection of the piping will quickly reveal the size and material of piping, condition of the pipe, the location and condition of lateral connections, the location of illegal lateral connections, and sources of I&I. The pipe to be televised is pressure cleaned prior to the inspection, a crawler camera is placed in the pipe and the entire length of pipe between manholes is videotaped with computer logs of observations generated at the site. URS has identified areas of piping requiring closed circuit TV inspection from the results of the dry weather weir testing and flow analysis completed during the I&I

Study. URS subcontracts this work to a Contractor we have worked with extensively in the past. This Contractor will conduct the inspection in accordance with NASSCO's PACP requirements and URS safety requirements. Deficiencies noted during this inspection will be included in one of the rehabilitation projects described in Task 4.

PREPARATION OF CONTRACT DOCUMENTS

Task 4 – Contract Documents

The deficiencies found in tasks 1-3 above can be generally rehabilitated using one of three techniques.

Open Cut – This method physically excavates the damaged section of pipe, whether main line sewer, lateral or clean out, and replaces the pipe and manholes in kind.

Test and Seal – This method utilizes trenchless technologies to pressure grout leaks in the sewer main piping, lateral piping and manholes. The intent of chemical grouting in sewer systems is to seal leaks and stop infiltration. Most leaks in structurally sound sewer systems are through pipe joints, manholes, service connections, and the first few feet of service laterals. The most economical way to stop those leaks is with chemical grout.

Cured-In-Place Pipe – This method is broken into two categories, CIPP main line and CIPP laterals. Cured-In-Place Pipe (CIPP) is one of several trenchless rehabilitation methods used to repair existing pipelines. CIPP is a jointless, seamless, pipe-within-a-pipe and is one of the most widely used sewer rehabilitation methods. A resin-saturated felt tube made of polyester is inverted or pulled into a damaged pipe. Little to no digging is involved in this trenchless process, making for a more environmentally friendly and less expensive method of rehabilitation than traditional open cut repair methods.

URS will prepare Contract Documents and obtain the necessary permits to perform the rehabilitation projects. The Contract Documents for the Pipe Test & Seal Project and CIPP Projects will contain a GIS plan(s) showing the location(s) of the repair work and detailed specifications outlining the work and schedule for completion. The Open Cut main line pipe replacement project Contract Documents will include field survey and CAD Drawings along with detailed specifications outlining the work and schedule for completion. URS will assist the City with bidding of the projects, attendance at pre-bid meetings and review and recommendations for award of the projects.

D. SERVICES NOT PROVIDED

URS routinely provides the following additional services for this type of project and welcomes the opportunity to assist the City of Milford, if desired; however a budget has not been included in this proposal for the following items:

1. Sewer System Modeling
2. Private Property I&I Study & Rehabilitation
3. Fats, Oil and Grease Program/Implementation
4. Any tasks not specifically defined above
5. Construction related services

E. FEE

As discussed in Section B above, the SSES has been broken down into small, manageable project areas. This proposal addresses the first areas to be investigated as follows:

Phase III - 1

High Priority Area – As a result of the weir testing completed during the I&I study, numerous areas within the collection system were identified as contributing excessive infiltration (greater than 3,000 gallons per day (GPD) per inch diameter per mile (GPD/IN/MILE)) into the collection system. These areas collectively represent approximately 28,000 linear feet of pipe and approximately 115 manholes, as shown in red on the attached map.

South East Front Street - Additionally, at the request of the City, the pipe on South East Front Street between South Walnut Street and Rehoboth Boulevard has been included in this first phase in anticipation of a paving project this spring. The City would like to investigate South East Front Street first and repair any deficiencies found prior to the paving project. South East Front Street represents approximately 2,500 linear feet of pipe and 14 manholes.

Basin 6 - Also proposed in this phase is smoke testing only of Basin 6 due to the significant rain impact identified by the flow meter.

Basin 1 – The City has indicated that infiltration problems exist with MH 5-4 and MH 1-11, and the flow metering conducted as part of the I&I Study revealed significant infiltration problems in this basin. Before proceeding with more significant and costly investigations, we would recommend that these two manholes be temporarily or permanently repaired and the area revisited for a single night of weir testing. In addition, we would recommend the installation of a flow meter on South Walnut Street in the vicinity of MH 1-131A for one month to rule out this terminal section as being a source of infiltration. We have included \$5,000 in Task 1 of this phase to conduct this work.

We shall provide our services on an hourly rate basis in accordance with our standard rates. The budget estimates provided below are based on typical efforts required for this type of investigation. Once the project begins and URS becomes familiar with the collection system and its deficiencies, the scope of work may change. URS will work closely with the City on refining the scope as the project progresses. We suggest that you budget approximately \$291,500 for Phase III - 1 of our services. We will not exceed these fees without your written authorization. Please note that the rental costs for URS supplied equipment usage on various tasks, as noted in Section C, are included in our prices below and will be billed in accordance with our standard rates for such equipment usage.

Phase III - 1	
Task 1 – Physical Inspections	\$21,500
Task 2 - Smoke Testing	\$35,000
Task 3 - Closed Circuit TV Inspection of Piping	\$155,000
Task 4 - Contract Documents	\$80,000
Phase III - 1 Total	\$291,500

F. SCHEDULE

It is our understanding that the City would like to begin work on Phase III - 1 immediately with the emphasis being to complete all investigations on South East Front Street first. We shall initiate our services immediately upon receipt of a signed copy of this proposal. As you are aware, this work is somewhat weather dependent. However, at this time, we anticipate that all four tasks in Phase III - 1 can be completed within fourteen weeks of receipt of the signed proposal. Thus, contract documents, ready for bidding by the City on the proposed rehabilitative efforts will be ready within the fourteen week time period. It should be noted that if the rehabilitative efforts involve significant amounts of open cut repairs, as opposed to spot repairs, then the time frame noted may not be achievable.

G. PROJECT MANAGEMENT

The Principal-in-Charge of this project shall be C. Thomas deLorimier, P.E. Ed Strauss, P.E. shall be the Project Manager, and Jerry Katzmire shall be the Field Manager. Ed and Jerry will be responsible for the day-to-day activities of URS. Ted DeBoda, P.E. will serve as the Senior Engineer / Consultant on the project lending his experience and knowledge as necessary to complete the work of this proposal.

Attached for your review and approval are our standard contract agreement and work authorization for this project. If you wish for us to proceed, please sign each document and return one copy for execution. We will return a signed copy for your records.

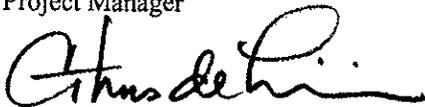
If you have any questions or desire additional information regarding our services, please contact us.

Very truly yours,

URS Corporation d/b/a URS Corporation Americas



Ed Straus, P.E.
Project Manager



C. Thomas deLorimier, P.E.
Vice President

cc: Ted DeBoda, P.E.
Jerry Katzmire



**SHORT FORM MASTER AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN
CITY OF MILFORD, DELAWARE
AND
URS CORPORATION**

THIS AGREEMENT ("Agreement") for Professional Services, (together with the attachments hereto) dated and effective as of _____, 2010 (the "Effective Date"), is hereby made and entered into by and between the City of Milford, a Delaware municipality, (hereinafter "Client") having a place of business located at 180 Vickers Drive, Milford, Delaware, 19963, and URS Corporation d/b/a URS Corporation Americas, a Nevada corporation (hereinafter "Consultant") having a place of business located at Iron Hill Corporate Center, 4051 Ogletown Road, Suite 300, Newark, Delaware, 19713. Consultant and Client are each individually referred to as a "Party" and collectively as the "Parties".

The Parties agree as follows:

1. WORK AUTHORIZATIONS

1.1 Consultant agrees to undertake and perform certain consulting and professional engineering services ("Services") in accordance with the terms and conditions contained herein, as may be requested by Client from time to time. The Services to be performed, Consultant's compensation, and the schedule for performance for each task shall be described in one or more authorizations issued to Consultant by Client, the form of which is attached hereto as Attachment 1 ("Work Authorization"). A Work Authorization shall be valid and binding upon the Parties only if accepted in writing by Client and Consultant. Each duly executed Work Authorization shall be subject to the terms and conditions of this Agreement, except to the extent expressly modified by the Work Authorization.

1.2 It is the expressed intent of the parties that this Agreement shall be made available to subsidiaries and affiliated companies of Consultant. For the purposes of this Agreement, as it applies to each Work Authorization, the term "Consultant" shall mean either Consultant as defined above or the subsidiary or affiliate of Consultant identified in the Work Authorization. The applicable Work Authorization shall clearly identify the legal name of the entity accepting the Work Authorization.

2. PAYMENTS FOR SERVICES

2.1 Unless otherwise stated in a Work Authorization, payment shall be on a time and materials basis under the Schedule of Fees and Charges in effect when the Services are performed. Client shall pay undisputed portions of each progress invoice within thirty (30) days of the date of the invoice. If payment is not received within thirty (30) days from the due date of such payment, Consultant may suspend further performance under one or more Work Authorizations until payments are current. Client shall notify URS of any disputed amount within fifteen (15) days from date of the invoice, give reasons for the objection, and promptly pay the undisputed amount. Client shall pay an additional charge of one percent (1%) per month or the maximum percentage allowed by law, whichever is the lesser, for any past due amount. In the event of a legal action for invoice amounts not paid, attorneys' fees, court costs, and other related expenses shall be paid to the prevailing party.

2.2 Client shall reimburse Consultant for all taxes, duties and levies such as Sales, Use, Value Added Taxes, Deemed Profits Taxes, and other similar taxes which are added to or deducted from the value of Consultant's Services. For the purpose of this Article such taxes shall not include taxes imposed on Consultant's net income, and employer or employee payroll taxes levied by any United States taxing authority, or the taxing authorities of the countries or any agency or subdivision thereof in which URS subsidiaries, affiliates, or divisions are permanently domiciled. It is agreed and understood that these net income, employer or employee payroll taxes are included in the unit prices or lump sum to be paid Consultant under the applicable Work Authorization.

2.3 Where charges are "not to exceed" a specified sum, Consultant shall notify Client before such sum is exceeded and shall not continue to provide the Services beyond such sum unless Client authorizes an increase in the sum. If a "not to exceed" sum is broken down into budgets for specific tasks, the task budget may be exceeded without Client authorization as long as the total sum is not exceeded. Changes in conditions, including, without limitation, changes in laws or regulations occurring after the budget is established, or other circumstances beyond URS control, shall be a basis for equitable adjustments in the budget and schedule.

3. CONFIDENTIALITY

3.1 For a period commencing with the disclosure of any confidential information under this Agreement and/or a Work Authorization(s) and ending on the second anniversary such disclosure was first made, Consultant and Client each agree not to disclose to third parties, including also subcontractors and vendors (unless such subcontractors and vendors have a need to know and are bound to similar obligations of confidentiality), any information that is identified as confidential in writing on the materials made available to the other Party hereunder

4. WARRANTY

4.1 Consultant warrants that any consulting and professional engineering Services performed by it under a Work Authorization shall be performed in accordance with that degree of care and skill ordinarily exercised by members of Consultant's profession practicing at the same time in the same location. Consultant's sole liability to Client for any non-conforming Services shall be to re-perform the non-conforming or defective Services, written notice of which must be promptly given by Client to Consultant. Consultant's obligation for re-performance of non-conforming Services as set forth in the preceding sentence shall extend for a term commencing at the substantial completion of such Services under a Work Authorization and



ending one year later.

4.2 THE WARRANTY SET FORTH IN THIS ARTICLE 4 IS EXCLUSIVE, AND IN LIEU OF ANY AND ALL OTHER WARRANTIES RELATING TO THE SERVICES, WHETHER STATUTORY, EXPRESS OR IMPLIED, AND CONSULTANT DISCLAIMS ANY SUCH OTHER WARRANTIES, INCLUDING BUT NOT LIMITED TO ANY AND ALL WARRANTIES OF MERCHANTABILITY AND/OR FITNESS FOR A PARTICULAR PURPOSE AND ANY AND ALL WARRANTIES ARISING FROM COURSE OF DEALING AND/OR USAGE OF TRADE. ANY OTHER STATEMENTS OF FACT OR DESCRIPTIONS EXPRESSED IN THE AGREEMENT OR ANY WORK AUTHORIZATION SHALL NOT BE DEEMED TO CONSTITUTE A WARRANTY OF THE SERVICES OR ANY PART THEREOF. CONSULTANT'S REPERFORMANCE OF DEFECTIVE OR NON-CONFORMING SERVICES THROUGH THE ONE YEAR PERIOD PROVIDED FOR IN THIS ARTICLE 4 SHALL CONSTITUTE COMPLETE FULFILLMENT OF, AND CLIENT'S EXCLUSIVE REMEDY FOR, ALL THE LIABILITIES OR RESPONSIBILITIES OF CONSULTANT TO CLIENT FOR NON-CONFORMING OR DEFECTIVE SERVICES, WHETHER THE CLAIMS OF CLIENT ARE BASED ON DELAY, CONTRACT, TORT, NEGLIGENCE, STRICT LIABILITY, WARRANTY, INDEMNITY, ERROR AND OMISSION OR ANY OTHER CAUSE WHATSOEVER.

5. WORK BY OTHERS

5.1 The performance by Consultant of Services under a Work Authorization shall not constitute an assumption by Consultant of the obligations of Client or its other contractors. Consultant shall not control or have charge of, and shall not be responsible for, construction means, methods, techniques, sequences, procedures of construction, health or safety programs, or precautions connected with the work of Client or its other contractors, and shall not manage, supervise, control or have charge of construction. Client shall require Consultant to be named as an additional insured along with Client on any liability insurance policies provided by Client's construction contractors. To the fullest extent permitted by law, Client shall defend Consultant against any claim, suit or proceeding asserted by one of its other contractors and indemnify, defend and save Consultant harmless from any and all actual or alleged claims and losses (including, without limitation, attorney's fees) sustained by such contractor in connection with the Services, regardless of whether or not any of the foregoing arose out of the negligent acts or omissions of Consultant.

6. INSURANCE

6.1 In the event Consultant performs Services under any Work Authorization in connection with a project for which Client or another party with which Client has contracted obtains all-risk or builder's risk property insurance, Client, as the case may be, shall name, or shall cause such other party to name, Consultant as an additional insured on such all risk or builder's risk property insurance. Client acknowledges that Consultant has an insurable interest in such all risk or builder's risk property insurance.

6.2 Consultant and Client each waive all rights of recovery and subrogation against each other with respect to a loss occurring to property of the other, to the extent that such waivers do not invalidate the property insurance of either.

6.3 Upon Client's written request, Consultant shall maintain during the performance of Services under a Work Authorization the following insurance coverage:

- a) Workers' Compensation for statutory limits in compliance with the applicable state and federal laws, and Employer's Liability with a limit of \$1,000,000;
- b) Commercial General Liability including Products and Completed Operations, Contractual Liability and Broad Form Property and Personal Injury Liability with a combined single limit of \$1,000,000 per occurrence and in the aggregate;
- c) Automobile Liability Insurance with a combined single limit of \$1,000,000 for bodily injury and property damage with respect to vehicles either owned, non-owned, and leased by Consultant in the performance of Services under the Agreement.
- d) Professional Liability Insurance in the amount of \$1,000,000 per claim and in the aggregate.

7. INDEMNITY

7.1 Each Party shall indemnify, defend and save the other Party, its officers, directors, employees and affiliates harmless from any loss, cost or expense claimed by third parties, excluding employees of either Party, for property damage and/or bodily injury, including death, to the proportionate extent such loss, cost or expense arises from the negligence or willful misconduct of the indemnifying Party, its employees or affiliates in connection with the Services.

7.2 Notwithstanding any other provision contained elsewhere in this Agreement to the contrary and to the fullest extent permitted by law, Client shall be liable for and indemnify, defend and save Consultant, its officers, directors, employees and affiliates harmless from and against any and all actual or alleged claims, damages (including incidental, consequential, indirect and special damages), losses, and expenses (including, without limitation, all penalties, attorney's fees, fines and administrative or civil sanctions arising out of or related to such claim) (collectively "Losses") arising out of: (1) economic loss suffered by third parties; and/or (2) investment decisions of Client or third parties in reliance upon the results of the Services, regardless of whether or not any of the foregoing arose out of the negligent acts or omissions of Consultant.



7.3 The indemnity and save harmless obligations of Consultant and Client under this Article 7 shall not apply with respect to any Hazardous Material, as Consultant's and Client's rights and obligations with respect thereto are set forth in Article 10.

8. WAIVER OF CONSEQUENTIAL DAMAGES

8.1 Notwithstanding any other provision to the contrary in this Agreement or a Work Authorization and to the fullest extent permitted by law, neither Client nor Consultant shall be liable, whether based on contract, tort, negligence, strict liability, warranty, indemnity, error and omission or any other cause whatsoever, for any consequential, special, incidental, indirect, punitive or exemplary damages, or damages arising from or in connection with loss of power, loss of use, loss of revenue or profit (actual or anticipated), loss by reason of shutdown or non-operation, increased cost of construction, cost of capital, cost of replacement power or customer claims, and Consultant hereby releases Client and Client hereby releases Consultant from any such liability.

9. LIMITATION OF LIABILITY

9.1 Notwithstanding any other provision to the contrary in this Agreement or a Work Authorization and to the fullest extent permitted by law, in no event shall the total cumulative aggregate liability of Consultant, its subconsultants, and their respective partners, officers, directors, shareholders, employees, and agents (referred to collectively in this Article as "Consultant") to Client resulting from, arising out of or in connection with the performance or nonperformance of any or all Services or other obligations under a Work Authorization, exceed \$250,000 or ten percent (10%) of the compensation paid Consultant pursuant to such Work Authorization, whichever is greater, or extend beyond the expiration of the warranty period under Article 4 for the Services performed under the Work Authorization, regardless of the legal theory under which such liability is imposed. The remedies stated in the Agreement are Client's sole and exclusive remedies for any failure by Consultant to comply with obligations to Client, and Client hereby irrevocably waives any right to assert a claim against Consultant based on a legal theory that a remedy provided herein fails of its essential purpose.

10. HAZARDOUS MATERIAL

10.1 Nothing in this Agreement shall be construed or interpreted as requiring Consultant to assume the status of, and Client acknowledges that Consultant does not act in the capacity nor assume the status of, Client or others as a "generator," "operator," "transporter," or "arranger" in the treatment, storage, disposal, or transportation of any hazardous substance or waste as those terms are understood within the meaning of the Resource Conservation and Recovery Act (RCRA), Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), or any other similar federal, state, or local law, regulation, or ordinance. Client acknowledges further that Consultant has played no part in and assumes no responsibility for generation or creation of any hazardous waste, pollution condition, nuisance, or chemical or industrial disposal problem, if any, which may exist at any site that may be the subject matter of any Work Authorization.

10.2 It is acknowledged by both parties that the Services do not include services related to regulated substances, pollutants, or hazardous or toxic wastes ("Hazardous Material"). In the event Consultant or any other party encounters undisclosed Hazardous Materials, Consultant shall notify Client and, to the extent required by law or regulation, the appropriate governmental officials, and Consultant may, at its option and without liability for delay, consequential or any other damages to Client, suspend performance of Services on that portion of the project affected by Hazardous Material until Client: (i) retains appropriate specialist consultant(s) or contractor(s) to identify and, as appropriate, abate, remediate, or remove the Hazardous material; and (ii) warrants that the project site is in full compliance with all applicable laws and regulations. Notwithstanding any other provision to the contrary in this Agreement or a Work Authorization and to the fullest extent permitted by law, Client shall indemnify, defend and save Consultant and its affiliates, subconsultants, agents, and suppliers of any tier, and any and all employees, officers, directors of any of the foregoing, if any, from and against any and all Losses which arise out of the performance of the Services and relating to the regulation and/or protection of the environment, including, without limitation, Losses incurred in connection with characterization, handling, transportation, storage, removal, remediation, disturbance or disposal of Hazardous Material, whether above or below ground and not brought to a Client site or other proposed project site by Consultant in the performance of the Services without Client's approval.

11. CHANGES

11.1 The Parties may from time to time by mutual agreement seek to modify, extend or enlarge the Services under a Work Authorization ("Modification"). In the event the Parties agree to a Modification to add additional Services, or to make other modifications to the Services, Consultant's compensation, the schedule and any other relevant terms and conditions of the applicable Work Authorization shall be equitably adjusted prior to performance of such Services.

12. OWNERSHIP OF DOCUMENTS

12.1 Consultant grants to Client a transferable, irrevocable and perpetual royalty-free license to retain and use all work products delivered to Client for any purpose in connection with the project specified in each Work Authorization, upon full payment by Client for Consultant's Services. Client also may use such work product for other purposes with Consultant's written consent. Re-use of any such work product by Client on any extension of the project or on any other project without the written authorization of Consultant shall be at Client's sole risk and Client shall indemnify, defend and save Consultant and its affiliates, consultants, agents, subcontractors and suppliers of any tier, and any and all employees, officers and directors of any of the foregoing, if any, from and against any and all Losses suffered as a result of, or arising out of, or in connection with such re-use. Consultant shall have the right to retain copies of all such work product. Consultant retains the right of ownership with respect to any patentable concepts or copyrightable materials arising from its Services.



13. TERMINATION/SUSPENSION

13.1 Client may terminate all or any portion of the Services under one or more Work Authorizations for convenience, at its option, by sending a written notice to Consultant. Either party can terminate this Agreement or a Work Authorization for cause if the other commits a material, uncured breach of this Agreement or becomes insolvent. Termination for cause shall be effective twenty (20) days after receipt of a notice of termination, unless a later date is specified in the notice. The notice of termination for cause shall contain specific reasons for termination and both parties shall cooperate in good faith to cure the causes for termination stated in the notice. Termination shall not be effective if reasonable action to cure the breach has been taken before the effective date of the termination. Client shall pay Consultant upon invoice for Services performed and charges incurred prior to termination, plus reasonable termination charges. Any suspension of Services by Client shall result in an equitable adjustment to Consultant's compensation, time for performance, or any of its other obligations under a Work Authorization.

14. FORCE MAJEURE

14.1 Any delay or failure of Consultant in performing its required obligations hereunder shall be excused if and to the extent such delay or failure is caused by a Force Majeure Event. A "Force Majeure Event" means an event due to any cause or causes beyond the reasonable control of Consultant and shall include, but not be limited to, acts of God, strike, labor dispute fire, storm, flood, windstorm, unusually severe weather, sabotage, embargo, terrorism, energy shortage, accidents or delay in transportation, accidents in the handling and rigging of heavy equipment, explosion, riot, war, court injunction or order, delays by acts or orders of any governmental body or changes in laws or government regulations or the interpretations or application thereof or the acts or omissions of the Client or its other contractors, vendors or suppliers. In the event of a Force Majeure Event, Consultant shall receive an equitable adjustment extending Consultant's time for performance for such Services sufficient to overcome the effects of any delay, and an increase(s) to Consultant's compensation sufficient to account for any increased cost in performance or loss or damage suffered by Consultant.

15. RESPONSIBILITIES OF CLIENT

15.1 Without limiting any express or implied obligations of Client under applicable law, Client shall: (1) provide Consultant, in writing, all information relating to Client's requirements for the project; (2) correctly identify to Consultant the location of subsurface structures, such as pipes, tanks, cables, and utilities; (3) notify Consultant of any potential hazardous substances or other health and safety hazard or condition known to Client existing on or near the project site; (4) give Consultant prompt written notice of any suspected deficiency in the Services; (5) with reasonable promptness, provide required approvals and decisions; and (6) furnish or cause to be furnished to Consultant full, unrestricted and legal access to, and use of, the site and all necessary rights of way and easements, in order to perform the Services. In the event Consultant is requested by Client or is required by subpoena to produce documents or give testimony in any action or proceeding to which Client is a party and Consultant is not a party, Client shall pay Consultant for any time and expenses required in connection therewith, including reasonable attorney's fees.

15.2 Consultant may rely upon and use in the performance of any Services information supplied to it by Client without independent verification and Consultant shall not be responsible for defects in its Services attributable to its reliance upon or use of such information.

16. INTENTIONALLY LEFT BLANK

17. TERM

17.1 Unless otherwise specified, the term of this Agreement shall run from the Effective Date until Consultant has completed the Services and received all payments due under the Agreement.

18. GENERAL

18.1 Client and Consultant each represent and warrant that this Agreement has been duly authorized, executed and delivered and constitutes its binding agreement enforceable against it. This Agreement and any executed Work Authorizations supersede all prior written and/or oral contracts and agreements that may have been made or entered into between Client and Consultant regarding the subject matter hereof, including but not limited to any and all proposals, oral or written, and all communications between the Parties relating to this Agreement or any Work Authorization(s), and constitute the entire agreement between the Parties hereto with respect to the subject matter hereof.

18.2 This Agreement and Work Authorization(s) may not be assigned by Consultant or Client in any way, including by operation of law, unless otherwise mutually agreed to in writing, any such attempted non-authorized assignment shall be null and void and of no force or effect.

18.3 Any cost opinions or estimates provided by Consultant will be on a basis of experience and judgment, but since Consultant has no control over market conditions or bidding procedures, Consultant cannot and does not warrant that bids, ultimate construction cost, or project economics will not vary from such opinions or estimates. Neither this Agreement nor any of the Services provided hereunder shall constitute or provide for, and Consultant shall not be considered to have rendered, any legal or financial opinion(s) regarding the feasibility of this project or any other or regarding any other matter. Unless otherwise expressly included in a Work Authorization, Consultant shall under no circumstances provide as part of the Services a consent, opinion or similar document, or act as a qualified person or expert, in connection with any filing by Client with the United States Securities and Exchange Commission, or similar non-United States agency, authority or commission.

18.4 Notices shall be effective hereunder as follows only if in writing and addressed to the authorized representative designated in applicable Work



Authorizations: (1) upon delivery, if delivered personally to the person; (2) upon transmission, if transmitted to the facsimile number of the person; and (3) upon posting, if by first class or overnight mail (postage prepaid).

18.5 All contract issues and matters of law will be adjudicated in accordance with the laws of the state where the project is located, excluding any provisions or principles thereof which would require the application of the laws of a different jurisdiction; provided, however that if the project is located outside the United States, the laws of the State of California shall govern. Venue for any litigation shall be any state court or United States District Court having jurisdiction over the parties and subject matter.

18.6 The terms and conditions of this Agreement shall prevail, notwithstanding any variance with any purchase order or other written instrument submitted by Client whether formally rejected by Consultant or not. This Agreement may be modified only by amendment when signed by each Party. In the event that any one or more of the provisions of this Agreement shall be found to be illegal or unenforceable, the remaining provisions of this Agreement shall remain in full force and effect, and such term or provision shall be deemed stricken to the extent and in the jurisdictions necessary for compliance with applicable law.

18.7 Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the Client or Consultant.

18.8 The headings in this Agreement are for convenience only, and shall not affect the interpretation hereof. The terms "hereof", "herein," "hereto" and similar words refer to the entire Agreement and not to any particular Article, Section, Attachment, Exhibit or any other subdivision of this Agreement. References to "day" or "days" shall mean calendar days unless specified otherwise.

18.9 The provisions of this Agreement which by their nature are intended to survive the termination, cancellation, completion, or expiration of the Agreement, including, but not limited to, indemnities and any expressed limitations of or releases from liability, shall continue as valid and enforceable obligations of the parties notwithstanding any such termination, cancellation, completion, or expiration.

18.10 It is understood and agreed that any delay, waiver or omission by Consultant or Client to exercise any right or power arising from any breach or default by Client or Consultant in any of the terms, provisions or covenants of this Agreement or any Work Authorization shall not be construed to be a waiver by Consultant or Client of any subsequent breach or default of the same or other terms, provisions or covenants on the part of Consultant or Client.



19. ATTACHMENTS AND EXHIBITS

The following attachments and exhibits, which are attached hereto, are part of this Agreement.

Attachment 1 – Work Authorization
Attachment 2 – Rate Schedule
Proposal Letter dated December 22, 2009

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be duly executed by their duly authorized representatives, effective as of the day and year first above mentioned.

CITY OF MILFORD, DELAWARE

By: _____
(Signature)

Name: _____
(Printed)

Title: _____

URS CORPORATION d/b/a URS CORPORATION AMERICAS

By: _____
(Signature)

Name: C. Thomas deLorimier, P.E.
(Printed)

Title: Vice President



ATTACHMENT 1

TIME AND MATERIALS WORK AUTHORIZATION NO. 1

In accordance with the Agreement for Consulting and Professional Services between the City of Milford, Delaware ("Client"), and URS Corporation d/b/a URS Corporation Americas, a Nevada corporation, dated _____, 2010, this Work Authorization describes the Services, Schedule, and Payment Conditions for Services to be provided by URS Corporation d/b/a URS Corporation Americas ("Consultant") on the Project known as:

SSES PHASE III-1

Client Authorized

Representative: _____

Address: _____

Telephone No.: _____

URS Authorized

Representative: C. Thomas deLorimier, P.E.

Address: Iron Hill Corporate Center, 4051 Ogletown Road, Suite 300

Newark, Delaware 19713

Telephone No.: 302.781.5900

SERVICES. The Services shall be described in our proposal letter dated December 22, 2009 attached to this Work Authorization.

SCHEDULE. The Estimated Schedule shall be set forth in our proposal letter dated December 22, 2009 attached to this Work Authorization. Because of the uncertainties inherent in the Services, Schedules are estimated and are subject to revision unless otherwise specifically described herein.

PAYMENT. URS charges shall be on a "time and materials" basis and shall be in accordance with the Consultant's Schedule of Fees and Charges in effect at the time the Services are performed. Payment provisions and the Consultant's current Schedule of Fees and Charges are attached to this Work Authorization as Attachment 2.

TERMS AND CONDITIONS. The terms and conditions of the Agreement referenced above shall apply to this Work Authorization, except as expressly modified herein.

ACCEPTANCE of the terms of this Work Authorization is acknowledged by the following signatures of the Authorized Representatives.

CLIENT

Signature

Typed Name/Title

Date of Signature

CONSULTANT

Signature
C. Thomas deLorimier, Vice President

Typed Name/Title

Date of Signature



**ATTACHMENT 2
URS CORPORATION
DELAWARE OFFICES
BILLING RATES FY10**

CHARGES

Our current billing rates shall be as follows:

<u>Classification</u>	<u>Hourly Rate</u>
Senior Principal Professional	\$160.00 - 215.00
Principal Professional	\$130.00 - 185.00
Project Professional / Construction Manager	\$105.00 - 145.00
Senior Professional	\$ 80.00 - 115.00
Staff Professional / Project Field Technician	\$ 50.00 - 100.00
Staff Designer	\$ 50.00 - 100.00
Staff Field Technicians	\$ 40.00 - 85.00
Administrative Staff	\$ 40.00 - 90.00
Survey Crew (2 person)	\$140.00 - 175.00
Survey Crew (3 person)	\$175.00 - 240.00
Contracted Services and Equipment Rentals	1.1 times our cost

These rates include our general overhead, profit and nominal expenses. Communication, transportation, and any special equipment required or requested for the project will be billed as a direct expense unless otherwise noted. Transportation costs will be billed by computed mileage using the most current IRS approved rate. These salary rates are updated annually. Individual billing rates are determined using our direct salary costs and set multipliers for field and office staff. Charges for contract personnel under our supervision and using our facilities will be billed according to the hourly rate corresponding to their classification.

Strike - Struck
Italics - New Committee
Underline - Tim

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Article I.	<i>Incorporation, <u>Territory and Annexation</u></i>

1.01- Incorporation

The inhabitants of the City of Milford (“the City”) within the corporate limits hereinafter defined in this Charter or as hereafter extended as hereinafter provided, shall be and constitute a body politic and corporate, and shall be known and identified as the City of Milford.

1.02- Territorial Limits

The boundaries of the City of Milford are hereby established and declared as recorded on the official map of record in the Recorder of Deeds Office for Kent County (Book Page), ~~Office~~ and for Sussex County (Book Page) in the State of Delaware (official recorded copies to be kept by the City Clerk) as presently exists and as hereinafter amended:

~~The boundaries and limits of the City of Milford are hereby established and declared to be as heretofore, that is to say: BEGINNING at Bowen Landing on the Bowen (Dorsey) farm in Kent County; thence in a direct line in a northerly~~

~~direction to the DuPont Boulevard at the intersection with it and the concrete highway leading into the City of Milford; thence continuing in the same line in a northwesterly direction across the said DuPont Boulevard a distance of Five Hundred Feet beyond the western boundary line of said Boulevard; thence in a southerly direction and parallel with and Five Hundred Feet from the western boundary of said DuPont Boulevard to Mullet Run; thence in a northwesterly direction following said creek approximately 1,600 feet to and encompassing Parcel #1, 39.14 acres more or less between Mullet Run and County Route 407, further described by a plat prepared by Charles D. Murphy, Jr. and dated January 25, 198; thence said limits extending in westerly direction encompassing and including Parcel #2 on south side of County Route 407, and east of State Route 15 containing 91.06 acres more or less; thence north of County Road 407 and east of State Route 15 and including Parcel #3 containing 108.57 acres more or less; thence west of State Route 15 to include Parcel #4 containing 187.99 acres more or less bounded to the south by State Route 14 and to the north by County Route 404 said parcels being described on the referenced plat; thence south of Parcel #1 and Mullet Run to contain the Masten Industrial Park having right of way to State Route 14, thence in a southerly direction and parallel with and Five Hundred Feet from the western boundary of DuPont Boulevard to the Haven Lake; thence across said lake to the north side of Evergreen Lane; thence along the north side of Evergreen Lane to the intersection of the north side of Evergreen Lane and a line parallel with and Five Hundred Feet from the western boundary of the said DuPont Boulevard; and thence continuing with said line to the southern or southeastern line of what is known as the William T. Simpson property; thence in a northerly direction in a direct line to the bridge over the stream of water known as the Deep Branch (which bridge crosses said stream on the County Road leading to the Town of Lincoln); thence following the course of the aforesaid Deep Branch to the Lake known as Marshall Mill Pond; thence down the course of water or stream running from said Marshall Mill Pond to the Mispillion River; thence following the course of said River to Bowen Landing aforesaid.~~

In addition to the aforesaid, the Territorial Limits of the City of Milford shall also include all lands annexed by the City of Milford pursuant to ~~Article X~~ Section 1.04 of this Charter. The Council may, at any time hereafter, cause a survey and plot to be made of said the City, and the said survey and plot, when made and approved by said the Council, shall be recorded in the offices of the Recorders of Deeds in and for both Kent and Sussex Counties, State of Delaware, and the same, or the record thereof, or a duly certified copy of said record shall be evidence in all courts of law and equity in this State.

1.03- Wards

The City of Milford shall ~~initially~~ be divided into four wards and a map entitled “Official Ward Map, Milford, Delaware” will delineate the ward boundaries with legal descriptions of each ward attached and kept on file in the Office of the City Clerk. The official ward map shall be identified by the signature of the Mayor, be attested by the City Clerk and bear the seal of the City. The map, legal descriptions and any future changes shall be recorded in both Kent and Sussex County within a reasonable time after the effective date of the amendment approved by City Council. City Council shall adopt the official map and any future amendments by ordinance.

~~The First Ward shall consist of all the territory within the City limits as follows: Beginning at a point in the center of the intersection of Deep Branch and Business Route 1; thence along the centerline of Business Route 1 in a northerly direction to the point of intersection of Southeast Second Street; thence westerly by the centerline of Southwest Second Street to the point of its intersection with McColley Street; thence by the centerline of McColley Street in a northerly direction to the point of its intersection with Southeast Front Street; thence by the centerline of Southeast Front Street, in a westerly direction to its point of intersection with South Walnut Street; thence by the centerline of South Walnut Street in a southerly direction to the corporate limits of the City; thence along the corporate limits in a northeasterly direction to the intersection of the corporate limit with Deep Branch; thence along the center of the meanderings of Deep Branch in a northeasterly direction through the run of Marshall Mill Pond to its intersection with Business Route 1.~~

~~The Second Ward shall consist of all territory within the City limits as follows: Beginning at a point in the intersection of North Walnut Street and Northwest Front Street; thence along the centerline of Northwest Front Street in a westerly direction to the point of its intersection with U.S. Route 113; thence along the centerline of U.S. Route 113 in a southerly direction to the point of its intersection with North Shore Drive; thence westerly by the centerline of North Shore Drive to its point of intersection with the western limits of the City (a distance of Five Hundred Feet west of the western boundary of U.S. Route 113); thence southerly (in a line parallel to and Five Hundred Feet from the westerly boundary of U.S. Route 113) along the westerly boundary of the City to the shore of Haven Lake; thence westerly following along the shoreline of said Lake to the north side of Evergreen Lane; (thence along the north side of Evergreen Lane to the intersection of Evergreen Lane and a line parallel with and Five Hundred Feet west of the western boundary of U. S. Route 113); thence continuing in a southerly direction along the western boundary line of the City to the southern or southeasterly line of what is known as the William T. Simpson property; thence in a~~

~~northeasterly direction along the corporate limits of the City in a direct line to the intersection of the corporate limit and the centerline of South Walnut Street; thence north by the centerline of South Walnut Street to the intersection of Northwest Front Street.~~

~~The Third Ward shall consist of all territory within the City limits as follows: Beginning at a point in the center of the intersection of Deep Branch and Business Route 1; thence along the centerline of Business Route 1 in a northerly direction to the point of intersection of Southeast Second Street; thence westerly by the centerline of Southeast Second Street to the point of its intersection with McColley Street; thence by the centerline of McColley Street in a northerly direction to the point of its intersection with Southeast Front Street; thence by centerline of Southeast Front Street in a westerly direction to its point of intersection with South Walnut Street; thence by the centerline of Walnut Street in a northerly direction to the point where it intersects the centerline of U.S. Route 113; thence along the eastern boundary of the corporate limits of the City to Bowen Landing on the Bowen (Dorsey) Farm; thence along the course of the Mispillion River to the point where Deep Branch empties into said River; thence southerly by the course of waters in Deep Branch to the center of the intersection of the intersection of Deep Branch and Business Route 1.~~

~~The Fourth Ward shall consist of all territory within the City limits as follows: Beginning at a point in the intersection of North Walnut Street and Northwest Front Street; thence along the centerline of Northwest Front Street in a westerly direction to the point of its intersection with U.S. Route 113; thence along the centerline of U.S. Route 113 in a southerly direction to the point of its intersection with North Shore Drive; thence westerly by the centerline of North Shore Drive to its point of intersection with the western limits of the City (a distance of Five Hundred Feet west of the western boundary of U.S. Route 113); thence in a northeastern direction along the western boundary limit of the City to a point where said line would intersect the northerly boundary of the Third Ward, if extended, and as described herein; thence southeasterly along the aforesaid line of the Third Ward, if extended, to the point of intersection of the centerlines of North Walnut Street and U.S. Route 113; thence by the centerline of Walnut Street to its intersection with Northwest Front Street.~~

The City Council may provide for a fifth ward and re-arrange the boundaries of the four wards provided for herein, in the event of annexation or re-apportionment as hereinafter set forth.

1.04- Annexation

~~In the event it becomes feasible and necessary in the future for the City of Milford to enlarge its then existing limits and territory, such annexation accomplished.~~

~~The City may from time to time extend its boundaries through the process of annexation in accordance with Delaware Code and the following procedures shall apply:~~

~~(a) If all the property owners of the territory contiguous to the then existing corporate limits and territory of the City of Milford, by written Petition with the signature of each such Petitioner duly witnessed, shall request the City Council to annex that certain territory in which they own property, the Mayor of the City of Milford shall appoint a Committee composed of not less than three (3) of the elected members of the City Council and one member of the City Planning Commission to investigate the possibility of annexation. The Petition presented to the City Council shall include a description of the territory requested to be annexed and the reasons for the requested annexation. Not later than ninety (90) days following its appointment by the Mayor, as aforesaid, the Committee shall submit a written report containing its findings and conclusions to the Mayor and City Council of Milford. The report so submitted shall include the advantages and disadvantages of the proposed annexation both to the City of Milford and to the territory proposed to be annexed and shall contain the recommendation of the Committee whether or not to proceed with the proposed annexation and the reasons therefor. The City Council of Milford may then pass a resolution annexing such territory to the City of Milford. Such resolution shall be passed by the affirmative vote of two-thirds (2/3) of all the elected members of the City Council. Once the favorable vote for annexation shall have been case, the City Council of the City of Milford shall cause a description and a plot of the territory so annexed to be recorded in the Office of the Recorder of Deeds in and for Kent or Sussex County, but in no event shall said recordation be completed more than ninety (90) days following the date of the favorable vote for annexation by the City Council. The territory considered for annexation shall be considered to be a part of the City of Milford from the time of recordation. The failure to record the description of the plot within a specified time shall not make the annexation invalid, but such annexation shall be deemed to be effective at the expiration of the ninety (90) day period from the date of the favorable vote of the City Council.~~

~~(a) All the property owners of the territory contiguous to the then existing corporate limits~~

and territory of the City of Milford, by written Petition with the signature of each such Petitioner duly witnessed, may request the City Council to annex that certain territory in which they own property.

(1) The petition presented to the City Council shall include the tax parcel number(s), a description of the territory requested to be annexed in electronic format, a sealed survey (dated within one year of the application), present and requested zoning, a statement of compliance with the Comprehensive Plan and the reasons for the requested annexation.

(2) If the Planning Director deems the application complete, the Mayor of the City of Milford shall appoint a Committee composed of not less than three (3) of the elected members of the City Council and one member of the City Planning Commission to investigate the possibility of annexation. Not later than ninety (90) days following its appointment by the Mayor, as aforesaid, the Committee shall submit a written report containing its findings and conclusions to the Mayor and City Council of Milford. The report so submitted shall include the advantages and disadvantages of the proposed annexation, both to the City of Milford and to the territory proposed to be annexed, and shall contain the recommendation of the Committee whether or not to proceed with the proposed annexation and the reasons therefore.

(3) A Plan of Services for the property must be completed in accordance with Delaware Code. This Plan of Services must be completed for review and acceptance prior to final legislative action on the annexation.

(4) The annexation/rezoning application shall also be referred to the Planning Commission for a Public Hearing and review and recommendation to City Council. Within sixty (60) days of the final recommendation by the Planning Commission, City Council shall hold a public hearing to consider the annexation and zoning application.

(5) Following the public hearing and subject to the acceptance of the Plan of Services, City Council may then pass a resolution annexing such territory to the City of Milford. Such resolution shall be passed by the affirmative vote of two-thirds (2/3) of all the elected members of the City Council. If the resolution fails to receive the affirmative vote of two-thirds (2/3) of the elected members of the City Council, the territory proposed to be annexed shall not again be considered for annexation for a period of six (6) months from the date that the resolution failed to receive the required affirmative vote.

(6) Prior to the resolution being considered, an ordinance that is conditioned on the approval of the annexation application must be adopted to establish a zoning district for the property to be annexed.

(7) If the resolution receives a favorable vote for annexation, the City Council shall cause a description and a plot of the territory so annexed to be recorded in the Office of the Recorder of Deeds in and for Kent or Sussex County, but in no event shall said recordation be completed more than ninety (90) days following the date of the favorable vote for annexation by the City Council. The territory considered for annexation shall be considered to be a part of the City of Milford from the time of recordation. The failure to record the description of the plot within a specified time shall not make the annexation invalid, but such annexation shall be deemed to be effective at the expiration of the ninety (90) day period from the date of the favorable vote of the City Council.

~~b) If five (5) or more property owners but less than all of the property owners of a territory contiguous to the then limits and territory of the City of Milford by written Petition with the signature of each such Petitioner duly witnessed shall request the City Council to annex that certain territory in which they own property, the Mayor of the City of Milford shall appoint a committee composed of not less than three (3) of the elected members of the City Council to investigate the possibility of annexation. The Petition presented to the City Council shall include a~~

~~description of the territory requested to be annexed and the reasons for the requested annexation; or the City Council, by majority vote of the elected members thereof may, by resolution, propose that a committee composed of not less than three (3) of the elected members of the City Council be appointed by the Mayor to investigate the possibility of annexing any certain territory contiguous to the then limits and territory of the City of Milford. Not later than ninety (90) days following its appointment by the Mayor, as aforesaid, the Committee shall submit a written report containing its findings and conclusions to the Mayor and the City Council of Milford. The report so submitted shall include the advantages and disadvantages of the proposed annexation both to the City of Milford and to the territory proposed to be annexed and shall contain the recommendation of the committee whether or not to proceed with the proposed annexation and the reasons therefore. A resolution shall then be passed by the City Council proposing to the property owners and residents of both the City of Milford and the territory proposed to be annexed that the City proposes to annex certain territory contiguous to its then limits and territory. The resolution proposing to the property owners and residents of both the City and the territory proposed to be annexed shall be passed by the affirmative vote of two-thirds (2/3) of the elected members of the City Council. If the resolution shall fail to receive the affirmative vote of two-thirds (2/3) of the elected members of the City Council, the territory proposed to be annexed shall not again be considered for annexation for a period of six (6) months from the date that the resolution failed to receive the required affirmative vote. The resolution shall contain a description of the territory proposed to be annexed and shall fix a time and place for a public hearing on the subject of the proposed annexation. The resolution adopted by the City Council setting forth the above information shall be printed in a newspaper having a general circulation in the City of Milford at least one (1) week prior to the date set for the public hearing, or, at the discretion of the City Council, the said resolution shall be posted in four (4) public places both in the City of Milford and in the territory proposed to be annexed. Following the public hearing, but in no event later than thirty (30) days thereafter, the City Council of Milford may pass a resolution annexing such territory to the City of Milford, subject to the approval of the residents and property owners in the territory to be annexed, which approval or disapproval shall be signified at a Special Election as set forth hereinafter. The resolution of the City Council of Milford to annex the territory must be passed by the affirmative vote of two-thirds (2/3) of all the elected members of the City Council. In the event that the resolution does not receive an affirmative vote by two-thirds (2/3) of all the elected members of the City Council, no Special Election shall be held and the territory previously proposed to be annexed shall not again be considered for annexation for a period of six (6) months from the date the resolution fails to receive the required affirmative vote.~~

~~Following the Public Hearing and the affirmative vote of two-thirds (2/3) of all of the elected members of the City Council but in no event later than thirty (30) days after said resolution has been approved, the City Council shall order a Special Election to be held not less than thirty (30) nor more than sixty (60) days after said affirmative resolution has been passed on the subject of the proposed annexation. The notice of the time and place of the said Special Election shall be printed within thirty (30) days immediately preceding the date of this Special Election in at least two (2) issues of a newspaper having a general circulation in the City of Milford, or, at the discretion of the City Council, the said notice may be posted in four (4) public places, both in the City of Milford and in the territory proposed to be annexed at least fifteen (15) days prior to the date set forth for the said Special Election. At the Special Election, every property owner, whether an individual, partnership or a corporation in the territory proposed to be annexed shall have one (1) vote. Property held by a partnership or by a corporation shall vote only by a power of attorney duly executed. Every citizen of the territory proposed to be annexed over the age of eighteen (18) years, who is not a property owner shall have one (1) vote. An individual who is a resident and a property owner in the area proposed to be annexed shall have one (1) vote only. In the event that an individual holds a Power of Attorney duly executed and acknowledged specifically authorizing the said individual to vote for the owner of a property held by a partnership or by a corporation at the said Special Election, a duly authenticated Power of Attorney shall be filed in the Office of the City Manager of the City of Milford. Said Power of Attorney so filed shall constitute conclusive evidence of the right of said person to vote in the Special Election for such partnership or for such corporation. The City Council of the City of Milford may cause either voting machines or paper ballots to be used in the Special Election, the form of the ballot to be printed as follows:~~

- ~~For the proposed annexation~~
- ~~Against the proposed annexation~~

~~The Mayor of the City of Milford shall appoint three (3) persons to act as a Board of Special Election. One (1) of the said persons so appointed shall be designated as the Presiding Officer. Voting shall be conducted in a public place as designated by the resolution calling the Special Election. The polling place shall be open from twelve noon, prevailing time, until seven o'clock in the evening, prevailing time, on the date set for the Special Election. All persons in the polling place at the time of the closing of the polls shall be permitted to vote, even though such votes are not cast until after the time for the closing of the polls.~~

~~Immediately upon the closing of the polling place, the Board of Special Election shall count the ballots for and against the proposed annexation and shall announce the result thereof; the Board of Special Election shall make a Certificate under their hands of the votes cast for and against the proposed annexation and the number of void votes~~

~~and shall deliver the same to the City Council of the City of Milford. Said Certificate shall be filed with the papers of the City Council.~~

~~In order for the territory proposed to be annexed to be considered annexed, a majority of the votes cast from the territory proposed to be annexed must have been cast in favor of the proposed annexation. In the event that the Special Election results in an unfavorable vote for annexation, no part of the territory considered at the Special Election for annexation shall again be considered for annexation for a period of at least one hundred eighty (180) days from the date of the said Special Election. If a favorable vote for annexation shall have been cast, the City Council of the City of Milford shall cause a description and a plot of the territory so annexed to be recorded in the Office of the Recorder of Deeds, in and for Kent or Sussex County, but in no event shall said recordation be completed more than ninety (90) days following the date of the said Special Election. The territory considered for annexation shall be considered to be part of the City of Milford from the time of recordation. The failure to record the description or the plat within the specified time shall not make the annexation invalid, but such annexation shall be deemed to be effective at the expiration of the ninety (90) day period from the date of the favorable Special Election.~~

(b) If five (5) or more property owners, but less than all of the property owners of a territory contiguous to the then limits and territory of the City of Milford, by written Petition with the signature of each such Petitioner duly witnessed, shall request the City Council to annex that certain territory in which they own property.

(1) The petition presented to the City Council shall include the tax parcel number(s), a description of the territory requested to be annexed in electronic format, a sealed survey (dated within one year of the application), present and requested zoning, a statement of compliance with the Comprehensive Plan and the reasons for the requested annexation.

(2) If the Planning Director deems the application complete, the Mayor of the City of Milford shall appoint a Committee composed of not less than three (3) of the elected members of the City Council and one member of the City Planning Commission to investigate the possibility of annexation. Not later than ninety (90) days following its appointment by the Mayor, the Committee shall submit a written report containing its findings and conclusions to the Mayor and the City Council of Milford. The report so submitted shall include the advantages and

disadvantages of the proposed annexation, both to the City of Milford and to the territory proposed to be annexed, and shall contain the recommendation of the committee whether or not to proceed with the proposed annexation and the reasons therefore.

(3) A Plan of Services for the property must be completed in accordance with Delaware Code. This Plan of Services must be completed for review and acceptance prior to final legislative action on the annexation.

(4) The annexation/rezoning application shall also be referred to the Planning Commission for a Public Hearing and review and recommendation to City Council.

(5) Within sixty (60) days of the recommendation by the Planning Commission, a resolution shall then be considered by City Council proposing to the property owners and residents of both the City of Milford and the territory proposed to be annexed that the City proposes to annex certain territory to its then limits and territory. Said resolution shall be passed by the affirmative vote of two-thirds (2/3) of the elected members of the City Council. The resolution shall contain a description of the territory proposed to be annexed, requested zoning and shall fix a time and place for a public hearing on the subject of the proposed annexation and zoning. The resolution shall be printed in a newspaper having a general circulation in the City of Milford at least one (1) week prior to the date set for the public hearing, or, at the discretion of the City Council, the said resolution shall be posted in four (4) public places both in the City of Milford and in the territory proposed to be annexed.

(6) The resolution proposing to the property owners and residents of both the City and the territory proposed to be annexed shall be passed by the affirmative vote of two-thirds (2/3) of the elected members of the City Council. If the resolution shall fail to receive the affirmative vote of two-thirds (2/3) of the elected members of the City Council, the territory proposed to be annexed shall not again be considered for annexation for a period of six (6) months from the date that the resolution failed to receive the required affirmative vote.

(7) Within sixty (60) days following the public hearing, and upon the acceptance of the Plan of Services by the State of Delaware, the City Council may pass a resolution annexing such territory to the City of Milford, subject to the approval of the property owners in the territory to be annexed. Said approval or disapproval shall be signified at a Special Election as set forth hereinafter. The resolution of the City Council to annex the territory must be passed by the affirmative vote of two-thirds (2/3) of all the elected members of the City Council.

(8) In the event that the resolution does not receive an affirmative vote by two-thirds (2/3) of all the elected members of the City Council, no Special Election shall be held and the territory previously proposed to be annexed shall not again be considered for annexation for a period of six (6) months from the date the resolution failed to receive the required affirmative vote.

(9) Following the affirmative vote but in no event later than thirty (30) days after said resolution has been approved, the City Council shall order a Special Election to be held not less than thirty (30) nor more than sixty (60) days after said affirmative resolution has been passed on the proposed resolution.

(10) The notice of the time and place of the said Special Election shall be printed within thirty (30) days immediately preceding the date of this Special Election in at least two (2) issues of a newspaper having a general circulation in the City of Milford, or, at the discretion of the City Council, the said notice may be posted in four (4) public places, both in the City of Milford and in the territory proposed to be annexed at least fifteen (15) days prior to the date set forth for the said Special Election.

(11) At the Special Election, every property owner, whether an individual, partnership or a corporation in the territory proposed to be annexed shall have one (1) vote. Property held by a partnership or by a corporation shall vote only by a power of attorney duly executed. In the event that an individual holds a Power of Attorney, duly executed and acknowledged, specifically authorizing the said individual to vote for the owner of a property held by a partnership or by a corporation at the said Special Election, a duly authenticated Power of

Attorney shall be filed in the Office of the City Manager of the City of Milford. Said Power of Attorney so filed shall constitute conclusive evidence of the right of said person to vote in the Special Election for such partnership or for such corporation. Property owners in the area proposed to be annexed shall have only one vote regardless of the number of parcels owned.

(12) The City Council of the City of Milford may cause either voting machines or paper ballots to be used in the Special Election, the form of the ballot to be printed as follows:

[] For the proposed annexation

[] Against the proposed annexation

(13) The Mayor of the City of Milford shall appoint three (3) persons to act as a Board of Special Election. One (1) of the said persons so appointed shall be designated as the Presiding Officer. Voting shall be conducted in a public place as designated by the resolution calling the Special Election. The polling place shall be open from twelve noon, prevailing time, until eight o'clock in the evening, prevailing time, on the date set for the Special Election. All persons in the polling place at the time of the closing of the polls shall be permitted to vote, even though such votes are not cast until after the time for the closing of the polls.

(14) Immediately upon the closing of the polling place, the Board of Special Election shall count the ballots for and against the proposed annexation and shall announce the result thereof. The Board of Special Election shall make a Certificate under their hands of the votes cast for and against the proposed annexation and the number of void votes and shall deliver the same to the City Council. Said Certificate shall be filed with the papers of the City Council. In order for the territory proposed to be annexed to be considered annexed, a majority of the votes cast from the territory proposed to be annexed must have been cast in favor of the proposed annexation.

(15) In the event that the Special Election results in an unfavorable vote for annexation, no part of the territory considered at the Special Election for annexation shall again be considered for annexation for a period of at least one hundred eighty (180) days from the date of the said Special Election.

(16) If a favorable vote for annexation shall have been cast, the City Council of the City of Milford shall cause a description and a plot of the territory so annexed to be recorded in the Office of the Recorder of Deeds, in and for Kent or Sussex County, but in no event shall said recordation be completed more than ninety (90) days following the date of the said Special Election. The territory considered for annexation shall be considered to be part of the City of Milford from the time of recordation. The failure to record the description or the plat within the specified time shall not make the annexation invalid, but such annexation shall be deemed to be effective at the expiration of the ninety (90) day period from the date of the favorable Special Election.

(c) Annexation Agreement.

Notwithstanding any provision herein to the contrary, where, pursuant to §1.04(a) or (b) of this Charter, annexation proceedings are initiated by a property owner(s) holding record title to real property in territory contiguous to the then existing corporate limits of the City, such petition may be made contingent upon an annexation agreement with the City which agreement may address any matters which would be relevant to the subject lands, if annexed. By way of example and not in limitation, such agreement may address zoning, subdivision approval, tax relief, public utilities and public improvements. In the event the City Council approves such an agreement and votes to accept a petition under this §1.04 of this Charter, such Annexation Agreement shall be deemed a material part of the annexation and shall be included in all subsequent steps of the annexation procedure.

The resolutions and notices adopted by the City Council shall recite that the proposed annexation includes and is subject to an annexation agreement. The resolution and ballots, if an election is required, annexing the territory shall recite that the annexation is subject to an annexation agreement and shall incorporate the terms of such agreement by specific reference. An annexation agreement may be modified or amended by mutual agreement of the petitioner and the City Council at any time prior to the resolution adopted by City Council annexing the land into the City of Milford, or prior to the resolution ordering the special election pursuant to §1.04 of this Charter. In any event, the Annexation Agreement shall run with the land and be recorded with the annexation resolution.

(d) *Property shall be designated to a contiguous ward(s) when annexed into the City pursuant to Article*

I.

Article II. Nominations and Elections. (Previous Article IX)

2.01- City Elections (Previous 9.01)

~~(a) The annual municipal election shall be held on the fourth Saturday in the month of April between the hours of twelve (12) noon and eight (8:00) o'clock in the evening, at such places as shall be determined by the Council, due notice of which shall be given Title 15 Chapter 7553 by an advertisement printed in a newspaper published in the City of Milford and posted in at least one public place in each Ward of the City not less than ten days before the day of the annual election.~~

(a) The annual municipal election shall be held on the fourth Saturday in the month of April between the hours of 12 noon and 8:00 p.m. at such places as shall be determined by the Council and in accordance with State law, due notice given as required in 15 Del. C. Section 7553.

(b) The election shall be held under the supervision of an Election Board, consisting of no less than three nor more than five ~~citizens~~ *electors* of the City to be appointed by the Council at the last regular meeting preceding the annual election. The Election Board shall be Judges of the election and shall decide upon the legality of the votes offered.

(c) A clerk from each respective ward will be assigned to verify the identity and residence of each prospective voter within their election district that intends to vote on the day of the municipal election. The clerk shall obtain this information from the alphabetical list of registered voters provided for this purpose. Those persons not properly registered shall not be permitted to vote at that particular election and become eligible only after being qualified before the next registration deadline. ~~At the last regular meeting preceding the annual election,~~ The City Council shall appoint an election clerk(s) for each ward in which there is a contest.

(d) Every person who resides within the City of Milford boundaries for at least thirty days prior to the registration deadline or *natural persons owning* ~~owns~~ property within the City of Milford ~~prior for~~ *at least thirty days prior to the registration deadline, and who are and who is* over the age of eighteen (18) years, shall be entitled to one vote at said annual municipal election or special election; provided, however, that the Council may, by ordinance, establish a reasonable procedure for the registration of voters and, in such event, compliance therewith may be a

prerequisite to voting at the annual election. *A Corporation, Partnership, Limited Partnership or other legally created entity, is prohibited from registering and voting as a non-resident property owner unless property within the*

(e) *It is the responsibility of those registered voters who own property in more than one ward to ~~must~~ declare ~~within~~ at least [thirty (30) /sixty (60)] days prior to the election which ward they will vote in on the day of the election. In the event that a person owns property(s) in the City in addition to their place of residency, he or she may vote only where he or she resides.*

(f) Upon the close of an annual municipal election or special election, the votes shall be counted and read publicly. ~~and~~ The person having the highest number of votes, for each office, shall be declared duly elected in accordance with ~~15 Del. C. Section 7553~~ State law, and shall continue in office during the terms for which they are chosen, or until their successors are duly elected and qualified.

(g) The Election Board shall enter in a book to be provided for that purpose, a minute of the election containing the names of the persons chosen, shall subscribe the same, and shall give to the persons elected certificates of Election, which book, containing such minutes, shall be preserved by the Council and shall be evidence in any Court of law or equity. All ballots cast, in the event paper ballots are used, and all tabulations of votes from voting machines, if used at said election, and all other records of election shall be preserved in the Custody of the City Clerk for a period of *time as required by State law.* ~~at least ten (10) days following said election.~~

(h) Any vacancy in the Election Board shall be filled by the electors present at the time of the annual election, by naming from the electors present, such person or persons as shall be necessary to fill such vacancy.

(i) ~~In the event of a tie vote for any office, the Election Board shall resolve the tie and determine the person elected, by lot.~~ *In the event of a tie vote for any office, a Special Election for said office(s) only shall be held within 30 days and the registration books shall remain closed until the outcome of the Special Election is determined.*

(j) Not less than ~~thirty (30)~~ *sixty (60)* days prior to the Annual Election, all candidates for the office of City Councilperson shall file with the City Manager a nominating petition, stating the name of the candidate, the office for which he or she is nominated, and shall be signed by not less than ten (10) ~~registered~~ *qualified* voters ~~resident~~ in the Ward *in the City of Milford* in which the candidate resides. Nominations for the office of Mayor shall be filed with the City Manager not less than ~~thirty (30)~~ *sixty (60)* days prior to the Annual Election and shall contain the name of the candidate, the office for which he or she is nominated and shall be signed by not less than ten (10) *registered* ~~qualified~~ voters ~~resident~~ in the *City of Milford*.

~~The City Manager shall cause to be printed ballots and envelopes for use by the voters at the annual election, or upon the direction of the Council, shall arrange for the use of voting machines at such election. The Council shall be empowered to make and promulgate rules and regulations governing the voting, not inconsistent with the provisions of this Charter.~~

2.02- *Emergency election postponement; declaration.*

After consultation with the City of Milford Board of Elections, the City Clerk of the City of Milford may issue a declaration postponing the date of an election as the result of civil disorder, a natural disaster, a state of emergency or any other catastrophic event. Once issuance of the declaration, the affected election is postponed. The City Clerk shall promptly set a date on which the postponed election will be held. The date of the postponed election shall not be later than fourteen calendar days after the original date of the election.

2.03- *Absentee Ballot Procedures* (Previous 9.02)

Absentee voting in the City of Milford is in accordance with ~~15 Del. C. Section 7570-7585~~ State law. The Council shall prescribe by ordinance for the casting of absentee ballots by qualified voters unable to be at the polls at any election or referendum.

~~6.03- Council Ballots:~~

~~(a) Names on Ballots. The full names of all candidates who are seeking a seat on City Council, except those who have withdrawn, died or become ineligible, shall be printed on the official ballots without party designation or symbol. If two or more candidates have the same surname or surnames so similar as to likely cause confusion, their residence addresses shall be printed with their names on the ballot.~~

2.04- *VOTING MACHINES FOR LOCAL OFFICE & MAYOR & COUNCIL BALLOTS* (Previous 9.06)

(A) *VOTING*

(a) Voting machines for Mayor and City Council Elections. The City of Milford shall conduct all elections for local office using voting machines that the Department of Election of the State of Delaware provides..

(b) Names on Ballots. The Department of Elections shall prepare the voting machines for the election of members of a Municipal Government by listing the names of all certified candidates submitted by the municipality in alphabetical order by last name without political party or other designation.

~~6.04- Watchers And Challengers~~

~~A regularly nominated candidate shall be entitled, upon written application to the election authorities to appoint two persons to represent him as watchers and challengers at each polling place where voters may cast their ballots.~~

~~6.05=~~ 2.05- Ballots For Ordinances And Charter Amendments (Previous 9.05)

An ordinance or Charter amendment to be voted on by the City shall be presented for voting by ballot title. The ballot title of a measure may differ from its legal title and shall be a clear, concise statement describing the substance of the measure without argument or prejudice. Below the ballot title shall appear the following question: "Shall the above described (ordinance) (amendment) be adopted?" Immediately below such questions shall appear, in the following order, the words "yes" and "no" and to the left of each a square in which by making a cross (X) the voter may cast his vote.

~~6.06=~~ Voting Machines.

2.06 VOTING MACHINES FOR REFERENDA AND ANNEXATION ELECTIONS (Previous 9.06)

The Council may provide for the use of mechanical or other devices for voting or counting the votes not inconsistent with law.

~~6.07=~~ 2.07- Council Districts; Adjustment Of Districts (Previous 9.07)

- (a) Number Of Districts. There shall initially be four City Council districts to be known as Wards.
- (b) Districting Commission. The City Council shall comprise the districting commission.
- (c) Report; Specifications. By the first day of January *of the second year following the decennial census of every tenth year from the adoption of this Charter*, the districting commission shall file with the City Clerk a report containing a recommended plan for adjustment of the Council district boundaries to comply with these specifications:
 - (1) Each district shall be formed of compact, contiguous territory, as nearly rectangular as possible, and its boundary lines shall follow the center lines of streets or other natural boundaries or survey lines as required.
 - (2) Each district shall contain as nearly as possible the same number of qualified voters ~~;~~ ~~determined from the registration for the last statewide general election, but~~ *AND* districts shall not differ in population by more than ten (10) percent of the population in the smallest district created. The report shall include a map and description of the districts recommended and shall be drafted as a proposed ordinance. Once filed with the *City* Clerk, the report shall be treated as an ordinance introduced by a Council member.
- (d) Procedure. The procedure for the Council's consideration of the report shall be the same as for other ordinances, provided that *the summary, including both the map and descriptions of the recommended districts, must*

be published in two newspapers of general circulation in the City of Milford, no less than one month prior to its adoption .if a summary of the ordinance is published pursuant to subsection 2.12(d)(1), it must include both the map and the description of the recommended districts.

(e) The Commission may, but is not required to establish five Wards instead of four, with two ~~Councilmen~~ *Councilpersons* to be elected from each Ward.

(f) Enact Ordinance. The Council shall adopt the ordinance at least six months before the next regular City election.

(g) Effect Of Enactment. The new Council districts and boundaries, as of the date of enactment, shall supersede previous Council districts and boundaries for all the purposes of the next regular City election, including nominations. The new districts and boundaries shall supersede previous districts and boundaries for all other purposes as of the date on which all Councilpersons elected at the regular City election take office.

ARTICLE III. Powers of the City – Council and Mayor (Previous Article II & Article IV)

3.01- Enumerated Powers ~~Powers of the City~~ (Previous 2.01)

The City of Milford shall have all powers possible for a city to have under the constitution and laws of this State as fully and completely as though they are specifically enumerated in this Charter. Without limiting the scope of the foregoing provision, the City is specifically empowered as follows:

(a) The City shall have the power to acquire lands, tenements, real property or interests therein by condemnation for the purpose of providing sites for public buildings, parks, sewers, sewage disposal or electric plants or the erection or construction of lines or conduits for the transmission of electricity, water, gas or sewerage, or for any other municipal purpose, whether within or without the limits of the City, and the procedure therefore shall be as contained in the Revised Code of Delaware 1953, as amended. The City of Milford may transmit electric, gas and/or water from the plant or plants owned and operated by said City to places or properties beyond the limits of said City and upon such terms, charges and conditions that the Council may determine and approve.

(b) The Council is vested with authority on behalf of the City to enter into contracts for the rendering of personal service to the City and/or the purchase of supplies and doing of work for any municipal purpose for the City provided. Notwithstanding anything herein to the contrary, public competitive bidding shall not be required under any of the following circumstances:

(1) A contract for any service to be rendered by the State of Delaware or any political subdivision thereof,

(2) A contract for professional services.

(3) ~~No contract shall be made by Council for any purpose, the~~ A ~~contract price of which is in excess less than~~ of Thirty Thousand (\$30,000).

(c) The contract shall be awarded to the lowest responsible bidder, but Council may reject any and/or all bids for any cause by it deemed advantageous to the City, and

(d) All formal contracts shall be signed by the Mayor with the Seal of the City attached and attested by the City Clerk.

(e) The Council shall have the power and authority to anticipate revenue by borrowing upon the faith and credit of the City of Milford *in accordance with the provision of Article VIII of this Charter.* ~~a sum or sums not exceeding in the aggregate of two times the previous year's tax revenue, whenever, in the opinion of a majority of the Council, the current receipts are insufficient to provide for the needs of the City, and the sums borrowed shall be repaid from current revenue received thereafter. The indebtedness created hereunder may be secured by a promissory note duly authorized by resolution of the Council and signed by the Mayor and City Manager, or attested by the Secretary, and no officer or member of Council shall be personally liable for the payment of said note or notes because their signatures appear thereon or because authorized by a resolution of the Council; provided, however, that no promissory note executed pursuant to the provisions of this section shall provide for payment over a term in excess of two (2) years.~~

(f) The Council shall have the authority to establish and maintain a pension system for employees of the City of Milford, to be paid to such employees, or dependents, in such amounts, at such times, and in accordance with such rules and regulations as the City Council shall from time to time ~~by ordinance~~ *resolve or decree.*

(g) Notwithstanding any of the provisions of this Section 3.01 and without complying with the competitive bidding procedures described herein, the City of Milford may enter into any contract necessary or desired in connection with a TIF District or a special development district created or designated by the City of Milford pursuant to Article ~~XIA~~ XII of this Charter except a contract in which the City of Milford is directly contracting for the procurement of the labor or material for public improvements for the benefit of such district, provided that the foregoing exception shall not apply to development or similar type contracts between the City of Milford and an

owner of real property in such district when the contract is generally for the transfer by the owner to the City of Milford of the work performed and the cost of labor or material provided by such owner for the benefit of such district.

3.02- Construction (Previous 2.02)

The powers of the City under this Charter shall be construed liberally in favor of the City, and the specific mention of particular powers of the Charter shall not be construed as limiting in any way the general power stated in this article.

3.03- Intergovernmental Relations (Previous 2.03)

The City may exercise any of its powers or perform any of its functions and may participate in the financing thereof, jointly or in cooperation, by contract or otherwise, with anyone or more states or civil divisions or agencies thereof or the United States of America of any agency thereof.

3.04- Notice of Action (Previous 2.04)

No action, suit or proceeding shall be brought or maintained against the City of Milford, the Mayor or the City Council of the City of Milford for damages on account of physical injuries, death or injury to property by reason of the negligence of the City of Milford or any of its departments, offices, agents or employees thereof, unless the person by or on behalf of whom such claim or demand is asserted shall, within one (1) year of the occurrence of such injury, notify the City Manager in writing of the time, place, cause and character of the injuries sustained.

3.05- Investigations (Previous 4.08)

The Council may make investigations into the affairs of the City and the conduct of any City Department, office or agency and for this purpose may subpoena witnesses, administer oaths, take testimony and require the production of evidence. Any person who fails or refuses to obey a lawful order issued in the exercise of these powers by the Council shall be guilty of a misdemeanor, punishable by a fine of not more than ~~\$100.00~~ **\$500.00**, or by imprisonment for not more than ten (10) days, or both.

3.06 - Independent Audit (Previous 4.09)

The Council shall provide for an independent annual audit of all City accounts and may provide for such more frequent audits as it deems necessary. Such audits shall be made by a certified public accountant or firm of such accountants who have no personal interest, direct or indirect, in the fiscal affairs of the City government or any of its officers. The council ~~may~~ shall, without requiring competitive bids, designate such accountant or firm annually or for

a period not exceeding three years, provided that the designation for any particular fiscal year shall be made no later than 30 days after the beginning of such fiscal year. If the State makes such an audit, the Council may accept it as satisfying the requirements of this Section. Council must review and ~~approve~~ accept each annual audit.

3.07 – Mayor - General Powers (Previous 5.01)

The Mayor shall be the executive of the City and shall preside at meetings of the Council, but shall have no vote except in case of a tie. The Mayor shall execute on behalf of the City all agreements, contracts, bonds, deeds, leases and other documents authorized by Council necessary to be executed. The Mayor or his/her designee shall countersign all orders, checks and warrants authorized by Council; and shall have all and every power conferred and perform the duties imposed upon him by this Charter and the ordinances of the City. *The Mayor may appoint such committees as he deems necessary for the proper administration of City Council*

3.08 - Vice Mayor (Previous 4.01 & 5.01)

The Council shall also elect from among its members a Vice-Mayor who shall act as Mayor during temporary absence or inability of the Mayor, and while so acting, shall be vested all the powers and authority of the Mayor.

3.09 - General Powers and Duties (Previous 4.03)

All powers of the City shall be vested in the Council, except as otherwise provided by law or this Charter, and the Council shall provide for the exercise thereof and for the performance of all duties and obligations imposed on the City by law.

Article IV. Council Government – Composition, Qualifications, Vacancies and Procedure

(Previous Article III & Article IV)

4.01- Composition of Government (Previous 3.02)

The government of the city and the exercise of all powers conferred by this charter except as otherwise provided herein, shall be vested in an elective body called the council, consisting of a mayor and eight (8) council members. Whenever the word “mayor” is used, it shall refer solely to the mayor. Whenever the word “council” is used it shall refer to the eight (8) council members.

The government of the City of Milford and the exercise of all powers conferred by this Charter, except as otherwise provided herein shall be vested in a Mayor and a City Council. The City Council shall consist of not more than ten (10) members. Two of the members of the City Council shall reside in that portion of the City known and

described as the First Ward, two in that portion known as the Second Ward, two in that portion known as the Third Ward and two in that portion known as the Fourth Ward. In the event a Fifth Ward is created, two members of Council shall reside in that portion of the City known and described as the Fifth Ward.

~~Only qualified registered voters of the City, meeting the qualifications for Mayor and City Council as outlined in Section 3.03, shall be eligible to hold the office of Councilperson or Mayor.~~ The Mayor and Councilpersons shall each serve for a term of two years.

4.02 Annual Organizational Meeting (Previous 4.01)

At ~~7:30~~ seven o'clock (7:00) p.m., on the *second* Monday following the annual election, the Mayor and Council shall meet at the Council Chamber and shall assume the duties of their offices after being first duly sworn or affirmed to perform their duties with fidelity and in accordance with the Charter of the City. ~~At said meeting, the Council shall organize by a majority vote of the entire Council and elect a Vice-Mayor, who shall be a member of the Council.~~

4.03 - Compensation and Expenses (Previous 4.02)

The Council may determine the annual salary of Councilpersons and the Mayor by ordinance, but no ordinance increasing such salary shall become effective until the date of commencement of the terms of Councilpersons elected at the next regular election, provided that such election follows the adoption of such ordinance by at least six months. Councilpersons and the Mayor shall receive their actual and necessary expenses incurred in the performance of their duties of office.

4.04- Prohibitions (Unchanged)

(a) ~~Holding other office~~ Except where authorized by law, no *Mayor* or Councilperson shall hold any other City office or employment during the term for which he or she was elected to *the Office of Mayor* or Council, and no former *Mayor or Councilperson* shall hold any compensated appointive City office or employment until ~~one~~ two (2) years *or more* after the expiration of the term *of office* for which he or she was elected ~~to the Council~~.

(b) *Appointments and removals.* Neither the *Mayor*, Council nor any of its members shall in any manner dictate the appointment or removal of any City administrative officers or employees whom the Manager or any of his subordinates are empowered to appoint, but the *Mayor or Council* may express its views and fully and freely discuss with the Manager anything pertaining to appointment and removal of such officers and employees.

(c) *Interference with Administration.* Except for the purposes of inquiries and investigations under Section 2.08 (incorrect section) 4.08, the Mayor or Council or its members shall deal with City officers and employees who are subject to the direction and supervision of the Manager solely through the Manager, and neither the Mayor or Council nor its members shall give orders to any such officer or employee, either publicly or privately.

4.05- Vacancies, Forfeiture of Office; Filling of Vacancies (Unchanged)

(a) *Vacancies.* ~~The office of a Councilperson and Mayor shall become vacant upon death, resignation, removal from office in any manner authorized by law, or forfeiture of office.~~

(1) *The Office of the Mayor shall become vacant upon death, ~~or~~ resignation or removal from office in any manner authorized by law, or ceases to be a lawfully registered voter of the City and a resident of the City..*

(2) *The Office of a Councilperson shall become vacant upon death, ~~or~~ resignation or removal from office in any manner authorized by law, or ceases to be a lawfully registered voter of the City and a resident of the ward in which he/she resided at the time of the election.*

(b) *Forfeiture of Office.* A Councilperson shall forfeit his or her office if he or she (1) lacks at any time during his or her term of office any qualification for the office prescribed by this Charter or by law, (2) violates any express prohibition of this Charter, (3) is convicted of a crime involving moral turpitude.

(c) *Filling of Vacancies.* ~~If a vacancy occurs in the Council and the remainder of the unexpired term is one (1) year or less, the Council may, by a majority vote of all of its remaining members, appoint a qualified person to fill the vacancy until the person elected at the next regular election takes office. If at the time a vacancy occurs the remainder of the unexpired term is greater than one (1) year, the election authorities shall call a special election to fill the vacancy for the remainder of the unexpired term. The special election shall be held not sooner than twenty (20) days nor later than thirty (30) days following the occurrence of the vacancy and shall be otherwise governed by the provisions of Article VII. Notwithstanding the requirement that a quorum of the Council consists of five members, if at any time the membership of the Council is reduced to less than five, the remaining members may, by majority action, appoint additional members to raise the membership to five.~~

(c) *Filling of Vacancies.* *If a vacancy occurs in the Council and the remainder of the unexpired term is less than three (3) months, the vacancy shall be filled in the next general election. If a vacancy occurs in the Council and the remainder of the unexpired term is less than six (6) months but more than three (3) months, the Council shall may*

within 45 days of the vacancy occurring, by a majority vote of all of its remaining members, appoint a qualified person to fill the vacancy until the person elected at the next regular election takes office. If at the time a vacancy occurs the remainder of the unexpired term is greater than six (6) months, the election authorities shall call a special election to fill the vacancy for the remainder of the unexpired term. The special election shall be held not sooner than twenty (20) days nor later than thirty (30) days following the occurrence of the vacancy and shall be otherwise governed by the provisions of Article VII. Notwithstanding the requirement that a quorum of the Council consists of five members, if at any time the membership of the Council is reduced to less than five, the remaining members may, by majority action, appoint additional members to raise the membership to five.

4.06- Qualification for Mayor and City Council (Previous 3.03)

~~No person shall be eligible for election as Mayor or as a member of Council unless they have been a resident of the State of Delaware and the City for thirty (30) days preceding the day of the election, and are over the age of eighteen years prior to the day of the election. Neither the Mayor or any member of Council shall be eligible to serve in such elected office unless they shall continue to be residents of the City during their respective terms of office.~~

(a) No person shall be eligible for election as Mayor unless he or she is a citizen of the United States of America, a bona fide resident of the City of Milford and has continuously resided therein for a period of one year preceding the day of the election, is over the age of ~~twenty-one (21)~~ eighteen (18) years prior to the day of the election, has not been convicted of a felony and is nominated therefore, as hereinafter provided.

(b) No person shall be eligible for election as a City Council member unless he or she is a citizen of the United States of America, a bona fide resident of the Ward in the City of Milford where they are seeking election and has continuously resided therein for a period of one year preceding the day of the election, is over the age of ~~twenty-one (21)~~ eighteen (18) years prior to the day of the election, has not been convicted of a felony and is nominated therefore, as hereinafter provided.

(c) The Mayor shall be eligible to serve in such elected office unless he or she does not continue to be a resident of the City during his or her respective term(s) of office nor shall any member of Council be eligible to serve in such elected office unless they continue to be a resident of their Ward during their respective terms of office.

(d) If a councilmanmember files and runs for mayor, whether or not they are elected to said office, the term as councilman shall automatically expire on the second Monday following the date of the election, and if they have a year remaining on their term, then their office as council shall be filled at the same annual election in which they

have filed to run for the office of mayor to be determined by City Council, and is elected before his or her Council term has expired, the elected Mayor's council seat shall be considered vacant when the elected Mayor is sworn in on the second Monday following the date of the election.

4.07- Judge of Qualifications (Previous 4.06)

The Council shall be the judge of the election and qualifications of its members and of the grounds for forfeiture of their office and for that purpose shall have power to subpoena witnesses, administer oaths and require the production of evidence. A member charged with conduct constituting grounds for forfeiture of office shall be entitled to a public hearing on demand, and notice of such hearing shall be published in one or more newspapers of general circulation in the City at least one week in advance of the hearing. Decisions made by the Council under this Section shall be subject to review by the Superior Court.

4.08 - Procedure (Previous 4.10)

(a) Meetings. The Council shall meet regularly at least once in every month at such times and places as the Council may prescribe by rule. Special meetings may be held in compliance with State law and may be on the call of the Mayor or of four or more members; ~~whenever practicable, upon no less than twelve (12) hours' notice to each member.~~ All meetings shall be public; however, the Council may recess for the purpose of discussing in a closed or executive session limited to its own membership any matter *permitted by State Law* ~~which would tend to defame or prejudice the character or reputation of any person.~~

(b) Rules and Journal. The Council shall determine its own rules and order of business and shall provide for keeping a journal of its proceedings. This journal shall be a public record. Unless or until other rules are adopted, the Council shall follow Roberts Rules of Order and parliamentary procedure.

(c) Voting. Voting, except on procedural motions, shall be by roll call, and the ayes and nays shall be recorded in the journal. Five members of the Council shall constitute a quorum, but a smaller number may adjourn from time to time and may compel the attendance of absent members in the manner and subject to the penalties prescribed by the rules of the Council. No action of the Council, except as otherwise provided in the preceding sentence and in Section 4.05(c) ~~2.05~~, shall be valid or binding unless adopted by the affirmative vote of four or more members of the Council.

4.09 - Action Requiring an Ordinance (Previous 4.11)

The Council is hereby vested with the authority to enact ordinances or resolutions (resolution includes actions taken upon motion whether by roll call or voice vote and whether or not the resolution has been prepared in writing)

relating to any subject within the powers and functions of the City, or relating to the government of the City, its peace and order, its sanitation, beauty, health, safety, convenience and property, and to fix, impose and enforce the payment of fines and penalties for the violation of such ordinances or resolutions, and no provision of this Charter as to ordinances on any particular subject shall be held to be restrictive of the power to enact ordinances or resolutions on any subject not specifically enumerated.

In addition to other acts required by law or by specific provision of this Charter to be done by ordinance, those acts of the City Council shall be by ordinance which:

(a) Adopt or amend an administrative code; ~~or establish, alter or abolish any City department, office or agency;~~

(b) Provide for a fine or other penalty or establish a rule or regulation for violation of which a fine or other penalty is imposed;

(c) Levy taxes, except as otherwise provided in Article ~~V~~ X with respect to the property tax levied by adoption of the budget;

(d) Grant, renew or extend a franchise;

(e) Regulate the rate charged for its services by a public utility;

(f) Authorize the borrowing of money;

(g) Sell or lease or authorize the sale or lease of any asset of the City if its value is equal to or greater than 1/5 of 1% of the assessed value of all real property within the corporate limits.

(h) Amend or repeal any ordinance previously adopted.

(i) Change of zone or conditional use of land.

Acts other than those referred to in the preceding may be done either by ordinance or by resolution.

4.10 - Ordinances in General (Previous 4.12)

(a) Form. Every proposed ordinance shall be introduced in writing and in the form required for final adoption. No ordinance shall contain more than one subject which shall be clearly expressed in its title. The enacting clause shall be "The City of Milford hereby ordains..." Any ordinance which repeals or amends an existing ordinance or part of the City Code shall set out in full the ordinance sections or subsections to be repealed or amended and shall indicate the matter to be omitted by enclosing it in brackets or by strikeout type and shall indicate new matter by underscoring or by italics.

(b) Procedure. An ordinance may be introduced by *the Mayor, any member of City Council or the City Manager* at any regular or special meeting of the Council. Upon introduction of any ordinance, the City Clerk shall distribute a copy to *the Mayor, each Council Member and to the City Manager.* *An ordinance shall be placed on the agenda for introduction and for adoption by title, the introduction and the adoption may not be on the same meeting date.* As soon as practicable after adoption of any ordinance, the Clerk shall have it published together with a notice of its adoption.

(c) Effective Date. Except as otherwise provided in this Charter, every adopted ordinance shall become effective at the expiration of ten (10) days after adoption or at any later date specified therein.

(d) "Publish" Defined. As used in this section, the term "publish" means to print in one or more newspapers of general circulation in the City:

(1) A brief summary of the Ordinance, ~~the ordinance or a brief summary thereof,~~ and

(2) the places where complete copies of it have been filed and the times when they are available for public inspection.

4.11 - Emergency Ordinances (Previous 4.13)

To meet a public emergency affecting life, health, property or the public peace, the Council may adopt one or more emergency ordinances, but such ordinances may not levy taxes, grant, renew or extend a franchise, regulate the rate charged by any public utility for its services or authorize the borrowing of money except as provided in subsection ~~5.09(b)~~ 6.09(b). An emergency ordinance shall be introduced in the form and manner prescribed for ordinances generally, except that it shall be plainly designated as an emergency ordinance and shall contain, after the enacting clause, a declaration stating that an emergency exists and describing it in clear and specific terms. An emergency ordinance may be adopted with or without amendment or rejected at the meeting at which it is introduced, but the affirmative vote of at least five members shall be required for adoption. After its adoption, the ordinance shall be published and printed as prescribed for other adopted ordinances. It shall become effective upon adoption or at such later time as it may specify. Every emergency ordinance, except one made pursuant to Subsection 6.09 (b), ~~5.09(b)~~ shall automatically stand repealed as of the 61st day following the date on which it was adopted, but this shall not prevent re-enactment of the ordinance in the manner specified in this section if the emergency still exists. An emergency ordinance may also be repealed by adoption of a repealing ordinance in the same manner specified in this section for adoption of emergency ordinances.

4.12- Codes of Technical Regulation (Previous 4.14)

(a) The Council may adopt any standard code of technical regulations by reference thereto in an adopting ordinance. The procedure and requirements governing such an adopting ordinance shall be as prescribed for ordinances generally except that:

(b) The requirements of Section ~~2.12~~ 4.10 for distribution and filing of copies of the ordinance shall be construed to include copies of the code of technical regulations as well as of the adopting ordinance, and

(c) A copy of each adopted code of technical regulations as well as the adopting ordinance shall be authenticated and recorded by the City Clerk pursuant to Subsection ~~2.15(a)~~ 4.13(a).

(d) Copies of any adopted code of technical regulations shall be made available by the City Clerk for distribution or for purchase at a reasonable price.

4.13 - Authentication and Recording, Codification Printing (Previous 4.15)

(a) Authentication and Recording. The City Clerk shall authenticate by his or her signature and record in full in a properly indexed book kept for the purpose all ordinances and resolutions adopted by the Council.

(b) Codification. The Council shall provide for the continual preparation of a general codification of all City ordinances and resolutions having the force and effect of law. The general codification shall be adopted by the Council by ordinance and shall be published promptly in bound or loose-leaf form, together with this Charter and any amendments thereto, pertinent provisions of the Constitution and other laws of the State of Delaware, and such codes of technical regulations and other rules and regulations as the Council may specify. The compilation shall be known and cited officially as the Code of the City of Milford. Copies of the Code may be furnished to City officers, placed in libraries and public offices for free public reference and made available for purchase by the public at a reasonable price fixed by the Council.

(c) Printing of Ordinances and Resolutions. The Council shall cause each ordinance and resolution having the force and effect of law and each amendment to this Charter to be printed promptly following its adoption, and the printed ordinances, resolutions and Charter amendments shall be distributed or sold to the public at reasonable prices to be fixed by the Council. Following publication of the first Code of the City of Milford and at all times thereafter, the ordinances, resolutions and Charter amendments shall be printed in substantially the same style as the Code currently in effect and shall be suitable in form for integration therein. The Council shall make such further arrangements as it deems desirable with respect to reproductions and distribution of any current changes in or

additions to the provisions of the Constitution and other laws of the State of Delaware, or the codes of technical regulations and other rules and regulations included in the Code.

ARTICLE V. Administration and Appointees (Previous Article III & VI)

5.01 - Form of Government (Previous 3.01)

The form of government established by this charter shall be known as the “Council-Manager” form.

5.02 - City Manager - Appointment; Qualifications, Compensation (Previous 6.01)

The Council shall appoint a City Manager for an indefinite term. He need not be a resident of the City or state at the time of his appointment but may reside outside the City while in office only with the approval of the Council.

The City Council may enter into an employment contract with the City Manager. An employment contract with a City Manager shall be in writing and shall specify the conditions of employment.

5.03 - City Manager - Removal (Previous 6.02)

The Council shall remove the Manager from office in accordance with the following procedures and those conditions contained in the City Manager’s employment contract:

(a) The Council shall adopt by affirmative vote of a majority of all of its members a preliminary resolution which must state the reasons for removal and may suspend the Manager from duty for a period not to exceed 45 days. A copy of the resolution shall be delivered promptly to the Manager.

(b) Within five days after a copy of the resolution is delivered to the Manager, he may file with the Council a written request for a public hearing. This hearing shall be held at a Council meeting not earlier than fifteen (15) days nor later than thirty (30) days after the request is filed. The Manager may file with the Council a written reply not later than five (5) days before the hearing.

(c) The Council may adopt a final resolution of removal, which may be effective immediately, by affirmative vote of a majority of all its members at any time after five (5) days from the date when a copy of the preliminary resolution was delivered to the Manager, if he has not requested a public hearing, or at any time after the public hearing if he has requested one. The Manager shall continue to receive his salary until the effective date of a final resolution of removal.

5.04 - Acting City Manager (Previous 6.03)

By letter filed with the City Clerk, the Manager shall designate, subject to the approval of the Council, a qualified City administrative officer to exercise the powers and perform the duties of Manager during his temporary

absence or disability. During such absence or disability, the Council may revoke such designation at any time and appoint another officer of the City to serve until the Manager shall return or his disability shall cease.

5.05 - Powers and Duties of the City Manager (Previous 6.04)

The City Manager shall be the chief administrative officer of the City. He *or she* shall be responsible to the Council for the administration of all City affairs placed in his charge or under this Charter. He *or she* shall have the following powers and duties:

(a) He *or she* shall appoint, and when he deems it necessary for the good of the service, suspend or remove all City employees and appointive administrative officers provided for by or under this Charter, except as otherwise provided by law, this Charter or personnel rules adopted pursuant to this Charter. He *or she* may authorize any administrative officer who is subject to his direction and supervision to exercise these powers with respect to subordinates in that officer's department, office or agency.

(b) He *or she* shall direct and supervise the administration of all departments, offices and agencies of the City, except as otherwise provided by this Charter or by law.

(c) He *or she* shall attend all Council meetings and shall have the right to take part in discussion but may not vote.

(d) He *or she* shall see that all laws, provisions of this Charter and acts of the Council, subject to enforcement by him or by officers subject to his direction and supervision, are faithfully executed.

(e) He *or she* shall prepare and submit the annual budget and capital program to the Council.

(f) He *or she* shall submit to the Council and make available to the public a complete report on the finances and administrative activities of the City as of the end of each fiscal year.

(g) He *or she* shall make such other reports as the Council may require concerning the operations of City departments, offices and agencies subject to his direction and supervision.

(h) He *or she* shall keep the Council fully advised as to the financial condition and future needs of the City and make such recommendations to the Council concerning the affairs of the City as he deems desirable.

(i) He *or she* shall perform such other duties as are specified in this Charter or may be required by the Council.

5.06 - City Clerk - Appointment and Duties (Previous 4.07)

The Council shall appoint an officer of the City who shall have the title of City Clerk. The City Clerk shall give notice of Council meetings to its members and the public, maintain a permanent record of all Council proceedings and documents, manage the City's elections, act as the custodian of the City Seal, affixing it to all documents, records, contracts and agreements requiring a seal and attesting to same by signature and perform other duties as are assigned to him or her by this Charter or by the Council.

5.07 - City Solicitor (Previous 7.02)

At the Annual organization meeting, the City Council shall ~~select and~~ appoint a City Solicitor for an indefinite term who shall be removable at the pleasure of the City Council either with or without due cause as stated. It shall be his, her or its duty to give legal advice to the Council and other officers of the City and to perform other legal services as may be required by the City of Milford. The City Solicitor may be an individual licensed to practice law in the State of Delaware or may be a Delaware law firm any member of which can perform the duties of the City Solicitor.

5.08 - Police Department (Previous 7.03)

The Council shall appoint a Chief of Police for an indefinite term and fix his compensation. The terms of his employment shall be contained in an employment contract

(a) It shall be the duty of the Council to appoint a Chief of the City Police and such number of subordinates as the Council may deem wise. ~~and~~ The Council shall, from time to time, make rules and regulations (which may be proposed by the Chief of Police) as may be necessary for the organization, government and control of the Police Force. The police shall preserve peace and order, and shall compel obedience within the City limits to the ordinances of the City and the laws of the State; and they shall have such other duties as the Council shall from time to time prescribe. After the initial Chief of City Police and the initial subordinates are appointed in accordance with the terms of this Charter, thereafter, any subsequent Chiefs of Police shall be appointed by the City Council, but any subsequent subordinates shall be hired or fired by the then Chief of City Police.

(b) Each member of the Police Force shall be vested, within the City limits and within one mile outside of said limits, with all the powers and authority of a state peace officer, and in the case of the pursuit of an offender, their power and authority shall extend to any part of the State of Delaware.

(c) The Chief of Police shall be responsible to Council and shall be removed from office in accordance with the provisions of State law and the following procedures:

(1) The Council shall adopt by affirmative vote of a majority of all of its members a preliminary resolution which must state the reasons for removal and may suspend the Chief of Police from duty for a period not to exceed 45 days. A copy of the resolution shall be delivered promptly to the Chief of Police.

(2) Within five (5) days after a copy of the resolution is delivered to the Chief of Police, he may file with the Council a written request for a public hearing. This hearing shall be held at a Council meeting not earlier than fifteen (15) days nor later than thirty (30) days after the request is filed. The Chief of Police may file with the Council a written reply not later than five (5) days before the hearing.

(3) The Council may adopt a final resolution of removal, which may be made effective immediately, by affirmative vote of a majority of all its members at any time after five (5) days from the date when a copy of the preliminary resolution was delivered to the Chief of Police, if he has not requested a public hearing, or at any time after the public hearing if he has requested one.

(4) The Chief of Police shall continue to receive his salary until the effective date of a final resolution of removal.

(5) By letter filed with the City Clerk, the Chief of Police shall designate, subject to approval of the Council, a qualified police officer to exercise the powers and perform the duties of the Chief of Police during his temporary absence or disability. During such absence or disability, the Council may revoke such designation at any time and appoint another officer of the City to serve until the Chief of Police shall return or his disability shall cease.

(d) The Chief of Police shall:

(1) Administer, direct and supervise the operation of the police department.

(2) Prepare and submit an annual budget and capital program to the City Manager. This shall then be placed by the City Manager into the Annual Budget and Capital Program for Council approval.

(3) Attend all Council Meetings and shall have the right to participate in any discussion of police concern, but shall have no vote.

5.09 - City Holding Cells ~~CITY JAIL~~ (Previous 7.04)

The Council may build and maintain a jail holding cell for the City, which shall be used as a place for the temporary detention of persons accused of violations of law or ordinances for a reasonable time, in cases of necessity, prior to transport to a detention facility, hearing and trial or arraignment.

5.10 - City Alderman (Previous 7.05)

(a) At the next regular meeting following the Annual Organization Meeting, the Council may appoint an Alderman and an Acting Alderman.

(b) The Alderman may or may not be a resident of the City of Milford and shall have his office at some convenient place within the limits of the City of Milford, as designated by City Council. He or she shall be sworn or affirmed to perform the duties of his office with fidelity by the Mayor. In the event of his absence from the City or, if for any cause he or she may be unable to perform the duties of his office, the Council is authorized to appoint an Acting Alderman with the same powers, jurisdiction and authority.

(c) He or she shall have jurisdiction over and cognizance of all breaches of the peace and other violations of the ordinances of the City of Milford, to hold trial, to imprison offenders, and to impose and enforce fines, forfeitures and penalties as may be prescribed by the ordinances of the City.

(d) He or she shall be under the direct supervision of the City Manager. The prison in either Kent or Sussex County may be used for the imprisonment of offenders under the provisions of this Charter.

(e) Upon the expiration of his term of office, or upon resignation or removal from office, the Alderman shall forthwith deliver to his successor all books, papers, documents and other things belonging or appertaining to his office, and shall pay over to the Treasurer all moneys in his hands belonging to the City. Upon neglect or failure to make such delivery or payment for the space of five (5) days, he shall be deemed guilty of a misdemeanor, and upon conviction shall be fined not more than Five Hundred Dollars (\$500.00), or imprisoned for not more than one (1) year, or shall suffer both fine and imprisonment at the discretion of the Superior Court.

(f) At every regular monthly meeting of the Council, the Alderman shall report in writing all fines imposed by him, and all fines and penalties and other money received by him during the preceding month belonging to the City. He shall pay all such moneys to the City within ten (10) days after making report to the Council, or for failure to make payment to the City for the space of ten (10) days, he shall be deemed guilty of a misdemeanor, and shall be punished, upon conviction, as herein above provided.

(g) The Alderman shall keep a docket in which all his official acts shall be entered.

(h) The Acting Alderman may or may not be a resident of the City of Milford; shall keep a separate docket, and in the absence or inability of the Alderman shall have all the powers of the Alderman as herein provided.

5.11 - Finance Department (Previous 7.06)

There shall be a City Finance Department which shall be directed and supervised by an officer of the city who shall have the title of Finance Director. The Finance Director shall be appointed and supervised by the City Manager. The Finance Director shall have the duties of chief financial officer of the City of Milford, but may delegate such duties to subordinates under his direction. He or she shall pay out any monies upon check signed by two members of either Mayor or City Council or their designee. He or she shall keep a true accurate and detailed account of all monies received and all monies paid out by the city in all its activities and for all its departments, offices and agencies; shall preserve all vouchers and financial records, but under a records disposal program and schedule approved by the Council, may periodically destroy such records and vouchers. He or she shall make such reports at such times as the City Manager and Council shall direct and which will keep the Council, City Manager and the public informed of the financial condition of the city. The books and accounts of the finance department shall be open at all times to inspection by the members of the Council and the public under such regulations as the Council may prescribe.

5.12 - Planning Department (Previous 7.07)

There shall be a planning department, which shall be directed and supervised by a City Planner. The City Planner shall be appointed, supervised and removed by the City Manager. The City Planner shall have the following responsibilities:

(a) To advise the City Manager on any matter affecting the physical development of the city;

(b) To formulate and recommend to the City Manager a comprehensive land use plan and modification thereof;

(c) To review and make recommendations regarding proposed actions of the Council in implementing the comprehensive development plan;

(d) To advise and seek advice from the planning commission in the exercise of his or her responsibilities and in connection therewith, to provide it necessary staff assistance;

(e) To review and make recommendations regarding proposed actions of the Council in annexations;

(f) To strive to give citizens the opportunity to have a meaningful impact on the development of plans;

(g) To protect the integrity of the natural environment and endeavor to conserve the heritage of the built environment.

5.13 - City Planning Commission (Previous 7.08)

Pursuant to State law, there is hereby established a Planning Commission for the City of Milford. The City Planning Commission shall consist of nine (9) members recommended by the Mayor and appointed by City Council.

5.14 – Board of Adjustment (Previous 7.11)

There shall be a Board of Adjustment pursuant to the provisions of the Delaware Code. The Council shall, by ordinance, establish a Board of Adjustment and shall provide standards and procedures for such Board to hear and determine appeals from administrative decisions and petitions for variances in the case of peculiar and unusual circumstances which may be required by the Council or by law.

Article VI. Financial Procedures (Previous Article VIII)

6.01- Fiscal Year (Previous 8.01)

The Fiscal year of the City shall be set by the City Council.

6.02- Submission of Budget Date (Previous 8.02)

On or before the last day of the twelfth month of each fiscal year, the Manager shall submit to the Council a budget for the ensuing fiscal year and an accompanying message.

6.03- Budget Message (Previous 8.03)

The Manager's message shall explain the budget both in fiscal terms and in terms of the work programs. It shall outline the proposed financial policies of the City for the ensuing fiscal year, describe the important features of the budget, indicate any major changes from the current year in financial policies, expenditures, and revenues together with the reasons for such changes, summarize the City's debt position and include such other material as the manager deems desirable.

6.04- Operating Budget (Previous 8.04)

The budget shall provide a complete financial plan of all City funds and activities for the ensuing fiscal year and, except as required by law or this Charter, shall be in such form as the Manager deems desirable or the Council may require. In organizing the budget, the Manager shall utilize the most feasible combination of expenditure classification by fund, organization unit, program, purpose or activity, and object. It shall begin with a clear general summary of its contents; shall show in detail all estimated income, indicating the proposed property tax levy, and all proposed expenditures, including debt service, for the ensuing fiscal year; and shall be so arranged as to show comparative figures for actual and estimated income and expenditures of the current fiscal year and actual income and expenditures of the preceding fiscal year; and shall be so arranged as to show comparative figures for actual and

estimated income and expenditures of the current fiscal year and actual income and expenditures of the preceding fiscal year. It shall indicate in separate sections:

(a) Proposed expenditures for current operations during the ensuing fiscal year, detailed by offices, departments and agencies in terms of their respective work programs, and the method of financing such expenditures;

(b) Proposed capital expenditures during the ensuing fiscal year, detailed by offices, departments and agencies when practicable, and the proposed method of financing each such capital expenditure;

(c) Anticipated net surplus or deficit for the ensuing fiscal year of each utility owned or operated by the City and the proposed method of its disposition; subsidiary budgets for each such utility giving detailed income and expenditure information shall be attached as appendices to the budget.

The total of proposed expenditures shall not exceed the total of estimated income.

6.05- Capital Program (Previous 8.05)

(a) Submission To Council. The Manager shall prepare and submit to the Council a five-year capital program at the time the annual budget is submitted to City Council as defined in Section 6.02. ~~at least three months prior to the final date for submission of the operating budget.~~

(b) Contents. The capital program shall include:

(1) A clear, general summary of its contents;

(2) A list of all capital improvements which are proposed to be undertaken during the five fiscal years next ensuing, with appropriate supporting information as to the necessity for such improvements;

(3) Cost estimates, method of financing and recommended time schedules for each such improvement; and

(4) The estimated annual cost of operating and maintaining the facilities to be constructed or acquired.

The above information may be revised and extended each year with regard to capital improvements still pending or in process of construction or acquisition.

6.06- Council Action On Operating Budget (Previous 8.06)

The Council shall adopt the operating budget on or before the last day of the twelfth month of the fiscal year currently ending. If it fails to adopt the budget by this date, the amounts appropriated for current operation for the

current fiscal year shall be deemed adopted for the ensuing fiscal year on a month-to-month basis, with all items in it prorated accordingly, until such time as the Council adopts an operating budget for the ensuing fiscal year. Adoption of the budget shall constitute appropriations of the amounts specified therein as expenditures from the funds indicated and shall constitute a levy of the property tax therein proposed.

6.07- Council Action On Capital Program (Previous 8.07)

Adoption. The Council, by resolution, shall adopt the capital program with or without amendment on or before the last day of the twelfth month of the current fiscal year.

6.08- Public Records (Previous 8.08)

Copies of the budget and the capital program as adopted for the fiscal year are public records and shall be made available to the public through the Freedom of Information Act and the at suitable places City of Milford website in the City.

6.09- Amendments After Adoption (Previous 8.09)

(a) Supplemental Appropriations. If during the fiscal year the City Manager certifies that there are available for appropriation revenues in excess of those estimated in the budget, the Council by ordinance may make by supplemental appropriations for the year up to the amount of such excess.

(b) Emergency Appropriations. To meet a public emergency affecting life, health, property or the public peace, the Council may make emergency appropriations. Such appropriations may be made by emergency ordinance. To the extent that there are no available unappropriated revenues to meet such appropriations, the Council may exercise short term borrowing authority as provided in Section 8.07 of this Charter. may by such emergency ordinance authorize the issuance of emergency notes, which may be renewed from time to time, but the emergency notes and renewals of any fiscal year shall be paid not later than the last day of the fiscal year next succeeding that in which the emergency appropriation was made.

(c) Reduction Of Appropriations. If at any time during the fiscal year it appears probable to the Manager that the revenues available will be insufficient to meet the amount appropriated, he shall report to the Council without delay, indicating the estimated amount of the deficit, any remedial action taken by him and his recommendations as to any other steps to be taken. The Council shall then take such further action as it deems necessary to prevent or minimize any deficit and for that purpose it may by ordinance reduce one or more appropriations.

(d) Transfer Of Appropriations. At any time during the fiscal year, the Manager may transfer part or all of any unencumbered appropriation balance among programs within a department, office or agency and, upon written request by the Manager, the Council may **by resolution** by majority vote transfer part or all of any unencumbered appropriation balance from one department, office or agency to another.

(e) Limitations: Effective Date. No appropriation for debt service may be reduced or transferred, and no appropriation may be reduced below any amount required by law to be appropriated or by more than the amount of the unencumbered balance thereof. The supplemental and emergency appropriations and reduction or transfer of appropriations authorized by this section may be made effective immediately upon adoption.

6.10- Lapse Of Appropriations (Previous 8.10)

Every appropriation, except an appropriation for a capital expenditure, shall lapse at the close of the fiscal year to the extent that it has not been expended or encumbered. An appropriation for a capital expenditure shall continue in force until the purpose for which it was made has been accomplished or abandoned; the purpose of any such appropriation shall be deemed abandoned if three years pass without any disbursement from or encumbrance of the appropriation.

6.11- Administration Of Budget (Previous 8.11)

(a) Work Programs And Allotments. At such time as the Manager shall specify, each department, office or agency shall submit work programs for the ensuing fiscal year showing the requested allotments of its appropriation by periods within the year. The Manager shall review and authorize such allotments with or without revision as early as possible in the fiscal year. He *or she* may revise such allotments during the year if *they* deem it desirable and shall revise them to accord with any supplemental, emergency, reduced or transferred appropriations.

(b) Payments And Obligations Prohibited. No payment shall be made or obligation incurred against any allotment or appropriation except in accordance with appropriations duly made and unless the Manager or his/*her* designee first certifies that there is a sufficient unencumbered balance in such allotment or appropriation and that sufficient funds there from are or will be available to cover the claim or meet the obligation when it becomes due and payable. Any authorization of payment or incurring of obligation in violation of the provisions of this Charter shall be void and any payment so made illegal; such action shall be cause for removal of any officer who knowingly authorized or made such payment or incurred such obligation, and he *or she* shall also be liable to the City for any amount so paid. However, except where prohibited by law, nothing in this Charter shall be construed to prevent the

making or authorizing of payments or making of contracts for capital improvements to be financed wholly or partly by the issuance of bonds or to prevent the making of any contract or lease providing for payments beyond the end of the fiscal year, provided that such action is made or approved by ordinance.

Article VII. Taxation, Assessors and Assessment Of Taxes (Previous Article X)

7.01- (Previous 10.01) Not less frequently than every ten years there shall be made a general assessment which shall be a true, just and impartial valuation and assessment of all the real property within the limits of the City.

7.02- (Previous 10.02) It shall be the duty of the City Manager ~~each year~~ to include supplemental assessments prepared by the assessor(s) for the purposes of adding property not included in the last assessment or increasing or decreasing the assessment value of property which was included in the last general assessment. ~~prepare a scrap assessment which shall value and assess all taxable real property not already valued and assessed by the General Assessment then in force, and all improvements made upon said real property since said General Assessment. In the year that A SUPPLEMENTAL ASSESSMENT IS MADE, a scrap assessment is made, the General Assessment then in force as supplemented or modified by the scrap supplemental assessment, shall constitute the assessment for the year.~~

7.03- (Previous 10.03) The City Manager shall make and deliver to the Council, as soon as the assessments are made, such number of copies as the Council shall direct.

7.04- (Previous 10.04) The real property of the City Assessor(s) shall be assessed by the Council.

7.05 - *The City Tax Assessor shall notify the property owner in writing of any change in assessment.*

7.06- (Previous 10.05) The Council shall, prior to a given date set by resolution in each year, cause a copy of the General Assessment as ~~supplemented~~ adjusted by the ~~scrap~~ supplemental assessment as made in said year, to be hung in two public places in the City, and there to remain for the space of ten (10) days for public information. Attached to said copies shall be a notice of the day, hour and place that the Council will sit as a Board of Revision and Appeal; and the notice of the hanging up of the copies of the assessment and the places where the same are hung up and of the day, hour and place when the Council will sit as a Board of Revision and Appeal shall be published in at least one issue of a newspaper circulated in the City.

7.07- (Previous 10.06) At the time and place designated in the notice aforesaid, the Council shall sit as a Board of Revision and Appeal to correct and revise the assessment, and to hear appeals concerning the same. They shall have full power and authority to alter, revise, add to and take from the said assessment. The decision of a majority of the Council shall be final and conclusive; and no member of Council shall sit on his own appeal.

7.08 - (Previous 10.07) The assessment, as revised and adjusted by the Council, shall be the basis for the levy and collection of the taxes for the City. If any taxable fails or neglects to perfect his or her appeal to the Board of Revision and Appeal, he or she shall be liable for the tax for such year as shown by the assessment lists.

7.09- (Previous 10.08) The Council shall also have the right to levy and collect taxes on all underground cables and utility installations, and upon all telephone, telegraph or power poles or other erections of like character erected or installed within the limits of the City, together with the wires and appliances thereto or thereon attached, that are now assessable and taxable, and to this end, may at any time direct the same be included in or added to the City Assessment. In case the owner or lessee of such poles, erections, installations or appliances shall neglect or refuse to pay the taxes that may be levied thereon, the said taxes may be collected by the City in the same manner as other taxes, and upon continued non-payment, the Council shall have the authority to cause the same to be removed.

7.10- (Previous 10.09) The Council shall determine and fix a rate of taxation which with other anticipated revenue will produce approximately the amount of money necessary to defray the expenses of the City for the current year, including interest on bonded indebtedness and for redemption of maturing bonds and for maintenance of a sinking fund.

7.11- (Previous 10.10) The limit of taxation for current expenses shall be that rate which, by estimation, will produce a sum not exceeding two (2) percent the assessed value of real property with improvements located in the City.

7.12- (Previous 10.11) (a) No later than the second month of a new fiscal year, the City Manager shall make available to the Council a list containing the names of the taxables of the City and, opposite the name of each, the amount of his real property assessment, as well as the tax upon the whole of his assessment, and the rate per hundred dollars of assessed valuation. Attached to a tax list shall be a warrant, under the seal of the City of Milford, signed by the Mayor and attested by the Secretary City Clerk commanding the City Manager to make collection, when due, of the taxes as stated and set forth in the tax list.

(b) All taxes, when and as collected by the City Manager, shall be paid to or deposited to the credit of the City in banking institutions approved by Council.

(c) All taxes shall be due and payable on the date set by Council. To every tax not paid after the said date each year there shall be added and collected a penalty, for each month that the said tax remains unpaid. The penalty rate

charged is to be set by Council through ordinance. Before exercising any of the powers herein given for the collection of taxes, written notices of the amount due shall be given to the taxable.

(d) All taxes assessed upon any real estate and remaining unpaid prior to a new tax year billing shall constitute a first lien against all real estates of the delinquent taxpayer situated within the limits of the City of Milford. In the case of a life estate, the interest of the life tenant shall first be liable for the payment of any taxes so assessed. The City Manager, in the name of the City of Milford, may institute suit before any Justice of the Peace within Kent County or Sussex County, or before the Alderman of the said City, or in the Court of Common Pleas in and for Sussex County, or in the Superior Court of the State of Delaware, for the recovery of the unpaid tax in an action of debt, and upon judgment obtained, may sue out writs of execution as in case of other judgments recovered before a Justice of the Peace or in the Court of Common Pleas or in the Superior Court as the case may be.

(e) In addition, the City Manager, acting on behalf of the City, may pursue the sale of the lands and tenements of the delinquent taxpayer, or the lands of tenements of a delinquent taxpayer alienated subsequent to the levy of the tax and with the following conditions:

(1) No sale shall be approved by the Superior Court if the owner be ready at Court to pay the taxes, penalty and costs, and no deed shall be made until the expiration of one (1) year from the date of the sale, within which time the owner, his heirs, executors or assigns, shall have the power to redeem the lands on payment to the purchase, his personal representatives, or assigns, of the costs, the amount of the purchase money and twenty percent (20%) interest thereon and the expense of having the deed prepared.

(2) After satisfying the tax due and the costs of expenses of sale from the proceeds of sale, the amount remaining shall be paid to the owner of the land, or upon the refusal of said owner to accept said residue, or if the owner is unknown or cannot be found, the amount remaining shall be deposited in some bank in the City of Milford, either to the credit of the owner, or in a manner by which the funds may be identified.

(3) In the sale of lands for the payment of delinquent taxes, the following costs shall be allowed, to be deducted from the proceeds of sale, or chargeable against the owner as the case may be in the amount then customarily charged:

To the Prothonotary for filing and recording Petition

For filing and recording return of sale

To the City Manager for preparing certificate

For making sale of land

For preparing and filing return

For posting sale bills

In addition, the costs of printing handbills and publications of the advertisement of sale in a newspaper shall be chargeable as costs. The cost of the deed shall not be chargeable as costs, but shall be paid by the purchaser of the property of the delinquent taxpayer.

(4) If the owner of any lands and tenements against which a tax shall be levied and assessed shall be unknown, this fact shall be stated in the advertisement of sale.

(f) In the event of the death, resignation or removal from office of the City Manager of the City of Milford, before the proceedings of the sale of land shall have been completed, his successor in office shall succeed to have all of his powers, rights and duties in respect to said sale. In the event of the death of the purchaser at such sale prior to his receiving a deed for the property purchased thereat, the person having right under him by consent, devise, assignment or otherwise may refer to the Superior Court of the State of Delaware in and for Kent or Sussex County, a petition representing the facts and praying for an order authorizing and requiring the City Manager to have executed and acknowledged a deed conveying to the Petitioner the premises sold, or a just proportion thereof; and thereupon the Court may make such order touching the conveyance of the premises as shall be according to justice and equity.

(g) However, should the City Council so elect, the City Manager is empowered to sell the lands and tenements of the delinquent taxpayer or the lands and tenements of a delinquent taxpayer alienated subsequent to the levy of the tax, by the direction of the City Council, using any of those procedures specified for the sale of land for the collection of taxes on the part of the taxes for Sussex County or Kent County, and all such procedures and methods available for the sale of land, as aforesaid, as they are presently enacted and hereafter amended, are included herein and made a part hereof by reference in the statutes made and provided, substituting the City of Milford for Sussex County or Kent County therein.

(h) The provisions of this Section ~~10.11~~ 7.12, other than the provisions of subsection (b) of this Section ~~10.11~~ 7.12, shall apply to all special ad valorem taxes and special taxes levied by the City of Milford pursuant to Article ~~XIA~~ IX of this Charter, provided that all references in this Section ~~10.11~~ 7.12 to a tax list shall, for all purposes relating to such special ad valorem taxes and special taxes, be deemed to refer to the tax list showing the amounts of special ad valorem taxes or special taxes levied against the real property within a special development district.

7.13- Real Estate Transfer Tax (Previous 10.12)

The City of Milford reserves the right to enact a Real Estate Transfer Tax by ordinance through the City Council. Any change to the Real Estate Transfer Tax must be in accordance to Delaware laws.

7.14- Assessment, Payment, And Collection Of Taxes For New Construction (Previous 10.13)

In the event that the Mayor and Council of the City of Milford desire to collect and levy taxes on newly constructed property not taxed by virtue of the city's annual assessment, the city may enact an ordinance to do so.

Article VIII. Borrowing Of Money And Issuance Of Bonds (Previous Article XI)

8.01 - (Previous 11.01) The City of Milford may borrow money and to secure the payment of the same, is hereby authorized and empowered to issue bonds or other kinds or forms of certificate or certificates of indebtedness pledging the full faith and credit of the City of Milford; or such other security or securities as the City Council shall elect, for the payment of the principal thereof and the interest due thereon.

All bonds or other kinds or forms of certificate or certificates of indebtedness issued by the City of Milford in pursuance hereof shall be exempt from all State, County or municipal taxes.

8.02 - (Previous 11.02) This power or authority to borrow money may be exercised by the City of Milford to provide funds for, or to provide for the payment of, any of the following projects or purposes:

(a) Refunding any or all outstanding bonds or other indebtedness of the City at the maturity thereof or in accordance with any callable feature or provision contained therein;

(b) Meeting or defraying current annual operating expenses of the City in an amount equal to but not in excess of currently outstanding, due and unpaid taxes, water rents, license fees or other charges due the City and available, when paid, for meeting or defraying current annual operating expenses of the City;

(c) Erecting, extending, enlarging, maintaining and repairing any plant, building, machinery or equipment for the manufacture, supplying or distribution of gas, water, electricity, sewerage or drainage system, or any of them, and the condemning or purchasing of any lands, easements and rights-of-way which may be required therefore;

(d) Constructing, paving, laying out, widening, extending, repairing and maintaining streets, lanes, alleys and ways, and the paving, constructing, laying out, widening, extending, repairing and maintaining of curbing and gutters along the same and the condemning or purchasing or any lands, easements or rights-of-way which may be required therefore;

(e) Any other purpose consistent with the promotion of health, education or the general welfare of the City of Milford.

8.03 - (Previous 11.03) The power to borrow money and to secure the payment thereof by the issuance of bonds or other kinds or forms of certificate or certificates of indebtedness for any purpose above specified shall only exercise in the following manner:

The City Council shall adopt a resolution proposing unto the electors of the City that money be borrowed by the City for any of the above-named purposes. The resolution proposing the borrowing shall plainly set forth the following matters:

(a) The amount of money, or the amount of money not exceeding which, it is proposed shall be borrowed;

(b) The rate of interest, or the rate of interest not exceeding which, it is proposed shall be paid;

(c) The manner in which it is proposed to be secured;

(d) The manner in which it is proposed that it shall be paid or funded, or both;

(e) A short and clear description of the purpose or purposes for which the money or monies shall be used, and which description shall include the estimated cost of carrying out the purpose or purposes aforesaid; and

(f) A statement of the time and place for a public hearing upon the resolution, whereat the City Council shall vote upon the final authorization for the loan.

8.04 - (Previous 11.04) It shall then be the duty of the City Council to give notice of the time and place of such public hearing upon the resolution by publishing a copy of the resolution aforesaid in at least one issue of a newspaper published in the City of Milford at least one week before the time fixed for said hearing and by posting copies thereof in five public places throughout the said City at least one week before the time fixed for said hearing.

At the time and place mentioned in such notice, the City Council shall sit in public session and at such public session, or an adjourned session thereof, shall vote upon a resolution giving its final authorization for the loan. If such resolution shall be adopted by the City Council, then the City Council shall pass a second resolution ordering and directing that a Special Election be held in the City of Milford not less than thirty (30) days nor more than sixty (60) days (as may be determined by the Council) after the date of the hearing and passage of the resolution authorizing the loan by the Council.

The purpose of such Special Election shall be to vote for or against the proposed loan.

The City Council shall give notice of the time and place for holding the said Special Election to all the electorate of the City of Milford by posting notices thereof in five public places in said City at least two weeks prior to the day fixed for the holding of such Special Election, and by publishing a copy of such notice once each week during those two weeks immediately preceding that week during which the day fixed for the holding of such Special Election shall fall in a newspaper generally circulated in the City of Milford. Such notice of the Special Election shall likewise contain the same information with respect to the borrowing as required to be contained in the original resolution proposing the borrowing, excepting a statement of the time and place for a public hearing upon the resolution, whereat the City Council shall vote upon the final authorization for the loan.

The Special Election shall be conducted by an Election Board whose members shall be appointed or selected in the same manner and they shall have the same qualifications as hereinbefore provided in the case of annual elections of the City. At least five days prior to the date of the Special Election, the City Council shall cause to be prepared, printed and have available for distribution, a sufficient number of ballots: upon one-half of which ballot shall be printed the words "*For the Proposed Borrowing*" and upon the other half of said ballot shall be printed the words, "*Against the Proposed Borrowing*", and a box shall be provided after each and the voter instructed to place and "X" in the box provided after the choice he wishes to cast his vote. If voting machines are used, in which case, the voting machines shall be arranged in a manner consistent with the requirements for paper ballots.

At such Special Election every person who would be entitled to vote at an annual election if held on that day shall be entitled to one vote.

The Inspector of the Election shall deposit all ballots in the ballot box provided for that purpose in the presence of the person casting such ballot; he or she, the said Inspector, first writing upon the outside of said ballot the number of votes being cast thereby by the person casting such ballot, unless voting machines are used. Immediately upon the closing of the polls, the Special Election Board shall count the votes for and against the proposed borrowing and shall announce the result thereof, and shall make a certificate under their hands of the number of votes cast for and the number of votes cast against the proposed borrowing and shall deliver such Certificate, in duplicate, to the City Council. One copy of the Certificate the Council shall enter in the minutes of the next meeting of the City Council and the other copy thereof shall be filed with the papers of the City Council.

8.05 - (Previous 11.05) The form of the bonds or certificates of indebtedness and the thereunto attached coupons, if any, the time or times of payment, the time or times of payment of interest, the classes, the series, the maturity, the

registration, any callable or redeemable feature, the denomination and the name thereof and any other relative or pertinent matters pertaining thereto shall all be determined by the City Council after the special election.

The bond or bonds or certificates of indebtedness shall be offered at public or private sale as determined by the City Council. All bonds or certificates of indebtedness forming a single issue need not be offered for sale at a single sale but any given issue of bonds or certificates of indebtedness authorized as hereinbefore provided may be sold in whole or in part, from time to time and until the entire authorized issue be disposed of, as the City Council may deem most advisable.

The City Council shall provide in its budget and in fixing of the rate of tax, or otherwise, for the payment of principal or such bond or bonds or certificate or certificates of indebtedness at the maturity thereof together with the interest due or which may hereafter become due thereupon and, in a proper case, it *shall* also provide a sinking fund therefore.

Unless any such bond or bonds or certificate or certificates of indebtedness shall otherwise provide therein, the faith and credit of the City of Milford shall be deemed to be pledged for the due payment of any such bond or bonds or certificate or certificate of indebtedness and interest thereon according to its terms when and after the same have been duly and properly executed, delivered and due value received therefore.

8.06- Refinancing Of Municipal Bonds (Previous 11.06)

Notwithstanding the foregoing provisions of this Section, the City Council of the City of Milford may authorize by Resolution the refinancing of existing bonds or other obligations of the City, without the necessity of a Special Election; provided that the issue of the refinancing obligations results in a present value savings to the City. Present value savings shall be determined by using the effective interest rate on the refinancing obligations as the discount rate calculated based on the internal rate of return. The principle amount of the refinancing obligations may exceed the outstanding principle amount of the obligations to be refinanced.

8.07- Short Term Borrowing (Previous 11.07)

Notwithstanding the foregoing provisions of this Section, City Council may authorize, by resolution, short term borrowing by the City without the necessity of a Special Election. The City of Milford may borrow *in aggregate* money up to the amount of the annual tax billings. The borrowed money shall be for one of the following: operating deficits, emergencies declared by Council, and short term capital project ~~anticipative~~ funding. The money shall be paid back in no longer than five (5) years.

Article IX. Tax Increment Financing and Special Development Districts (Previous Article XIA)

9.01 - Tax Increment Financing and Special Development Districts (Previous 11A.01)

In addition to all other powers the City of Milford may have, and notwithstanding any limitation of law, the City of Milford shall have all powers and may undertake all actions for the purposes set forth in, and in accordance with Delaware Code, relating to the Municipal Tax Increment Financing Act and Delaware Code relating to Special Development Districts.

9.02 – Non Recourse (Previous 11A.02)

Bonds are non-recourse to the City of Milford and shall only be paid from Tax Increment Financing and Special Development District [hereinafter 'TIF' and 'SDD' respectively] assessments permitted by Delaware Code. Bonds are non-recourse to property owners who purchase subject to a TIF or SDD. Property owners who purchase subject to a TIF or SDD shall only be responsible for TIF or SDD obligations determined by the individual assessment of their property.

Article X. Severance (Previous Article XII)

If any provision of this Charter is held invalid, the other provisions of the Charter shall not be affected thereby. If the application of the Charter or any of its provisions to any person or circumstance is held invalid, the application of the Charter and its provision to other persons or circumstances shall not be affected thereby.

Article XI. Transitional Provisions (Previous Article XIII)

11.01- Officers And Employees (Previous 13.01)

(a) Rights And Privileges Preserved. Nothing in this Charter except as otherwise specifically provided shall affect or impair the rights or privileges of persons who are City officers or employees at the time of its adoption.

(b) Continuance Of Office Or Employment. Except as specifically provided by this Charter, if at the time this Charter takes full effect, a City administrative officer or employee holds any office or position which is or can be abolished by or under this Charter, he *or she* shall continue in such office or position until the taking effect of some specific provision under this Charter directing that he vacate the office or position.

11.02- Departments, Offices And Agencies (Previous 13.02)

(a) Transfer Of Powers. If a City department, office or agency is abolished by this Charter, the powers and duties given it by law shall be transferred to the City department, office or agency designated in this Charter or, if the Charter makes no provision, as designated by the City Council.

(b) Property And Records. All property, records and equipment of any department, office or agency existing when this Charter is adopted shall be transferred to the department, office or agency assuming its powers and duties, but, in the event that the powers or duties are to be discontinued or divided between units or in the event that any conflict arises regarding a transfer, such property, records, or equipment shall be transferred to one or more departments, offices or agencies designated by the Council in accordance with this Charter.

11.03- Pending Matters (Previous 13.03)

All rights, claims, actions, orders, contracts and legal or administrative proceedings shall continue except as modified pursuant to the provisions of this Charter and in each case shall be maintained, carried on or dealt with by the City department, office or agency appropriate under this Charter.

11.04- State And Municipal Laws (Previous 13.04)

In General, all City ordinances, resolutions, orders and regulations which are in force when this Charter becomes fully effective are repealed to the extent that they are inconsistent or interfere with the effective operation of this Charter or of ordinances or resolutions adopted pursuant thereto. To the extent that the Constitution and laws of the State of Delaware permit, all laws relating to or affecting this City or its agencies, officers or employees which are in force when this Charter becomes fully effective, are superseded to the extent that they are inconsistent or interfere with the effective operation of this Charter or of ordinances or resolutions adopted pursuant thereto.

11.05- Survival Of Powers And Validations Sections (Previous 13.05)

(a) All powers conferred upon or vested in the City of Milford by any Act or Law of the State of Delaware, not in conflict with the provisions of this Charter, are hereby expressly conferred upon and vested in the City of Milford as though herein fully set out.

(b) All ordinances adopted by the City Council of the City of Milford, or which are in force for the government of the City of Milford at the time of the approval of this Charter, are continued in force and effect as ordinances of the City of Milford until repealed, altered or amended under the provisions of this Charter, and the acts of the Council of the City of Milford and of the officials thereof as lawfully done or performed under the provisions of the Charter of the City of Milford or ordinance thereof, or of any law of this State, prior to the approval of this Act, are hereby ratified and confirmed.

(c) All taxes, fines, penalties, forfeitures, assessments or debts due the City of Milford and all debts due from the City of Milford, at the effective date of this Charter shall, respectively, be deemed due to or from the City of

Milford and said obligations shall severally remain unimpaired until paid, and the power, right, and authority to collect taxes imposed under the provisions of this Charter, and the processes which may be employed for that purpose, shall be deemed to apply and extend to all unpaid taxes, assessments or charges imposed under the provisions of this Charter, and the processes which may be employed for that purpose, shall be deemed to apply and extend to all unpaid taxes, assessments or charges imposed under the Charter of the City of Milford immediately preceding the adoption of this Charter.

(d) The bonds heretofore given by or on account of any official of the City of Milford shall not be affected or impaired by the provision of this Act but shall continue in full force for the benefit of the City of Milford.

Article XII. Repealer (Previous Article XIII - Subparagraph)

This Act shall operate to amend, revise and consolidate Chapter 726, Volume 57 Laws of Delaware entitled “An Act Changing the Name of ‘The Town of Milford’ to ‘The City of Milford’ and establishing a Charter therefore, as amended in its entirety and by establishing a new Charter for the City of Milford to read as follows: The Act shall be deemed to be a public Act and the parts hereof shall be severable and, in the event any part or section hereof shall be held unconstitutional, such holding shall not in any way invalidate the remaining provisions of this Act.”

The Charter shall become effective upon signature of the Governor.

Synopsis

The Charter replaces the City of Milford Charter in its entirety. A Charter Committee, the Mayor and City Council with participation from the public worked for over a year to reorganize and revise their charter. This bill is a result of that effort and the following summarizes those changes from the previous charter.

A table of Contents delineating the Articles has been included at the outset.

The Charter has been reorganized by changing the order of the Articles and moving various sections to more appropriate Articles. The organization is attempted to be more logical. As the articles appear the territory and annexation procedures appear, then the election process, then the powers of the city, then the form of government, then the administration, followed by financial articles involving taxing and borrowing. The existing Charter had two articles for the power of the city and had the structure article between them. The existing charter had a separate article for the City Manager and other administrative appointments. Those appointed offices have been combined in one article. The election article has been moved from Article IX to Article II.

The most significant substantive changes are as follows:

(To be added upon completion of final draft.)

DELAWARE STATE SENATE

145th GENERAL ASSEMBLY

Senate Bill #

AN ACT TO RE-INCORPORATE THE CHARTER OF THE CITY OF MILFORD BY AMENDING AND SUBSTITUTING CHAPTER 726, VOLUME 57 LAWS OF DELAWARE ENTITLED “AN ACT CHANGING THE NAME OF THE TOWN OF MILFORD TO “THE CITY OF MILFORD” AND ESTABLISHING A CHARTER THEREFORE” AS AMENDED RELATING TO GOVERNMENT, ADMINISTRATION, VOTING, AND ELECTIONS.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF DELAWARE (Two-thirds of all members elected to each house thereof concurring therein):

Section 1. Amend Chapter 726, Volume 57 Laws of Delaware entitled “An Act Changing the Name of ‘The Town of Milford’ to ‘The City of Milford’ and establishing a Charter Therefore’ as amended in its entirety and by establishing a new Charter for the City of Milford to read as follows:

“MILFORD CHARTER

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Article I. Incorporation, Territory and Annexation

1.01 - Incorporation

The inhabitants of the City of Milford (“the City”) within the corporate limits hereinafter defined in this Charter or as hereafter extended as hereinafter provided, shall be and constitute a body politic and corporate, and shall be known and identified as the City of Milford.

1.02 - Territorial Limits

The boundaries of the City of Milford are hereby established and declared as recorded on the official map of record in the Recorder of Deeds Office for Kent County (Book Page) and for Sussex County (Book Page) in the State of Delaware (official recorded copies to be kept by the City Clerk) as presently exists and as hereinafter amended:

In addition to the aforesaid, the Territorial Limits of the City of Milford shall also include all lands annexed by the City of Milford pursuant to Section 1.04 of this Charter. The Council may, at any time hereafter, cause a survey and plot to be made of the City, and the survey and plot, when made and approved by the Council, shall be recorded in the offices of the Recorders of Deeds in and for both Kent and Sussex Counties, State of Delaware, and the same, or the record thereof, or a duly certified copy of said record shall be evidence in all courts of law and equity in this State.

1.03 - Wards

The City of Milford shall be divided into four wards and a map entitled “Official Ward Map, Milford, Delaware” will delineate the ward boundaries with legal descriptions of each ward attached and kept on file in the Office of the City Clerk. The official ward map shall be identified by the signature of the Mayor, be attested by the City Clerk and bear the seal of the City. The map, legal descriptions and any future changes shall be recorded in both Kent and Sussex County within a reasonable time after the effective date of the amendment approved by City Council. City Council shall adopt the official map and any future amendments by ordinance.

- (a) The First Ward shall consist of all the territory within the City limits as follows: Beginning at a point in the center of the intersection of Deep Branch and Business Route 1; thence along the centerline of Business Route I in a northerly direction to the point of intersection of Southeast Second Street; thence westerly by the centerline of Southwest Second Street to the point of its intersection with McColley Street; thence by the centerline of McColley Street in a northerly direction to the point of its intersection with Southeast Front Street; thence by the centerline of Southeast Front Street, in a westerly direction to its point of intersection with South Walnut Street; thence by the centerline of South Walnut Street in a southerly direction to the corporate limits of the City; thence along the corporate limits in a northeasterly direction to the intersection of the corporate limit with Deep Branch; thence along the center of the meanderings of Deep Branch in a northeasterly direction through the run of Marshall Mill Pond to its intersection with Business Route 1.
- (b) The Second Ward shall consist of all territory within the City limits as follows: Beginning at a point in the intersection of North Walnut Street and Northwest Front Street; thence along the centerline of Northwest Front Street in a westerly direction to the point of its intersection with U.S. Route 113; thence along the centerline of U.S. Route 113 in a southerly direction to the point of its intersection with North Shore Drive; thence westerly by the centerline of North Shore Drive to its point of intersection with the western limits of the City (a distance of Five Hundred Feet west of the western boundary of U.S. Route 113); thence southerly (in a line parallel to and Five Hundred Feet from the westerly boundary of U.S. Route 113) along the westerly boundary of the City to the shore of Haven Lake; thence westerly following along the shoreline of said Lake to the north side of Evergreen Lane; (thence along the north side of Evergreen Lane to the intersection of Evergreen Lane and a line parallel with and Five Hundred Feet west of the western boundary of U. S. Route 113); thence continuing in a southerly direction along the western boundary line of the City to the southern or southeasterly line of what is known as the William T. Simpson property; thence in a

northeasterly direction along the corporate limits of the City in a direct line to the intersection of the corporate limit and the centerline of South Walnut Street; thence north by the centerline of South Walnut Street to the intersection of Northwest Front Street.

(c) The Third Ward shall consist of all territory within the City limits as follows: Beginning at a point in the center of the intersection of Deep Branch and Business Route 1; thence along the centerline of Business Route 1 in a northerly direction to the point of intersection of Southeast Second Street; thence westerly by the centerline of Southeast Second Street to the point of its intersection with McColley Street; thence by the centerline of McColley Street in a northerly direction to the point of its intersection with Southeast Front Street; thence by centerline of Southeast Front Street in a westerly direction to its point of intersection with South Walnut Street; thence by the centerline of Walnut Street in a northerly direction to the point where it intersects the centerline of U.S. Route 113; thence along the eastern boundary of the corporate limits of the City to Bowen Landing on the Bowen (Dorsey) Farm; thence along the course of the Mispillion River to the point where Deep Branch empties into said River, thence southerly by the course of waters in Deep Branch to the center of the intersection of Deep Branch and Business Route 1.

(d) The Fourth Ward shall consist of all territory within the City limits as follows: Beginning at a point in the intersection of North Walnut Street and Northwest Front Street; thence along the centerline of Northwest Front Street in a westerly direction to the point of its intersection with U.S. Route 113; thence along the centerline of U.S. Route 113 in a southerly direction to the point of its intersection with North Shore Drive; thence westerly by the centerline of North Shore Drive to its point of intersection with the western limits of the City (a distance of Five Hundred Feet west of the western boundary of U.S. Route 113); thence in a northeastern direction along the western boundary limit of the City to a point where said line would intersect the

northerly boundary of the Third Ward, if extended, and as described herein; thence southeasterly along the aforesaid line of the Third Ward, if extended, to the point of intersection of the centerlines of North Walnut Street and U.S. Route 113; thence by the centerline of Walnut Street to its intersection with Northwest Front Street.

- (e) The City Council may provide for a fifth Ward and re-arrange the boundaries of the four Wards provided for herein, in the event of annexation or re-apportionment as hereinafter set forth.

1.04 - Annexation

The City may from time to time extend its boundaries through the process of annexation in accordance with Delaware Code and the following procedures shall apply:

(a) All the property owners of the territory contiguous to the then existing corporate limits and territory of the City of Milford, by written Petition with the signature of each such Petitioner duly witnessed, may request the City Council to annex that certain territory in which they own property.

(1) The petition presented to the City Council shall include the tax parcel number(s), a description of the territory requested to be annexed in electronic format, a sealed survey (dated within one year of the application), present and requested zoning, a statement of compliance with the Comprehensive Plan and the reasons for the requested annexation.

(2) If the Planning Director deems the application complete, the Mayor of the City of Milford shall appoint a Committee composed of not less than three (3) of the elected members of the City Council and one member of the City Planning Commission to investigate the possibility of annexation. Not later than ninety (90) days following its appointment by the Mayor, as aforesaid, the Committee shall submit a written report containing its findings and conclusions to the Mayor and City Council of Milford. The report so submitted shall include the advantages and disadvantages of the proposed annexation, both to the City of Milford and to the territory

proposed to be annexed, and shall contain the recommendation of the Committee whether or not to proceed with the proposed annexation and the reasons therefore.

(3) A Plan of Services for the property must be completed in accordance with Delaware Code. This Plan of Services must be completed for review and acceptance prior to final legislative action on the annexation.

(4) The annexation/rezoning application shall also be referred to the Planning Commission for a Public Hearing and review and recommendation to City Council. Within sixty (60) days of the final recommendation by the Planning Commission, City Council shall hold a public hearing to consider the annexation and zoning application.

(5) Following the public hearing and subject to the acceptance of the Plan of Services, City Council may then pass a resolution annexing such territory to the City of Milford. Such resolution shall be passed by the affirmative vote of two-thirds (2/3) of all the elected members of the City Council. If the resolution fails to receive the affirmative vote of two-thirds (2/3) of the elected members of the City Council, the territory proposed to be annexed shall not again be considered for annexation for a period of six (6) months from the date that the resolution failed to receive the required affirmative vote.

(6) Prior to the resolution being considered, an ordinance that is conditioned on the approval of the annexation application must be adopted to establish a zoning district for the property to be annexed.

(7) If the resolution receives a favorable vote for annexation, the City Council shall cause a description and a plot of the territory so annexed to be recorded in the Office of the Recorder of Deeds in and for Kent or Sussex County, but in no event shall said recordation be completed more than ninety (90) days following the date of the favorable vote for annexation by the City Council. The territory considered for annexation shall be considered to be a part of the City of Milford from the time of recordation. The failure to record the description of the plot within a specified time shall not make the annexation invalid, but such annexation shall be deemed to be

effective at the expiration of the ninety (90) day period from the date of the favorable vote of the City Council.

(b) If five (5) or more property owners, but less than all of the property owners of a territory contiguous to the then limits and territory of the City of Milford, by written Petition with the signature of each such Petitioner duly witnessed, shall request the City Council to annex that certain territory in which they own property.

(1) The petition presented to the City Council shall include the tax parcel number(s), a description of the territory requested to be annexed in electronic format, a sealed survey (dated within one year of the application), present and requested zoning, a statement of compliance with the Comprehensive Plan and the reasons for the requested annexation.

(2) If the Planning Director deems the application complete, the Mayor of the City of Milford shall appoint a Committee composed of not less than three (3) of the elected members of the City Council and one member of the City Planning Commission to investigate the possibility of annexation. Not later than ninety (90) days following its appointment by the Mayor, the Committee shall submit a written report containing its findings and conclusions to the Mayor and the City Council of Milford. The report so submitted shall include the advantages and disadvantages of the proposed annexation, both to the City of Milford and to the territory proposed to be annexed, and shall contain the recommendation of the committee whether or not to proceed with the proposed annexation and the reasons therefore.

(3) A Plan of Services for the property must be completed in accordance with Delaware Code. This Plan of Services must be completed for review and acceptance prior to final legislative action on the annexation.

(4) The annexation/rezoning application shall also be referred to the Planning Commission for a Public Hearing and review and recommendation to City Council.

(5) Within sixty (60) days of the recommendation by the Planning Commission, a resolution shall then be considered by City Council proposing to the property owners and

residents of both the City of Milford and the territory proposed to be annexed that the City proposes to annex certain territory to its then limits and territory. Said resolution shall be passed by the affirmative vote of two-thirds (2/3) of the elected members of the City Council.

The resolution shall contain a description of the territory proposed to be annexed, requested zoning and shall fix a time and place for a public hearing on the subject of the proposed annexation and zoning. The resolution shall be printed in a newspaper having a general circulation in the City of Milford at least one (1) week prior to the date set for the public hearing, or, at the discretion of the City Council, the said resolution shall be posted in four (4) public places both in the City of Milford and in the territory proposed to be annexed.

(6) The resolution proposing to the property owners and residents of both the City and the territory proposed to be annexed shall be passed by the affirmative vote of two-thirds (2/3) of the elected members of the City Council. If the resolution shall fail to receive the affirmative vote of two-thirds (2/3) of the elected members of the City Council, the territory proposed to be annexed shall not again be considered for annexation for a period of six (6) months from the date that the resolution failed to receive the required affirmative vote.

(7) Within sixty (60) days following the public hearing, and upon the acceptance of the Plan of Services by the State of Delaware, the City Council may pass a resolution annexing such territory to the City of Milford, subject to the approval of the property owners in the territory to be annexed. Said approval or disapproval shall be signified at a Special Election as set forth hereinafter. The resolution of the City Council to annex the territory must be passed by the affirmative vote of two-thirds (2/3) of all the elected members of the City Council.

(8) In the event that the resolution does not receive an affirmative vote by two-thirds (2/3) of all the elected members of the City Council, no Special Election shall be held and the territory previously proposed to be annexed shall not again be considered for annexation for a period of six (6) months from the date the resolution failed to receive the required affirmative vote.

(9) Following the affirmative vote but in no event later than thirty (30) days after said resolution has been approved, the City Council shall order a Special Election to be held not less than thirty (30) nor more than sixty (60) days after said affirmative resolution has been passed on the proposed resolution.

(10) The notice of the time and place of the said Special Election shall be printed within thirty (30) days immediately preceding the date of this Special Election in at least two (2) issues of a newspaper having a general circulation in the City of Milford, or, at the discretion of the City Council, the said notice may be posted in four (4) public places, both in the City of Milford and in the territory proposed to be annexed at least fifteen (15) days prior to the date set forth for the said Special Election.

(11) At the Special Election, every property owner, whether an individual, partnership or a corporation in the territory proposed to be annexed shall have one (1) vote. Property held by a partnership or by a corporation shall vote only by a power of attorney duly executed. In the event that an individual holds a Power of Attorney, duly executed and acknowledged, specifically authorizing the said individual to vote for the owner of a property held by a partnership or by a corporation at the said Special Election, a duly authenticated Power of Attorney shall be filed in the Office of the City Manager of the City of Milford. Said Power of Attorney so filed shall constitute conclusive evidence of the right of said person to vote in the Special Election for such partnership or for such corporation. Property owners in the area proposed to be annexed shall have only one vote regardless of the number of parcels owned.

(12) The City Council of the City of Milford may cause either voting machines or paper ballots to be used in the Special Election, the form of the ballot to be printed as follows:

For the proposed annexation

Against the proposed annexation

(13) The Mayor of the City of Milford shall appoint three (3) persons to act as a Board of Special Election. One (1) of the said persons so appointed shall be designated as the Presiding

Officer. Voting shall be conducted in a public place as designated by the resolution calling the Special Election. The polling place shall be open from twelve noon, prevailing time, until eight o'clock in the evening, prevailing time, on the date set for the Special Election. All persons in the polling place at the time of the closing of the polls shall be permitted to vote, even though such votes are not cast until after the time for the closing of the polls.

(14) Immediately upon the closing of the polling place, the Board of Special Election shall count the ballots for and against the proposed annexation and shall announce the result thereof. The Board of Special Election shall make a Certificate under their hands of the votes cast for and against the proposed annexation and the number of void votes and shall deliver the same to the City Council. Said Certificate shall be filed with the papers of the City Council. In order for the territory proposed to be annexed to be considered annexed, a majority of the votes cast from the territory proposed to be annexed must have been cast in favor of the proposed annexation.

(15) In the event that the Special Election results in an unfavorable vote for annexation, no part of the territory considered at the Special Election for annexation shall again be considered for annexation for a period of at least one hundred eighty (180) days from the date of the said Special Election.

(16) If a favorable vote for annexation shall have been cast, the City Council of the City of Milford shall cause a description and a plot of the territory so annexed to be recorded in the Office of the Recorder of Deeds, in and for Kent or Sussex County, but in no event shall said recordation be completed more than ninety (90) days following the date of the said Special Election. The territory considered for annexation shall be considered to be part of the City of Milford from the time of recordation. The failure to record the description or the plat within the specified time shall not make the annexation invalid, but such annexation shall be deemed to be effective at the expiration of the ninety (90) day period from the date of the favorable Special Election.

(c) Annexation Agreement.

Notwithstanding any provision herein to the contrary, where, pursuant to §1.04(a) or (b) of this Charter, annexation proceedings are initiated by a property owner(s) holding record title to real property in territory contiguous to the then existing corporate limits of the City, such petition may be made contingent upon an annexation agreement with the City which agreement may address any matters which would be relevant to the subject lands, if annexed. By way of example and not in limitation, such agreement may address zoning, subdivision approval, tax relief, public utilities and public improvements. In the event the City Council approves such an agreement and votes to accept a petition under this §1.04 of this Charter, such Annexation Agreement shall be deemed a material part of the annexation and shall be included in all subsequent steps of the annexation procedure.

The resolutions and notices adopted by the City Council shall recite that the proposed annexation includes and is subject to an annexation agreement. The resolution and ballots, if an election is required, annexing the territory shall recite that the annexation is subject to an annexation agreement and shall incorporate the terms of such agreement by specific reference. An annexation agreement may be modified or amended by mutual agreement of the petitioner and the City Council at any time prior to the resolution adopted by City Council annexing the land into the City of Milford, or prior to the resolution ordering the special election pursuant to §1.04 of this Charter. In any event, the Annexation Agreement shall run with the land and be recorded with the annexation resolution.

(d) Property shall be designated to a contiguous ward(s) when annexed into the City pursuant to Article I.

Article II. Nominations and Elections.

2.01- City Elections

(a) The annual municipal election shall be held on the fourth Saturday in the month of April between the hours of 12 noon and 8:00 p.m. at such places as shall be determined by the Council and in accordance with State law.

(b) The election shall be held under the supervision of an Election Board, consisting of no less than three nor more than five electors of the City to be appointed by the Council. The Election Board shall be Judges of the election and shall decide upon the legality of the votes offered.

(c) A clerk from each respective Ward will be assigned to verify the identity and residence of each prospective voter within their election district that intends to vote on the day of the municipal election. The clerk shall obtain this information from the alphabetical list of registered voters provided for this purpose. Those persons not properly registered shall not be permitted to vote at that particular election and become eligible only after being qualified before the next registration deadline. City Council shall appoint an election clerk(s) for each Ward in which there is a contest.

(d) Every person who resides within the City of Milford boundaries for at least thirty (30) days prior to the registration deadline or natural persons owning property within the City of Milford at least thirty (30) days prior to the registration deadline, and who are over the age of eighteen (18) years, shall be entitled to one vote at said annual municipal election or special election; provided, however, that the Council may, by ordinance, establish a reasonable procedure for the registration of voters and, in such event, compliance therewith may be a prerequisite to voting at the annual election. A Corporation, Partnership, Limited Partnership or other legally created entity is prohibited from registering and voting as a non-resident property owner unless property within the City is titled in an individual name.

(e) It is the responsibility of those registered voters who own property in more than one Ward to declare at least sixty (60) days prior to the election which Ward they will vote in on the day of the election. In the event that a person owns property(s) in the City in addition to their place of residency, he or she may vote once only where he or she resides.

(f) Upon the close of an annual municipal election or special election, the votes shall be counted and read publicly. The person having the highest number of votes, for each office, shall be declared duly elected in accordance with State law, and shall continue in office during the terms for which they are chosen, or until their successors are duly elected and qualified.

(g) The Election Board shall enter in a book to be provided for that purpose, a minute of the election containing the names of the persons chosen, shall subscribe the same, and shall give to the persons elected certificates of Election, which book, containing such minutes, shall be preserved by the Council and shall be evidence in any Court of law or equity. All ballots cast, in the event paper ballots are used, and all tabulations of votes from voting machines, if used at said election, and all other records of election shall be preserved in the Custody of the City Clerk for a period of time as required by State law.

(h) Any vacancy in the Election Board shall be filled by the electors present at the time of the annual election, by naming from the electors present, such person or persons as shall be necessary to fill such vacancy.

(i) In the event of a tie vote for any office, a Special Election for said office(s) only shall be held within thirty (30) days and the registration books shall remain closed until the outcome of the Special Election is determined.

(j) Not less than sixty (60) days prior to the Annual Election, all candidates for the office of City Councilperson shall file with the City Manager a nominating petition, stating the name of the candidate, the office for which he or she is nominated, and shall be signed by not less than ten (10) registered voters in the Ward in the City of Milford in which the candidate resides. Nominations for the Office of Mayor shall be filed with the City Manager not less than sixty (60) days prior to the Annual Election and shall contain the name of the candidate, the office for which he or she is nominated and shall be signed by not less than ten (10) registered voters in the City of Milford.

2.02 - Emergency election postponement; declaration.

After consultation with the City of Milford Board of Elections, the City Clerk of the City of Milford may issue a declaration postponing the date of an election as the result of civil disorder, a natural disaster, a state of emergency or any other catastrophic event. Once the declaration is issued, the affected election is postponed. The City Clerk shall promptly set a date on which the postponed election will be held. The date of the postponed election shall not be later than fourteen calendar days after the original date of the election.

2.03- Absentee Ballot Procedures

Absentee voting in the City of Milford is in accordance with State law.

2.04 - Voting Machines for Local Office and Mayor and Council Ballots

(a) Voting machines for Mayor and City Council Elections. The City of Milford shall conduct all elections for local office using voting machines that the Department of Election of the State of Delaware provides.

(b) Names on Ballots. The Department of Elections shall prepare the voting machines for the election of members of a Municipal Government by listing the names of all certified candidates submitted by the municipality in alphabetical order by last name without political party or other designation.

2.05 - Ballots for Ordinances and Charter Amendments

An ordinance or Charter amendment to be voted on by the City shall be presented for voting by ballot title. The ballot title of a measure may differ from its legal title and shall be a clear, concise statement describing the substance of the measure without argument or prejudice. Below the ballot title shall appear the following question: "Shall the above described (ordinance) (amendment) be adopted?" Immediately below such questions shall appear, in the following order, the words "yes" and "no" and to the left of each a square in which by making a cross (X) the voter may cast his vote.

2.06 - Voting Machines for Referenda and Annexation Elections

The Council may provide for the use of mechanical or other devices for voting or counting the votes not inconsistent with law.

2.07- Council Districts; Adjustment of Districts

(a) Number of Districts. There shall initially be four City Council districts to be known as Wards.

(b) Districting Commission. The City Council shall comprise the districting commission.

(c) Report; Specifications. By the first day of January of the second year following the decennial census, the districting commission shall file with the City Clerk a report containing a recommended plan for adjustment of the Council district boundaries to comply with these specifications:

(1) Each district shall be formed of compact, contiguous territory, as nearly rectangular as possible, and its boundary lines shall follow the center lines of streets or other natural boundaries or survey lines as required.

(2) Each district shall contain as nearly as possible the same number of qualified voters and Districts shall not differ in population by more than ten (10) percent of the population in the smallest district created. The report shall include a map and description of the districts recommended and shall be drafted as a proposed ordinance. Once filed with the Clerk, the report shall be treated as an ordinance introduced by a Council member.

(d) Procedure. The procedure for the Council's consideration of the report shall be the same as for other ordinances, provided that the summary, including both the map and descriptions of the recommended districts, must be published in two newspapers of general circulation in the City of Milford, no less than one month prior to its adoption.

(e) The Commission may, but is not required to, establish five Wards instead of four, with two Councilpersons to be elected from each Ward.

(f) Enact Ordinance. The Council shall adopt the ordinance at least six months before the next regular City election.

(g) Effect of Enactment. The new Council districts and boundaries, as of the date of enactment, shall supersede previous Council districts and boundaries for all the purposes of the next regular City election, including nominations. The new districts and boundaries shall supersede previous districts and boundaries for all other purposes as of the date on which all Councilpersons elected at the regular City election take office.

ARTICLE III. Powers of the City – Council and Mayor

3.01- Enumerated Powers

The City of Milford shall have all powers possible for a city to have under the constitution and laws of this State as fully and completely as though they are specifically enumerated in this Charter. Without limiting the scope of the foregoing provision, the City is specifically empowered as follows:

(a) The City shall have the power to acquire lands, tenements, real property or interests therein by condemnation for the purpose of providing sites for public buildings, parks, sewers, sewage disposal or electric plants or the erection or construction of lines or conduits for the transmission of electricity, water, gas or sewerage, or for any other municipal purpose, whether within or without the limits of the City, and the procedure therefore shall be as contained in the Revised Code of Delaware 1953, as amended. The City of Milford may transmit electric, gas and/or water from the plant or plants owned and operated by said City to places or properties beyond the limits of said City and upon such terms, charges and conditions that the Council may determine and approve.

(b) The Council is vested with authority on behalf of the City to enter into contracts for the rendering of personal service to the City and/or the purchase of supplies and doing of work for any municipal purpose for the City provided. Notwithstanding anything herein to the contrary, public competitive bidding shall not be required under any of the following circumstances:

(1) A contract for any service to be rendered by the State of Delaware or any political subdivision thereof

(2) A contract for professional services

(3) A contract which is less than Thirty Thousand Dollars (\$30,000). Such a contract shall not be for a portion of a project or proposal that would otherwise require bidding. The aggregate amount shall not exceed Thirty Thousand Dollars (\$30,000).

(c) The contract shall be awarded to the lowest responsible bidder, but Council may reject any and/or all bids for any cause by it deemed advantageous to the City.

(d) All formal contracts shall be signed by the Mayor with the Seal of the City attached and attested by the City Clerk.

(e) The Council shall have the power and authority to anticipate revenue by borrowing upon the faith and credit of the City of Milford in accordance with the provision of Article VIII of this Charter.

(f) The Council shall have the authority to establish and maintain a pension system for employees of the City of Milford, to be paid to such employees, or dependents, in such amounts, at such times, and

in accordance with such rules and regulations as the City Council shall from time to time resolve or decree.

(g) Notwithstanding any of the provisions of Section 3.01 and without complying with the competitive bidding procedures described herein, the City of Milford may enter into any contract necessary or desired in connection with a TIF District or a special development district created or designated by the City of Milford pursuant to Article IX of this Charter except a contract in which the City of Milford is directly contracting for the procurement of the labor or material for public improvements for the benefit of such district, provided that the foregoing exception shall not apply to development or similar type contracts between the City of Milford and an owner of real property in such district when the contract is generally for the transfer by the owner to the City of Milford of the work performed and the cost of labor or material provided by such owner for the benefit of such district.

3.02- Construction

The powers of the City under this Charter shall be construed liberally in favor of the City, and the specific mention of particular powers of the Charter shall not be construed as limiting in any way the general power stated in this article.

3.03- Intergovernmental Relations

The City may exercise any of its powers or perform any of its functions and may participate in the financing thereof, jointly or in cooperation, by contract or otherwise, with anyone or more states or civil divisions or agencies thereof or the United States of America or any agency thereof.

3.04- Notice of Action

No action, suit or proceeding shall be brought or maintained against the City of Milford, the Mayor or the City Council of the City of Milford for damages on account of physical injuries, death or injury to property by reason of the negligence of the City of Milford or any of its departments, offices, agents or employees thereof, unless the person by or on behalf of whom such claim or demand is asserted shall, within one (1) year of the occurrence of such injury, notify the City Manager in writing of the time, place, cause and character of the injuries sustained.

3.05- Investigations

The Council may make investigations into the affairs of the City and the conduct of any City Department, office or agency and for this purpose may subpoena witnesses, administer oaths, take testimony and require the production of evidence. Any person who fails or refuses to obey a lawful order issued in the exercise of these powers by the Council shall be guilty of a misdemeanor, punishable by a fine of not more than \$500.00, or by imprisonment for not more than ten (10) days, or both.

3.06 - Independent Audit

The Council shall provide for an independent annual audit of all City accounts and may provide for such more frequent audits as it deems necessary. Such audits shall be made by a certified public accountant or firm of such accountants who have no personal interest, direct or indirect, in the fiscal affairs of the City government or any of its officers. The Council shall, without requiring competitive bids, designate such accountant or firm annually or for a period not exceeding three years, provided that the designation for any particular fiscal year shall be made no later than 30 days after the beginning of such fiscal year. If the State makes such an audit, the Council may accept it as satisfying the requirements of this Section. Council must review and accept each annual audit.

3.07 – Mayor - General Powers

The Mayor shall be the executive of the City and shall preside at meetings of the Council, but shall have no vote except in case of a tie. The Mayor shall execute on behalf of the City all agreements, contracts, bonds, deeds, leases and other documents authorized by Council necessary to be executed. The Mayor or his/her designee shall countersign all orders, checks and warrants authorized by Council; and shall have all and every power conferred and perform the duties imposed upon him by this Charter and the ordinances of the City. The Mayor may appoint such committees as he deems necessary for the proper administration of City Council.

3.08 - Vice Mayor

At the annual organizational meeting, the Council shall also elect by a majority vote of the entire Council a Vice-Mayor who shall act as Mayor during temporary absence or inability of the Mayor, and while so acting, shall be vested all the powers and authority of the Mayor.

3.09 - General Powers and Duties

All powers of the City shall be vested in the Council, except as otherwise provided by law or this Charter and the Council shall provide for the exercise thereof and for the performance of all duties and obligations imposed on the City by law.

Article IV. Council Government – Composition, Qualifications, Vacancies and Procedure

4.01- Composition of Government

The government of the city and the exercise of all powers conferred by this charter except as otherwise provided herein, shall be vested in an elective body called the Council, consisting of a Mayor and eight (8) Councilpersons. Whenever the word “Mayor” is used, it shall refer solely to the Mayor. Whenever the word “Council” is used it shall refer to the eight (8) Councilpersons. The government of the City of Milford and the exercise of all powers conferred by this Charter, except as otherwise provided herein shall be vested in a Mayor and a City Council. The City Council shall consist of not more than ten (10) members. Two of the members of the City Council shall reside in that portion of the City known and described as the First Ward, two in that portion known as the Second Ward, two in that portion known as the Third Ward and two in that portion known as the Fourth Ward. In the event a Fifth Ward is created, two members of Council shall reside in that portion of the City known and described as the Fifth Ward. The Mayor and Councilpersons shall each serve for a term of two years.

4.02 Annual Organizational Meeting.

At seven o'clock (7:00) p.m. on the second Monday following the annual election, the Mayor and Council shall meet at the Council Chamber and shall assume the duties of their offices after being first duly sworn or affirmed to perform their duties with fidelity and in accordance with the Charter of the City.

4.03 - Compensation and Expenses

The Council may determine the annual salary of Councilpersons and the Mayor by ordinance, but no ordinance increasing such salary shall become effective until the date of commencement of the terms of Councilpersons elected at the next regular election, provided that such election follows the adoption of such ordinance by at least six months. Councilpersons and the Mayor shall receive their actual and necessary expenses incurred in the performance of their duties of office.

4.04- Prohibitions

(a) Except where authorized by law, no Mayor or Councilperson shall hold any other City office or employment during the term for which he or she was elected to the Office of Mayor or Council, and no former Mayor or Councilperson shall hold any compensated appointive City office or employment until two (2) years or more after the expiration of the term of office for which he or she was elected.

(b) Appointments and removals. Neither the Mayor, Council nor any of its members shall in any manner dictate the appointment or removal of any City administrative officers or employees whom the Manager or any of his subordinates are empowered to appoint, but the Mayor or Council may express its views and fully and freely discuss with the Manager anything pertaining to appointment and removal of such officers and employees.

(c) Interference with Administration. Except for the purposes of inquiries and investigations under Section 4.08, the Mayor or Council or its members shall deal with City officers and employees who are subject to the direction and supervision of the Manager solely through the Manager, and neither the Mayor or Council nor its members shall give orders to any such officer or employee, either publicly or privately.

4.05 - Vacancies, Forfeiture of Office; Filling of Vacancies

(a) Vacancies.

(1) The Office of the Mayor shall become vacant upon death, resignation or removal from office in any manner authorized by law, or ceases to be a lawfully registered voter of the City and a resident of the City.

(2) The Office of a Councilperson shall become vacant upon death resignation or removal from office in any manner authorized by law, or ceases to be a lawfully registered voter of the City and a resident of the Ward in which he/she resided at the time of the election.

(b) Forfeiture of Office. A Councilperson shall forfeit his or her office if he or she (1) lacks at any time during his or her term of office any qualification for the office prescribed by this Charter or by law, (2) violates any express prohibition of this Charter, or (3) is convicted of a crime involving moral turpitude.

(c) Filling of Vacancies. If a vacancy occurs in the Council and the remainder of the unexpired term is less than three (3) months, the vacancy shall be filled in the next general election. If a vacancy occurs in the Council and the remainder of the unexpired term is less than six (6) months but more than three (3) months, the Council may within 45 days of the vacancy occurring, by a majority vote of all of its remaining members, appoint a qualified person to fill the vacancy until the person elected at the next regular election takes office. If at the time a vacancy occurs the remainder of the unexpired term is six (6) months or greater than six (6) months, the election authorities shall call a special election to fill the vacancy for the remainder of the unexpired term. The special election shall be held not sooner than twenty (20) days nor later than thirty (30) days following the occurrence of the vacancy and shall be otherwise governed by the provisions of Article VII. Notwithstanding the requirement that a quorum of the Council consists of five members, if at any time the membership of the Council is reduced to less than five, the remaining members may, by majority action, appoint additional members to raise the membership to five.

4.06 - Qualification for Mayor and City Council

(a) No person shall be eligible for election as Mayor unless he or she is a citizen of the United States of America, a bona fide resident of the City of Milford and has continuously resided therein for a period of one year preceding the day of the election, is over the age of eighteen (18) years prior to the day of the election, has not been convicted of a felony and is nominated therefore, as hereinafter provided.

(b) No person shall be eligible for election as a City Council member unless he or she is a citizen of the United States of America, a bona fide resident of the Ward in the City of Milford where they are

seeking election and has continuously resided therein for a period of one year preceding the day of the election, is over the age of eighteen (18) years prior to the day of the election, has not been convicted of a felony and is nominated therefore, as hereinafter provided.

(c) The Mayor shall be eligible to serve in such elected office unless he or she does not continue to be a resident of the City during his or her respective term(s) of office nor shall any member of Council be eligible to serve in such elected office unless they continue to be a resident of their Ward during their respective terms of office.

(d) If a Council member files and runs for Mayor, and is elected before his or her Council term has expired, the elected Mayor's Council seat shall be considered vacant when the elected Mayor is sworn in on the second Monday following the date of the election.

4.07- Judge of Qualifications

The Council shall be the judge of the election and qualifications of its members and of the grounds for forfeiture of their office and for that purpose shall have power to subpoena witnesses, administer oaths and require the production of evidence. A member charged with conduct constituting grounds for forfeiture of office shall be entitled to a public hearing on demand, and notice of such hearing shall be published in one or more newspapers of general circulation in the City at least one week in advance of the hearing. Decisions made by the Council under this Section shall be subject to review by the Superior Court.

4.08 - Procedure

(a) Meetings. The Council shall meet regularly at least once in every month at such times and places as the Council may prescribe by rule. Special meetings may be held in compliance with State law and may be on the call of the Mayor or of four or more members. All meetings shall be public; however, the Council may recess for the purpose of discussing in a closed or executive session limited to its own membership any matters permitted by State Law.

(b) Rules and Journal. The Council shall determine its own rules and order of business and shall provide for keeping a journal of its proceedings. This journal shall be a public record. Unless or until other rules are adopted, the Council shall follow Roberts Rules of Order and parliamentary procedure.

(c) Voting. Voting, except on procedural motions, shall be by roll call, and the ayes and nays shall be recorded in the journal. Five members of the Council shall constitute a quorum, but a smaller number may adjourn from time to time and may compel the attendance of absent members in the manner and subject to the penalties prescribed by the rules of the Council. No action of the Council, except as otherwise provided in the preceding sentence and in Section 4.05(c), shall be valid or binding unless adopted by the affirmative vote of four or more members of the Council.

4.09 - Action Requiring an Ordinance

The Council is hereby vested with the authority to enact ordinances or resolutions (resolution includes actions taken upon motion whether by roll call or voice vote and whether or not the Resolution has been prepared as a writing) relating to any subject within the powers and functions of the City, or relating to the government of the City, its peace and order, its sanitation, beauty, health, safety, convenience and property, and to fix, impose and enforce the payment of fines and penalties for the violation of such ordinances or resolutions, and no provision of this Charter as to ordinances on any particular subject shall be held to be restrictive of the power to enact ordinances or resolutions on any subject not specifically enumerated.

In addition to other acts required by law or by specific provision of this Charter to be done by ordinance, those acts of the City Council shall be by ordinance which:

- (a) Adopt or amend an administrative code;
- (b) Provide for a fine or other penalty or establish a rule or regulation for violation of which a fine or other penalty is imposed;
- (c) Levy taxes, except as otherwise provided in Article ~~V~~ X with respect to the property tax levied by adoption of the budget;
- (d) Grant, renew or extend a franchise;

(e) Regulate the rate charged for its services by a public utility;

(f) Authorize the borrowing of money;

(g) Sell or lease or authorize the sale or lease of any asset of the City if its value is equal to or greater than 1/5 of 1% of the assessed value of all real property within the corporate limits.

(h) Amend or repeal any ordinance previously adopted; and

(i) Change of zone or conditional use of land.

Acts other than those referred to in the preceding may be done either by ordinance or by resolution.

4.10 - Ordinances in General

(a) Form. Every proposed ordinance shall be introduced in writing and in the form required for final adoption. No ordinance shall contain more than one subject which shall be clearly expressed in its title. The enacting clause shall be "The City of Milford hereby ordains..." Any ordinance which repeals or amends an existing ordinance or part of the City Code shall set out in full the ordinance sections or subsections to be repealed or amended and shall indicate the matter to be omitted by enclosing it in brackets or by strikeout type and shall indicate new matter by underscoring or by italics.

(b) Procedure. An ordinance may be introduced by the Mayor, any member of City Council or the City Manager at any regular or special meeting of the Council. Upon introduction of any ordinance, the City Clerk shall distribute a copy to the Mayor, each Council Member and to the City Manager. An ordinance shall be placed on the agenda for introduction and for adoption by title; the introduction and the adoption may not be on the same meeting date. As soon as practicable after adoption of any ordinance, the Clerk shall have it published together with a notice of its adoption.

(c) Effective Date. Except as otherwise provided in this Charter, every adopted ordinance shall become effective at the expiration of ten (10) days after adoption or at any later date specified therein.

(d) "Publish" Defined. As used in this section, the term "publish" means to print in one or more newspapers of general circulation in the City:

(1) A brief summary of the Ordinance, and

(2) The places where complete copies of it have been filed and the times when they are available for public inspection.

4.11 - Emergency Ordinances

To meet a public emergency affecting life, health, property or the public peace, the Council may adopt one or more emergency ordinances, but such ordinances may not levy taxes, grant, renew or extend a franchise, regulate the rate charged by any public utility for its services or authorize the borrowing of money except as provided in subsection 6.09(b). An emergency ordinance shall be introduced in the form and manner prescribed for ordinances generally, except that it shall be plainly designated as an emergency ordinance and shall contain, after the enacting clause, a declaration stating that an emergency exists and describing it in clear and specific terms. An emergency ordinance may be adopted with or without amendment or rejected at the meeting at which it is introduced, but the affirmative vote of at least five members shall be required for adoption. After its adoption, the ordinance shall be published and printed as prescribed for other adopted ordinances. It shall become effective upon adoption or at such later time as it may specify. Every emergency ordinance, except one made pursuant to Subsection 6.09(b), shall automatically stand repealed as of the 61st day following the date on which it was adopted, but this shall not prevent re-enactment of the ordinance in the manner specified in this section if the emergency still exists. An emergency ordinance may also be repealed by adoption of a repealing ordinance in the same manner specified in this section for adoption of emergency ordinances.

4.12 - Codes of Technical Regulation

(a) The Council may adopt any standard code of technical regulations by reference thereto in an adopting ordinance. The procedure and requirements governing such an adopting ordinance shall be as prescribed for ordinances generally except that:

(b) The requirements of Section 4.10 for distribution and filing of copies of the ordinance shall be construed to include copies of the code of technical regulations as well as of the adopting ordinance, and

(c) A copy of each adopted code of technical regulations, as well as the adopting ordinance, shall be authenticated and recorded by the City Clerk pursuant to Subsection 4.13(a).

(d) Copies of any adopted code of technical regulations shall be made available by the City Clerk for distribution or for purchase at a reasonable price.

4.13 - Authentication and Recording, Codification Printing

(a) Authentication and Recording. The City Clerk shall authenticate by his or her signature and record in full in a properly indexed book kept for the purpose all ordinances and resolutions adopted by the Council.

(b) Codification. The Council shall provide for the continual preparation of a general codification of all City ordinances and resolutions having the force and effect of law. The general codification shall be adopted by the Council by ordinance and shall be published promptly in bound or loose-leaf form, together with this Charter and any amendments thereto, pertinent provisions of the Constitution and other laws of the State of Delaware, and such codes of technical regulations and other rules and regulations as the Council may specify. The compilation shall be known and cited officially as the Code of the City of Milford. Copies of the Code may be furnished to City officers, placed in libraries and public offices for free public reference and made available for purchase by the public at a reasonable price fixed by the Council.

(c) Printing of Ordinances and Resolutions. The Council shall cause each ordinance and resolution having the force and effect of law and each amendment to this Charter to be printed promptly following its adoption, and the printed ordinances, resolutions and Charter amendments shall be distributed or sold to the public at reasonable prices to be fixed by the Council. Following publication of the first Code of the City of Milford and at all times thereafter, the ordinances, resolutions and Charter amendments shall be printed in substantially the same style as the Code currently in effect and shall be suitable in form for integration therein. The Council shall make such further arrangements as it deems desirable with respect to reproductions and distribution of any current changes in or additions to the provisions of the Constitution and other laws of the State of Delaware, or the codes of technical regulations and other rules and regulations included in the Code.

ARTICLE V. Administration and Appointees

5.01 - Form of Government

The form of government established by this charter shall be known as the “Council-Manager” form.

5.02 - City Manger - Appointment; Qualifications and Compensation

The Council shall appoint a City Manager for an indefinite term. He need not be a resident of the City or state at the time of his appointment but may reside outside the City while in office only with the approval of the Council. The City Council may enter into an employment contract with the City Manager. An employment contract with a City Manager shall be in writing and shall specify the conditions of employment.

5.03 - City Manager - Removal

The Council shall remove the Manager from office in accordance with the following procedures and those conditions contained in the City Manager’s employment contract:

(a) The Council shall adopt by affirmative vote of a majority of all of its members a preliminary resolution which must state the reasons for removal and may suspend the Manager from duty for a period not to exceed 45 days. A copy of the resolution shall be delivered promptly to the Manager.

(b) Within five days after a copy of the resolution is delivered to the Manager, he may file with the Council a written request for a public hearing. This hearing shall be held at a Council meeting not earlier than fifteen (15) days nor later than thirty (30) days after the request is filed. The Manager may file with the Council a written reply not later than five (5) days before the hearing.

(c) The Council may adopt a final resolution of removal, which may be effective immediately, by affirmative vote of a majority of all its members at any time after five (5) days from the date when a copy of the preliminary resolution was delivered to the Manager, if he has not requested a public hearing, or at any time after the public hearing if he has requested one. The Manager shall continue to receive his salary until the effective date of a final resolution of removal.

5.04 - Acting City Manager

By letter filed with the City Clerk, the Manager shall designate, subject to the approval of the Council, a qualified City administrative officer to exercise the powers and perform the duties of Manager during his temporary absence or disability. During such absence or disability, the Council may revoke such designation at any time and appoint another officer of the City to serve until the Manager shall return or his disability shall cease.

5.05 - Powers and Duties of the City Manager

The City Manager shall be the chief administrative officer of the City. He or she shall be responsible to the Council for the administration of all City affairs placed in his charge or under this Charter. He or she shall have the following powers and duties:

(a) He or she shall appoint, and when he deems it necessary for the good of the service, suspend or remove City employees and appointive administrative officers provided for by or under this Charter, except as otherwise provided by law, this Charter or personnel rules adopted pursuant to this Charter. He or she may authorize any administrative officer, who is subject to his direction and supervision, to exercise these powers with respect to subordinates in that officer's department, office or agency.

(b) He or she shall direct and supervise the administration of all departments, offices and agencies of the City, except as otherwise provided by this Charter or by law.

(c) He or she shall attend all Council meetings and shall have the right to take part in discussion but may not vote.

(d) He or she shall see that all laws, provisions of this Charter and acts of the Council, subject to enforcement by him or by officers subject to his direction and supervision, are faithfully executed.

(e) He or she shall prepare and submit the annual budget and capital program to the Council.

(f) He or she shall submit to the Council and make available to the public a complete report on the finances and administrative activities of the City as of the end of each fiscal year.

(g) He or she shall make such other reports as the Council may require concerning the operations of City departments, offices and agencies subject to his direction and supervision.

(h) He or she shall keep the Council fully advised as to the financial condition and future needs of the City and make such recommendations to the Council concerning the affairs of the City as he deems desirable.

(i) He or she shall perform such other duties as are specified in this Charter or may be required by the Council.

5.06 - City Clerk - Appointment and Duties

The Council shall appoint an officer of the City who shall have the title of City Clerk. The City Clerk shall give notice of Council meetings to its members and the public, maintain a permanent record of all Council proceedings and documents, manage the City's elections, act as the custodian of the City Seal, affixing it to all documents, records, contracts and agreements requiring a seal and attesting to same by signature and perform other duties as are assigned to him or her by this Charter or by the Council.

5.07 - City Solicitor

At the Annual organization meeting, the City Council shall appoint a City Solicitor who shall be removable at the pleasure of the City Council either with or without due cause as stated. It shall be his, her or its duty to give legal advice to the Council and other officers of the City and to perform other legal services as may be required by the City of Milford. The City Solicitor may be an individual licensed to practice law in the State of Delaware or may be a Delaware law firm any member of which can perform the duties of the City Solicitor.

5.08 - Police Department

The Council shall appoint a Chief of Police for an indefinite term and fix his compensation. The terms of his employment shall be contained in an employment contract

(a) It shall be the duty of the Council to appoint a Chief of the City Police and such number of subordinates as the Council may deem wise. The Council shall, from time to time, make rules and regulations (which may be proposed by the Chief of Police) as may be necessary for the organization, government and control of the Police Force. The police shall preserve peace and order, and shall compel obedience within the City limits to the ordinances of the City and the laws of the State; and they shall

have such other duties as the Council shall from time to time prescribe. After the initial Chief of City Police and the initial subordinates are appointed in accordance with the terms of this Charter, thereafter, any subsequent Chiefs of Police shall be appointed by the City Council, but any subsequent subordinates shall be hired or fired by the then Chief of Police.

(b) Each member of the Police Force shall be vested, within the City limits and within one mile outside of said limits, with all the powers and authority of a state peace officer, and in the case of the pursuit of an offender, their power and authority shall extend to any part of the State of Delaware.

(c) The Chief of Police shall be responsible to Council and shall be removed from office in accordance with the provisions of State law and the following procedures:

(1) The Council shall adopt by affirmative vote of a majority of all of its members a preliminary resolution which must state the reasons for removal and may suspend the Chief of Police from duty for a period not to exceed 45 days. A copy of the resolution shall be delivered promptly to the Chief of Police.

(2) Within five (5) days after a copy of the resolution is delivered to the Chief of Police, he may file with the Council a written request for a public hearing. This hearing shall be held at a Council meeting not earlier than fifteen (15) days nor later than thirty (30) days after the request is filed. The Chief of Police may file with the Council a written reply not later than five (5) days before the hearing.

(3) The Council may adopt a final resolution of removal, which may be made effective immediately, by affirmative vote of a majority of all its members at any time after five (5) days from the date when a copy of the preliminary resolution was delivered to the Chief of Police, if he has not requested a public hearing, or at any time after the public hearing if he has requested one.

(4) The Chief of Police shall continue to receive his salary until the effective date of a final resolution of removal.

(5) By letter filed with the City Clerk, the Chief of Police shall designate, subject to approval of the Council, a qualified police officer to exercise the powers and perform the duties

of the Chief of Police during his temporary absence or disability. During such absence or disability, the Council may revoke such designation at any time and appoint another officer of the City to serve until the Chief of Police shall return or his disability shall cease.

(d) The Chief of Police shall:

(1) Administer, direct and supervise the operation of the police department.

(2) Prepare and submit an annual budget and capital program to the City Manager. This shall then be placed by the City Manager into the Annual Budget and Capital Program for Council approval.

(3) Attend all Council Meetings and shall have the right to participate in any discussion of police concern, but shall have no vote.

5.09 - City Holding Cells

The Council may maintain a holding cell for the City, which shall be used as a place for the temporary detention of persons accused of violations of law or ordinances for a reasonable time, in cases of necessity, prior to transport to a detention facility, hearing and trial or arraignment.

5.10 - City Alderman

(a) At the next regular meeting following the Annual Organization Meeting, the Council may appoint an Alderman and an Acting Alderman.

(b) The Alderman may or may not be a resident of the City of Milford and shall have his office at some convenient place within the limits of the City of Milford, as designated by City Council. He or she shall be sworn or affirmed to perform the duties of his office with fidelity by the Mayor. In the event of his absence from the City or, if for any cause he or she may be unable to perform the duties of his office, the Council is authorized to appoint an Acting Alderman with the same powers, jurisdiction and authority.

(c) He or she shall have jurisdiction over and cognizance of all breaches of the peace and other violations of the ordinances of the City of Milford, to hold trial, to imprison offenders, and to impose and enforce fines, forfeitures and penalties as may be prescribed by the ordinances of the City.

(d) He or she shall be under the direct supervision of the City Manager. The prison in either Kent or Sussex County may be used for the imprisonment of offenders under the provisions of this Charter.

(e) Upon the expiration of his term of office, or upon resignation or removal from office, the Alderman shall forthwith deliver to his successor all books, papers, documents and other things belonging or appertaining to his office, and shall pay over to the Treasurer all moneys in his hands belonging to the City. Upon neglect or failure to make such delivery or payment for the space of five (5) days, he shall be deemed guilty of a misdemeanor, and upon conviction shall be fined not more than Five Hundred Dollars (\$500.00), or imprisoned for not more than one (1) year, or shall suffer both fine and imprisonment at the discretion of the Superior Court.

(f) At every regular monthly meeting of the Council, the Alderman shall report in writing all fines imposed by him, and all fines and penalties and other money received by him during the preceding month belonging to the City. He shall pay all such moneys to the City within ten (10) days after making report to the Council, or for failure to make payment to the City for the space of ten (10) days, he shall be deemed guilty of a misdemeanor, and shall be punished, upon conviction, as herein above provided.

(g) The Alderman shall keep a docket in which all his official acts shall be entered.

(h) The Acting Alderman may or may not be a resident of the City of Milford; shall keep a separate docket, and in the absence or inability of the Alderman shall have all the powers of the Alderman as herein provided.

5.11 - Finance Department

There shall be a City Finance Department which shall be directed and supervised by an officer of the city who shall have the title of Finance Director. The Finance Director shall be appointed and supervised by the City Manager. The Finance Director shall have the duties of chief financial officer of the City of Milford, but may delegate such duties to subordinates under his direction. He or she shall pay out any monies upon check signed by two members of either Mayor or City Council or their designee. He or she shall keep a true accurate and detailed account of all monies received and all monies paid out by the city in all its activities and for all its departments, offices and agencies; shall preserve all vouchers and

financial records, but under a records disposal program and schedule approved by the Council, may periodically destroy such records and vouchers. He or she shall make such reports at such times as the City Manager and Council shall direct and which will keep the Council, City Manager and the public informed of the financial condition of the city.

5.12 - Planning Department

There shall be a planning department, which shall be directed and supervised by a City Planner. The City Planner shall be appointed, supervised and removed by the City Manager. The City Planner shall have the following responsibilities:

- (a) To advise the City Manager on any matter affecting the physical development of the city;
- (b) To formulate and recommend to the City Manager a comprehensive land use plan and modification thereof;
- (c) To review and make recommendations regarding proposed actions of the Council in implementing the comprehensive development plan;
- (d) To advise and seek advice from the planning commission in the exercise of his or her responsibilities and in connection therewith, to provide it necessary staff assistance;
- (e) To review and make recommendations regarding proposed actions of the Council in annexations;
- (f) To strive to give citizens the opportunity to have a meaningful impact on the development of plans;
- (g) To protect the integrity of the natural environment and endeavor to conserve the heritage of the built environment.

5.13 - City Planning Commission

Pursuant to State law, there is hereby established a Planning Commission for the City of Milford. The City Planning Commission shall consist of nine (9) members recommended by the Mayor and appointed by City Council.

5.14 – Board of Adjustment

There shall be a Board of Adjustment pursuant to the provisions of the Delaware Code. The Council shall, by ordinance, establish a Board of Adjustment and shall provide standards and procedures for such Board to hear and determine appeals from administrative decisions and petitions for variances in the case of peculiar and unusual circumstances which may be required by the Council or by law.

Article VI. Financial Procedures

6.01- Fiscal Year

The Fiscal year of the City shall be set by the City Council.

6.02- Submission of Budget Date

On or before the last day of the twelfth month of each fiscal year, the Manager shall submit to the Council a budget for the ensuing fiscal year and an accompanying message.

6.03- Budget Message

The Manager's message shall explain the budget both in fiscal terms and in terms of the work programs. It shall outline the proposed financial policies of the City for the ensuing fiscal year, describe the important features of the budget, indicate any major changes from the current year in financial policies, expenditures, and revenues together with the reasons for such changes, summarize the City's debt position and include such other material as the manager deems desirable.

6.04- Operating Budget

The budget shall provide a complete financial plan of all City funds and activities for the ensuing fiscal year and, except as required by law or this Charter, shall be in such form as the Manager deems desirable or the Council may require. In organizing the budget, the Manager shall utilize the most feasible combination of expenditure classification by fund, organization unit, program, purpose or activity, and object. It shall begin with a clear general summary of its contents; shall show in detail all estimated income, indicating the proposed property tax levy, and all proposed expenditures, including debt service, for the ensuing fiscal year; and shall be so arranged as to show comparative figures for actual and estimated income and expenditures of the current fiscal year and actual income and expenditures of the preceding fiscal year; and shall be so arranged as to show comparative figures for actual and estimated

income and expenditures of the current fiscal year and actual income and expenditures of the preceding fiscal year. It shall indicate in separate sections:

(a) Proposed expenditures for current operations during the ensuing fiscal year, detailed by offices, departments and agencies in terms of their respective work programs, and the method of financing such expenditures;

(b) Proposed capital expenditures during the ensuing fiscal year, detailed by offices, departments and agencies when practicable, and the proposed method of financing each such capital expenditure;

(c) Anticipated net surplus or deficit for the ensuing fiscal year of each utility owned or operated by the City and the proposed method of its disposition; subsidiary budgets for each such utility giving detailed income and expenditure information shall be attached as appendices to the budget.

The total of proposed expenditures shall not exceed the total of estimated income.

6.05- Capital Program

(a) Submission to Council. The Manager shall prepare and submit to the Council a five-year capital program at the time the annual budget is submitted to City Council as defined in Section 6.02.

(b) Contents. The capital program shall include:

(1) A clear, general summary of its contents;

(2) A list of all capital improvements which are proposed to be undertaken during the five fiscal years next ensuing, with appropriate supporting information as to the necessity for such improvements;

(3) Cost estimates, method of financing and recommended time schedules for each such improvement; and

(4) The estimated annual cost of operating and maintaining the facilities to be constructed or acquired.

The above information may be revised and extended each year with regard to capital improvements still pending or in process of construction or acquisition.

6.06- Council Action on Operating Budget

The Council shall adopt the operating budget on or before the last day of the twelfth month of the fiscal year currently ending. If it fails to adopt the budget by this date, the amounts appropriated for current operation for the current fiscal year shall be deemed adopted for the ensuing fiscal year on a month-to-month basis, with all items in it prorated accordingly, until such time as the Council adopts an operating budget for the ensuing fiscal year. Adoption of the budget shall constitute appropriations of the amounts specified therein as expenditures from the funds indicated and shall constitute a levy of the property tax therein proposed.

6.07- Council Action on Capital Program

Adoption. The Council, by resolution, shall adopt the capital program with or without amendment on or before the last day of the twelfth month of the current fiscal year.

6.08- Public Records

Copies of the budget and the capital program as adopted for the fiscal year are public records and shall be made available to the public through the Freedom of Information Act and the City of Milford website.

6.09- Amendments after Adoption

(a) Supplemental Appropriations. If during the fiscal year the City Manager certifies that there are available for appropriation revenues in excess of those estimated in the budget, the Council by ordinance may make by supplemental appropriations for the year up to the amount of such excess.

(b) Emergency Appropriations. To meet a public emergency affecting life, health, property or the public peace, the Council may make emergency appropriations. Such appropriations may be made by emergency ordinance. To the extent that there are no available un-appropriated revenues to meet such appropriations, the Council may exercise short term borrowing authority as provided in Section 8.07 of this Charter.

(c) Reduction of Appropriations. If at any time during the fiscal year it appears probable to the Manager that the revenues available will be insufficient to meet the amount appropriated, he shall report to the Council without delay, indicating the estimated amount of the deficit, any remedial action taken by

him and his recommendations as to any other steps to be taken. The Council shall then take such further action as it deems necessary to prevent or minimize any deficit and for that purpose it may by ordinance reduce one or more appropriations.

(d) Transfer of Appropriations. At any time during the fiscal year, the Manager may transfer part or all of any unencumbered appropriation balance among programs within a department, office or agency and, upon written request by the Manager, the Council may by majority vote transfer part or all of any unencumbered appropriation balance from one department, office or agency to another.

(e) Limitations: Effective Date. No appropriation for debt service may be reduced or transferred, and no appropriation may be reduced below any amount required by law to be appropriated or by more than the amount of the unencumbered balance thereof. The supplemental and emergency appropriations and reduction or transfer of appropriations authorized by this section may be made effective immediately upon adoption.

6.10- Lapse Of Appropriations

Every appropriation, except an appropriation for a capital expenditure, shall lapse at the close of the fiscal year to the extent that it has not been expended or encumbered. An appropriation for a capital expenditure shall continue in force until the purpose for which it was made has been accomplished or abandoned; the purpose of any such appropriation shall be deemed abandoned if three years pass without any disbursement from or encumbrance of the appropriation.

6.11- Administration of Budget

(a) Work Programs and Allotments. At such time as the Manager shall specify, each department, office or agency shall submit work programs for the ensuing fiscal year showing the requested allotments of its appropriation by periods within the year. The Manager shall review and authorize such allotments with or without revision as early as possible in the fiscal year. He or she may revise such allotments during the year if they deem it desirable and shall revise them to accord with any supplemental, emergency, reduced or transferred appropriations.

b) Payments And Obligations Prohibited. No payment shall be made or obligation incurred against any allotment or appropriation except in accordance with appropriations duly made and unless the Manager or his\her designee first certifies that there is a sufficient unencumbered balance in such allotment or appropriation and that sufficient funds there from are or will be available to cover the claim or meet the obligation when it becomes due and payable. Any authorization of payment or incurring of obligation in violation of the provisions of this Charter shall be void and any payment so made illegal; such action shall be cause for removal of any officer who knowingly authorized or made such payment or incurred such obligation, and he or she shall also be liable to the City for any amount so paid. However, except where prohibited by law, nothing in this Charter shall be construed to prevent the making or authorizing of payments or making of contracts for capital improvements to be financed wholly or partly by the issuance of bonds or to prevent the making of any contract or lease providing for payments beyond the end of the fiscal year, provided that such action is made or approved by ordinance.

Article VII. Taxation, Assessors and Assessment of Taxes

7.01 - Not less frequently than every ten years, there shall be made a general assessment which shall be a true, just and impartial valuation and assessment of all the real property within the limits of the City.

7.02 - It shall be the duty of the City Manager to include supplemental assessments prepared by the assessor(s) for the purposes of adding property not included in the last assessment or increasing or decreasing the assessment value of property which was included in the last general assessment. In the year that a supplement assessment is made, the General Assessment then in force as modified by the supplemental assessment, shall constitute the assessment for the year.

7.03 - The City Manager shall make and deliver to the Council, as soon as the assessments are made, such number of copies as the Council shall direct.

7.04 - The real property of the City Assessor(s) shall be assessed by the Council.

7.05 - The City Tax Assessor shall notify the property owner in writing of any change in assessment.

7.06 - The Council shall, prior to a given date set by resolution in each year, cause a copy of the General Assessment as adjusted by the supplemental assessment as made in said year, to be hung in two public

places in the City, and there to remain for the space of ten (10) days for public information. Attached to said copies shall be a notice of the day, hour and place that the Council will sit as a Board of Revision and Appeal; and the notice of the hanging up of the copies of the assessment and the places where the same are hung up and of the day, hour and place when the Council will sit as a Board of Revision and Appeal shall be published in at least one issue of a newspaper circulated in the City.

7.07 - At the time and place designated in the notice aforesaid, the Council shall sit as a Board of Revision and Appeal to correct and revise the assessment, and to hear appeals concerning the same. They shall have full power and authority to alter, revise, add to and take from the said assessment. The decision of a majority of the Council shall be final and conclusive; and no member of Council shall sit on his own appeal.

7.08 - The assessment, as revised and adjusted by the Council, shall be the basis for the levy and collection of the taxes for the City. If any taxable fails or neglects to perfect his or her appeal to the Board of Revision and Appeal, he or she shall be liable for the tax for such year as shown by the assessment lists.

7.09 - The Council shall also have the right to levy and collect taxes on all underground cables and utility installations, and upon all telephone, telegraph or power poles or other erections of like character erected or installed within the limits of the City, together with the wires and appliances thereto or thereon attached, that are now assessable and taxable, and to this end, may at any time direct the same be included in or added to the City Assessment. In case the owner or lessee of such poles, erections, installations or appliances shall neglect or refuse to pay the taxes that may be levied thereon, the said taxes may be collected by the City in the same manner as other taxes, and upon continued non-payment, the Council shall have the authority to cause the same to be removed.

7.10 - The Council shall determine and fix a rate of taxation which with other anticipated revenue will produce approximately the amount of money necessary to defray the expenses of the City for the current year, including interest on bonded indebtedness and for redemption of maturing bonds and for maintenance of a sinking fund.

7.11 - The limit of taxation for current expenses shall be that rate which, by estimation, will produce a sum not exceeding two (2) percent the assessed value of real property with improvements located in the City.

7.12 - (a) Not later than the second month of a new fiscal year, the City Manager shall make available to the Council a list containing the names of the taxables of the City and, opposite the name of each, the amount of his real property assessment, as well as the tax upon the whole of his assessment, and the rate per hundred dollars of assessed valuation. Attached to a tax list shall be a warrant, under the seal of the City of Milford, signed by the Mayor and attested by the City Clerk commanding the City Manager to make collection, when due, of the taxes as stated and set forth in the tax list.

(b) All taxes, when and as collected by the City Manager, shall be paid to or deposited to the credit of the City in banking institutions approved by Council.

(c) All taxes shall be due and payable on the date set by Council. To every tax not paid after the said date each year there shall be added and collected a penalty, for each month that the said tax remains unpaid. The penalty rate charged is to be set by Council through ordinance. Before exercising any of the powers herein given for the collection of taxes, written notices of the amount due shall be given to the taxable.

(d) All taxes assessed upon any real estate and remaining unpaid prior to a new tax year billing shall constitute a first lien against all real estates of the delinquent taxpayer situated within the limits of the City of Milford. In the case of a life estate, the interest of the life tenant shall first be liable for the payment of any taxes so assessed. The City Manager, in the name of the City of Milford, may institute suit before any Justice of the Peace within Kent County or Sussex County, or before the Alderman of the said City, or in the Court of Common Pleas in and for Kent or Sussex County, or in the Superior Court of the State of Delaware, for the recovery of the unpaid tax in an action of debt, and upon judgment obtained, may sue out writs of execution as in case of other judgments recovered before a Justice of the Peace or in the Court of Common Pleas or in the Superior Court as the case may be.

(e) In addition, the City Manager, acting on behalf of the City, may pursue the sale of the lands and tenements of the delinquent taxpayer, or the lands of tenements of a delinquent taxpayer alienated subsequent to the levy of the tax and with the following conditions:

(1) No sale shall be approved by the Superior Court if the owner be ready at Court to pay the taxes, penalty and costs, and no deed shall be made until the expiration of one (1) year from the date of the sale, within which time the owner, his heirs, executors or assigns, shall have the power to redeem the lands on payment to the purchase, his personal representatives, or assigns, of the costs, the amount of the purchase money and twenty percent (20%) interest thereon and the expense of having the deed prepared.

(2) After satisfying the tax due and the costs of expenses of sale from the proceeds of sale, the amount remaining shall be paid to the owner of the land, or upon the refusal of said owner to accept said residue, or if the owner is unknown or cannot be found, the amount remaining shall be deposited in some bank in the City of Milford, either to the credit of the owner, or in a manner by which the funds may be identified.

(3) In the sale of lands for the payment of delinquent taxes, the following costs shall be allowed, to be deducted from the proceeds of sale, or chargeable against the owner as the case may be in the amount then customarily charged:

- To the Prothonotary for filing and recording Petition
- For filing and recording return of sale
- To the City Manager for preparing certificate
- For making sale of land
- For preparing and filing return
- For posting sale bills

In addition, the costs of printing handbills and publications of the advertisement of sale in a newspaper shall be chargeable as costs. The cost of the deed shall not be chargeable as costs, but shall be paid by the purchaser of the property of the delinquent taxpayer.

(4) If the owner of any lands and tenements against which a tax shall be levied and assessed shall be unknown, this fact shall be stated in the advertisement of sale.

(f) In the event of the death, resignation or removal from office of the City Manager of the City of Milford, before the proceedings of the sale of land shall have been completed, his successor in office shall succeed to have all of his powers, rights and duties in respect to said sale. In the event of the death of the purchaser at such sale prior to his receiving a deed for the property purchased thereat, the person having right under him by consent, devise, assignment or otherwise may refer to the Superior Court of the State of Delaware in and for Kent or Sussex County, a petition representing the facts and praying for an order authorizing and requiring the City Manager to have executed and acknowledged a deed conveying to the Petitioner the premises sold, or a just proportion thereof; and thereupon the Court may make such order touching the conveyance of the premises as shall be according to justice and equity.

(g) However, should the City Council so elect, the City Manager is empowered to sell the lands and tenements of the delinquent taxpayer or the lands and tenements of a delinquent taxpayer alienated subsequent to the levy of the tax, by the direction of the City Council, using any of those procedures specified for the sale of land for the collection of taxes on the part of the taxes for Sussex County or Kent County, and all such procedures and methods available for the sale of land, as aforesaid, as they are presently enacted and hereafter amended, are included herein and made a part hereof by reference in the statutes made and provided, substituting the City of Milford for Sussex County or Kent County therein.

(h) The provisions of this Section 7.12, other than the provisions of subsection (b) of this Section 7.12, shall apply to all special ad valorem taxes and special taxes levied by the City of Milford pursuant to Article IX of this Charter, provided that all references in this Section 7.12 to a tax list shall, for all purposes relating to such special ad valorem taxes and special taxes, be deemed to refer to the tax list showing the amounts of special ad valorem taxes or special taxes levied against the real property within a special development district.

7.13 – Real Estate Transfer Tax

The City of Milford reserves the right to enact a Real Estate Transfer Tax by ordinance through the City Council. Any change to the Real Estate Transfer Tax must be in accordance to Delaware laws.

7.14- Assessment, Payment, and Collection of Taxes For New Construction

In the event that the Mayor and Council of the City of Milford desire to collect and levy taxes on newly constructed property not taxed by virtue of the city's annual assessment, the city may enact an ordinance to do so.

Article VIII. Borrowing of Money and Issuance of Bonds

8.01 - The City of Milford may borrow money and to secure the payment of the same, is hereby authorized and empowered to issue bonds or other kinds or forms of certificate or certificates of indebtedness pledging the full faith and credit of the City of Milford; or such other security or securities as the City Council shall elect, for the payment of the principal thereof and the interest due thereon.

All bonds or other kinds or forms of certificate or certificates of indebtedness issued by the City of Milford in pursuance hereof shall be exempt from all State, County or municipal taxes.

8.02 - This power or authority to borrow money may be exercised by the City of Milford to provide funds for, or to provide for the payment of, any of the following projects or purposes:

(a) Refunding any or all outstanding bonds or other indebtedness of the City at the maturity thereof or in accordance with any callable feature or provision contained therein;

(b) Meeting or defraying current annual operating expenses of the City in an amount equal to but not in excess of currently outstanding, due and unpaid taxes, water rents, license fees or other charges due the City and available, when paid, for meeting or defraying current annual operating expenses of the City;

(c) Erecting, extending, enlarging, maintaining and repairing any plant, building, machinery or equipment for the manufacture, supplying or distribution of gas, water, electricity, sewerage or drainage system, or any of them, and the condemning or purchasing of any lands, easements and rights-of-way which may be required therefore;

(d) Constructing, paving, laying out, widening, extending, repairing and maintaining streets, lanes, alleys and ways, and the paving, constructing, laying out, widening, extending, repairing and

maintaining of curbing and gutters along the same and the condemning or purchasing or any lands, easements or rights-of-way which may be required therefore;

(e) Any other purpose consistent with the promotion of health, education or the general welfare of the City of Milford.

8.03 - The power to borrow money and to secure the payment thereof by the issuance of bonds or other kinds or forms of certificate or certificates of indebtedness for any purpose above specified shall only exercise in the following manner:

The City Council shall adopt a resolution proposing unto the electors of the City that money be borrowed by the City for any of the above-named purposes. The resolution proposing the borrowing shall plainly set forth the following matters:

(a) The amount of money, or the amount of money not exceeding which, it is proposed shall be borrowed;

(b) The rate of interest, or the rate of interest not exceeding which, it is proposed shall be paid;

(c) The manner in which it is proposed to be secured;

(d) The manner in which it is proposed that it shall be paid or funded, or both;

(e) A short and clear description of the purpose or purposes for which the money or monies shall be used, and which description shall include the estimated cost of carrying out the purpose or purposes aforesaid; and

(f) A statement of the time and place for a public hearing upon the resolution, whereat the City Council shall vote upon the final authorization for the loan.

8.04 - It shall then be the duty of the City Council to give notice of the time and place of such public hearing upon the resolution by publishing a copy of the resolution aforesaid in at least one issue of a newspaper published in the City of Milford at least one week before the time fixed for said hearing and by posting copies thereof in five public places throughout the said City at least one week before the time fixed for said hearing.

At the time and place mentioned in such notice, the City Council shall sit in public session and at such public session, or an adjourned session thereof, shall vote upon a resolution giving its final authorization for the loan. If such resolution shall be adopted by the City Council, then the City Council shall pass a second resolution ordering and directing that a Special Election be held in the City of Milford not less than thirty (30) days nor more than sixty (60) days (as may be determined by the Council) after the date of the hearing and passage of the resolution authorizing the loan by the Council.

The purpose of such Special Election shall be to vote for or against the proposed loan.

The City Council shall give notice of the time and place for holding the said Special Election to all the electorate of the City of Milford by posting notices thereof in five public places in said City at least two weeks prior to the day fixed for the holding of such Special Election, and by publishing a copy of such notice once each week during those two weeks immediately preceding that week during which the day fixed for the holding of such Special Election shall fall in a newspaper generally circulated in the City of Milford. Such notice of the Special Election shall likewise contain the same information with respect to the borrowing as required to be contained in the original resolution proposing the borrowing, excepting a statement of the time and place for a public hearing upon the resolution, whereat the City Council shall vote upon the final authorization for the loan.

The Special Election shall be conducted by an Election Board whose members shall be appointed or selected in the same manner and they shall have the same qualifications as hereinbefore provided in the case of annual elections of the City. At least five days prior to the date of the Special Election, the City Council shall cause to be prepared, printed and have available for distribution, a sufficient number of ballots: upon one-half of which ballot shall be printed the words "For the Proposed Borrowing" and upon the other half of said ballot shall be printed the words, "Against the Proposed Borrowing", and a box shall be provided after each and the voter instructed to place an "X" in the box provided after the choice he wishes to cast his vote. If voting machines are used, in which case, the voting machines shall be arranged in a manner consistent with the requirements for paper ballots.

At such Special Election every person who would be entitled to vote at an annual election if held on that day shall be entitled to one vote.

The Inspector of the Election shall deposit all ballots in the ballot box provided for that purpose in the presence of the person casting such ballot; he or she, the said Inspector, first writing upon the outside of said ballot the number of votes being cast thereby by the person casting such ballot, unless voting machines are used. Immediately upon the closing of the polls, the Special Election Board shall count the votes for and against the proposed borrowing and shall announce the result thereof, and shall make a certificate under their hands of the number of votes cast for and the number of votes cast against the proposed borrowing and shall deliver such Certificate, in duplicate, to the City Council. One copy of the Certificate the Council shall enter in the minutes of the next meeting of the City Council and the other copy thereof shall be filed with the papers of the City Council.

8.05 - The form of the bonds or certificates of indebtedness and the thereunto attached coupons, if any, the time or times of payment, the time or times of payment of interest, the classes, the series, the maturity, the registration, any callable or redeemable feature, the denomination and the name thereof and any other relative or pertinent matters pertaining thereto shall all be determined by the City Council after the special election.

The bond or bonds or certificates of indebtedness shall be offered at public or private sale as determined by the City Council. All bonds or certificates of indebtedness forming a single issue need not be offered for sale at a single sale but any given issue of bonds or certificates of indebtedness authorized as hereinbefore provided may be sold in whole or in part, from time to time and until the entire authorized issue be disposed of, as the City Council may deem most advisable.

The City Council shall provide in its budget and in fixing of the rate of tax, or otherwise, for the payment of principal or such bond or bonds or certificate or certificates of indebtedness at the maturity thereof together with the interest due or which may hereafter become due thereupon and, in a proper case or as recommended by bound counsel, it shall also provide a sinking fund therefore.

Unless any such bond or bonds or certificate or certificates of indebtedness shall otherwise provide therein, the faith and credit of the City of Milford shall be deemed to be pledged for the due payment of any such bond or bonds or certificate or certificate of indebtedness and interest thereon according to its terms when and after the same have been duly and properly executed, delivered and due value received therefore.

8.06- Refinancing Of Municipal Bonds

Notwithstanding the foregoing provisions of this Section, the City Council of the City of Milford may authorize by Resolution the refinancing of existing bonds or other obligations of the City, without the necessity of a Special Election; provided that the issue of the refinancing obligations results in a present value savings to the City. Present value savings shall be determined by using the effective interest rate on the refinancing obligations as the discount rate calculated based on the internal rate of return. The principle amount of the refinancing obligations may exceed the outstanding principle amount of the obligations to be refinanced.

8.07- Short Term Borrowing

Notwithstanding the foregoing provisions of this Section, City Council may authorize, by resolution, short term borrowing by the City without the necessity of a Special Election. The City of Milford may borrow money up to the amount of the annual tax billings. The borrowed money shall be for one of the following: operating deficits, emergencies declared by Council, and short term capital project funding. The money shall be paid back in no longer than five (5) years.

Article IX. Tax Increment Financing and Special Development Districts

9.01 - Tax Increment Financing and Special Development Districts

In addition to all other powers the City of Milford may have, and notwithstanding any limitation of law, the City of Milford shall have all powers and may undertake all actions for the purposes set forth in, and in accordance with Delaware Code relating to the Municipal Tax Increment Financing Act and Delaware Code relating to Special Development Districts.

9.02 – Non-Recourse

Bonds are non-recourse to the City of Milford and shall only be paid from Tax Increment Financing and Special Development District [hereinafter 'TIF' and 'SDD' respectively] assessments permitted by Delaware Code. Bonds are non-recourse to property owners who purchase subject to a TIF or SDD. Property owners who purchase subject to a TIF or SDD shall only be responsible for TIF or SDD obligations determined by the individual assessment of their property.

Article X. Severance

If any provision of this Charter is held invalid, the other provisions of the Charter shall not be affected thereby. If the application of the Charter or any of its provisions to any person or circumstance is held invalid, the application of the Charter and its provision to other persons or circumstances shall not be affected thereby.

Article XI. Transitional Provisions

11.01- Officers and Employees

(a) Rights And Privileges Preserved. Nothing in this Charter except as otherwise specifically provided shall affect or impair the rights or privileges of persons who are City officers or employees at the time of its adoption.

(b) Continuance of Officers and Employees. Except as specifically provided by this Charter, if at the time this Charter takes full effect, a City administrative officer or employee holds any office or position which is or can be abolished by or under this Charter, he or she shall continue in such office or position until the taking effect of some specific provision under this Charter directing that he vacate the office or position.

11.02- Departments, Offices and Agencies

(a) Transfer of Powers. If a City department, office or agency is abolished by this Charter, the powers and duties given it by law shall be transferred to the City department, office or agency designated in this Charter or, if the Charter makes no provision, as designated by the City Council.

(b) Property and Records. All property, records and equipment of any department, office or agency existing when this Charter is adopted shall be transferred to the department, office or agency

assuming its powers and duties, but, in the event that the powers or duties are to be discontinued or divided between units or in the event that any conflict arises regarding a transfer, such property, records, or equipment shall be transferred to one or more departments, offices or agencies designated by the Council in accordance with this Charter.

11.03- Pending Matters

All rights, claims, actions, orders, contracts and legal or administrative proceedings shall continue except as modified pursuant to the provisions of this Charter and in each case shall be maintained, carried on or dealt with by the City department, office or agency appropriate under this Charter.

11.04- State and Municipal Laws

In General, all City ordinances, resolutions, orders and regulations which are in force when this Charter becomes fully effective are repealed to the extent that they are inconsistent or interfere with the effective operation of this Charter or of ordinances or resolutions adopted pursuant thereto. To the extent that the Constitution and laws of the State of Delaware permit, all laws relating to or affecting this City or its agencies, officers or employees which are in force when this Charter becomes fully effective, are superseded to the extent that they are inconsistent or interfere with the effective operation of this Charter or of ordinances or resolutions adopted pursuant thereto.

11.05- Survival of Powers and Validations Sections

(a) All powers conferred upon or vested in the City of Milford by any Act or Law of the State of Delaware, not in conflict with the provisions of this Charter, are hereby expressly conferred upon and vested in the City of Milford as though herein fully set out.

(b) All ordinances adopted by the City Council of the City of Milford, or which are in force for the government of the City of Milford at the time of the approval of this Charter, are continued in force and effect as ordinances of the City of Milford until repealed, altered or amended under the provisions of this Charter, and the acts of the Council of the City of Milford and of the officials thereof as lawfully done or performed under the provisions of the Charter of the City of Milford or ordinance thereof, or of any law of this State, prior to the approval of this Act, are hereby ratified and confirmed.

(c) All taxes, fines, penalties, forfeitures, assessments or debts due the City of Milford and all debts due from the City of Milford, at the effective date of this Charter shall, respectively, be deemed due to or from the City of Milford and said obligations shall severally remain unimpaired until paid, and the power, right, and authority to collect taxes imposed under the provisions of this Charter, and the processes which may be employed for that purpose, shall be deemed to apply and extend to all unpaid taxes, assessments or charges imposed under the provisions of this Charter, and the processes which may be employed for that purpose, shall be deemed to apply and extend to all unpaid taxes, assessments or charges imposed under the Charter of the City of Milford immediately preceding the adoption of this Charter.

(d) The bonds heretofore given by or on account of any official of the City of Milford shall not be affected or impaired by the provision of this Act but shall continue in full force for the benefit of the City of Milford.

Article XII. Repealer

This Act shall operate to amend, revise and consolidate Chapter 726, Volume 57 Laws of Delaware entitled “An Act Changing the Name of ‘The Town of Milford’ to ‘The City of Milford’ and establishing a Charter therefore’ as amended in its entirety and by establishing a new Charter for the City of Milford to read as follows: The Act shall be deemed to be a public Act and the parts hereof shall be severable and, in the event any part or section hereof shall be held unconstitutional, such holding shall not in any way invalidate the remaining provisions of this Act.”

Section 2. The Charter shall become effective upon signature of the Governor.

Synopsis

The Charter replaces the City of Milford Charter in its entirety. A Charter Committee, the Mayor and City Council with participation from the public worked for over a year to reorganize and revise their charter. This bill is a result of that effort and the following summarizes those changes from the previous charter.

A table of Contents delineating the Articles has been included at the outset.

The Charter has been reorganized by changing the order of the Articles and moving various sections to more appropriate Articles. The organization is attempted to be more logical. As the articles

appear the territory and annexation procedures appear, then the election process, then the powers of the city, then the form of government, then the administration, followed by financial articles involving taxing and borrowing. The existing Charter had two articles for the power of the city and had the structure article between them. The existing charter had a separate article for the City Manager and other administrative appointments. Those appointed offices have been combined in one article. The election article has been moved from Article IX to Article II.

The most significant substantive changes are as follows:

City of Milford



PUBLIC NOTICE

NOTICE OF PROPOSED CITY OF MILFORD CHARTER AMENDMENTS

The City of Milford hereby gives notice that proposed amendments to the City of Milford Charter are under review by City Council and are expected to be acted upon at its April 26, 2010 Meeting beginning at 7:00 p.m. in the Joseph Ronnie Rogers Council Chambers of Milford City Hall, 201 South Walnut Street, Milford, Delaware.

A copy of the entire text of the amended charter is available at Milford City Hall or by accessing the cityofmilford.com website.

All interested persons are hereby notified to be present and to express their views before a final decision is rendered. Both proponents for and opponents against such amendments shall be heard. Written comments will be accepted up to one week prior to the hearing date.

Please direct all questions or comments to the City Clerk's Office at 302-424-3712 Extension 303.

By: Terri K. Hudson, CMC



Marshall Street Storm Drain Replacement Project

April 9, 2009....Closing Time: 2:00 p.m.

Description: Replacement of approximately 325 LF of 12 “ RCP storm drain pipe, the installation of two (2) new storm drain inlets and (1) new manhole, as well as trench restoration, pavement repairs and traffic control.

Terms: Work expected to begin no later than April 18, 2010 and completed by May 14, 2010.

Bidder Name	Address	Phone Number	Bid Amount
1.Diamond State Excavating, Inc.	Wyoming, De		\$46,051.00
2.Christiana Excavating Company	Newark, De		\$39,020.00
3.SPRIG Construction Inc.	Middletown, De		\$55,035.00
4.Kent Construction Co, Inc.	Smyrna, De		\$58,140.00
5.OnSite Construction, Inc.	Seaford, De		\$91,585.98
6.			
7.			
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9.			
10.			
11.			
12.			

Low Bidder			
Name	Address	Phone Number	Bid Amount
Christiana Excavating	Newark, De		\$39,020.00

INVITATION TO BIDDERS

Sealed Bids, in duplication, will be received by the City of Milford, 201 South Walnut Street, P.O. Box 159, Milford, Delaware, 19963, until 2:00 p.m. local time on April 9, 2010 for the general construction of the Marshall Street Storm Drain Replacement Project.

Work includes but is not limited to the replacement of approximately 325 LF of 12 inch RCP storm drain pipe, the installation of two (2) new storm drain inlets and one (1) new manhole, as well as trench restoration, pavement repairs and traffic control.

The Contract Documents may be obtained at the office of Davis, Bowen & Friedel, Inc., 23 North Walnut Street, Milford, Delaware upon payment of \$25.00 for each set, non-refundable.

No pre-bid meeting will be held for this project. Contractors are encouraged to contact the City of Milford Engineering Department at (302) 422-6616 with any questions. **Bidders should be aware that since this is an emergency repair project the selected contractor is expected to begin work no later than April 18, 2010 and complete the project by May 14, 2010.**

The right is reserved as the interest of the City of Milford may appear, to reject any and all bids, to waive any informality or irregularity in bids received, and to accept or reject any items of any bid.

City of Milford

By: David W. Baird
City Manager

SECTION 00300

BID FORM

Proposal of _____ (hereafter called "BIDDER"), organized and existing under the laws of the State of _____ doing business as _____* to the City of Milford (hereinafter called "OWNER").

In compliance with the Information for Bidders, BIDDER hereby proposes to perform all WORK for the **Marshall Street Storm Drain Replacement Project**, in strict accordance with the CONTRACT DOCUMENTS, within the time set forth therein, and at the prices stated below.

The Owner reserves the right to accept or reject any or all bids. The Owner may further remove or reduce specific sub-items from each Base Bid without additional compensation.

By submission of this BID, each BIDDER certifies that this BID has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this BID with any other BIDDER or with any competitor.

BIDDER hereby agrees to commence WORK under this Contract on or before a date to be specified in the NOTICE TO PROCEED and to fully complete the work on the PROJECT within 26 consecutive calendar days. BIDDER further agrees to pay as liquidated damages, an amount of \$500.00 per calendar day as defined in the General Conditions.

**Insert "a corporation", "a partnership", or "an individual" as applicable.*

BIDDER acknowledges receipt of the following ADDENDUM:

Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

Item No.	Description	Size/ Depth	Unit	Estimated Quantity	Unit Price	Total Estimated Price
1.	Mobilization (Max. 3% of Total Bid)	----	LS	1	----	
2.	Remove Existing CMP and Replace with Class IV RCP Storm Drain	12"	LF	320		
3.	Furnish & Install Precast Catch Basins		EA	2		
4.	Furnish and Install Precast Stormwater Manholes	----	EA	1		
5.	Excavation Below Subgrade, Furnish & Install GABC at the Direction of the Engineer	----	CY	50		
6.	Miscellaneous Excavation and Backfill for Test Pitting	----	CY	10		
7.	Furnish, Install and Compact Select Fill at the Direction of the Engineer	----	CY	350		
8.	Secure Modified Proctor Tests ASTM D1557	----	EA	2		
9.	Field Density Tests	----	EA	10		
Total Amount Bid: \$ _____						

Downtown Milford Highlights Its Uniqueness

Milford residents will see a dynamic new downtown identity as Downtown Milford, Inc. (DMI), a 501(c)(3) nonprofit volunteer organization focusing on community development, and City officials implement the City's community branding in coming months.

"We've become the community branding pilot program in the State. It provides us a connected marketing tool to help bring together all the ways we are presenting downtown," said DMI Board President and local business owner Scott Angelucci. "As a Main Street community, we're part of a national movement to restore the character and viability of great downtowns. What makes our program so strong is the relationship we've established between DMI and the City. That's really what's given our program teeth."

Using the combined resources and guidance of the City of Milford, National Main Street organization DMI, Delaware Main Street, USDA Rural Development and the National Trust for Historic Preservation, Milford moved forward with a full community branding system to create cohesive and effective marketing of the City's distinctive downtown assets. Arnett Muldrow & Associates, a community planning and branding agency that has worked with more than 180 towns nationwide, developed and unveiled Milford's new look and message during a special presentation March 18.

The community identity system encompasses everything from stationery and advertising materials to wayfinding signage, and focuses on Milford's identity as a growing arts center and a scenic riverside home town.

Delaware Main Street Coordinator Diane Laird explained that Milford's community involvement in defining an exciting, cohesive image is the beginning of a statewide focus to develop awareness and marketing of Delaware's historic downtowns. "Promoting a strong, contemporary image of downtown that highlights the attributes that make the town unique is what community branding is all about. The participatory process to develop that image allows for involvement resulting in a product that both reflects and engenders great community pride."

There's increasingly more downtown to market, with the recent opening of the new Mispillion Art League location and the anticipated opening of separate second floor studios for eleven additional artists. There are many more community programs being planned, including the second season of Riverwalk Arts & Jazz Festival running the fourth Saturdays from May to September.

Add to that new distinctive retail businesses coming downtown, and it's obvious the combined efforts of DMI and City of Milford are coming to fruition fast. Getting the word out and drawing Milford residents downtown is the next step.

"The community branding is really the catalyst to the next level in our promotion," said Milford Mayor Dan Marabello. "It's vital to have a strong downtown and we're going to be doing more. It almost becomes

exponential, because when you have successes, more people want to get involved."

Bringing combined federal, state and local resources to bear for Milford's community branding is a unique benefit for the City. "I think this is a perfect example of why the City is in partnership with DMI and offering diverse support," said Milford City Manager David Baird. "It illustrates how important it was for Milford to become a Main Street community."

The public will get its first look at the City's new branding during the April 12 City Council meeting when Downtown Milford, Inc.'s Executive Director Lorraine J. Dion presents the Milford Community Branding Power Point.

<http://www.downtownbranding.com/milford/>

PUBLIC NOTICE

Notice is hereby given the following ordinance is under review by the Milford Planning Commission and Milford City Council as noted:

Ordinance 2010-5 Conditional Use-Judith M. Diaz

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MILFORD, DELAWARE AUTHORIZING A CONDITIONAL USE PERMIT FOR JUDITH M. DIAZ TO ALLOW A DAY CARE CENTER IN AN R-2 DISTRICT AT 102 N.E. FOURTH STREET, MILFORD, DELAWARE. TAX MAP MD-16-183.10-03-16.00.

Whereas, the City of Milford has been requested by Judith M. Diaz to allow a conditional use for a daycare center; and

Whereas, the Planning Commission reviewed the application at a public hearing on May 18, 2010 and has presented item to be considered by the City Council; and

Whereas, the City Council held an advertised public hearing on June 28, 2010 to allow for public comment on the application; and

Whereas, it is deemed in the best interest of the City of Milford to allow the daycare center on .167 +/- acres as herein described.

Now, Therefore, the City of Milford hereby ordains as follows:

Section 1. Upon the adoption of this ordinance, Judith M. Diaz is hereby granted a conditional use permit for a daycare center in accordance with the application, approved plans and any conditions set forth;

Section 2. Construction or operation shall be commenced within one year of the date of issuance or the conditional use permit becomes void.

Section 3. Dates.

Introduction to City Council: 05-10-10

Planning Commission Review & Public Hearing: 05-18-10

City Council Review & Public Hearing 06-28-10

This ordinance shall take effect and be in force ten days after its adoption.

Ordinance 2010-5 is scheduled for adoption, with or without amendments, at the Council Meeting on Monday, June 28, 2010. Should you have questions, please contact the City of Milford Planning Department at 302-424-3712 Extension 308.

PUBLIC NOTICE

Notice is hereby given the following ordinance is under review by the Milford Planning Commission and Milford City Council as noted:

Ordinance 2010-6 Conditional Use-Matthew & Jennifer Feindt

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MILFORD, DELAWARE AUTHORIZING A CONDITIONAL USE PERMIT FOR BOB NASH ASSOCIATES, INCORPORATED ON BEHALF OF MATTHEW & JENNIFER FEINDT TO ALLOW DUPLEXES IN AN R-2 DISTRICT AT 302 CARLISLE LANE, MILFORD, DELAWARE. TAX MAP 3-30-7.17.138.00; 3-30-7.17.145.00.

Whereas, the City of Milford has been requested by Bob Nash Associates on behalf of Matthew and Jennifer Feindt to allow a conditional use for duplexes; and

Whereas, the Planning Commission reviewed the application at a public hearing on April 20, 2010 and has presented item to be considered by the City Council; and

Whereas, the City Council held an advertised public hearing on May 24, 2010 to allow for public comment on the application; and

Whereas, it is deemed in the best interest of the City of Milford to allow duplexes on .818 +/- acres as herein described.

Now, Therefore, the City of Milford hereby ordains as follows:

Section 1. Upon the adoption of this ordinance, Matthew and Jennifer Feindt are hereby granted a conditional use permit to allow duplexes in accordance with the application, approved plans and any conditions set forth;

Section 2. Construction or operation shall be commenced within one year of the date of issuance or the conditional use permit becomes void.

Section 3. Dates.

Introduction to City Council: 04-12-10

Planning Commission Review & Public Hearing: 04-20-10

City Council Review & Public Hearing 05-24-10

This ordinance shall take effect and be in force ten days after its adoption.

Ordinance 2010-6 is scheduled for adoption, with or without amendments, at the Council Meeting on Monday, May 24, 2010. Should you have questions, please contact the City of Milford Planning Department at 302-424-3712 Extension 308.

CITY OF MILFORD
HOA SUBCOMMITTEE
STORM WATER MANAGEMENT PONDS

Background:

The information presented herein and attendant recommendations, involve one of several key concerns identified by the City's HOA Sub-Committee for focused attention and effort.

Current State:

The use of storm water ponds has become a common method of Storm Water Management for both commercial and residential developments to regulate the storm water runoff from these areas.

Currently in Delaware, Milford included (with some exceptions), responsibility for maintaining pond conditions to Federal and State standards has been left to private entities. In the case of ponds in residential communities, this responsibility has fallen to respective community Homewowner Associations or Maintenance Corporations upon turnover of communities to the homeowners by developers.

Conservation Districts within each of the 3 Delaware counties have been delegated responsibility by DNREC to regulate the Storm Water Management Program regulations initiated July 1991.

Owing in large part to a massive failure of ponds, identified earlier this decade in New Castle County, county and municipal governments have recognized the need, and are taking on a greater role and responsibility for maintaining the ponds to mandated standards.

New Castle County with state financial assistance instituted an aggressive program to repair and recover failed ponds.

Newark and Middletown municipalities have in varying forms taken responsibility for ponds within their boundaries.

Newark is actively pursuing a storm water utility; Lewes city as well.

CITY OF MILFORD
HOA SUBCOMMITTEE
STORM WATER MANAGEMENT PONDS

Recommendations:

In consideration of the immediate and long term benefits to Milford and its citizens, the HOA Sub-committee believes the City should vigorously pursue a greater role and responsibility for all storm ponds within the city boundaries.

To this end, the following recommendations are made to City Council:

1. Pursue immediate measures to mandate city responsibility for on-going maintenance of all future storm ponds receiving approval for construction

2. Effective immediately, require the city's acceptance / dedication of streets and other infrastructure be contingent upon the respective county Soil Conservation District's inspection and approval of storm water facilities.

3. Authorize a study to determine the feasibility and process to bring all existing storm water retention ponds in Milford under the city's jurisdiction for care and maintenance responsibility

City responsibility to mean assures conformance and is limited to Storm Water Management as defined in Title 7 Natural Resources and Environmental Control specifically for water quantity and quality

CITY OF MILFORD
HOA SUBCOMMITTEE
STORM WATER MANAGEMENT PONDS

Supporting Rationale:

- Storm Water Management, like trash removal and sewage treatment, is an element of local government's responsibilities to provide essential services for the health, welfare, and safety of its citizens. Maintaining the status quo is to ensure that Milford will, in a relatively short period of time, lose all visibility, planning and control for Storm Water Management.
- History has shown that over time HOAs do not have a good track record as the responsible entity for storm water management which has ultimately lead to public intervention and costly repair and recovery measures
 - HOA organizations do not have the expertise, skills and knowledge to effectively, efficiently and overtime; maintain water quantity and quality to standards.
- Governing entities of the state that have experienced this history are proactively taking steps to exercise greater control and management responsibility for storm water ponds within their jurisdictions. Moreover, these entities have recognized the long-term benefit and need to incorporate management of private storm water collection ponds into the total Sediment and Storm Water Management effort.
- Ponds in residential communities and commercial locations are but one link in a complex chain of storm water management. These ponds however, are an important link in the chain and, if not properly maintained over time, they can have a significant adverse impact on water quantity and quality in and beyond the bounds of the development.
- Community and commercial storm ponds are subjected to infiltration of runoff water from outside their respective property lines and flow water as well outside their boundaries into the watershed thus,
- Subdivision homeowners and commercial entities can be viewed as being financially penalized i.e., pond maintenance charges are paid in addition to paying full city and county taxes levied.

CITY OF MILFORD
HOA SUBCOMMITTEE
STORM WATER MANAGEMENT PONDS

Supporting Rationale (cont'd)

- The timing seems right for City of Milford as there are at the present time a manageable number of ponds for consideration and most ponds are relatively new and likely in satisfactory condition. This will change in time however as these ponds age and additional ponds are constructed with new growth and annexations.
- City responsibility for maintenance of the ponds will ease and facilitate the transition to what seems likely in the near future i.e., the formation of storm water utilities
- Subject Matter Experts whom the AD HOC committee contacted and shared our work, were uniformly encouraging and supportive of the effort and direction the committee was pursuing
- Kent and Sussex Soil Conservation District authorities heartily support our recommendations to the City
- From Title 7 Delaware Administrative Code – Natural Resources And Environmental Control:
15.3 The Department encourages, and will provide technical assistance to, any Conservation District or local jurisdiction who chooses to assume the maintenance responsibility for storm water management structures on, at least residential lands. Public maintenance provides a reasonable assurance that maintenance will be accomplished on a regular basis.

Request of Council

1. Embrace the recommendations made herein, deeming them worthy of further pursuit by the City
2. Identify and enlist and/or assign appropriate resources and responsibilities to conduct feasibility and financial assessments to implement the recommendations

CITY OF MILFORD
HOA SUBCOMMITTEE
STORM WATER MANAGEMENT PONDS

Consultations:

The committee expresses their sincere gratitude to the following individuals who were consulted and provided invaluable learning and assistance:

Jared C. Atkins, Program Manager
Kent County Soil Conservation District

Kelly L. Wilson, Urban Conservationist
Kent County Conservation District

Jessica Watson, Program Manager
Sussex County Soil Conservation District

Michael D. Harris, Environmental Compliance Manager
New Castle County

Ellie Mortazavi, Civil Engineer I
New Castle County

Janice Catherman, Assistant Land Use Administrator
New Castle County

Kelly Densmore, Stormwater Program Coordinator
City of Newark

David W. Baird, City Manager
City of Milford

Mark S. Mallamo, City Engineer
City of Milford

2/24/10

To: Milford City Council
Mayor Marabello
City Manager Baird

From: Harvey Marvel
Milford Parking Authority Chairman

RE: Completion of Assignment and
Proposed Dissolution of the Parking Authority

In 1974 Milford City Council passed an ordinance establishing the Parking Authority of the City of Milford, Inc. The authority was assigned the task of creating free public parking in the downtown business district, and arranging for the funds to pay for it.

The downtown property owners voted to pay a special Parking Authority tax to pay to amortize the loan needed.

I was appointed as a member of the original Authority board of directors, and became chairman in 1976.

I am pleased to report that we have completed our assignment. In 1981 we arranged a loan from the current USDA (formerly Farmers Home Administration) of \$341,000. These funds were used to acquire land and construct 3 parking lots in the downtown business district (1-behind Georgia House, 2-across from Park Place, 3-across N. Walnut from Wilmington Trust). The loan had a 30 year payout. In September, 2009 we paid off the loan one year early.

We have stopped collecting the special tax, now that the loan is paid off.

The Parking Authority Board is requesting that the City take over ownership of the parking lots and dissolve the Parking Authority. The City has always provided for the routine maintenance and cleaning of the lots, as part of the original establishment agreement.

The current assets of the Authority consist of cash (\$10,494.), uncollected taxes (\$5,099.), and the 3 parking lots. There are no known liabilities.

Delaware Code Title 22, Chapter 5, Section 513 details the procedure for Termination of a Parking Authority.

**CITY OF MILFORD
FUND BALANCES REPORT**

Date: FEBRUARY 2010

Cash Balance - General Fund Bank Balance	\$2,702,752
Cash Balance - Electric Fund Bank Balance	\$4,473,451
Cash Balance - Water Fund Bank Balance	\$633,583
Cash Balance - Sewer Fund Bank Balance	\$77,699
Cash Balance - Trash Fund Bank Balance	\$495,710

	General <u>Improvement</u>	Municipal <u>Street Aid</u>	Real Estate <u>Transfer Tax</u>	Water Bond <u>Escrow</u>
Beginning Cash Balance	436,895	620,117	2,421,414	87,522
Deposits				325,192
Interest Earned this Month	72	101	394	6
Disbursements this Month		(10,875)	(43,382)	
Investments				
Ending Cash Balance	\$436,967	\$609,343	\$2,378,426	\$412,720

	GF Capital <u>Reserves</u>	Water Capital <u>Reserves</u>	Sewer Capital <u>Reserves</u>	Electric <u>Reserves</u>
Beginning Cash Balance	663,622	2,214,358	1,660,848	2,533,893
Deposits				
Interest Earned this Month	43	147	126	166
Disbursements this Month			(284)	
Investments	1,000,000	1,500,000	1,500,000	5,000,000
Ending Cash Balance	\$1,663,665	\$3,714,505	\$3,160,690	\$7,534,059

	Water <u>Impact Fee</u>	Sewer <u>Impact Fee</u>	Electric <u>Impact Fee</u>
Beginning Cash Balance	851,725	631,268	251,917
Deposits	6,387	3,376	1,200
Interest Earned this Month	142	105	42
Disbursements this Month			
Investments			
Ending Cash Balance	\$858,254	\$634,749	\$253,159

INTEREST THROUGH THE EIGHTH MONTH OF THE FISCAL YEAR:

General Fund	12,962	Water Fund	3,705
GF Capital Reserves	7,589	Water Bond Escrow	174
General Improvement Fund	2,017	Water Capital Reserves	15,194
Municipal Street Aid	2,984	Water Impact Fees	3,679
Real Estate Transfer Tax	11,706	Sewer Fund	1,837
Electric Fund	18,999	Sewer Capital Reserves	14,811
Electric Reserves	47,964	Sewer Impact Fees	2,772
Electric Impact Fees	1,053	Trash Fund	2,136

TOTAL INTEREST EARNED TO DATE \$149,582

REVENUE REPORT

Page Two

67% of Year Expended

Date: FEBRUARY 2010	AMOUNT BUDGETED	MTD	YTD	YTD%
ACCOUNT				
Budgeted Fund Balance	225,400	25,000	225,400	100.00%
General Fund Capital Reserves	104,600	0	104,600	100.00%
Property Transfer Tax-Capital	184,300	40	153,706	83.40%
Property Transfer Tax-Police	520,000	43,334	346,667	66.67%
Real Estate Tax	2,929,600	711	2,905,843	99.19%
Business License	48,000	(1,425)	23,000	47.92%
Rental License	62,500	5,700	72,800	116.48%
Building Permits	40,000	2,765	18,711	46.78%
Planning & Zoning	40,000	100	29,309	73.27%
Misc. Revenues	342,575	13,282	143,738	41.96%
Transfers From	3,215,480	267,958	2,143,654	66.67%
Police Revenues	305,000	1,978	137,251	45.00%
Engineering & Inspection Fees	50,000	(694)	31,166	62.33%
Total General Fund Revenues	\$8,067,455	\$358,749	\$6,335,845	78.54%
Water Revenues	2,160,130	164,745	1,513,224	70.05%
Sewer Revenues	1,864,970	121,998	1,196,647	64.16%
Kent County Sewer	1,600,000	86,507	897,886	56.12%
Solid Waste Revenues	1,015,000	85,017	680,706	67.06%
Solid Waste Rebate	48,000	0	46,988	97.89%
Solid Waste Budgeted Fund Balance	112,065	0	0	0.00%
Electric Revenues	28,225,431	2,410,303	18,301,525	64.84%
TOTAL REVENUES	\$43,093,051	\$3,227,319	\$28,972,821	67.23%
YTD Enterprise Expense		61,101		
YTD Enterprise Revenue		54,740		
LTD Carlisle Fire Company Building Permit Fund		19,244		

EXPENDITURE REPORT

Page Three

Date: FEBRUARY 2010

67% of Year Expended

ACCOUNT	AMOUNT BUDGETED	MTD	YTD	YTD%	UNEXPENDED BALANCE
City Manager					
Personnel	378,310	\$28,442	238,834	63.13%	139,476
O&M	136,390	\$3,595	60,797	44.58%	75,593
Capital	0	\$0	0		0
Total City Manager	\$514,700	\$32,037	\$299,631	58.21%	215,069
Planning & Zoning					
Personnel	157,435	\$12,462	94,646	60.12%	62,789
O&M	66,105	\$4,087	27,177	41.11%	38,928
Capital	0	\$0	0		0
Total P, C & I	\$223,540	\$16,549	\$121,823	54.50%	101,717
Code Enforcement & Inspections					
Personnel	205,390	\$9,849	107,232	52.21%	98,158
O&M	45,205	\$1,943	17,019	37.65%	28,186
Capital	0	\$0	0		0
Total P, C & I	\$250,595	\$11,792	\$124,251	49.58%	126,344
Tax Department					
Personnel	71,940	\$5,455	\$43,725	60.78%	28,215
O&M	24,020	\$0	\$9,675	40.28%	14,345
Capital	0	\$0	\$0		0
Total Tax Department	\$95,960	\$5,455	\$53,400	55.65%	42,560
Council					
Personnel	30,150	\$1,707	21,420	71.04%	8,730
O&M	59,800	\$14,836	33,296	55.68%	26,504
Capital-Green Acres	100,000	\$0	100,000	100.00%	0
Council Expense	12,000	\$314	11,435	95.29%	565
Contributions	268,000	\$0	128,000	47.76%	140,000
Codification	2,500	\$0	0	0.00%	2,500
Employee Recognition	8,000	\$0	6,357	0.00%	1,643
Community Events	10,000	\$0	0	0.00%	10,000
Insurance	16,920	\$0	7,220	42.67%	9,700
Total Council	\$507,370	\$16,857	\$307,728	60.65%	199,642
Finance					
Personnel	360,565	\$27,768	224,796	62.35%	135,769
O&M	63,300	\$1,673	22,985	36.31%	40,315
Capital	0	\$0	0		0
Total Finance	\$423,865	\$29,441	\$247,781	58.46%	176,084
Information Technology					
Personnel	219,275	\$17,428	137,792	62.84%	81,483
O&M	160,360	\$5,682	51,619	32.19%	108,741
Capital	86,300	\$0	52,957	61.36%	33,343
Total Information Technology	\$465,935	\$23,110	\$242,368	52.02%	223,567

EXPENDITURE REPORT

Page Four

Date: FEBRUARY 2010

67% of Year Expended

ACCOUNT	AMOUNT BUDGETED	MTD	YTD	YTD%	UNEXPENDED BALANCE
Police Department					
Personnel	3,363,535	\$245,560	2,095,482	62.30%	1,268,053
O&M	419,525	\$30,633	234,852	55.98%	184,673
Capital	98,000	\$0	96,149	98.11%	1,851
Total Police	\$3,881,060	\$276,193	\$2,426,483	62.52%	1,454,577
Streets & Grounds Division					
Personnel	397,975	\$33,692	247,693	62.24%	150,282
O&M	344,850	\$42,071	210,607	61.07%	134,243
Capital	0	\$0	0		0
Debt Service	46,720	\$0	41,671	89.19%	5,049
Total Streets & Grounds	\$789,545	\$75,763	\$499,971	63.32%	289,574
Parks & Recreation					
Personnel	460,730	\$25,863	280,425	60.87%	180,305
O&M	229,515	\$8,897	168,963	73.62%	60,552
Capital	110,000	\$0	110,000	100.00%	0
Total Parks & Recreation	\$800,245	\$34,760	\$559,388	69.90%	240,857
Engineering & Inspections					
Personnel	160,825	\$12,475	99,734	62.01%	61,091
O&M	43,815	\$873	26,006	59.35%	17,809
Capital	0	\$0	0		0
Total Engineering & Inspections	\$204,640	\$13,348	\$125,740	61.44%	78,900
Less Interdepartmental Revenue	(\$90,000)	(\$7,500)	(60,000)	66.67%	(30,000)
Net Engineering & Inspections	\$114,640	\$5,848	\$65,740	57.34%	48,900
Total General Fund					
Operating Budget	\$8,067,455	\$527,805	\$4,948,564	61.34%	3,118,891
Budgeted General Fund Balance					
City Hall Renovations	149,188	\$185	\$77,710	52.09%	71,478

EXPENDITURE REPORT

Page Five

Date: FEBRUARY 2010

67% of Year Expended

ACCOUNT	AMOUNT BUDGETED	MTD	YTD	YTD%	UNEXPENDED BALANCE
Water Division					
Personnel	244,770	\$20,899	146,480	59.84%	98,290
O&M	1,137,400	\$81,151	663,948	58.37%	473,452
Capital	45,000	\$0	0	0.00%	45,000
Debt Service	732,960	\$0	447,741	61.09%	285,219
Total Water	\$2,160,130	\$102,050	\$1,258,169	58.25%	901,961
Sewer Division					
Personnel	246,115	\$20,810	146,471	59.51%	99,644
O&M	904,255	\$122,310	893,324	98.79%	10,931
Capital	35,000	\$283	2,259	6.45%	32,741
Debt Service	679,600	\$0	249,433	36.70%	430,167
Sewer Sub Total	\$1,864,970	\$143,403	\$1,291,487	69.25%	573,483
Kent County Sewer	1,600,000	\$87,089	900,533	56.28%	699,467
Total Sewer	\$3,464,970	\$230,492	\$2,192,020	63.28%	1,272,950
Solid Waste Division					
Personnel	322,265	\$21,886	197,718	61.35%	124,547
O&M	662,800	\$40,328	416,812	62.89%	245,988
Capital	190,000	\$0	0	0.00%	190,000
Total Solid Waste	\$1,175,065	\$62,214	\$614,530	52.30%	560,535
Total Water, Sewer Solid Waste	\$6,800,165	\$394,756	\$4,064,719	59.77%	2,735,446
Electric Division					
Personnel	1,110,895	\$83,102	689,941	60.32%	440,754
O&M	1,931,108	\$160,316	1,074,736	55.65%	858,370
Transfer to General Fund	2,500,000	\$208,334	1,666,667	66.67%	833,333
Capital	515,520	\$484	22,861	4.43%	492,659
Debt Service	668,110	\$0	66,555	9.96%	601,555
Electric Sub Total	\$6,725,431	\$452,216	\$3,500,760	52.05%	3,224,671
Power Purchased	21,500,000	\$1,709,225	13,658,699	63.53%	7,841,301
Total Electric	\$28,225,431	\$2,161,441	\$17,159,459	60.79%	11,065,972
TOTAL OPERATING BUDGET	\$43,093,051	\$3,084,002	\$26,172,742	60.74%	16,920,309

INTERSERVICE DEPARTMENTS REPORT

Page Six

Date: FEBRUARY 2010

67 % of Year Expended

ACCOUNT	AMOUNT BUDGETED	MTD	YTD	YTD%	UNEXPENDED BALANCE
Billing & Collections					
Personnel	428,105	32,568	259,715	60.67%	188,390
O&M	182,500	10,369	77,708	47.82%	84,794
Capital	0	0	0		0
Total Billing & Collections	\$590,605	42,937	\$337,421	57.13%	253,184
Garage					
Personnel	137,260	11,896	87,475	63.73%	49,785
O&M	29,040	1,928	16,684	57.45%	12,356
Capital	0	0	0		0
Total Billing & Collections	\$166,300	13,822	\$104,159	62.63%	62,141
Meter Department-Water					
Personnel	123,455	9,925	81,416	65.95%	42,039
O&M	93,585	2,915	27,105	28.96%	66,480
Capital	60,500	0	47,524	78.55%	12,976
Total Billing & Collections	\$277,540	12,840	\$156,045	56.22%	121,495
Meter Department-Electric					
Personnel	236,435	18,386	147,747	62.49%	88,688
O&M	122,405	3,480	45,991	37.57%	76,414
Capital	32,000	0	0	0.00%	32,000
Total Billing & Collections	\$390,840	21,866	\$193,738	49.57%	197,102
Public Works					
Personnel	0	0	0		0
O&M	143,480	16,358	87,416	60.93%	56,064
Capital	0	0	0		0
Total Billing & Collections	\$143,480	16,358	\$87,416	60.93%	56,064

ALL COSTS SHOWN ON PAGE 6 ARE ALSO INCLUDED IN THE VARIOUS DEPARTMENTS LISTED ON PAGES 3-5 OF THE EXPENDITURE REPORT WHO UTILIZE THE SERVICES OF THE DEPARTMENTS LISTED ABOVE. INTERSERVICE FUNDS ARE ENTIRELY FUNDED BY OTHER CITY DEPARTMENTS.

CITY OF MILFORD
CITY COUNCIL HOMEOWNERS ASSOCIATION SUBCOMMITTEE

Minutes of Meeting
February 24, 2010

An HOA Subcommittee Meeting was held in the Joseph Ronnie Rogers Council Chambers at City Hall at 201 South Walnut Street, Milford, Delaware on Tuesday, February 24, 2010.

PRESIDING: Councilman John Workman

IN ATTENDANCE: Committee Members Charlie Doran, Bob Hampton, Joe Palermo,
Robert Lender, Michael Boyle

City Clerk/Recorder Terri Hudson

ALSO: Mayor Daniel Marabello and Councilman Michael Spillane

Councilman Workman called the meeting to order at 6:31 p.m. noting the absence of Veronica Austin and Paul Goldstein. He advised the last meeting was postponed until Mr. Doran was able to provide a full report on stormwater management.

Chairman Workman then announced that City Clerk Terri Hudson would be filling in for Christine Crouch who was unable to attend this evening.

He then asked Mr. Doran to update the committee on his recent findings.

Mr. Doran referred to the following report of the Stormwater Management Ad Hoc Committee consisting of Mr. Boyle, Mr. Lender and himself:

Background:

The Storm Water Management Ad Hoc Committee was formed within the city chartered HOA Sub Committee, to focus on and address issues and concerns identified with community storm water ponds and; to bring forth recommendation (s) for improvement to the City Council.

Current State:

The use of storm water ponds has become a common method of Storm Water Management for both commercial and residential developments to regulate the storm water runoff from these areas.

Currently in Delaware, Milford included (with some exceptions), responsibility for maintaining pond conditions to Federal and State standards has been left to private entities. In the case of ponds in residential communities, this responsibility has fallen to respective community Homeowner Associations or Maintenance Corporations upon turnover of communities to the homeowners by developers.

Conservation Districts within each of the 3 Delaware counties have been delegated responsibility by DNREC to regulate the Storm Water Management Program regulations initiated July 1991.

Owing in large part to a massive failure of ponds, identified earlier this decade in New Castle County, county and municipal governments have recognized the need, and are taking on a greater role and responsibility for maintaining the ponds to mandated standards.

New Castle County with state financial assistance instituted an aggressive program to repair and recover failed ponds.

Newark and Middletown municipalities have in varying forms taken responsibility for ponds within their boundaries.

Newark is actively pursuing a storm water utility; Lewes city as well.

Mr. Doran noted that New Castle County is nearly built out and Kent and Sussex Counties are growing similarly. He said New Castle's growth occurred in the 1970's and 1980's which resulted in a buildup of many ponds earlier this decade. Some communities were flooded when the state and the county joined forces to develop an amnesty program. Between the two, they invested \$28 million to fix the ponds because the problem had far outgrown the communities both individually and collectively.

He feels stormwater utilities are something that will find its way into the lower counties soon. Mr. Doran explained it is a municipality or countywide initiative where they actually create these utilities and municipalities take over the total stormwater management responsibility. As a result, fees are assessed to homeowners and businesses without exclusion. It is municipality wide and everyone participates. Kent County currently has one underway and Newark is on the edge of implementing one. They were ready to take it to the voters last fall on a referendum basis but held back for political reasons and mainly because of the recession.

He noted that Newark worked with the University of Delaware to get the stormwater utility plan for Newark to the point that rates were determined for those properties.

While talking with New Castle, Sussex and Kent County Conservation Districts regarding the management of stormwater, all said stormwater utilities are necessary.

He noted that Lewes is also pursuing stormwater utility and Sussex Conservation District advised that Seaford is working on it as well.

Mr. Doran then reviewed the following:

Recommendations:

In consideration of the immediate and long term benefits to Milford and its citizens, the HOA Sub-committee believes the City should vigorously pursue a greater role and responsibility for all storm ponds within the city boundaries.

To this end, the following recommendations are made to City Council:

- 1. Pursue immediate measures to mandate city responsibility for on-going maintenance of all future storm ponds receiving approval for construction*

He stated that if they do not exist, they are in some form of development and suggests the city get them under their control for care and maintenance.

- 2. Authorize a study to determine the feasibility and process to bring all existing storm water retention ponds in Milford under the city's jurisdiction for care and maintenance responsibility*

They recommend a feasibility study be done on what it would take to incorporate them into the city's maintenance responsibilities.

City responsibility to mean assures conformance and is limited to Storm Water Management as defined in Title 7 Natural Resources and Environmental Control specifically for water quantity and quality

Mr. Doran said #3 is a recommendation of the Conservation District. He explained that before the city accepts the streets and infrastructure, part of that would be a sign off by the Soil Conservation District.

3. *Effective immediately, require the city's acceptance / dedication of streets and other infrastructure be contingent upon the respective county Soil Conservation District's inspection and approval of storm water facilities.*

He stated the next recommendation is beyond stormwater ponds and maybe a development or commercial enterprise. Many people have already done a great deal of analysis on this topic; he believes there are a number of resources available to help.

4. *Explore the viability of establishing a storm water utility as a possible end state solution*

Supporting Rationale:

- *Storm Water Management, like trash removal and sewage treatment, is an element of local government's responsibilities to provide essential services for the health, welfare, and safety of its citizens. Maintaining the status quo is to ensure that Milford will, in a relatively short period of time, lose all visibility, planning and control for Storm Water Management.*

Mr. Doran feels the next point may be the most important. He noted the problem in New Castle County happened over a twenty-five to thirty-year period. Without intervention, there is a risk Milford could end up in the same situation as expansion and development picks back up.

- *History has shown that over time HOAs do not have a good track record as the responsible entity for storm water management which has ultimately lead to public intervention and costly repair and recovery measures*
 - *HOA organizations do not have the expertise, skills and knowledge to effectively, efficiently and overtime; maintain water quantity and quality to standards.*
- *Governing entities of the state that have experienced this history are proactively taking steps to exercise greater control and management responsibility for storm water ponds within their jurisdictions. Moreover, these entities have recognized the long-term benefit and need to incorporate management of private storm water collection ponds into the total Sediment and Storm Water Management effort.*
- *Ponds in residential communities and commercial locations are but one link in a complex chain of storm water management. These ponds however, are an important link in the chain and, if not properly maintained over time, they can have a significant adverse impact on water quantity and quality in and beyond the bounds of the development.*
- *Community and commercial storm ponds are subjected to infiltration of runoff water from outside their respective property lines and flow water as well outside their boundaries into the watershed thus,*
- *Subdivision homeowners and commercial entities can be viewed as being financially penalized i.e., pond maintenance charges are paid in addition to paying full city and county taxes levied.*
- *The timing seems right for City of Milford as there are at the present time a manageable number of ponds for consideration and most ponds are relatively new and likely in satisfactory condition. This will change in time however as these ponds age and additional ponds are constructed with new growth and annexations.*
- *Subject Matter Experts whom the AD HOC committee contacted and shared our work, were uniformly encouraging and supportive of the effort and direction the committee was pursuing*
- *Kent and Sussex Soil Conservation District authorities heartily support our recommendations to the City*
- *From Title 7 Delaware Administrative Code – Natural Resources And Environmental Control:*

15.3 The Department encourages, and will provide technical assistance to, any Conservation District or local jurisdiction who chooses to assume the maintenance responsibility for storm water management structures on, at least residential lands. Public maintenance provides a reasonable assurance that maintenance will be accomplished on a regular basis

He emphasized that DNREC is responsible for stormwater in the State of Delaware. They have delegated that responsibility to the Soil Conservation Districts in each county. They will go out and inspect ponds, then grade them based on criteria. They can fail, but at that point, it ends. If they can find the HOA, they will inform them what is wrong with the pond and that it needs to be fixed. The Sussex Conservation District has 2,400 ponds in the county. The only ones that receive annual inspections are those called projects that are in some form of development. Many are abandoned ponds where the infrastructure was put in and the developer abandoned the site because of market conditions. Others exist but have not been accepted.

Mr. Palermo noted that in June of 2009, Jessica Watson from Sussex Conservation District was contacted and reviewed and critiqued the stormwater ponds at Meadows at Shawnee. A few discrepancies were found which were addressed by the developer.

Mr. Doran agreed noting that pond was considered a project and not an accepted or previously dedicated pond.

Mr. Palermo recalled that between the time the pond was turned over to the HOA and the point when the ponds were accepted by the city, there was no insurance on the ponds. That time was approximately three months. He is unsure what would have happened if a discrepancy had been found at that time. As a result, he recommends these residents be informed that liability insurance should be obtained so they are prepared when the builder turns over the HOA to the residents of the subdivision.

Consultations:

The committee expresses their sincere gratitude to the following individuals who were consulted and provided invaluable learning and assistance:

*Jared C. Atkins, Program Manager
Kent County Soil Conservation District*

*Kelly L. Wilson, Urban Conservationist
Kent County Conservation District*

*Jessica Watson, Program Manager
Sussex County Soil Conservation District*

*Michael D. Harris, Environmental Compliance Manager
New Castle County*

*Ellie Mortazavi, Civil Engineer I
New Castle County*

*Janice Catherman, Assistant Land Use Administrator
New Castle County*

*Kelly Densmore, Stormwater Program Coordinator
City of Newark*

*David W. Baird, City Manager
City of Milford*

*Mark S. Mallamo, City Engineer
City of Milford*

Storm Water Management Ad Hoc Committee

*Charles Doran
Michael Boyle
Robert Lender*

Mr. Doran then concluded his report.

Mr. Workman thanked the Stormwater Management Ad Hoc Committee noting he feels it is a great start. However, he recommends additional information be added. He asked if businesses were contacted to obtain estimates of associated maintenance costs; he feels that will be needed when this is presented to city council.

Mr. Doran explained they needed to decide how far they wanted to dive into this matter. He agrees there is a great deal more analytical work needed. He is willing to invest the time to keep the subcommittee going though that will involve some extensive work to do a quality job.

Mr. Doran did state that DNREC publicizes those companies who are in the business of maintaining ponds. He asked one of the Conservation Districts for a cost estimate, per acre of pond, to keep it up to spec and standards. They were unable to provide an answer.

Mr. Workman feels that is a question council will ask though he understands the Conservation District was unable to provide the information because there are so many variables involved with each pond.

Mr. Boyle agreed stating that it depends on the size, age, location and the type of pond. He feels that coming up with an average cost may be deceptive. Instead, the committee recommends a feasibility study be done and suggests that be included. In Milford, there are nine ponds and each is in a different stage of repair and age. It would be difficult to come up with a flat cost estimate in his opinion.

Mr. Boyle feels the recommendation to get on top of those that have not been built is the best thing and will allow the maintenance to stay ahead. The others can then be brought in though each will need different issues addressed. Hopefully, the new ones will not have a problem though the older ones may have a number of hidden problems that will need to be determined.

Mr. Lender advised that Knotts Landing HOA pays \$3,800 a year to Virginia Lake Management to take care of their ponds. He said they come out and add chemicals though they are unaware of what the chemicals are. Therefore, the homeowners are really at their mercy. If the city took over, he feels it would be done correctly.

Mr. Lender confirmed Knotts Landing is under an annual maintenance agreement.

Bob Hampton added that Orchard Hill uses the same company. The contract is broken down and shows exactly what they will do. The work is done biweekly during which time they come in, inspect the pond, clean up any trash and treat it as needed. They pay just under \$4,000 a year though the chemicals are additional.

Mr. Lender believes their contract is \$2,000 plus an additional \$1,800 for chemicals. Mr. Hampton said the chemicals are billed as they use them.

Mr. Hampton stated that whoever cuts the grounds should also take care of the trash. Mr. Lender stated that is included in the contract with Virginia Lake.

Mr. Doran has learned that if the ponds are built properly and go through the microscope of the conservation district with regular maintenance, the ponds do not have an end of life. In that case, he believes the maintenance costs, without a

disaster, would be somewhat on the light side.

He explained there are several ports that come in and need to be constructed properly and free flowing with an outlet. The big issue is sediment that mucks up stormwater. It comes in off the street, gets into the ponds and once every eight to ten years, heavy equipment must be brought into a wet pond to remove it.

Mr. Palermo stated DNREC gave a seminar and one of the recommendations was that each time there is a major rain or a large amount of snowfall runoff, the pond should be inspected within a short time. The inlets and outlets need to be checked at that time.

Mr. Doran said he was driving through lower Sussex County today where flooding is dominating some of the roadways. When asked how many ponds have failed in the county, the Conservation District staff answered all of them as a result of water saturation. However, eventually, it will stop raining and snowing and the sun will come out at which time the water will recede.

Mr. Workman said that putting everything into perspective, if proper maintenance begins in the early stages, it will not cost as much in the long run. He asked that be incorporated and emphasized when this is brought to council.

Referencing the Knotts Landing and Orchard Hill maintenance costs, Mr. Doran said his hesitancy in providing those numbers is the confusion it may cause. He does not want anyone to do a quick calculation of \$3,800 or \$4,000 by the number of ponds in Milford to come up with a total cost. He would prefer to check into this further and get a more solid number. The committee chose to stop their work with the recommendations though they clearly recognized another phase needs to be done which includes the analysis. He emphasized the importance of starting with the new ponds should council be favorable to the recommendations.

Mr. Doran also stated that he would not mind city council saying it be done with a caveat that additional analysis is needed to determine the cost per acre for maintenance. His personal belief is it would be less than \$3,800 a year.

Mr. Lender asked how the water can be treated with chemicals when there is a great deal of water running into the pond off Bowman Road and from the farm land. Though they may claim they have put one hundred gallons of chemicals in the pond, no one knows for sure. With the city, they will be assured of what has been done.

Mr. Doran responded by stating he would be opposed to a debate over costs and who should bear the costs. He feels what needs to be determined is the right way to handle this over the long term. He is unaware of anything in Kent County that will prevent the same thing from happening twenty-five years from now as what previously happened in New Castle County.

Mr. Boyle said he agrees with Mr. Doran that it is easy for someone proposing the idea to throw a number out, but the problem will not go away and is only going to get bigger. Over time, it may become so astronomical that the \$3,800 may seem like a bargain. He feels if the city were involved, it could become a utility cost.

Mr. Workman agreed stating that the feasibility study will determine what the costs would be for the city should they decide to go that route. Costs will most likely be considered by council who are the ones that will ultimately make the final decision. However, he understands why no one is comfortable putting a price tag on this right now.

It was agreed that because the city already maintains eight ponds, they should have a rough idea of those costs involved.

At that point, Mr. Hampton said the focus should be early maintenance versus the long term benefit. Beginning maintenance now will stretch their longevity especially considering the cost of a complete overhaul at \$100,000 or more. He said that according to Ms. Watson, the ponds will eventually have to be reconstructed. However, a pond that is well maintained can last thirty-five to fifty years.

He added that is what occurred in New Castle is they were neglected which caused failure way before their time.

Mr. Palermo also noted that Ms. Watson pointed out, the fifteen-year cutoff is just a figure and not written in stone. That is assuming those ponds are being maintained as the specs or criteria call for. It could be less than fifteen if not maintained properly. If maintained properly, a pond could go beyond the fifteen before a complete overhaul was needed.

Mr. Lender stated that in New Castle after the ponds are inspected, a document is provided outlining any problems. It then has to be inspected monthly. Once the worksheet is filed, they take responsibility of the pond. By doing that, they are not asking the town to cut the grass around the pond which is still handled by the association. All the city does is take care of the pond itself.

Mr. Spillane stated he appreciates the work that was done by this committee. He recalled going to some towns that provided a cost sheet of what was needed by each homeowner. He believes it was a very small amount considering the overall benefit. He agrees that committee is not at the point where a price tag can be provided.

He added that Kent County and Sussex County may have provided some cost estimates in terms of what was needed to maintain these ponds.

Mr. Spillane agrees that overall, it would be to the city's advantage to do this now and not postpone it.

Mr. Doran said that as he mentioned earlier, the City of Newark and University of Delaware worked to implement the stormwater utility but only held back from taking it to the residents. He reiterated this goes beyond the pond that sits in the community and involves the whole watershed and the impact on two rivers. It was broken down to show what the residents would pay.

Mr. Doran reported they were forecasting the stormwater utility to be \$1.40 on a 5,500 square foot lot and \$1.60 on a 10,000 square lot. He noted that ten or fifteen years before MBNA, Newark was probably very similar to Milford today. However, development occurred very quickly during that time. He stressed that those charges were minuscule when considering what is received for those services.

In his opinion, there was a lot of money and time invested in the issue and it will be back before the community.

Mr. Workman again confirmed the committee prefers to leave the money issue out and will recommend the feasibility study be done as a follow up. Mr. Doran said that if the city was receptive to the recommendation, the costs across the city would probably get lost in the rounding because there are currently no critical ponds that need to be dealt with.

Mr. Workman suggests providing a visual approach and some pictures of what a pond should look like compared to one that is failing as a result of little or no maintenance. Mr. Doran asked the power point presentation given by Ms. Watson be provided.

He then mentioned some concern that council had appeared to have little interest in getting involved in HOA's. Mr. Doran agrees the educational process is needed in order for council to be properly informed.

Mr. Palermo suggested Ms. Watson give the power point at the next council meeting. In that manner, council will receive an in depth understanding of the problems, concerns and future problems if this is not addressed.

It was agreed the power point would be presented to council; the committee will also give its recommendations at that time.

Mr. Workman emphasized that if the city agrees to adopt a policy for HOA's, that will only impact the new ones. Those that exist will not be affected unless they agree to it.

Mr. Doran agreed that in both New Castle and Newark, they began with the new ponds. When a developer came before them with a subdivision, it was assumed the maintenance of the pond would end up being their responsibility. However, the subdivision with existing ponds wanted to participate so they could be relieved of any liability. There was an

agreement that they would allow them into the program if three years' maintenance costs were paid. He noted there are a number of ways to implement this while achieving the same objective. He agrees those that exist will need to be handled differently.

It was asked at what point would the city take control of a new pond and would it be as soon as it is established or after a certain number of houses are built. Mr. Doran responded that it would be the same time the storm water drains are accepted. When asked, he explained this is independent of the HOA turnover. He sees this being done when the streets are being dedicated to the city though he is unsure when that is other than after the final paving is done. Part of that process would be an inspection by the Soil Conservation Districts who would need to give the go-ahead.

Mr. Boyle stated it would need to be a coordinated effort. He assumes that before the city gets involved, a utility would be established. Therefore, from day one they would be involved though that does not necessarily mean taking ownership control while the developer is doing the work. This would ensure it is built to specifications and that it meets DNREC standards. It should be monitored throughout development so that when it is turned over and the city begins to assume responsibilities, there is a good track record and assurance it was done right. They do not want to find out at dedication the pond was not done right because he is unsure who would be responsible at that point. He feels it should begin at the time the ground is broken.

Mr. Doran agreed that once the developer begins to dig, a regular regiment of inspection should be done throughout the development phase and until the final acceptance of the pond and it is turned over to the HOA. He agrees that initially, it must be built correctly. It may sit there for years as the development builds out, but first and foremost, it must be built correctly and assurance for the regiment is needed from Soil Conservation as they will be required to do a final acceptance of the pond. He feels that currently the process is disconnected from the city's acceptance of streets and infrastructure. That, to him, is the most appropriate time to accept it.

Mr. Hampton recalled that in his development, the ponds were not maintained and the one went bad before it was turned over. DNREC agreed it was in bad shape but indicated they were unable to force the builder to do anything. In this case, there was a bad stormwater pond in the city not doing what it was designed to do. That is what should be avoided.

Mr. Doran said in that case, it cannot be handed over to the residents or the city. It should remain with the developer.

Mr. Boyle reiterated the city should be involved from the beginning and in essence have responsibility for that pond up until that time they assume that responsibility under the authority of the utility. In that manner, once it is accepted, there are no surprises and they are confident it was done right. Everyone wins that way.

He added that all that expertise is out for the city to utilize. They can talk to the counties and other cities and learn from their mistakes. The knowledge base is there and needs to be incorporated. He noted there are minimum costs involved in a feasibility study.

Mr. Workman asked for confirmation of what this committee wants to present to council. When asked if the report was enough to present to them, Mr. Workman stated it contains a lot of good background and the recommendations of the committee. Though additional work is needed, this is a good starting point.

Mr. Doran believes some additional planning is needed before it goes to council. He recalled the laundry list of items previously discussed in terms of ideas.

Mr. Workman feels that the committee focused on specific items that have been accomplished. He feels that the list of ideas, along with this report, should be presented over the next month. Though there are a number of other issues this committee believes should be addressed, at this point, it is appropriate to present what has been discussed tonight.

It was agreed to present the background information to educate council in a workshop session. There was some additional concern expressed about councils' feeling about the city's involvement with HOA's.

Mr. Palermo added that he chaired the ad hoc committee addressing Title 25 of Delaware State Law. He has spoken with his two committee members as well as Jessica Watson. They endorse Title 25 with the stipulation the \$500 be waived. He said he was also e-mailed a building permit and a certificate of occupancy which he feels was well done. Mr. Palermo asked the committee to review it and asked for a break.

He asked that when this is presented to council, a copy of Title 25 be provided.

The meeting was temporarily adjourned at 7:43 p.m.

The meeting resumed at 7:46 p.m.

Mr. Palermo stated that in addition to Title 25 that deals with HOA's, Mr. Doran e-mailed him a building permit and certificate of occupancy.

He then read and asked the following be included in the record:

Planning Process

Prior to the final approval of subdivisions requiring developers to submit the following for all proposed Planned Communities containing common ownership:

- *Maintenance Declaration*
- *Bylaws*
- *Deed restrictions and covenants*
- *Document detailing how individual unit purchasers will be furnished the above documents prior to but not later than signing of an Agreement of Sale.*

Building Permit

Incorporate the following terms for common interest communities into the building permit application.

Has an Agreement of Sale been signed for this home? Yes No

If yes, was the purchaser furnished the following documents:

<i>Maintenance Declaration</i>	<i>Yes</i>	<i>No</i>
<i>Bylaws</i>	<i>Yes</i>	<i>No</i>
<i>Deed Restrictions and Covenants</i>	<i>Yes</i>	<i>No</i>

Certificate of Occupancy

Prior to issuance of the Certificate of Occupancy, developer/builder completes and certifies the following and furnishes the documents listed below:

How much is the common expense assessment \$

Is there any special assessment due for this property? No Yes \$

Is there any capital expenditures approved by the Association/Maintenance Corporation for the current and succeeding fiscal years? No Yes \$

Are there any unsatisfied judgments against the Association/Maintenance Corporation? No Yes \$

Documents to be provided:

Most recently prepared balance sheet and income and expense statement of the Association/Maintenance Corporation

Mr. Palermo concluded by recommending that all subdivisions having an HOA in Milford should be covered by Title 25 of Delaware State Law.

Mr. Palermo also referenced a copy of the earlier recommendations and asked they be submitted as a proposal to protect the owners in an HOA and subsequent proposed owners:

We the members of the HOA Subcommittee endorse Title 25 of the Delaware State law and recommend that the City Council adopt Title 25 and waive the \$500 HOA fee to cover all existing subdivisions and future subdivisions having an HOA.

PROPOSAL

1) Security money will be required during the construction of a subdivision, sidewalks, streets, lighting and any other areas that the developer is responsible for, money held in escrow for a period of 18 months to ensure work meets the City of Milford building code requirements.

2) The issuing of building waivers be restricted especially in areas of safety such as railings, guard rails, steps, sidewalks so as not to adversely affect the homeowner in an HOA subdivision.

3) All rules, regulations and responsibilities of an HOA subdivision including the maintaining of storm water ponds be disclosed to the buyer.

Mr. Doran advised they agree their findings should be presented to council at the workshop session as was previously recommended.

Mr. Workman advised that Ms. Watson's presentation, along with any documents planned for submission to council, must be provided in advance. He asked that she be contacted and that her presentation be condensed to ten to fifteen minutes.

Mayor Dan Marabello then addressed the committee and suggested they clarify recommendation #4. He feels it is important to know the estimate and who will bear the costs. He asked that any financial assistance be clarified.

The mayor stated that in addition, the supporting rationale where it states subdivision homeowners and commercial entities can be view as being financially penalized needs to be clarified.

Mr. Workman responded by stating the committee has made its recommendation though that was a concern of his initially.

The committee then agreed that the cost would not be discussed because there are too many mitigating factors involved which makes it very complicated.

The committee then talked about whether the stormwater utility should be discussed with council. It was agreed this committee was established to address ponds within an HOA and if the city adopts the plan, at that point, the utility can be considered.

It was then agreed to strike recommendation #4.

Mr. Palermo feels that Title 25 needs to be addressed separately and a copy provided to each councilperson. As a follow up, they should be asked for their opinions.

Mr. Workman feels the stormwater management issue needs to be addressed first. Title 25 can be addressed the following month. He emphasized that these are additional recommendations to the requirements in that law. The committee agreed.

When asked about the initial list, Mr. Workman agreed to get the documents together. For the next meeting, he will have Recording Secretary Christine Crouch get the list and documents together and e-mail it to the committee. At that time, he will ask each member to go review it and decide what they think should be provided.

Mr. Workman feels the committee has worked long and asked that a final document be prepared for presentation to council. Mr. Doran will follow up with the city clerk. He again reminded the committee that the main focus at this point will be stormwater management and Title 25. The other items can be later discussed.

The next committee meeting was scheduled on Tuesday, March 23rd at 6:30 p.m.

With no further business, the meeting adjourned at 8:15 p.m.

Respectfully submitted,

Terri K. Hudson, CMC
City Clerk/Recorder

MILFORD CITY COUNCIL
MINUTES OF MEETING
March 8, 2010

The City Council of the City of Milford held a Public Comment Session on Monday, March 8, 2010 in the Joseph Ronnie Rogers Council Chambers of Milford City Hall at 201 South Walnut Street, Milford, Delaware, prior to the commencement of the official City of Milford Council Meeting. The purpose of the informal session is to allow the public to speak about issues of interest that impact the City of Milford.

PRESIDING: Mayor Daniel Marabello

IN ATTENDANCE: Councilpersons Steve Johnson, Michael Spillane, John Workman, Jason Adkins, Owen Brooks, Jr., Douglas Morrow , James Starling, Sr. and Katrina Wilson

ALSO: City Manager David Baird, Police Chief Keith Hudson and City Clerk/Recorder Terri Hudson

Mayor Marabello declared the Comment Session open at 7:15 p.m.

Mr. Robert VanAlstine of 104 Ashley Way Cable had questions regarding Comcast Cable Television.

He presented the following questions:

- 1) Is Comcast the only cable company with a franchise in Milford?
- 2) If that is the case, why so?
- 3) Is there someone to keep control over their prices?
- 4) If not, why not?
- 5) Why do you have to keep track of Comcasts' pricing to keep the prices controlled without having to get a promo each time? If you get the promotion on a certain date, your price sometimes doubles or more.

With no other persons signed up, Mayor Marabello closed the Public Comment Session at 7:18 p.m.

Mayor Marabello then reopened the Public Comment Session at 7:21 p.m. stating that someone wished to speak but was unaware of the rules.

Donna Coverdale of 515 N. Washington Street stated she has been a resident for 12 years. She thanked Councilman Doug Morrow and Owen Brooks for meeting with her and her husband prior to this meeting. She said they had concerns about a rental house next to their house and they helped alleviate some of their concerns and she appreciates their willingness to talk and follow up with her tonight.

Their concerns about the rental property included a temporary pool above ground with no fence. Ms. Coverdale said there were kids jumping off apple crates into the pool without supervision. They had contacted the city who in turn spoke with the renters and landlords. They were told they could keep the pool as long as it was properly winterized, had a cover and the ladder was removed when not in use. Those rules were not adhered to.

She also reported an unregistered disabled vehicle was pushed into the back yard and covered by a blue tarp. There is also a large big screen television on the property that has been in the yard since before Christmas. She feels there has been no accountability for the landlords or renters at that location.

Ms. Coverdale also reported that one of the residents passed away this fall. One of the teens decided to create a memorial for her and painted on the sidewalk "RIP Mom". She contacted the police with a concern about graffiti. The police officer responded and asked what they were doing. The teens answered their mother/grandmother passed away and they were creating a memorial for her. The officer asked what type of paint they were using and they responded washable paint. Following three heavy rainstorms, the paint remained on the sidewalk. One day after work, her husband came home and the neighbors asked if they had a power washer. After they poured paint thinner on the sidewalk which was draining into the city drain and creating fumes, her husband took their personal power washer and washed the sidewalk thus taking care of the matter themselves.

She advised the memorial was on the sidewalk for over a month and a half with no attention given to it. Even though the police were called when they were painting the sidewalk and once they stated they were using washable paint, the officer neglected to get out of his car to investigate the type of paint being used and instead told them to continue.

Mayor Marabello said the city manager will discuss the issue with the code official and follow up with Ms. Coverdale.

With no other persons signed up, Mayor Marabello closed the Public Comment Session at 7:25 p.m.

Respectfully submitted,

Terri K. Hudson, CMC
City Clerk/Recorder

MILFORD CITY COUNCIL
MINUTES OF MEETING
March 8, 2010

The Regular Monthly Meeting of Milford City Council was held in the Joseph Ronnie Rogers Council Chambers of Milford City Hall, 201 South Walnut Street, Milford, Delaware on Monday, March 8, 2010.

PRESIDING: Mayor Daniel Marabello

IN ATTENDANCE: Councilpersons Steve Johnson, Michael Spillane, John Workman, Jason Adkins, Owen Brooks, Jr., Douglas Morrow, James Starling, Sr. and Katrina Wilson

ALSO: City Manager David Baird, Police Chief Keith Hudson and City Clerk/Recorder Terri Hudson

COUNSEL: City Solicitor Timothy Willard

CALL TO ORDER

Mayor Marabello called the Monthly Meeting to order at 7:30 p.m.

INVOCATION AND PLEDGE

The Pledge of Allegiance followed the invocation given by Councilman Starling.

APPROVAL OF PREVIOUS MINUTES

Motion made by Mr. Brooks, seconded by Mr. Morrow to approve the minutes of the January 11, 25, February 16 and 22, 2010 council and committee meetings as presented.

When asked for questions, Mr. Spillane recalled that on February 22, 2010, the Thawley land was annexed at which time it was to become part of the third ward. His concern is the fact this property is not contiguous with ward three.

The mayor advised that he has talked about that with the city solicitor and will be later discussed.

When questioned about whether the minutes could be approved with the potential discrepancy regarding the placement of the Thawley property in the third ward, the City Solicitor explained that the minutes should accurately reflect what transpired at the meeting. If there is an issue about the substance of the decisions made at that meeting, that is a separate issue. He emphasized the minutes are a record of what took place at that meeting regardless of whether someone agreed with a decision that was made.

Ms. Wilson stated she is willing to accept the minutes though Mr. Spillane has an unresolved matter. Following a show of hands about whether the minutes should be approved, the mayor stated we are unable to get an approval of the minutes.

Mr. Brooks explained that the minutes are correct because it reflects what occurred at the council meeting.

Ms. Wilson moved to accept the minutes though Mr. Spillane's question should be discussed, seconded by Mr. Workman. Motion carried.

RECOGNITION

Adoption of Resolution/Express Condolences to the People of Haiti/Haitian Pastors Lionell Sainseme and Reverend Amos Regusme'

Mayor Marabello presented the following resolution to Reverend/Doctor Jeanel Starling, Reverend Lionel Sainseme and Reverend Amos Regusme':

Expressing sincere, heartfelt sorrow to the people of Haiti in wake of the devastating earthquake which struck the island on Tuesday, January 12, 2010

WHEREAS, Milford City Council recognizes the epic devastation that has been caused by the natural disaster that hit Haiti, and the far reaching loss of life and damage that has been sustained by the victims of this tragedy; and

WHEREAS, This horrific 7.0 magnitude earthquake has destroyed schools, hospitals, government offices, roads, bridges, and railways and left the island largely without telephone service, electricity, or running water; and

WHEREAS, A shortage of medical attention, medicines, and supplies remains a major challenge almost a month after one of the worst catastrophes in modern times, and

WHEREAS, The passing days and weeks will further reveal the enormity of this tragedy and the widespread destruction of buildings, businesses and lives; and

WHEREAS, On behalf of the citizens of the City of Milford, the Mayor and Members of Council offer their deepest condolences to the families and loved ones of those who were killed or injured, and pledge their heartfelt support through this time of grief, sorrow, and rebuilding; and

WHEREAS, Over the years, the community of Milford has been enriched by the culture, traditions, and contributions of the many Haitian Americans now living here, many of whom are immediately making their way there to search for family members and aid in rescue and relief efforts; and

WHEREAS, At this time of devastation and turmoil, Milfordians, along with people across the United States and around the world, share their grief and their concern for the safety and welfare of the victims and their future; and

WHEREAS, Now, as we continue to help the people of Haiti in their struggle back from chaos to order and the rebuilding of their lives, it is appropriate to pause to reflect on this catastrophe, to profoundly mourn the tragic loss of life and livelihood, and to applaud all those who have offered, and who will continue to provide the aid and support which will be needed, not only immediately but for many years to come.

NOW, THEREFORE, be it RESOLVED, that the Mayor and Members of the Milford City Council pause in their deliberations on this 8th Day of March 2010 to express sincere, heartfelt condolences to the people of Haiti in wake of the devastating earthquake and honor the memories of those who lost their lives, remember the survivors and praise all those who are coming to their assistance, both spiritually and otherwise.

It was noted that Boys Scouts Jacob Leonard, Kyle Hermann, Milton Syers, Ozzie Reif and Scoutmaster Richard Bennett were present. They are currently working on the Citizenship in the Community and Communications Merit Badges.

MONTHLY POLICE REPORT

Mr. Morrow moved to accept the monthly report submitted by Chief Hudson, seconded by Mr. Adkins.

Mr. Spillane pointed out that Chief Hudson noted the problems with the roof during the recent snow storm and asked how quickly a new police department can be planned.

Chief Hudson said he is hoping to complete the feasibility study during the next fiscal year. They have filed a claim with the insurance company and are currently working with an adjuster.

Chief Hudson confirmed the deductible on the claim is \$5,000.

CITY MANAGER'S REPORT

The city manager had Parks and Recreation Director Gary Emory discuss the first two items in his report.

Mr. Emory stated the master plan trail plan will connect the existing Mispillion Riverwalk to future developments and provide some additional open space. The match money will be added to his budget his upcoming budget.

He then invited council to the Tony Silicato Memorial Park Dedication on April 10th at 10 a.m. Those individuals who helped fund the \$550,000 complex will be recognized at that time.

Mr. Baird then read the following report into record:

**** Recreation and Trail Plan (Parks and Recreation Goal)***

The City has received a grant award of \$25,000 from the Delaware Land & Water Conservation Trust Fund complete a recreation and trail master plan. The funding will be used to identify future locations for City Parks and trail connections off of the Riverwalk to connect to key locations throughout the City.

**** Tony Silicato Memorial Park Dedication***

The ribbon cutting and dedication of the Tony Silicato Memorial Park will be held on Saturday, April 10, 2010 at 10:00 am. at the Park.

**** Land Lease-D&N Bus Service***

A site plan has been submitted for the property located at the Greater Milford Business Park and all rents have been paid in accordance with the lease between Mr. Moore and the City.

**** Parking Authority of the City of Milford***

I have received correspondence from Harvey Marvel, Chairman of the Milford Parking Authority requesting City Council consider the dissolution of the Parking Authority. All of the bonds associated with the Authority have been retired and the Authority is requesting the City take ownership of the parking lots. We are evaluating the current condition of the parking lots and what is involved in terminating the specific process for Termination of a Parking Authority under Title 22 of the Delaware Code.

**** SE Master Plan (Planning Goal)***

Mr. Norris and I have continued to work with the Office of State Planning Coordination to finalize the plan based on the comments received from the public as well as the goals outlined by the State Agencies. Additional work will include follow-up coordination with Sussex County Planners. Once the draft plan is completed, there will be a final public workshop to present the plan to the public which will then be followed by consideration of the plan by the Planning Commission and City Council.

**** 201,203,205,207 NW Front Street***

All of these properties have been condemned by the City and the owners of 205 & 207 NW Front Street have appealed the condemnation order issued by the Code Official to myself. The appeal hearing was held on March 4, 2010 and a decision will be issued the week of March 8. Depending on this decision, the property owner, under the property maintenance code, has the ability to appeal my decision to the Board of Appeals.

He recalled that last January, the city received cash calls for the letter of credit. The city manager reported that some revisions were made and are included in the packet. Previously, they were specific to the power supplier; this revision is the consolidation of three agreements into one making it a blanket coverage. The total aggregate amount for those letters remains unchanged at \$45 million.

The city manager also reported that training sessions are being conducted for the planning commission and board of adjustment. A BOA session was held prior to this council meeting for the three new members recently appointed. In January, the planning commission began holding training sessions monthly. The first session covered the transportation component with signage the focus of the next training. Open space, recreation and walkable communities will be the subject matter of the following two sessions.

Comparing electric rates, DEMEC provided a residential rate comparison with Milford the third lowest rates in the state behind Delaware Co-op and the City of New Castle.

Ms. Wilson moved to accept the city manager's report, seconded by Mr. Starling. Motion carried.

Mr. Workman asked for clarification of the current electric bills being estimated because the meter readers were unable to get accurate readings because of the recent snow storms. Mr. Baird stated it is very rare though it was necessary due to the blizzard conditions during the read times. He said the bill was based off the consumption during the same period in 2009 and pro-rated to a daily basis for the current cycle.

COMMITTEE REPORTS

HOA Committee

Mr. Workman advised the HOA Committee is prepared to present their recommendations at the next council workshop. In addition, a power point on stormwater ponds will be given by a representative from Soil Conservation.

Charter Committee

Mr. Spillane advised the charter will be addressed with the goal to finalize the document.

COMMUNICATIONS

Mayor Marabello read the notice regarding the Senior Citizen Property Tax Exemption into record noting the deadline to apply is June 1, 2010.

Mr. Baird said the forms will be available at city hall, public works and also on the website.

The mayor then referenced the last item under Unfinished Business and asked for a motion to amend the agenda and place that item below the finance report in order to have the appropriate time to address it.

Mr. Morrow moved to amend the agenda by moving the charter review, seconded by Mr. Workman. Motion carried.

UNFINISHED BUSINESS

Introduction of Ordinance 2010-2/Cypress Hall/Conditional Use

City Planner Norris advised this is only for introduction and will permit a conditional use for a shopping center south of Route 113 adjacent to Shawnee Road. They submitted a site plan and received approval for a variance from the Board of Adjustment. The site plan conditional use will be reviewed by the planning commission and a recommendation forwarded to city council.

Adoption of Ordinance 2010-3/Chapter 119/Electric Standards

Mr. Baird recalled that at the last meeting, council adopted a resolution to move forward with the Demand Response Program. At the same time, this ordinance was introduced which is needed to amend the tariff. He reminded council this allows commercial customers to become involved in this type program which requires an annual approval process with the city prior to being named an eligible participant.

Adoption of Resolution/Accepting Public Areas/Meadows at Shawnee

Mr. Brooks moved to adopt the following resolution, seconded by Mr. Morrow:

ACCEPTING PUBLIC IMPROVEMENTS FOR MEADOWS AT SHAWNEE SUBDIVISION

WHEREAS, Chapter 200 provides that public roads and public utilities shall be accepted into the City of Milford's street system and public utility system by resolution of City Council; and

WHEREAS, The City Engineer has determined that all required improvements for the Meadows at Shawnee Subdivision have been completed; and

WHEREAS, The Meadows at Shawnee Subdivision has provided the City of Milford with a maintenance bond for the public improvements and public utilities guarantying the improvements for one year from the date of acceptance of the improvements; and

WHEREAS, the streets, easements and public utilities were dedicated for public use, subject to improvements, on the final map for Meadows at Shawnee Subdivision; and

WHEREAS, for purposes of dedication, public improvements shall include the stormwater infrastructure leading from the street up to the stormwater management ponds and the yard basins and piping located in the rear yards running from Meadow Lark Drive and Longview Drive between East Bullrush Drive and East Thrush Drive, running from Longview Drive and Misty Vale Court between West Bullrush Drive and West Thrush Drive, running from Meadow Lark Drive and Longview Drive between East Thrush Drive and East Windy Drive, running from Longview Drive and Misty Vale Court between West Thrush Drive and West Windy Drive; and

WHEREAS, the stormwater management ponds shall remain the responsibility of the Meadows at Shawnee Homeowners Association.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Milford during a regular session of Council, by a favorable majority vote, accepts all the streets, easements and public utilities of the Meadows at Shawnee Subdivision that are to be dedicated for public use into the City of Milford's street system and public utility system,

BE IT FURTHER RESOLVED that the Delaware traffic laws regulating the speed of vehicles at twenty-five miles per hour in a residential district shall become applicable,

AND BE IT FURTHER RESOLVED that the City of Milford shall assume responsibility for the future maintenance and repair of all streets and public utility systems in the Meadows at Shawnee Subdivision.

Mr. Spillane recalled this matter initially being presented to council in early fall of 2009 and asked why it has taken so long to be presented again.

Mr. Brooks also recalled the initial presentation noting a minor issue needed to be addressed. Following that meeting, the city manager and president of their HOA met and settled the matter.

Mayor Marabello explained the main issue was whether the city would take over the maintenance of the additional catch basins behind some of the properties in addition to the regular sewers up to the storm basins. Some of the Meadows at Shawnee residents wanted some of the additional catch basins maintained by the city in addition to the connection under the main road going between the two ponds. Since that time, the city manager met with HOA President Linda Boone and representatives to work it out. It was not put on the agenda because of an oversight.

Mr. Spillane asked that process be addressed and improved to prevent that from recurring in the future.

Motion carried by unanimous roll call vote.

Planning Commission Vacancy & Appointment

Mayor Marabello advised there is still a replacement needed from Ward I. This remains on the agenda to prevent it being overlooked; any future unfinished business items will continue to be added to the agendas until their conclusion.

He advised that in addition to Charles Goswick of Hearthstone Manor, Patty Atkinson of Matlinds Estates is also still interested. The mayor suggested a quick interview at the next workshop and if acceptable, council will confirm the appointment of the ninth planning commissioner.

Mr. Workman suggested it be filled as soon as possible.

Snow Removal Reimbursement Request-Hearthstone Manor

Mr. Spillane recalled that the streets at Meadows at Shawnee were plowed during the recent snow storms though they had not been accepted by the city while other city streets were overlooked. He feels that some sort of reimbursement is needed because taxpayers' money should not have been used to maintain the streets before they were officially dedicated.

Mr. Spillane moved the Meadows at Shawnee reimburse the city for the costs of plowing their streets during the snowstorm. Motion failed for lack of a second.

Councilman Spillane then stated a number of residents have questioned why Phases I, II and III were not being plowed noting they were properly paved.

Mr. Baird said the city has never plowed in Hearthstone Manor because those streets were not dedicated. He explained that Meadows at Shawnee has been plowed for a couple of years because the project was finished. He reiterated that Phases I, II and portions of III of Hearthstone are completed but have not been dedicated. At this time, the developer is not interested in dedicating it.

Mr. Spillane confirmed the problem is not the city but is the developer. Mr. Baird agreed stating they have discussed the possibility with the developer though the last couple of months, it has not been a priority due to a lack of interest.

Mr. Spillane asked how that can again be considered so that Hearthstone residents would receive the same services as the Meadows at Shawnee. He asked what Hearthstone and other areas that have not been turned over to the city get for the taxes they pay and asked if that can be considered.

Mayor Marabello suggested that be added to the next agenda in an effort to resolve it.

NEW BUSINESS

Preliminary Major Subdivision Extension Request/Wickersham

City Planner Norris noted the primary reason for the extension is because the city continues to work on utility extensions to this area though it has not been completed. It was confirmed this property is located at the corner of Route 1 and Johnson Road and are at the end of the line. In order to proceed from a cost standpoint that will work, property owners are needed to participate between their site and where the current utilities exist. Those property owners will need to determine how best to finance that which is the primary reason for the delay.

Mr. Brooks moved to approve the extension until March 23, 2011, seconded by Mr. Morrow.

Motion carried by unanimous roll call vote.

Cascades Subdivision/Ingerman Group Presentation

David Holden of Ingerman Group based out of Wilmington, stated the Ingerman Group develops, builds and manages affordable housing in Delaware, Maryland, Pennsylvania and New Jersey.

He reported the Cascades Development is located on Airport Road and was originally designed as an eighty plus single family home community. The development is in foreclosure and is currently owned by Wilmington Trust. The bank approached Ingerman Group a few months ago about redeveloping the site.

Mr. Holden then explained the plan is to redevelop the site in two different phases. The first phase consists of 76 rental units with a mix of one, two and three bedrooms. He referenced the site plan showing eight-unit buildings. He then informed council they also built Colony South located behind IG Burton on Route 113 and this will be very similar. It would include a community building with on-site management and maintenance in addition to recreational areas and tot lots. Financing would be through the Delaware State Housing Authority (DSHA).

In addition to the support of the site plan, he is asking for support of the DSHA application and a tax abatement for five years. He feels the city contribution will help their application be more competitive in comparison to others.

Mr. Holden advised the property would be owned by a private or profit entity and will eventually be added to the tax rolls. They will pay all associated connection fees and utility and permit fees.

He asked for councils' support to allow them to move forward with the application to DSHA. He advised the monthly rental will range from \$500 to \$700. The ground floor units will be ideal for senior citizens for 62 and over and the larger apartments would accommodate families with children.

City Solicitor Willard confirmed the site plan that was previously approved is being changed to allow apartment complexes. Mr. Holden agreed the prior approval will have to be amended and the application resubmitted to the planning commission. However, they are working within the existing footprints, street layouts and utilities. He reiterated a new site plan will be submitted.

Mr. Willard directed Mr. Holder to prepare a new subdivision application noting the amendments to the plan.

Mr. Holden stated that tonight, he is only asking support of the DSHA application process. He understands that is in addition to the land use process still required.

Mayor Marabello confirmed this plan only addresses Phase I. Mr. Holden explained there will only be two phases with the second being very similar in size and area.

Mr. Baird recalled a similar project under the management of Volunteers of America at Bright Ways Commons. That involved an addition to the units in the rear, while rehabilitating the older units in the front. Council was required to approve it as part of the DSHA process. He asked if the DSHA application included acquisition and development of the site; Mr. Holden stated yes.

Mr. Holden stated the acquisition will not occur if the application does not rank successfully because there will be no funding. He added that any support would be contingent upon the action of the planning commission in addition to meeting all other city requirements.

Mr. Baird explained the request is to support the application this evening. The request for the five-year tax abatement will need to be a separate matter. Mr. Holden advised his application will need to be submitted by April 9th. He further explained the 100% tax abatement the first year will be reduced by 20% each year thereafter. By the fifth year, it will be taxed at 100%.

Mr. Spillane expressed concern about the increase in housing from the original plan and its impact on stormwater runoff. Mr. Holden explained there can be no additional runoff with the new plan.

Mr. Holden stated that based on the proposal, there will be no changes to the stormwater ponds; Mayor Marabello also confirmed they will request a reduction in the required number of parking spaces from 2.5 to 2. It was agreed those issues would be part of the land use approval process.

Ms. Wilson moved to support the process for application to Delaware State Housing for affordable housing at Cascades Apartments, seconded by Mr. Starling.

Mr. Adkins said he will support the conceptual plan.

Motion carried by unanimous roll call vote.

The tax abatement matter will be added to the March 22nd agenda at which time the financial impact on the city will be presented by the city manager.

Milford Community Cemetery-Financial Overview

Mayor Marabello explained the Milford Community Cemetery consists of seven board members of which four are public officials—Mayor Marabello, City Manager Baird, Councilwoman Wilson and Parks and Recreation Director Gary Emory. The other three individuals are Scott Sipple, Jim Greenly and Harvey Kenton.

He advised that over the years, the operating fund is being diminished and there is a question of what the city wants to do should there come a time when there is not enough money to keep up its maintenance. Currently, there is a perpetual fund though is not growing as it was in the past. If the city stops its maintenance and it is no longer used as a cemetery, the land reverts back to the International Order of Odd Fellows. He noted the land consists of 27 acres of the new cemetery and 13 acres of the old cemetery.

Scott Sipple of Sipple Monuments then explained that in 1991, the local Odd Fellows Lodge, who was a local branch of the state lodge, was in the process of going defunct and was losing members with no new members being accepted. In the charter of the lodge, there was wording to the effect that any property owned by the lodge, upon its dismantlement, would revert back to the lodge. Prior to that, in the late 1980's, a handful of members decided to pursue a legal action which would remove the cemetery from the ownership of the Odd Fellows Lodge by forming a separate corporation. A board of director was appointed and ran the cemetery for nine years. It took that long for the state lodge to realize there was no functioning lodge in Milford. The chairman of the state lodge suddenly decided to lay claim to the property. They claimed that incorporating the cemetery was illegal. Four years later, Milford won its case in Chancery Court against the state lodge. In turn, the other side appealed it to the State Supreme Court and a three-judge panel was appointed to review it. After another year, they received a ruling that everything had been done legally and the cemetery was a separate, incorporated entity. The state lodge appealed it one more time to the full Supreme Court and another year later, the ruling remained that they did have the right to maintain the cemetery as a legal entity and did not have to turn over any undeveloped land. The intent was to sell the approximate 23 acres while taking ownership of the half million dollars trust fund.

This process took almost all of the cemetery reserves with \$115,000 in legal fees. The agreement fashioned in the Chancery Court was that a new board of directors would be established of which four of the seven members board would be city officials and it would remain that way in perpetuity. The mayor of Milford would always be the chairman, the city manager the vice chairman and the Director of Parks and Recreation and one member of council would always be board members. The other three seats would be held by lot owners of which Harvey Kenton, Jim Greenly and Mr. Sipple currently are.

It was then the cemetery became a community cemetery and their intent was not allow it to fall under corporate control because everyone felt that would not be a good thing for the community.

Mr. Sipple further explained the rules of the trust fund state they can only use the money being made in interest to maintain the cemetery. No capital improvements are allowed and only the cutting and trimming of the grass can be paid out of that fund. The money cannot be used for major improvements such as roadways or walls.

He said that winning the legal fight was good news, but losing all the cash reserves was the bad news. They have been operating with the current board for approximately five years. Because interest rates have been so low in recent times,

they are making very little off the trust fund. In addition, rising costs, including grass cuttings fees, have heavily impacted the account.

Mr. Sipple felt this should be brought before council before it got to a critical point. He anticipates the loss of \$70,000 to \$80,000 as a result of falling interest income and stock market and investment issues.

Mayor Marabello said he reviewed the investments with our financial director who felt they were good, conservative investments.

Mr. Brooks noted the account began last year with \$580,000 and at the end of the year decreased to \$565,000. Mr. Sipple said that in addition, there are \$5,000 to \$6,000 in fees charged by the bank to administer the fund.

Parks and Recreation Director Gary Emory then explained the city took over maintenance of the cemetery five years ago through his staff. The costs average \$45,000 to \$50,000 annually for labor and equipment noting the previous four very wet grass cutting seasons. He said they start out with Sussex Correction work release prisoners though those numbers have dwindled in recent years. As a result, they had to hire seasonal employees at \$14 an hour.

Mr. Emory said they did obtain some prices to sub the work out, as was done previously before the city became involved. Those prices came in at \$55,000 to \$60,000 just to cut the grass.

Mr. Baird explained the city is not currently paying for those services. The city bills the cemetery who pays for those services which is becoming more difficult for the cemetery. He said the purpose of tonight is to make council aware this is a problem that the city may try to address over the next few years.

The city manager also said this is to raise public awareness as to the actual condition of the cemetery not only from an operational standpoint but from a capital improvement standpoint. Currently, the fence needs repairs. The cemetery is important to those who have family members there but it is also a community asset.

He said because of the discussions, some opportunities have presented themselves. Key Properties stepped up immediately and offered to participate in whatever manner they could. In addition, there are some financing possibilities through the Community Facilities Program through the USDA.

Board Member Harvey Kenton then thanked Ms. Wilson for help in getting the old Levi Cemetery open. He explained it is an older African American cemetery at the point of North Walnut and Church Street Extended that was opened on two occasions. He added explained that part of the revenue drop is a result of cremation. In some states, there have been a 40% drop in revenues of cemeteries because grave sites and tombstones are not being purchased as they were in the past. In such cases, a person can be cremated for \$2,000 versus \$8,000 for a funeral.

Mayor Marabello then added they have straightened out and repaired a lot of the tombstones at the Levi Cemetery, along with the walls, with the help of Mr. Sipple.

Ms. Wilson recalled that when the city first became involved, it was discussed at that time, this may eventually become a budget item. She said that at that time, it was something the city wanted to be part of. Parks and Recreation also felt they could keep up with the maintenance of the grounds though it was clear this was a big commitment and some monies may eventually have to come from our taxpayers.

Mayor Marabello reiterated this was only being presented to make council aware of the financial situation.

FY2009-2010 Budget Amendment/General Fund-Fund Balance Funding

Mr. Baird presented the following numbers from the recent snow storms:

Total estimated cost to the city is \$250,095 ; amount submitted to DEMA is \$238,759.

If all expenses are approved, city will received \$179,069. (75% of \$238,759)

The total expense of \$250,095 less the FEMA request of \$179,069 leaves \$71,026 as a city expense.

The cost of our city owned equipment used for the snow storm is \$93,994 though that is not included in this budget request.

This leaves \$156,101 (250,095-93,994) to be requested from the general fund-fund balance account.

Mr. Baird explained that during the month of February as a result of the two blizzards, the total estimated cost to the city is \$250,095. That involves city overtime, city equipment, contractors labor and equipment, supplies and materials and any other related expense associated with snow removal.

Mr. Baird explained that \$93,994 is the value placed on city equipment. Factoring that, there is \$250,095 minus the \$93,994 leaves a total cash requirement of \$156,101. If we receive the \$179,069, that will cover all our cash costs and an additional \$23,000 for wear and tear and overall use of our equipment.

He is requesting \$156,101 be transferred from the General Fund/Fund Balance into the Snow Removal Operations of the Street Department.

When questioned, Mr. Baird confirmed that any money received from FEMA would reimburse the funds these monies were paid from. He is unable to predict whether or not Delaware will receive this money considering the number of other states affected by similar disasters recently.

Mr. Baird confirmed that this year only \$12,000 was budgeted for snowstorms this year. It is a low number based only on materials and supplies and minor repair on the equipment. The balance is paid out of labor and overtime costs already factored into our budget.

Mr. Morrow moved to transfer \$156,101 from the General Fund/Fund Balance into the appropriate line items for reimbursement of the snow storm costs, seconded by Mr. Brooks. Motion carried by unanimous roll call vote.

MONTHLY FINANCE REPORT

Mr. Morrow reported that through the seventh month of Fiscal Year 2009-2010 with 58% of the fiscal year having passed, 59.78% of revenues have been received and 53.63% of the operating budget expended.

He explained the Sewer Capital Reserves Fund is showing a minus as a result of money spent on a project which is flipped back and forth through the sewer fund balance account. Also, \$35,625 was transferred from the business licenses into the rental license account. He asked that be verified to determine how that affects our inspections.

With no questions or comments, Mr. Morrow moved to accept the January 2010 Finance Report as submitted, seconded by Ms. Wilson. Motion carried.

UNFINISHED BUSINESS (continued)

City of Milford Charter Review-Unresolved Issues

1.03 Ward Descriptions

Decision needs to be made whether to reference wards by an official map and/or by a legal description as is currently done. The description of the overall city boundary will be referenced by an official map kept by the city clerk mainly because it is more convenient and easier to update.

Mr. Spillane confirmed that any proposed parcel being added to a ward must be contiguous to that ward. Mr. Willard agreed that is consistent with the charter as well as the US Constitution. He referenced gerrymandering in which districts or territories were defined to benefit certain parties or to isolate people. As a result, the US Supreme court has required voting districts be contiguous, compact and rectangular as much as possible. He added the other requirement is they have to be proportionately equal in population. Section 9.07 of the charter provides:

(1) Each district shall be formed of compact, contiguous territory, as nearly rectangular as possible, and its boundary lines shall follow the center lines of streets or other natural boundaries or survey lines as required.

(2) Each district shall contain as nearly as possible the same number of qualified voters, determined from the registration for the last statewide general election, but districts shall not differ in population by more than ten (10) percent of the population in the smallest district created. The report shall include a map and description of the districts recommended and shall be drafted as a proposed ordinance. Once filed with the Clerk, the report shall be treated as an ordinance introduced by a Council member.

Mr. Spillane expressed concern about some areas in Ward 3 that are not contiguous to the balance of the ward.

Mr. Willard noted paragraph 14 was added to the annexation section to designate a ward at the time of annexation. He said if there is a problem with a portion of the city annexed in and its designated ward, after the census is completed it can be corrected which is also in line with the ten year cycle referenced in the charter.

Mr. Spillane then pointed out the land recently annexed on the corner of Route 1 and Cedar Creek Road which does not touch any lands in Ward 3 and instead is contiguous to Ward 1. He recalled a previous question regarding the placement of that land in Ward 3 at which time the solicitor agreed it must be contiguous to the ward it is going in.

He also referenced another area of land that is not contiguous to that ward.

Mr. Willard asked about the number of residents in that portion; Mr. Spillane said the land on Route 1 and Cedar Creed Road is undeveloped. However, there is a problem with a subdivision with a large area number of houses that was placed in the wrong ward. Mr. Willard stated he is not familiar with the reapportionment done at the beginning of the decade and is unable to answer why it is not contiguous. He stated the charter is very clear the land must be contiguous which applies to the ten year redistricting report. However, he would argue that rule should apply when any land is annexed which ruling has been handed down from the US Supreme Court.

The solicitor agrees that every effort should be made to make the wards contiguous. He suggests putting this on the next agenda to determine how it can be resolved.

Mayor Marabello stated that population wise, it would be totally distorted. Mr. Willard said that will not apply to the most recent annexation if no one lives there. The mayor stated that Mr. Spillane is alluding to Meadows at Shawnee. Mr. Spillane agreed the proportioning may have been the cause at the time though it is questionable.

Mr. Willard explained they are not proportionate and do not have to be proportionate except for every ten years when an accounting is required. Mr. Spillane said regardless, the land is still not contiguous to Ward 3. The solicitor said that when the report is done, council will act as the redistricting commission and the wards should be designated correctly. He suggests putting that on the agenda and making the land contiguous.

Mr. Spillane asked if it will be put back on to correct the problem where the land is not contiguous. Mr. Willard said that is a possibility, but currently, we are addressing the charter being amended.

Mr. Spillane said regardless, the current charter said the properties must be contiguous. Mr. Willard reiterated the charter says when you reapportion every ten years, a report must be submitted that includes the number count of people. When those districts are drafted by council, they should be contiguous and compact.

In regard to Mr. Spillane's question about whether that should be corrected before the next reapportionment, that is a decision of council. Mr. Spillane said it is a law and needs to be addressed.

Mr. Willard said council needs to decide how to correct it before the reapportionment is done.

The mayor said that as he discussed with the city clerk, the descriptions in the charter do not conform to the actual wards as they exist today. He agrees we should remove the language and reference a map.

Mr. Morrow agreed there are two issues being addressed—applying the charter and amending the charter. Currently we are amending the charter and then we need to make sure everything else complies.

Mr. Willard suggests that if there are sections of the city that are designated by ward that are not contiguous that should be changed and corrected through an ordinance. Ultimately, the redistricting is done by ordinance and therefore, any other designation should be done by ordinance as well. He suggests putting it on the agenda, draft the ordinance, hear it and vote on it. He is focusing on changing the charter to prevent this from happening again.

Mr. Spillane emphasized the importance of pointing it out to prevent this from continuing to occur. He does not want this to be a case where we do not follow through because we need to abide by our codes and charter.

Mr. Morrow believes the history is that any lands east of Rehoboth Highway became Ward 3 for population reasons though he is unsure if an ordinance was done at Meadows at Shawnee. The mayor pointed out that regardless it does not conform to the charter wording requiring it be contiguous.

Mr. Brooks recalled this was discussed several times during the charter meetings and it was agreed that when the redistricting was done, it would be corrected.

The mayor said because it would be so disproportionate, if you wait ten years during which time there is rapid growth in one section, all of a sudden, one ward could end up with 50% more population wise. He noted that Ward I currently has more people than any other ward.

It was pointed out to alleviate that problem, the northern line should be moved and that section placed in another ward. The mayor asked if a map should be included instead of the legal description at this point. Mr. Spillane reiterated if we only use a map, such errors would occur more frequently. The mayor said we can have the wording but it does not have to be detailed in the charter and could be filed with the map.

Mr. Spillane pointed out the wards are very irregular in shape right now. Mr. Willard said the issue is identifying the wards when annexation occurs. The charter is clear about being contiguous and compact. It is also clear that council has the right to make adjustments and corrections. However, the charter is silent what you do between that time or with annexations. He would argue council has the inherent authority to designate the wards though it must be consistent with the US Supreme Court rulings.

It was agreed the boundaries in town need to be moved to help equalize the population.

Mr. Willard advised there is a 10% opinion rule margin of error as far as population.

The mayor said if there is a map that will be used for reference, we need to know the existing wards which will need to be corrected. Mr. Spillane feels it is very important to correct it before it is sent to be recorded which is why it needs to be done now. Mr. Willard agreed that should be done simultaneously when this charter is adopted along with a new map showing the boundaries and the wards. Those documents will need to be recorded. That could be the existing wards as they exist, with all their blemishes and mistakes. When the reapportionment is done, a new map will be required. He feels the threshold question at this point is whether to refer to a map or include the metes and bounds in the charter.

Mr. Workman feels it should have boundaries or at least an overview including the streets so that it is clear and this does not occur again.

The mayor explained we are not dismissing the boundaries, but because we are continually annexing, it would eliminate the need to constantly updating the charter.

Mr. Willard agrees adding the maps should clearly identify the districts with a bright line.

Mr. Baird said that Mr. Workman's point is there should also be a description prepared. That description can be prepared and changed accordingly but not by way of the charter.

The mayor said the legal description should be filed with the map and properly recorded.

Mr. Workman pointed out the need for an official legal description is because in many wards, one side of a street is one ward and the other side is another ward which is difficult to see on a map.

Mayor Marabello recommends the official map and legal description be kept in the city clerk's office. The charter will then refer to the map and legal description. Each time an annexation done, it will be updated.

Mr. Morrow moved that Section 1.03 of the charter will state the City of Milford will be divided into four wards and a map entitled "Official Ward Map, Milford, Delaware" will delineate the ward boundaries with legal descriptions of each ward attached and kept on file in the Office of the City Clerk. The official ward map shall be identified by the signature of the Mayor, be attested by the City Clerk and bear the seal of the City. The map and legal descriptions will be recorded in both Kent and Sussex County and changes to the official map within a reasonable time after the effective date of the amendment approved by City Council. City Council shall adopt the official map and any future amendments by ordinance, seconded by Ms. Wilson.

Motion carried by unanimous roll call vote.

3.07 Mayor General Powers Agenda Issue

Mr. Willard recalled suggesting that this section include the language "the Mayor shall manage the agenda. Council Members may request in writing to the Mayor that an item be placed on a future agenda under correspondence item. A majority of council may determine whether or not the item should be placed on a future agenda."

He said the intent is to give the mayor the authority to decide what goes on the agenda or not who would work with the city manager and city clerk to create the agenda. At the same time, this provides council members an outlet to get something on the agenda. He said this language does not prevent a council member who gets a call from a concerned citizen from asking that item be placed on the agenda, but only gives another option.

Mr. Spillane suggests the agenda be prepared at the previous meeting so council can approve it in advance versus waiting two to three days before the meeting while items are still being added. He feels this takes some of the rights of council away and believes that Roberts Rules gives them the power to approve the agenda. He does not have a problem sending items to the mayor and being told that the next agenda is already very heavy and an item should be added to the following meeting.

The mayor explained that the item would be added through the correspondence section for the next agenda.

Mr. Workman feels the mayor should oversee the agenda, but council members should approve the agenda prior to its posting. He questioned how the mayor, manager and city clerk can add things to the agenda especially at the last minute. He is concerned the elected officials would have to go through council to have something added. If he has something he feels is very important but other council members feel differently and the motion does not pass, then it does not get discussed.

Mr. Adkins said the mayor is elected by the entire city and the city manager is conducting the general operations of the city. If they want something added to the agenda, he feels it should be taken care of. If all eight council members are

able to add an item to the agenda, it may get out of hand. This provides a forum for something to be put on the agenda and a vote taken at the following meeting.

Mr. Spillane feels it is councils' right to approve the agenda. He sees the city add items on a Friday afternoon on a regular basis and he has a concern with that. Mr. Workman pointed out that if a council member submits something through the correspondence item a week before the meeting and if it does get approved, it takes a total of three weeks before any action is taken.

Mr. Baird pointed out that Section 4.10(b) talks about rules and journal. It states council shall determine its own rules and order of business and shall provide for keeping of a journal of its proceedings, journals of public records unless or until other rules are adopted, council shall follow Roberts Rules of Order and Parliamentary Procedure.

The city manager explained that language allows city council to set its own rules. Therefore, he does not think the charter should contain specific rules about conducting business. The enable language already exists to allow that happen. Therefore, his recommendation is to hold a workshop and decide how council will conduct business but it should be left out of the charter. As council evolves and changes, those rules may need to change. However, the language "the mayor may manage the agenda" may stay. Mr. Workman feels it should state "oversee the agenda".

It was noted the agenda must be posted seven days in advance per FOIA with the exception of an emergency situation.

Mr. Morrow moved to remove the proposed language "*The Mayor shall manage the agenda. Council members may request in writing to the Mayor that an item be placed on a future agenda under the Correspondence item. A majority of Council may determine whether or not the item should be placed on a future agenda*", seconded by Mr. Starling. Motion carried.

3.08 - Vice Mayor

The Council shall also elect from among its members a Vice-Mayor who shall act as Mayor during temporary absence or inability of the Mayor, and while so acting, shall be vested all the powers and authority of the Mayor. While serving in the place of the Mayor, the Vice Mayor [shall/shall not] be permitted to vote as a member of City Council [except in the case of a tie].

Mr. Johnson moved to allow the vice mayor to vote as a council person when serving as the vice mayor, seconded by Mr. Starling.

Mr. Starling then asked if the vote ends up 4-4. The mayor noted the motion would not pass.

Motion failed by the following 2-4 vote:

Yes-Johnson, Adkins

No-Spillane Workman, Brooks, Morrow

Mr. Starling and Ms. Wilson both abstained.

A discussion followed regarding the order of voting. A question was also raised about if a vote could be changed before the vote is completed.

Mr. Willard then explained the current charter does not allow the vice mayor to vote.

Mr. Morrow asked if the vice mayor were permitted to vote and it ended in a tie, would the vice mayor be permitted to cast an additional vote because the authority of the mayor is to break a vote. Mr. Willard stated the vice mayor would only be permitted one vote. Mr. Morrow said he voted no because that is not clearly stated and could be possibly be challenged.

Ms. Wilson noted that she has been voting as was advised because she was an elected official.

In regard to the order of voting, Mr. Workman recalled suggesting changing the order of the vote at different times. He also recalled another instance when a former councilman wanted to change his vote and asked that it be put on the following agenda to be reconsidered. At that point, he changed his vote.

Mayor Marabello pointed out the reason it was suggested was to allow the vice mayor to have a vote in order to represent their ward, as they were elected to do.

The Mayor announced it will remain as the charter is current interpreted which means the vice mayor will not have a vote.

It was confirmed that Roberts Rules allows a vote to be changed before the result is announced. Once the result is announced, it can only be done after unanimous consent of council.

Article VIII. Borrowing Of Money And Issuance Of Bonds

8.01 - The City of Milford may borrow money and to secure the payment of the same, is hereby authorized and empowered to issue bonds or other kinds or forms of certificate or certificates of indebtedness {up to \$_____ % of assessed value of real property} pledging the full faith and credit of the City of Milford; or such other security or securities as the City Council shall elect, for the payment of the principal thereof and the interest due thereon.

The solicitor pointed out that currently, there is no cap formally spelled out in the charter. The city manager recalled a comment at the last meeting that the check is the public vote in a referendum. However, the issue is if a certain amount of debt can be obtained without going to a referendum, sort of cap may need to be added. The question was whether to add a cap. However, he does agree with the comment that if it remains as it is currently written, there is no need for a cap.

Mr. Adkins prefers some cap be added and favors the 15% of the total assessed value as was originally considered.

Mr. Brooks feels that with a responsible council, it is not needed.

Mr. Spillane asked for confirmation that any long term borrowing will go back to the people for a vote. The city manager explained that any long term borrowing requires a referendum. Mr. Spillane asked for an explanation of short term borrowing. Mr. Baird said short term is limited to two times the assessed valuation which Mayor Marabello explained is approximately \$6 million that must be paid back in five years. The mayor noted that is the aggregate amount.

The city manager said that some municipalities only require going to a referendum over a certain amount as was also considered. If the city can incur up to 2% of our assessment base or even 1% (\$7.5 million) without going to public referendum, there could be an overall cap added for long term borrowing.

Mr. Adkins agrees there are situations that should be considered without the need for a referendum. He referenced the recent stimulus funding when borrowing terms were changed and the city would have benefitted by acting on the decreased interest rate. A referendum would not have allowed that to occur. He is unsure if Milford wanted to consider that or maintain the status quo and we continue to go to referendum for any long term borrowing.

The mayor explained we are able to borrow two times the assessed collection which is approximately \$6 million. Mr. Baird emphasized that is an aggregate amount. He asked if council wants to propose a motion that up to a certain limit of long term borrowing would be exempt from public referendum or if everything should go to public referendum.

Mr. Adkins feels council should take into consideration a situation where a changing interest rate would benefit the city. He feels that with a minimal amount, there is some inherent responsibility as elected officials that they are acting

on behalf of the people. He added the city should not allow long term borrow without a referendum for excessive amounts, but flexibility is needed in certain cases.

Mr. Adkins said he would like to see a 1% flexibility where timing is of the essence and allow council the right to act on a long term borrowing issue without a referendum. He clarified that is 1% of the total assessment and would like a cap of 15% of the total assessment.

Mr. Adkins then moved to allow council to act on long term borrowing of up to 1% of the total assessed value without going to referendum, seconded by Mr. Workman.

When questioned if this was basically a refinancing issue, the city manager verified there is a refinancing clause in the charter. If there are bonds that are callable and the city decides to refund those, that can be done without a referendum.

Motion failed by the following 1-7 roll call vote:

No-Johnson, Spillane, Workman, Brooks, Morrow, Staring, Wilson
Yes-Adkins

Mr. Spillane votes no stating that a referendum should be required on any long term borrowing.

Mr. Adkins then moved to add a 15% cap of the total assessed by referendum for long term borrowing, seconded by Mr. Workman.

Motion failed by the following 1-6 roll call vote:

No-Johnson, Spillane, Workman, Brooks, Morrow
Yes-Adkins
Abstain-Starling

Mr. Spillane stated it is way too high.

Mr. Morrow agreed it is too high.

Charter Review Chair Spillane recalled the following issue not being resolved:

Tax Liens. If property owner fails to pay any tax due, on or before the due date, the full amount of tax due shall be a lien in favor of the city upon all property and all rights to the property, real or personal, belonging to property owner. Retroactive taxes are prohibited. In no case shall the supplemental assessment procedure be employed to impose taxes retroactively.

A legal interpretation will be obtained from the city solicitor.

Mr. Willard asked for further clarification; Mr. Baird recalled that Mr. Spillane's question was about retroactive taxes being prohibited. For example, if a person was taxed on a property at a lower rate by a city error for a number of years, and the mistake was later found, the city would be unable to bill for the difference. Mr. Baird believes if the error is found in the same year, it can be corrected and the higher amount assessed.

Mr. Spillane said he personally has had to pay the difference when a mistake was made with a bill. Mr. Baird reiterated that if the error is found in the same year, that can be done, but does not believe the city would want to be in a position to go back several years.

The solicitor believes Mr. Baird is correct with the time frame and believes he saw a similar case with the term detrimental alliance. If someone relies on something the town does and it is done in good faith, they have a right to rely on it. In that case, it would be difficult to make the property owner pay the difference. However, if the individual

knew or should have known and took advantage of the city, that may be different though it could fall under the category of detrimental alliance under normal circumstances.

When questioned, Mr. Baird explained that when there is a zoning change or any subdivision approved that could affect the land use, the staff is informed and the assessment updated. At that time, the property owner is notified of the change. Depending when it occurs during the billing year, a supplemental bill may be mailed. If it falls within the second half of the year, that second bill is held until the beginning of the new tax year. At that time, the change is picked up.

Mr. Workman asked if a lien is placed against a property, how long before any formal action is taken. Mr. Baird explained it depends on the amount of money involved. In some cases, it does not pay to file a lien if the property amount owed is a minimal amount.

Mr. Workman then asked if when we place a lien for taxes, do we add the interest fees we would have gotten if it was in the bank. Mr. Baird stated those fees are not eligible. We can add property taxes, improvements and water and sewer charges but we cannot add interest fees.

Mr. Spillane then moved that in the case of an error in a tax bill, the city proceed to collect retroactive taxes for a two year period. Mr. Workman seconded the motion.

Motion failed by the following 1-7 vote:

Yes-Spillane

No-Johnson, Workman, Adkins, Brooks, Morrow, Starling, Wilson

Approval of Minutes

Another motion was made by Mr. Adkins to approve the minutes of the January 11, 25, February 16 and 22, 2010 council and committee meetings as presented, seconded by Mr. Workman.

Mr. Spillane again questioned the motion from the previous minutes stating he does not think the Thawley land should be in Ward 3. Mayor Marabello explained that is a separate topic which will be put on another agenda to be discussed.

Motion carried.

Executive Session - Pursuant to 29 Del. C. §10004(b)(4) Strategy sessions, including those involving legal advice or opinion from an attorney-at-law, with respect to collective bargaining or pending or potential litigation.

Mr. Workman moved to go into Executive Session reference 29 Del. C. §10004(b)(4) to discuss pending and/or potential litigation, seconded by Mr. Morrow. Motion carried.

Mayor Marabello recessed the Council Meeting at 10:12 p.m. to go into a closed session.

Return to Open Session

Council returned to open session at 10:35 p.m.

Executive Session Item

Mr. Morrow moved that the Final Plan as discussed in Executive Session be extended seven months beginning March 10, 2010. Motion seconded by Mr. Workman. Motion carried by unanimous roll call vote.

ADJOURN

Mr. Workman moved to adjourn the Council Meeting, seconded by Mr. Adkins. Motion carried.

Mayor Marabello adjourned the Monthly Council Meeting at 10:35 p.m.

Respectfully submitted,

Terri K. Hudson, CMC
City Clerk/Recorder

MILFORD CITY COUNCIL
MINUTES OF MEETING
March 22, 2010

The City Council of the City of Milford held a Public Comment Session on Monday, March 22, 2010 in the Joseph Ronnie Rogers Council Chambers of Milford City Hall at 201 South Walnut Street, Milford, Delaware, prior to the commencement of the official City of Milford Council Meeting. The purpose of the informal session is to allow the public to speak about issues of interest that impact the City of Milford.

PRESIDING: Mayor Daniel Marabello

IN ATTENDANCE: Councilpersons Steve Johnson, Michael Spillane, John Workman, Jason Adkins, Owen Brooks, Jr., Douglas Morrow, James Starling, Sr. and Katrina Wilson

ALSO: City Manager David Baird, Police Chief Keith Hudson and City Clerk/Recorder Terri Hudson

Mayor Marabello declared the Comment Session open at 7:01 p.m.

Joe Palermo of 5 Misty Vale Court, Meadows at Shawnee, stated the last several months a group of citizens representing the various subdivisions have worked diligently on the HOA Committee. He said they have covered legal issues, insurance issues, Title 25 (covers HOA's) and stormwater ponds. A number of recommendations have been submitted and he hopes that council look over the documents and give it careful consideration in hopes that some good will come out of it and it is resolved in a proper manner.

With no additional persons signed up, Mayor Marabello closed the Public Comment Session at 7:05 p.m.

Respectfully submitted,

Terri K. Hudson, CMC
City Clerk/Recorder

MILFORD CITY COUNCIL
MINUTES OF MEETING
March 22, 2010

A Meeting of Milford City Council was held in the Joseph Ronnie Rogers Council Chambers of Milford City Hall, 201 South Walnut Street, Milford, Delaware on Monday, March 22, 2010.

PRESIDING: Mayor Daniel Marabello

IN ATTENDANCE: Councilpersons Steve Johnson, Michael Spillane, John Workman, Jason Adkins, Owen Brooks, Jr., Douglas Morrow, James Starling, Sr. and Katrina Wilson

ALSO: City Manager David Baird, Police Chief Keith Hudson and City Clerk/Recorder Terri Hudson

Mayor Marabello called the Council Meeting to order at 7:05 p.m.

City of Milford Charter/Unresolved Issue

It was determined one last matter is unresolved and a decision needed so the charter amendments can be finalized. The following recommendation was based on the last discussion and overall consensus of council, with the exception of Councilman Spillane:

If a council member files and runs for mayor, whether or not they are elected to said office, the term as councilman shall automatically expire on the second Monday of May on the year of the election. If they have a year remaining on their term, then that portion of their unexpired term as a council member shall be filled at the same annual election in which they have filed to run for the office of mayor. (In this case, the deadline to file for mayor would need to be changed to an earlier date than that filing date of council--for example—ninety days before the election & council would remain at sixty days before the election).

City Solicitor Willard advised that a person can legally run for two offices at the same time; however, the charter is silent on the issue and the committee decided the matter should be brought before council. In this situation, he stated that when a person runs for mayor, their council seat would be filled at the same election the mayor is elected, regardless of whether or not they win the mayor's seat.

City Manager Baird agreed there are a number of ways to address this, but this language was drafted to spark some conversation. It can be acted on as is being presented or it can be amended.

Mayor Marabello recalled conversation about whether to permit a councilperson who is not up for re-election to run for the mayor's seat without losing his/her seat. However, in that case, if the councilperson was elected mayor, a special election would be needed to fill the newly vacated council seat. The proposed language would prevent that from occurring because an election would be held for that seat at the same time as the general election.

Mr. Adkins personally disagrees with a person running for two seats at once because of the undue burden to the city as a result of the special election. He recalled one example requiring the person to resign their council seat before they were able to run for office. The solicitor stated that in essence, the proposed language requires that councilperson to vacate their seat at the time of the swearing in, therefore, that councilperson does resign.

Mr. Spillane pointed out a councilperson whose term is not expiring at the same time as the mayor is able to run and hold on to that seat for another year even if he loses. Mr. Willard explained that under this scenario, it is similar to having a special election for that the balance of the term left (one year) but prevents the additional costs of a special election.

Mr. Brooks recommends leaving the charter as it is currently written noting it has not been a problem in the past.

Mayor Marabello confirmed that it is councils' wish that any councilperson be permitted to run for mayor regardless of when their term expires.

There remained mixed opinions with various scenarios presented.

Mr. Spillane then moved to allow a person to run for the office of mayor and council simultaneously. Mr. Brooks seconded motion.

The mayor stated the charter, as it is currently written, allows that and this vote will confirm that decision.

Motion carried by the following 5-3 roll call vote:

Yes-Spillane, Workman, Brooks, Morrow, Wilson

No-Johnson, Adkins, Starling

Mayor Marabello stated the motion passed to allow a councilperson whose term is up the same time as the mayor, to run for the offices of council and mayor simultaneously. If that councilperson wins, a special election will be required to fill the vacant council seat.

Ordinance 2010-4/Adopting Amended Charter

City Solicitor Willard explained there are a number of ways to amend the charter according that town's individual charter. The most common is to present it to the general assembly to be passed and subsequently signed by the governor into law. Therefore, no ordinance is needed though a resolution can be drafted. Because council wanted a public hearing on the amendments, he recommends that be scheduled next.

Mayor Marabello stated he will discuss the matter with the city clerk and provide a date for the public hearing at the next meeting.

It was agreed the final document would be prepared and presented to council at the next meeting. The public hearing would then be scheduled for the April workshop.

Appointment of City of Milford Election Board

Motion made by Mr. Workman, seconded by Mr. Adkins to appoint the following individuals to the City of Milford Election Board:

Tamelo Mallamo	320 Lakelawn Drive
Joanne Leuthauser	509 Ashley Way
Phyllis Fox	200 E. Clarke Avenue

Motion carried by unanimous roll call vote.

When asked about the selection, the city clerk advised these three individuals are those being appointed only to the election board. The election officers will be appointed at the April 12th meeting as is required by the city charter.

Cascades Housing Development/Tax Abatement Request

City Manager Baird recalled that David Holden, representing the Ingerman Group, presented council with a concept of Cascades Apartments and the low income housing tax credit program. At that meeting, council voted to support the application. The second issue was not on the agenda and the reason it was deferred until tonight's meeting.

Mr. Baird asked the record reflect that a statement he made at that meeting that indicated the city did not provide tax credits to the Brightway Commons project which was incorrect. Through research, it was determined a tax abatement was provided to Volunteers of America for a similar project. In that case, two types of tax credits were granted. One was on the renovation of the existing properties with no taxes applied for a ten-year period. Council also provided a five-year exemption on the newly constructed units.

Mr. Holden then stated he prepared the following financial analysis as was requested at the last meeting:

Current Real Estate Taxes for Entire Cascades Subdivision
\$821 per year

Estimated Real Estate Taxes for Cascades Apartments
Phase 1

86 Units at \$254 per unit \$19,304

Potential Change in Real Estate Taxes to City of Milford	
Year 1 Based on 100% Abatement	(\$821)
Year 2 Based on 80% Abatement	\$3,040
Year 3 Based on 60% Abatement	\$6,901
Year 4 Based on 40% Abatement	\$10,761
Year 5 Based on 20% Abatement	\$14,622
Year 6 Based on 0% Abatement	\$18,483

He advised those taxes represent Phase 1 of the project which is half the project. The taxes will be phased in over the next five years. He added the estimated fees for water and sewer fees, utility and building permits are approximately \$300,000.

Mr. Holden advised the tax abatement and letter of support from the City of Milford makes their application to Delaware State Housing Authority more competitive.

Ms. Wilson moved to approve the five-year tax abatement at 100% for the first year, and reduced 20% each year thereafter until the sixth year when it is fully taxed, seconded by Mr. Johnson.

Mr. Adkins stated he supports the project and the city providing its support of the application. However, the tax abatement is a very significant one. He personally would have preferred a one or two-year abatement and feels this will have a substantial financial impact over the five-year period. He prefers not following a trend simply because something it has been done in the past.

Mr. Holden pointed out this is different than was done in the past because that was a 100% abatement over a long period of time. This request is for 100% this year with a decrease of 20% each following year.

Ms. Wilson stated that though she is very cognizant of the financial situation of the city, she feels that affordable housing is very much needed and this incentive can be compared to the discounted electric rates being improved for large industries. She feels Milford needs this type housing and these opportunities are far and few between.

Mr. Holden pointed out the city is currently collecting \$821 on the property. Beginning year two, \$3,040 will be received, \$6,901 the second year and each following year the taxes will increase.

Mr. Workman agreed this is will have a significant financial impact pointing out the \$821 is based on undeveloped land and once it is developed, the land becomes more valuable and the taxes would then increase.

Motion carried by the following 5-3 vote:

Yes-Johnson, Workman, Adkins, Starling, Wilson
No-Spillane, Brooks, Morrow

Mr. Spillane votes no stating six years is too long a period.

Mr. Brooks votes no stating that he must consider the condition of the economy and the budget we are preparing where it has already been implied that funding will be tight. He added that six years ago when the abatement was approved for

Brightway Commons, there was a lot of development occurring and revenues were coming in on a regular basis which is no longer the case.

Mr. Morrow votes no stating the city needs to be fiscally responsible and must review these projects as they are being presented in comparison to the city's financial situation at that time.

With no further business, Mayor Marabello declared the Public Hearings adjourned at 7:36 p.m.

Respectfully submitted,

Terri K. Hudson, CMC
City Clerk/Recorder