

MILFORD CITY COUNCIL
MINUTES OF MEETING
May 9, 2011

The 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, May 9, 2011

RESIDING: Mayor Joseph Ronnie Rogers

IN ATTENDANCE: Councilpersons Steve Johnson, Garrett Grier III, S. Allen Pikus, Dirk Gleysteen, Owen Brooks, Jr., Douglas Morrow, Sr., James Starling, Sr. and Katrina Wilson

City Manager David Baird, Police Lieutenant Kenneth Brown and Administrative Assistant/Recording Secretary Christine Crouch

City Solicitor David Rutt, Esquire

CALL TO ORDER

Mayor Rogers called the Monthly Meeting to order at 7:04 p.m.

OATH OF OFFICE

The Honorable William J. Walls, Jr. Judge of the Kent County Family Court administered the Oath of Office to recently elected James O. Starling, Sr. for a two-year term. The Oath of Office was then signed and the Certificate of Office, as certified by the City of Milford Board of Election, presented by Mayor Rogers.

INVOCATION AND PLEDGE

The Pledge of Allegiance followed the invocation given by Councilman Starling.

APPROVAL OF MINUTES

Motion made by Mr. Pikus, seconded by Mr. Starling to approve the minutes of the April 11 and April 25, 2011 Council Meetings as presented. Motion carried.

RECOGNITION

Proclamation 2011-5/Milford Lodge 2401/Elks Youth Month

Recording Secretary Crouch read into the record the following proclamation, as Mayor Rogers presented the document to those Elks members present:

WHEREAS, the Benevolent and Protective Order of Elks has designated the month of May as Youth Month to honor America's Junior citizens for their accomplishments and to give fitting recognition of their services to Community, State and Nation; and

WHEREAS, Milford Lodge #2401 will sponsor an observance during the month in tribute to the Junior Citizens of this community; and

WHEREAS, no event could be more deserving of our support and participation than one dedicated to these Young People who represent the nation's greatest resource, and who in the years ahead will assume the responsibility for the advancement of our free society; and

WHEREAS, our Youth need the guidance, inspiration and encouragement which we alone can give in order to develop those qualities of character essential for future leadership, and go forth to serve America; and

WHEREAS, to achieve this worthy objective, we should demonstrate our partnership with Youth, our understanding of their hopes and aspirations and a sincere willingness to help prepare them in every way for the responsibilities and opportunities of citizenship.

NOW, THEREFORE, BE IT RESOLVED, that I, Joseph Ronnie Rogers, by virtue of the authority vested in me as Mayor of the City of Milford, Delaware, do hereby proclaim the month of May 2011 as Youth Month in the City of Milford and urge all Departments of Government, Civic, Fraternal and Patriotic Groups, and our Citizens generally, to participate wholeheartedly in its observance.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of the City of Milford to be affixed this Ninth Day of May in the Year of our Lord Two Thousand and Eleven.

s/Mayor Joseph Ronnie Rogers

Proclamation 2011-6/Memorial Day & Milford Veterans Affairs Poppy Sale Days

Recording Secretary Crouch read into the record the following proclamation, as Mayor Rogers presented the document to those Milford Veterans Affairs members present:

WHEREAS, The annual distribution of buddy Poppies by the Veterans of Foreign Wars of the United States has been officially recognized and endorsed by governmental leaders since 1922; and

WHEREAS, Buddy Poppies are assembled by disabled veterans, and the proceeds of this worthy fundraising campaign are used exclusively for the benefit of disabled and needy veterans and the widows and orphans of deceased veterans; and

WHEREAS, the basic purpose of the annual sale of Buddy Poppies by the Veterans of Foreign Wars is movingly reflected in the desire to "honor the dead by helping the living"; and

WHEREAS, the 2011 Buddy Poppy Drive is being held from May 1 through May 31, 2011 and

WHEREAS, The Milford VFW Post #6483 and its Ladies Auxiliary have promoted the sale of the Buddy Poppy through their hospital visits and activities at the Veterans Home and within the City of Milford; and

WHEREAS, those funds have been distributed to worthy individuals within the Community.

NOW, THEREFORE, BE IT RESOLVED, that I, Joseph Ronnie Rogers, Mayor of the City of Milford, do urge all patriotic citizens to wear a Buddy Poppy as mute evidence of our gratitude to the men and women of this country who have risked their lives in defense of the freedoms which we continue to enjoy as American citizens and do hereby proclaim that May 2011 is Buddy Poppy Month in the City of Milford.

AND, BE IT FURTHER RESOLVED, that I, Joseph Ronnie Rogers, Mayor of the City of Milford, Delaware, do hereby declare that Memorial Day be observed on Monday, May 30, 2011 in this City.

Due reverence and honors will be given to those valiant veterans who gave their lives in defense of this great Nation so that we may remain free. It is urged that we all join together in honoring them for their supreme sacrifice.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of the City of Milford to be affixed this Ninth Day of May in the year of our Lord Two Thousand and Eleven.

s/Mayor Joseph Ronnie Rogers

POLICE REPORT

Due to being out of state, Lieutenant Kenneth Brown was present on behalf of Police Chief Keith Hudson.

Police Chair Morrow referenced the April Police Report adding that Chief Hudson had received the Patriot Award this past week from the US Department of Defense. The award is presented from the Employer Support of the Guard and Reserve Group of the Department of Defense in appreciation of model employment practices for employees of the department who serve in our armed forces. Mayor Rogers and council members expressed their congratulations.

Mr. Pikus moved to accept the police report as submitted by Chief Hudson, seconded by Mr. Brooks. Motion carried.

CITY MANAGER REPORT

Mr. Baird then read the following report into record:

Impact Fee Waivers

Since the waiver of impact fees was implemented in June 2010, the City has waived \$173,032 in fees. This waiver has allowed property owners in Milford to retain this money and has helped to support a total investment of \$10,298,931 (based on building permit values) during the months of June 2010 through April 2011.

FY 2011-12 Budget

Mr. Portmann and I have been met with Department Heads to finalize the FY 2011-12 Budget Proposal and briefed the Finance Committee at its meeting on May 5, 2011. A complete draft of the proposal is scheduled to be completed for City Council by Friday, May 13 or Monday, May 16 to allow review time prior to the budget hearings. Budget hearings are scheduled for the evenings of June 6-8, 2011.

Public Sale of Wawa Property

A public sale of the Wawa property has been scheduled for Thursday, May 19, 2011 beginning at 11:00 a.m. at City Hall. Interested parties may review and/or obtain a copy of the associated information at City Hall.

City Bond Issue

The City is planning to move forward with its 2011 bond issue for improvements to the sewer and electric systems. Upon favorable conditions, the bond issue may include refunding of the City's 2002 Bond issue (Resolution 2011-2 on tonight's agenda). The City's Bond Counsel will be in attendance at your May 23, 2011 meeting to review the specifics of the bond sale scheduled for June.

DEMEC Bond Issue

As authorized by City Council in July 2010 and by the DEMEC Board in April 2011, DEMEC is proceeding with a bond issue for the construction of a second natural gas fired peaking generator at the Beasley Power Plant in Smyrna. Mayor Rogers signed the appropriate documents on behalf of the City. DEMEC is expected to sell bonds this summer with the project kicking off later this year.

Spyrous Maroulas v. City of Milford Board of Appeals (205/207 NW Front St)

Attorney Tim Willard filed an answering brief to the plaintiff's opening brief on April 21, 2011; the plaintiff has until May 10, 2011 to file their reply. I will continue to keep City Council informed as we obtain further instructions or a ruling from the Court.

North Church Street Paving Project

After further review of the street by the City staff, I have directed the department to conduct further engineering and design in an effort to reduce our risk of a similar issue as occurred on NE 10th Street. Once the additional engineering and design is completed, we will move forward with bidding the project for construction.

Mr. Baird then reported that this is Spring Clean Up Week. It will be extended one week in the event of inclement weather.

COMMITTEE REPORTS

Ms. Wilson advised that she received a call from Jakara Hinton who is planning a Cancer Awareness Walk, sponsored by the local cancer society, on June 11th beginning at 8:00 a.m. The starting point will be in the Banneker School area though it will cover all four wards.

Mr. Hinton will be submitting the request in writing in the near future.

COMMUNICATIONS

Mayor Rogers thanked everyone for their support and acts of kindness in recent days following the recent death of his sister-in-law.

UNFINISHED BUSINESS

No unfinished business items to offer.

NEW BUSINESS

Preliminary Major Subdivision Approval Extension/Shawnee Farms LLC/Cypress Hall Commercial

City Planner Gary Norris advised the extension is for the proposed commercial development south on Route 113 which includes a grocery store and some strip shopping centers. The planning commission reviewed the request and recommended the one year extension by a vote of 6-0.

He noted they are preparing their final subdivision application which will be reviewed by the planning commission on May 17th.

Mr. Morrow moved for approval of the extension, seconded by Mr. Pikus.

Mr. Gleysteen confirmed this is the third extension and recalled that he was on the planning commission at the time of the last request. It was the consensus of the commissioners at that time they proceed as quickly as possible to prevent a fourth request.

Motion carried by unanimous roll call vote.

Adoption of Resolution 2011-2/Refunding '2002 Series' Bonds, Issuance of '2011 Series' Bonds and Scheduling of Public Hearing

Mr. Pikus moved for adoption of Resolution 2011-2, seconded by Mr. Grier:

WHEREAS, the City Council of the City of Milford, Delaware ("City Council") has been advised that the City of Milford can achieve present value debt service savings by refunding the City's outstanding General Obligation Refunding Bonds, Series of 2002 (the "Refunding Program").

NOW, THEREFORE, BE IT RESOLVED, and it is resolved that the City Council of the City of Milford does hereby propose the borrowing of an amount of money not exceeding \$3,975,000 to be utilized for the Refunding Program described above, and to pay certain costs associated with the issuance of its General Obligation Bonds, Series B of 2011 (the "2011B Bonds"). The average rate of interest on the 2011B Bonds shall not exceed 5.00%. The 2011B Bonds shall be secured by the full faith and credit of the City. The 2011B Bonds shall be paid or funded by available revenues of the City. The City is authorized to use a portion of the proceeds of the 2011B Bonds to pay costs associated with the issuance of the 2011B Bonds. A public hearing upon this resolution and final authorization for the borrowing is scheduled in the Council Chambers of Milford City Hall, 201 South Walnut Street, Milford, Delaware, on May 23, 2011 at 7:00 p.m. with final authorization for the borrowing expected at the regular monthly meeting to follow on the same date.

s/Mayor Joseph Ronnie Rogers

Motion carried by unanimous roll call vote.

Adoption of Resolution 2011-3/Fork Landing Farm/Dedication of Utilities

City Engineer Mark Mallamo advised that he is proposing the public utilities be accepted in a subdivision that is currently under construction. The utilities are complete with approvals from the Department of Health and Human Services for the water system and DNREC for the sewer system. He is recommending they be accepted during the remainder of the construction period.

He explained a letter of credit will be received for a one-year warranty period. During the construction of the homes, the utilities will be operating and under the control of the city. He believes this will help simplify the construction and make it a more streamline process.

The streets are not yet completed though one building permit has been issued for a single family home and application has been made for a duplex. He concluded by explaining that dedication of the streets will not occur until 75% of the homes are completed.

Ms. Wilson moved to adopt the following resolution, seconded by Mr. Starling:

ACCEPTING PUBLIC IMPROVEMENTS FOR FORK LANDING FARMS SUBDIVISION

WHEREAS, Chapter 200 provides that public utilities shall be accepted into the City of Milford's Public Utility System by resolution of City Council; and

WHEREAS, The City Engineer has determined that all required improvements to the Fork Landing Farm Water and Sewer Utility Systems have been completed; and

WHEREAS, approval to operate those utilities has been obtained from the applicable State Agencies; and

WHEREAS, the developer will provide the City of Milford with a Letter of Credit for the Public Improvements and Public Utilities guarantying the improvements for one year from the date of acceptance of these improvements; and

WHEREAS, the developer has provided as-built drawings of the Utilities to the City.

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 the improved and completed Public Utilities in the Fork Landing Farm Subdivision that are being dedicated for public use into the City of Milford Public Utility System.

Motion carried by unanimous roll call vote.

Introduction of Ordinance 2011-11/Conditional Use-Two Farms, Incorporated on behalf of Harry H. Mulholland, Trustee of James P. Hammond III

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MILFORD, DELAWARE AUTHORIZING A CONDITIONAL USE PERMIT FOR EQUITABLE OWNER TWO FARMS, INCORPORATED ON BEHALF OF HARRY H. MULHOLLAND, TRUSTEE OF JAMES P. HAMMOND III TO ALLOW A CONVENIENCE STORE WITH GAS PUMPS AND CAR WASH IN A C-3 DISTRICT ON 2.69 +/- ACRES AT 601 NORTH DUPONT BOULEVARD, MILFORD, DELAWARE. TAX MAP(S): MD-16-183.09-01-01.00; MD-16-183.09-01-02.00; MD-16-183.09-01-03.00.

Whereas, the City of Milford Planning Commission reviewed the application at a Public Hearing on May 17, 2011 and has presented item to be considered by the City Council; and

Whereas, Milford City Council held an advertised Public Hearing on June 27, 2011 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 Convenience Store with Gas Pumps and a Car Wash as herein described.

Now, Therefore, the City of Milford hereby ordains as follows:

Section 1. Upon the adoption of this ordinance, Equitable Owner Two Farms, Incorporated on behalf of Harry H. Mulholland, Trustee of James P. Hammond III is hereby granted a Conditional Use Permit 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: 05-09-11

Planning Commission Review & Public Hearing: 05-17-11

City Council Review & Public Hearing 06-27-11

This ordinance shall take effect and be in force ten days after its adoption.

s/Mayor Joseph Ronnie Rogers

City Planner Norris advised this is an introduction to an ordinance for the proposed construction of Royal Farms to allow a convenience store with gas pumps and car wash at the intersection of Route 14 and 113. There will be a public hearing before the planning commission at which time their site plan will also be reviewed. It will come back before council for final approval.

Mr. Norris confirmed that approval is needed from DelDOT, Soil Conservation, Fire Marshal and the Director of Public Works before council takes final action on the conditional use.

Introduction of Ordinance 2011-12/Modification to Conditional Use/Morris and Ritchie Associates, Incorporated on behalf of Griffin Realty, LLC

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MILFORD, DELAWARE APPROVING THE MODIFICATION OF A CONDITIONAL USE TO ALLOW A PLANNED UNIT DEVELOPMENT FOR MORRIS AND RITCHIE ASSOCIATES, INCORPORATED ON BEHALF OF GRIFFIN REALTY LLC ON 107.50 +/- ACRES IN AN R-1, R-2 AND R-3 DISTRICT LOCATED EAST OF US ROUTE 113 AT THE INTERSECTION OF WEST HEIRLOOM WAY,

SOUTH OF SEABURY AVENUE, MILFORD, DELAWARE, FORMERLY KNOWN AS CENTRAL PARKE AT MILFORD/MILFORD PONDS. TAXMAPNO(s): 1-30-6.00-108.00, 1-30-3.00-6.00-167.00 thru 1-30-3.00-6.00-550.00; 1-30-3.00-6.00-557.00; 1-30-3.00-6.00-558.00.

Whereas, the City of Milford Planning Commission reviewed the application at a Public Hearing on May 17, 2011 and has presented item to be considered by the City Council; and

Whereas, Milford City Council held an advertised Public Hearing on May 23, 2011 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 Modifications to the Conditional Use for a Planned Unit Development as herein described.

Now, Therefore, the City of Milford hereby ordains as follows:

Section 1. Upon the adoption of this ordinance, Morris and Ritchie Associates, Incorporated on behalf of Griffin Realty, LLC is hereby granted an Amended Conditional Use Permit 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: 05-09-11

Planning Commission Review & Public Hearing: 05-17-11

City Council Review & Public Hearing 05-23-11

This ordinance shall take effect and be in force ten days after its adoption.

s/Mayor Joseph Ronnie Rogers

City Planner Norris recalled the previous name of this subdivision was Central Parke at Milford Ponds noting it is now under new ownership. The revised plan will be presented to the planning commission for their consideration.

He advised that it was originally approved and given a conditional use because of being a Plan Urban Development. This will amend that plan though a continuation or modification of the existing conditional use.

The planning commission will hold a public hearing and make a recommendation; it then comes back before council for final approval.

Mr. Norris confirmed that approval is needed from DeDOT, Soil Conservation, Fire Marshal and the Director of Public Works before council is able to take final action.

The city manager reported that this project was once under one ownership. Since that time, portions of the property were sold off and there are currently two separate owners. The owners are working together on how to move forward. One owner is proposing to move forward which involves the application being presented. He expects the other owner to claim that his property is being impacted by this action.

He asked council to carefully review the application as well as the planning commission prior to the upcoming public hearings.

Authorization to Submit Application/Drinking Water State Revolving Fund

Mr. Baird referenced the following memo:

The Delaware Office of Drinking Water (ODW) is re-soliciting applications for funding from the Drinking Water State Revolving Fund. Based on our preliminary conversations with ODW, we were informed that the City may be in a position to qualify for funding for the Washington Street Water Project and possibly be in a position to receive "principal forgiveness" (grant funds) on a portion of the project.

Based on this information, I requested Davis, Bowen & Friedel, Inc. (DBF) prepare a pre-application for submission to ODW in mid-April to determine if the City would qualify for funding. Last week, the City was invited to submit an application for funding and we have prepared a funding application for improvements totaling \$2.7 million for improvements to the Washington Street Water Plant.

PROJECT DESCRIPTION:

The City of Milford proposes to rehabilitate and make improvements to its Washington Street Water Treatment Facility. The scope of the proposed project includes the demolition of the existing facilities due to its poor condition, construction of new treatment and storage buildings and associated site and piping work, the installation of a replacement well and the replacement of the existing raw water main which connects the remote well site to the treatment facility. Lastly, improvements will be made to the remaining structure on site for possible conversion to the City's billing office.

Additionally, the City is proposing to add and/or upgrade instrumentation and controls that will allow them to maintain and operate their production and distribution systems more efficiently. The anticipated improvements include upgrades at all of their facilities.

DEFICIENCIES ADDRESSED BY THIS PROJECT:

The existing water treatment facility is located on Washington Street immediately south of the Mispillion River. The date of construction of the existing water treatment facility is currently unknown. The facility was originally used as part of the City's electrical generation plant that was abandoned in the 1950's. Upgrades were made over the years to convert the facility to a water treatment plant. The last major upgrade was performed in 1987 and included minor structural/roofing repairs, chemical system improvements, minor piping repairs/replacements and mechanical and electrical upgrades. Existing structures at the facility are in poor condition and need to be repaired and/or demolished. An existing well, the raw water main from the remote well site to the treatment facility and the existing treatment equipment, pumps, piping, mechanical and electrical equipment in the facility are all in need of rehabilitation and/or replacement. Lastly, the exterior of the existing clear well is in need of structural repairs to remain in service.

The size, age and configuration of the treatment building are such that the facility is inefficient and potentially hazardous to continue to operate. The rehabilitation, replacement and improvements of existing equipment will help to improve the overall efficiency of the facility and to safeguard the health and welfare of the City's water system users and operators.

Additionally, the City is proposing to add and or upgrade instrumentation and controls that will allow them to maintain and operate their production and distribution systems more efficiently. The anticipated improvements will include upgrades at all of their facilities and should allow the City to better monitor a number of items such as the impacts on the aquifers in the area and the performance of their pumping equipment. Modifications to the existing controls will allow the City to use the facilities closest to the demands rather than all of the facilities at once.

PROPOSED PROJECT BUDGET:

Construction: \$ 1,985,500

Contingency (15%) \$ 298,000

Legal & City Admin. (3%) \$ 59,500

Engineering, Cont. Admin & Inspection (18%) \$ 357,000
PROJECT TOTAL \$ 2,700,000

PROPOSED TIMELINE:

Binding Commitment from ODW: November 2011
Loan Closing: January 2012
Completion of planning, design & permitting: September 2012
Contract Awarded: November 2012
Construction Begins: December 2012
Construction Complete: November 2013
Project Closeout January 2014

POSSIBLE FINANCING OPTIONS:
(Estimates Only)

Option 1--\$2.5 Million from Reserves

<i>Total Project Cost</i>	<i>\$ 2,500,000</i>
<i>Total Borrowing</i>	<i>\$ -</i>
<i>Total Grant</i>	<i>\$ -</i>
<i>Total Reserves</i>	<i>\$ 2,500,000</i>
<i>Annual Debt Service</i>	<i>\$ -</i>
<i>Total Project Cost to City</i>	<i>\$ 2,500,000</i>

Option 2a--\$2.7 Million DWSRF Project (27% Grant/73% Loan @ 3% for 5 yrs)

<i>Total Project Cost</i>	<i>\$ 2,700,000*</i>
<i>Total Borrowing</i>	<i>\$ 1,957,500</i>
<i>Total Grant</i>	<i>\$ 742,500</i>
<i>Total Reserves</i>	<i>\$ -</i>
<i>Annual Debt Service</i>	<i>\$ 422,088</i>
<i>Total Project Cost (5 yrs) to City</i>	<i>\$ 2,110,440</i>

Option 2b--2.7 Million DWSRF Project (27% Grant/73% Loan @ 3% for 20 yrs)

<i>Total Project Cost</i>	<i>\$ 2,700,000*</i>
<i>Total Borrowing</i>	<i>\$1,957,500</i>
<i>Total Grant</i>	<i>\$ 742,500</i>
<i>Total Reserves</i>	<i>\$ -</i>
<i>Annual Debt Service</i>	<i>\$ 130,284</i>
<i>Total Project Cost (20 yrs) to City</i>	<i>\$ 2,605,680</i>

He explained these funds will be used to rehabilitate and improve the Washington Street water plant. Also being considered is the modification of the existing office structure as a possible location for our billing department.

Erik Retzlaff of Davis, Bowen and Friedel advised the project was originally approved in 2008 at which time a very favorable loan offer was made from the USDA Rural Development Program. With the economic climate, the city hesitated to move forward. Since that time, it was agreed to submit a funding application to the Office of Drinking Water.

The application was fast tracked due to some available funding dedicated to other projects that were pulled. Currently, the city was ranked and is planning to move forward with the application process. Should council recommend proceeding, the reviews will be completed and money available through a binding commitment letter sometime in November. Plans are to move the project forward in early 2012.

Mr. Retzlaff reported that the plant has been used for a number of uses and initially as a power generation plant for the electric system. It was also used as a police department. Since that time, it was retrofitted to a water treatment facility. He said the structures are in very bad condition and the intent is to demolish the building completely.

Mr. Baird emphasized the need for the project due to the existing conditions and feels the financing terms are currently very favorable. He feels the new facility would also compliment the new library and the riverwalk and other downtown areas. The funds are unable to be used for growth related projects though we are able to use them to rehab existing facilities.

He then reviewed the project costs as noted in the memo.

The project costs increased from \$2.5 million to \$2.7 million because there are increased costs associated with taking on the loan package. It includes prevailing wage rates along with additional administrative and contract costs associated with managing the contract, in addition to interest costs.

The package includes a 35% grant or principal forgiveness, 65% loan at a 1% interest rate for a five to twenty-year term. Currently, Mr. Baird said there will be no impact on our rate payers because we propose to utilize the money in our reserves to secure the loan.

Public Works Chair Brooks moved to authorize the loan submission to the Office of Drinking Water and referred the financing options to the finance committee to determine the best package. In turn, they would make that recommendation back to city council, seconded by Ms. Wilson. Motion carried by a unanimous roll call vote.

Economic Development Advisory Panel/Presentation

Chair Sher Valenzuela-Overall Scope and Direction/Workforce Development. She addressed council stating the purpose of their visit is to provide an update on the City Strategic Plan prepared by John Rhodes and approved by City Council. She then introduced the members of the Economic Development Advisory Panel present and noted those that were absent.

Bill Pilecki-Workforce Development. Mr. Pilecki spoke about the student-scholarship program being developed for students who plan to go directly into the workforce after graduation. Mr. Pilecki is working with the Milford Lions Club for additional support. Milford School Superintendent Sharon Kanter is also on the Workforce Development team and is actively engaged in the project.

(Mayor Rogers then presented Bill Pilecki's sister-in-law, Annemarie Soller, from Munich, Germany with a key to the city. He welcomed her to Milford noting this is a celebration because it is her first time in the United States.)

Ms. Valenzuela then recalled the strategic plan recommended incorporating a Junior Achievement program in Milford to build awareness and basic entrepreneurial skills among local students and to support the Milford School District. She announced that Junior Achievement will be moving to a campus in Milford. She then welcomed Rob Eppes, Director of Junior Achievement.

Mr. Eppes then addressed council noting that people come from all over the country to visit their facility in Wilmington and there are almost 1,000 young citizens from Kent and Sussex County who make the trip to experience work readiness, financial literacy and entrepreneurship programs at that facility. The Milford campus will allow these lower Delaware students to be served locally. It will also allow them to expand their Wilmington services outside the State of Delaware to make up for those students attending the Milford facility.

Mr. Eppes then provided a history of Junior Achievement noting their goal is to help prepare young people to own their future economic success.

Ms. Valenzuela reported the Junior Achievement will be located at the new facility purchased by First State Manufacturing (former Old Sussex Company near the ballpark).

Craig Crouch - Infrastructure/Organizational Support. Mr. Crouch advised their team is reviewing city utilities noting that the strategic plan indicates Milford is not competitive with its electric rates. They have acquired information from the city, DP&L, Delaware Electric Co-Op and four other municipalities in Delaware with similar demographics. They plan to meet with city officials to evaluate the rate information in hopes that Milford's rates will become more competitive and attractive to businesses and industries that want to invest in Milford, as well as helping current businesses.

Bob Connelly - Marketing, Promotion/Internal Communication. Mr. Connelly reported that the strategic plan ranked this very high in our needs. To understand, it is important to know the needs and desires of the community and the business survey will provide that information. That will be followed by surveys of the citizens, high school and city employees.

Mr. Pikus asked if the nine-page survey could be pared down to allow our businesses to more easily respond; Mr. Connelly stated it is only forty questions and the way it is formatted stretches it out. He feels all the questions need to be included. The planned press releases and newsletter will provide advanced information so the businesses will expect it and understand its importance.

Mr. Grier encouraged council to read the survey and make recommendations or suggestions noting the importance of being able to use the information as a tool as we move forward.

Richard Carmean - Economic Development Report. Mr. Carmean said he entered into this position to get something rolling again in bringing businesses and new jobs to Milford. Another priority is to keep our existing businesses and help expand others. He commended Mr. Grier in his position as chair of the Economic Development Committee adding he is getting a number of leads from Mr. Grier, in addition to leads from other council members and the community.

Mr. Carmean continues to work on several projects that he hopes will evolve. In addition, he is working on an incentive package for both existing businesses and new businesses that will need the approval of city council.

Mr. Baird added that many of the projects Mr. Carmean is working on may need some quick action by city council with very short notice. By being able to respond to inquiries and requests will be important as we deal with these matters.

Vice Chair Dave Hitchens - Summary. Mr. Hitchens stated this is a building block process that will create a model for success. He said the foundation of communication, with the community, city employees and businesses is extremely important. The other part of the foundation is organization. Two important drivers are marketing and operations. He reported that Delaware Today ranked Milford as 30th out of 35 towns in Delaware. Because it is a competitive environment, we need to work harder to be better. He concluded by saying the power of economic development means a great deal to a community.

Daniel Wolfensberger, CEO, Kent Economic Partnership, Incorporated said he reviewed Milford's Strategic Plan and is impressed with the plan and believes it is the first step forward. He also believes the enthusiasm of the panel members will carry the plan forward in making it a reality and fulfill its objectives.

He added that the county government is becoming more aggressive in economic development and has put together a strategic fund in the amount of \$500,000 similar to what the State of Delaware has done. That is used to clinch deals that involve companies that create capital investments.

Mr. Wolfensberger then discussed the importance of working together on these packages referencing a recent package offered to a company with the potential to bring seventy manufacturing jobs to Harrington. The package included incentives from the State of Delaware, Kent County and the City of Harrington totaling \$1.2 million.

He encouraged the city to continue with this effort, emphasizing it is headed in the right direction.

ALABAMA RELIEF PROJECT

Mayor Rogers reported that in an effort to help the victims of the storm in the south, Milford Resident Ronnie LaVere is collecting items to take to Alabama. He is planning to leave Friday, May 13th with his first load for anyone who wishes to donate.

MONTHLY FINANCE REPORT

Finance Chairman Pikus reported that through the ninth month of Fiscal Year 2010-2011 with 75% of the fiscal year having passed, 79.91% of revenues have been received and 71.11% of the operating budget expended.

Only two revenue line items remain below 75%, as has been reported in the past.

He reiterated the city will experience another tight budget with the fiscal year that begins in July. Changes will be made though they are expected to be minor. The intent is to keep property taxes at their current rate, be as spend thrift as possible with no impact on public safety or public services.

ADJOURN

With no further business, Mayor Rogers adjourned the Monthly Meeting of City Council at 8:44 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Terri K. Hudson".

Terri K. Hudson, CMC
City Clerk/Recorder