

# City of Milford



## CITY COUNCIL AGENDA Monday, October 26, 2020

*In accordance with the State of Emergency Declaration issued by Governor John Carney that became effective on March 13, 2020, and as extended, all public meetings of the City of Milford shall be conducted electronically through Zoom until further notice to prevent unnecessary public gatherings.*

*This meeting is available for viewing by the public by accessing the following link:*

*<https://zoom.us/j/91520106912?pwd=eDA1c0JHbjlhb0p1bWRSSDRsSUhxZz09> Passcode: 395845*

*Members of the public may also dial in by phone using the following number: 301 715 8592 Webinar ID: 915 2010 6912 Passcode: 395845*

*Public Comments are encouraged on the items as noted on the agenda and must be submitted via email to [cityclerk@milford-de.gov](mailto:cityclerk@milford-de.gov) no later than the start of the meeting. Attendees may also alert the City Clerk that they wish to speak at the appropriate time by submitting their name, address, and agenda item on which they would like to comment via the Zoom Q&A function or by using the Raise Your Hand function during the meeting. All public comments received will be read into the record at the meeting.*

**6:00 P.M.**

### **COUNCIL WORKSHOP**

Proposed Riverwalk Development/Washington Street Property

### **COUNCIL MEETING**

Call to Order - Mayor Archie Campbell

Invocation

Pledge of Allegiance

Recognition

Proclamation 2020-20/Extra Mile Day in the City of Milford

Proclamation 2020-22/Milford Goes Purple<sup>2</sup>

Public Hearings ®

Communication & Correspondence

Unfinished Business

Authorization/Updated Milford Police Construction & Referendum Schedule

New Business

Downtown Milford, Inc. (DMI) Building Structural Evaluation Report/207 S Walnut Street  
Resolution 2020-31/Sidewalk Waiver/Mispiration Realty LLC/327 S DuPont Blvd ©  
Reauthorization/Sewer & Water Funding/Fencing<sup>1</sup>

Adjournment

All items on the Council Meeting Agenda are subject to a potential vote.

**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.**

© Public Comment, up to three minutes per person, will be accepted.

071620 081020 101520 101920

<sup>1</sup>102020 Req by City Manager/Omitted by Error

<sup>2</sup>102120 Req by Councilmember Wilson (October designation)

102320 Item Removed/Postponed to 11.09.20 Meeting



TO: Mayor and City Council

FROM: Rob Pierce, AICP - Planning & Economic Development Director

DATE: October 26, 2020

RE: **Washington Street Property - Update**

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*Rivertown Rebirth 2025 Master Plan & Request for Proposals*

In 2015, with the assistance of Arnett Muldrow & Associates, the City developed the Rivertown Rebirth 2025 Master Plan which was the centerpiece to the City's Downtown Development District (DDD) application. The downtown master plan proposed a mixed-use development along the southern banks of the Mispillion River between Washington Street and the Memorial Park bridge called RiverPlace (see page 19 of the master plan). Several of the large-scale projects proposed in the downtown master plan were focal points of the City's DDD application to the State of Delaware in 2016, for which RiverPlace was identified as a Key Priority Project.

In 2017, the City solicited proposals for the development of this land along the Mispillion River in downtown Milford (see Exhibit A and Exhibit B for location). The purpose of the Request for Proposals (RFP) was to seek qualified developers to construct a mixed-use project consistent with the recommendations of the City's Downtown Master Plan. Around the same time, the City's Planning Commission and City Council developed the language for the C-2A Riverfront Development zoning category to promote these mixed-use development recommendations (see enclosed for copy of C-2A zoning code).

As a result of the RFP, staff received one land development proposal for a five-story mixed-use project with commercial on the first floor and forty (40) market rate apartment units above. The proposal included amenities for the residents, including a fitness center and rooftop terraces, and included two additional retail buildings along the Riverwalk. The proposal did not meet the height requirements under the C-2A zoning code. Additionally, the proposal lacked the requested scaled site plan drawings, floor plan dimensions, detailed work plan and schedule. Many of these were not provided because the developer believed the project site contained too many unknown variables that would have an effect on the eventual development of the site. These included the 100-year floodplain, a well-head protection area, and lands that are currently protected through the Delaware Trust Fund and Land Water Conservation Trust Fund. The developer was unsure of the exact footprint that was available for development and the City would need to work with DNREC and the federal government to relocate the protected lands in order to make the property viable for mixed-use development.

The developer made a presentation to the City's Economic Development Committee on April 24, 2017 (see enclosed minutes). The Economic Development Committee was amenable with moving forward with the Land Disposal Contract for the mixed-use development, but the project eventually stalled due to unanticipated costs associated with the open space conversion (approximately \$50,000 for archaeological studies and appraisals), the unknown of whether the conversion would be approved by the federal government and the developers need to focus on projects in Seaford, DE and Salisbury, MD.

As a result of stalled discussions, the City pivoted on its long-term vision for this property. In 2018, a “Downtown Roadmap Report” was prepared by Arnett Muldrow & Associates to assess the master plan implementation success and make new recommendations to enhance downtown redevelopment efforts. Appendix 7 of the Roadmap Report (see attached) proposed recreational enhancements on this property including a new playground, splash pad, public restroom, and an open-air pavilion that could be used during festivals and the farmer’s market. These recommendations for repurposing the Washington Street property for recreational use were made a part of the City’s Strategic Plan later that year.

### *Next Steps*

The site is impacted by a well-head protection area (Exhibit F) and the 100-year floodplain (Exhibit E). The City intends to discontinue the use of the existing well due to age and structural issues and any development of the property would need to adhere to the City’s floodplain ordinance either by elevating the structures or placing fill within the floodplain.

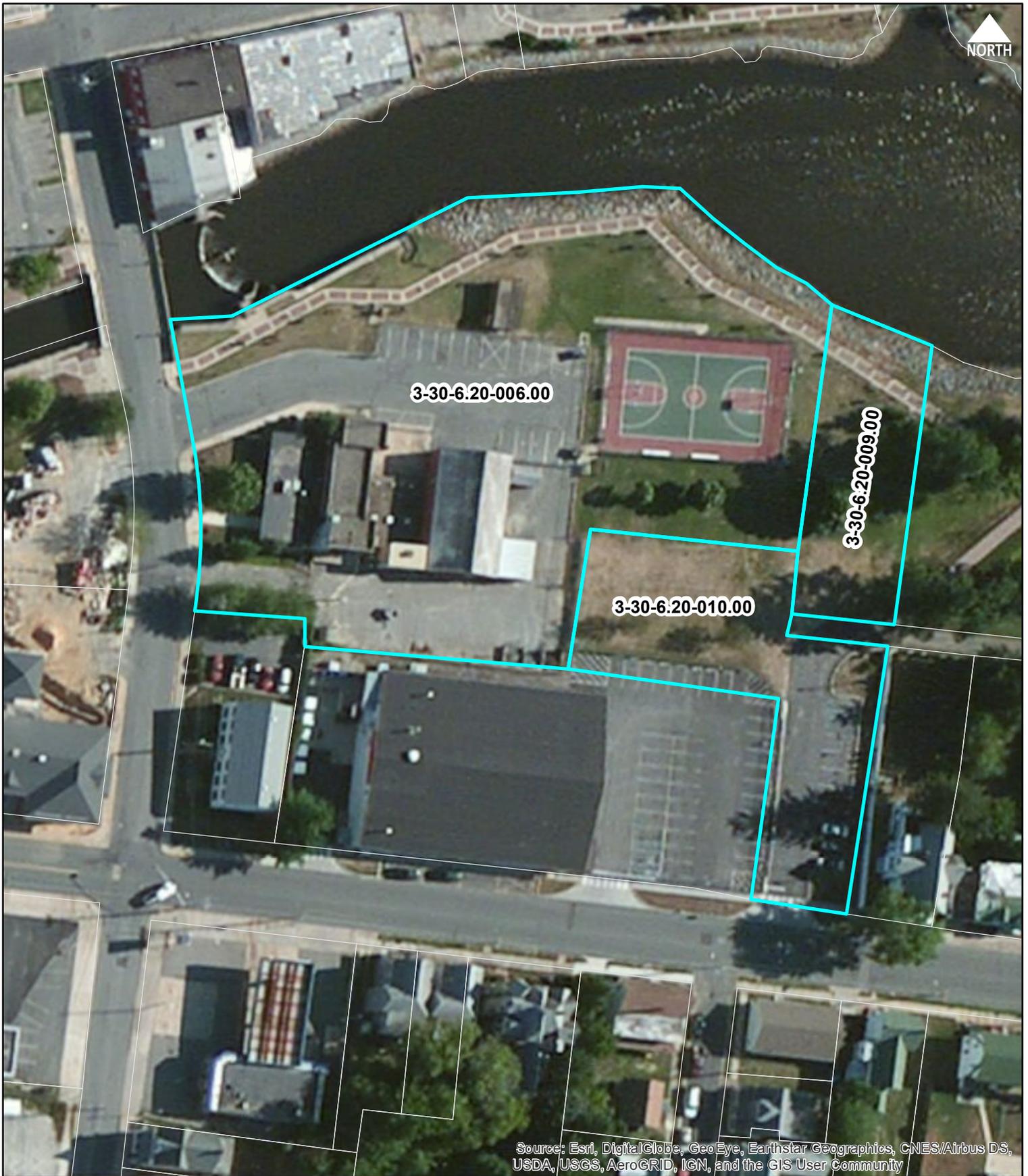
As shown on Exhibit G, the unprotected areas of the targeted development area is limited to 0.88 +/- acres of land. If additional land is needed to develop a proposal similar to what was shown on the Rivertown Rebirth Master Plan, the City would need to submit a land conservation conversion request to the State and Federal government. The conversion request would require us to identify replacement land that would offset the monetary and recreational value of the conversion site. Staff identified one of the business park lots adjacent to Silicato Memorial Park on E. Liberty Way as a possible replacement site. Additionally, any recreational amenities removed by the conversion would need to be replaced. Staff had recommended relocating the existing basketball court to the Franklin Street parks & recreation facility at the cost of the developer.

The conversion application requires sign-off from several State and Federal agencies, including US Fish and Wildlife, DNREC Fish & Wildlife, USDA NRCS, DNREC Delaware Coastal Management Program, DNREC Division of Water Resources and State of Delaware Historic Preservation Office. The City solicited letters from all State agencies back in 2018 and received a request from the State Historic Preservation Office to perform a Phase I Archaeological Study of the conversion site. Staff estimates this to cost approximately \$30,000 to complete. Depending on the findings of the study, the State Historic Preservation Office could sign-off on the conversion request or request additional studies.

In addition to the \$30,000 study, the City would have to perform appraisals on the conversion site and the replacement site to determine value. The cost of the appraisals would be approximately \$5,000.

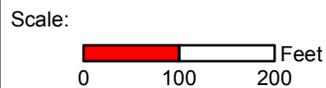
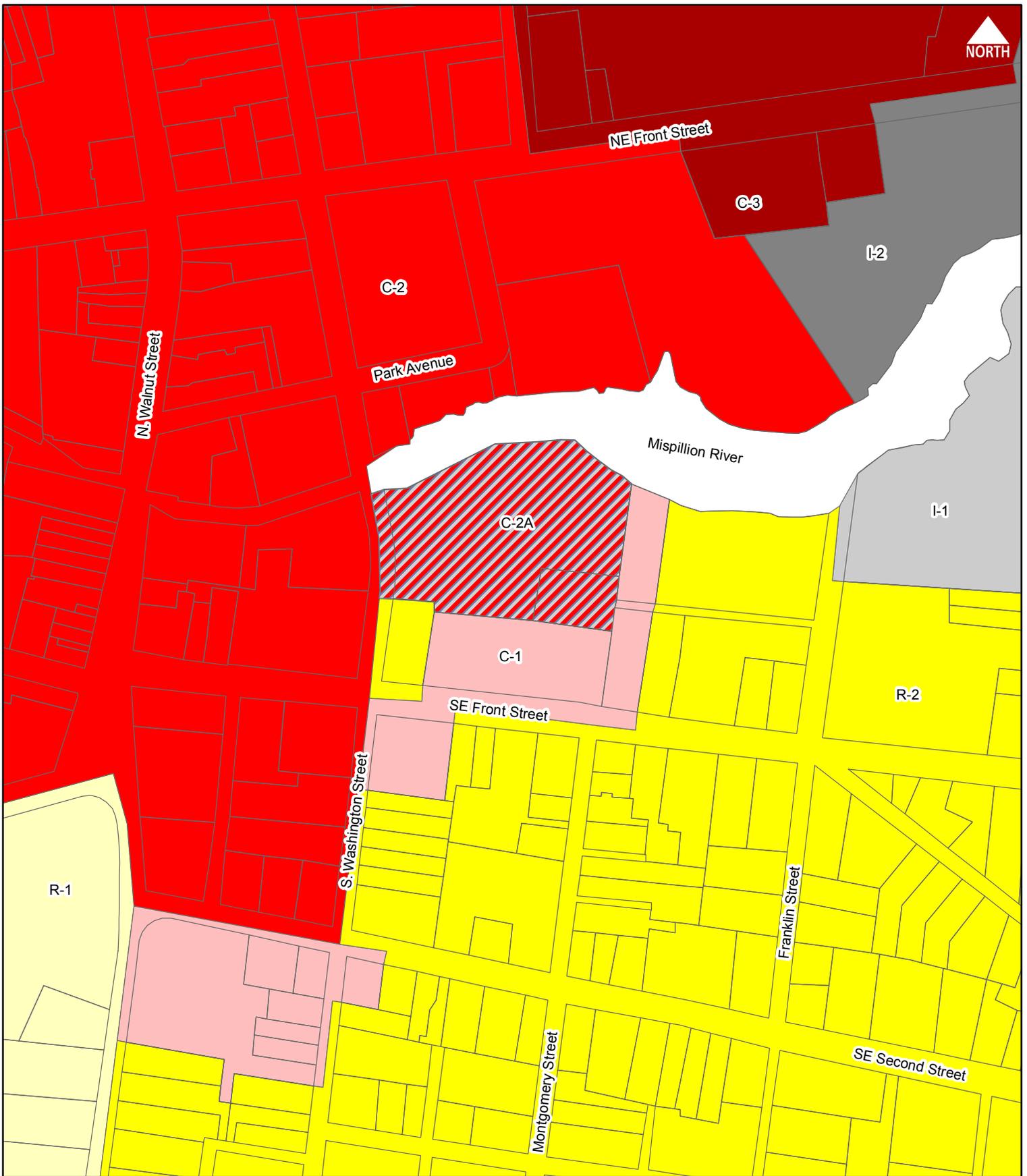
Development on the Washington Street property would be controlled by City Council, including details related to cost, reimbursable expenses, architectural reviews, land uses, etc, all of which would be outlined in a Land Disposition Contract between the City and any developer.

**Staff is seeking guidance from City Council on whether to entertain land development proposals on the Washington Street property, and if so, to what extent, or whether City Council would like to keep the property as open space and explore other recreational amenities.**



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

	Scale:  Feet 0      37.5      75	Title:  <b>Exhibit A</b> <b>City of Milford</b> <b>Aerial Photograph</b>
	Drawn by: WRP      Date: 11/16/16	
Filepath: RFP_WashingtonStreet_Aerial.mxd		



Drawn by: WRP Date: 01/23/17

Title:

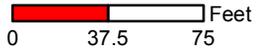
**Exhibit B**  
**City of Milford**  
**Location & Zoning Map**

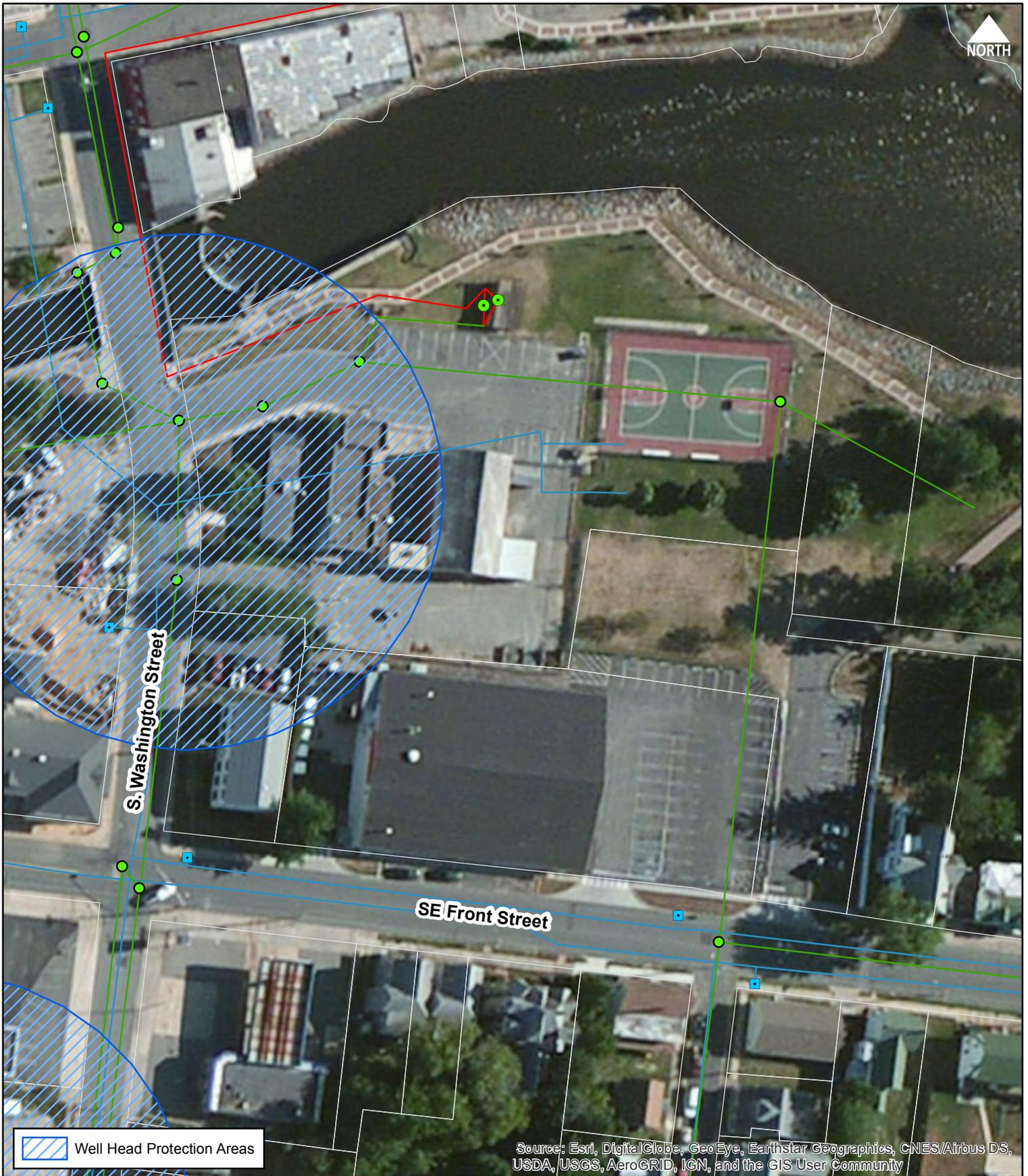
Filepath: RFP\_WashingtonStreet\_Zoning.mxd



- Wetlands
- Base Flood Elevation
- FIRM Panel

FEMA, Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

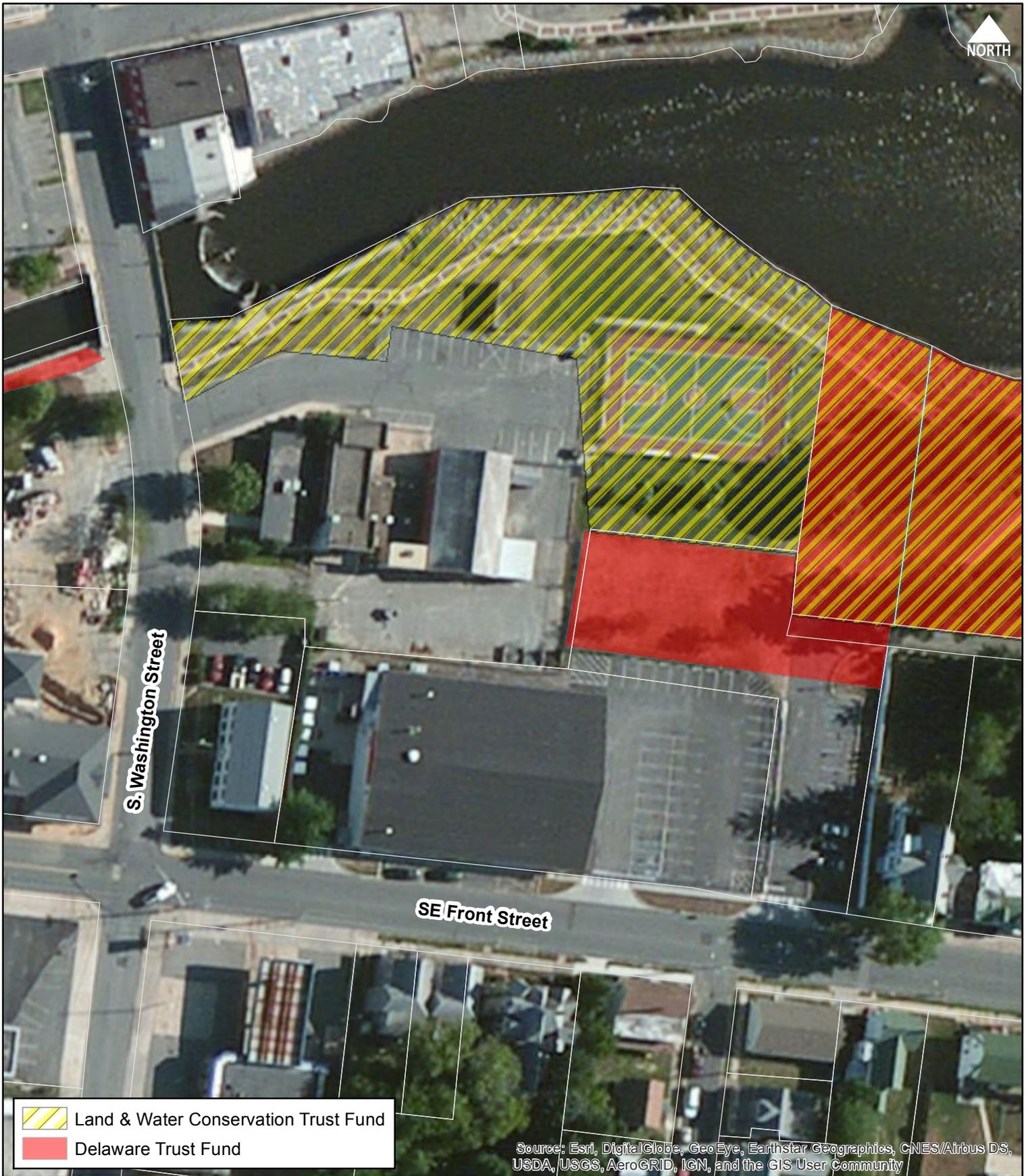
	Scale: 	Title:  <b>Exhibit E</b> <b>City of Milford</b> <b>Wetlands &amp; Floodplain</b>
	Drawn by: WRP      Date: 11/16/16	
Filepath: RFP_WashingtonStreet_Environmental.mxd		



 Well Head Protection Areas

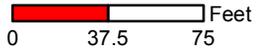
Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

	Scale:  Feet 0      37.5      75	Title:  <h2 style="text-align: center;">Exhibit F</h2> <h3 style="text-align: center;">City of Milford</h3> <h3 style="text-align: center;">Water &amp; Sanitary Sewer Utilities</h3>
	Drawn by: WRP      Date: 11/16/16	
Filepath: RFP_WashingtonStreet_Uilities.mxd		



 Land & Water Conservation Trust Fund  
 Delaware Trust Fund

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

	Scale:  Feet 0      37.5      75	Title:  <b>Exhibit G</b> <b>City of Milford</b> <b>LWCF &amp; DTF Protected Lands</b>
	Drawn by: WRP      Date: 12/07/16	
Filepath: RFP_WashingtonStreet_ProtectedLands.mxd		



# 3.1 Downtown Core

The Downtown Core is the true heart of our community. This is the area where retail density should be achieved and destination status cultivated.



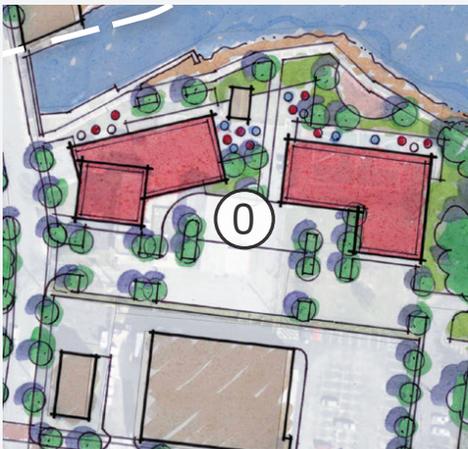
## DOWNTOWN CORE

### Big Moves

#### 1. RiverPlace Mixed Use

Relocate the basketball courts to Marvel Square Park and develop this important site with mixed-use development. Development is important in this location to further activate the riverfront and provide more uses and downtown living options close to the core. Specific considerations include:

- Utilize multi-story structures with active restaurant/retail uses on the lower level
- Consider upper floor residential or office uses.
- Utilize large windows to leverage views of the water and provide “eyes” on the Riverwalk and Bicentennial Park.
- Locate the buildings along the riverfront and include outdoor patios and dining areas to take advantage of river views.
- Locate parking on the south side of the development, away from the riverfront.





## 3.2 Riverplace

### *RiverPlace (Existing Conditions):*

*The riverwalk along the Mispillion River is an unmistakable asset that provides a pedestrian circulation route and ordering system to the downtown area. At this location a basketball court exists that could be relocated to make room for a significant infill development to address stated needs for downtown, namely additional residential options. Moreover, by coupling residential uses with retail uses, this section of the riverwalk would become activated like the other side of the river and the additional “eyes on the riverwalk” would promote safety and likely mitigate the current vagrant issue plaguing this area.*



### *RiverPlace (Proposed Conditions, Phase 1):*

*The first floors of any proposed infill development should include restaurant and retail uses that front the riverwalk. By including outdoor dining ‘decks’ for the restaurants, the riverwalk would be further activated as people like to “see and be seen.” The upper two floors should include housing options such as apartments and/or condominiums as preferred by the developer. The third floor should step back from the second to both introduce balcony/rooftop deck options as well as to cause the dominant architectural form to be two stories in height similar to most of the buildings in downtown Milford.*



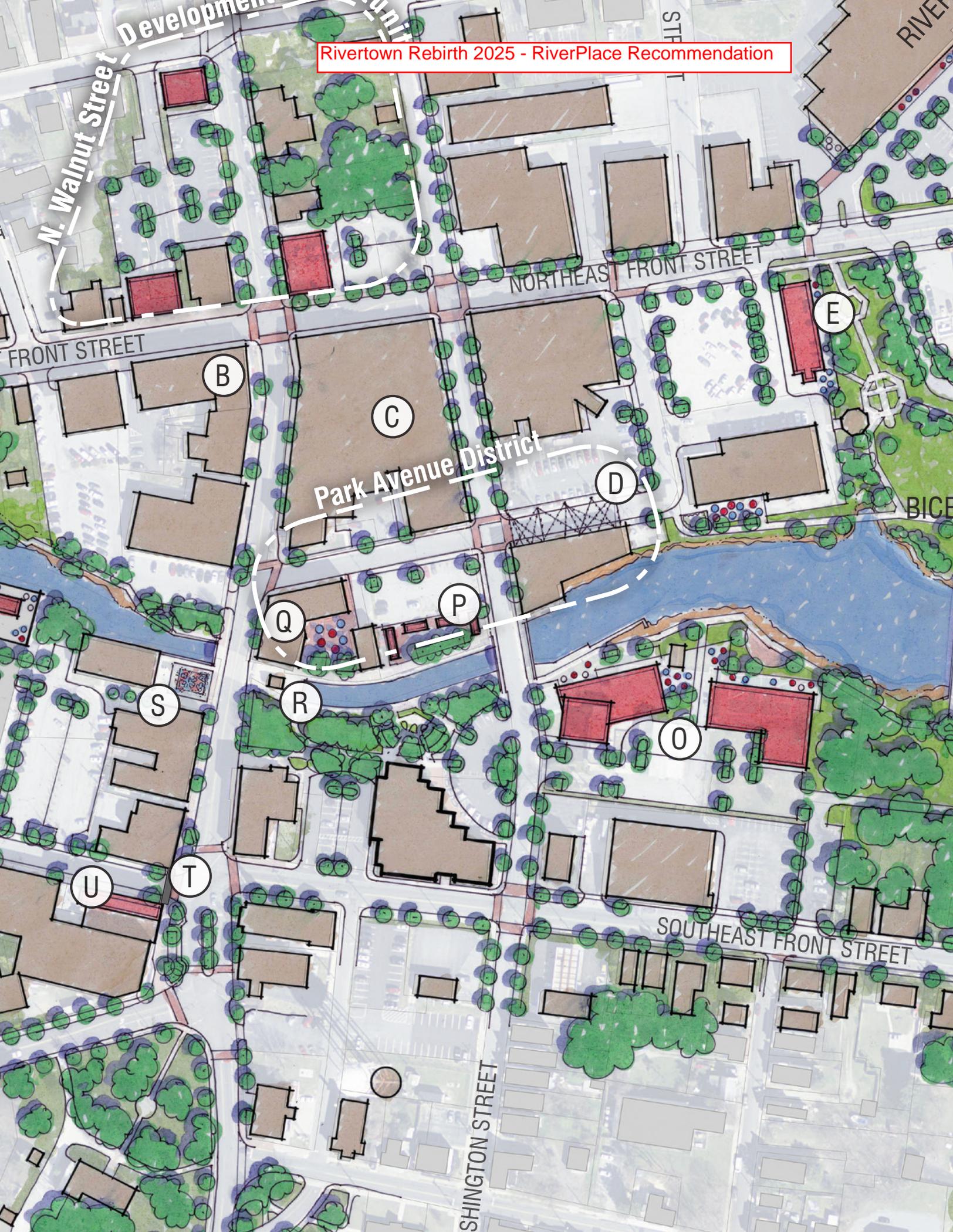
## 3.2 Riverplace



*RiverPlace (Proposed Conditions, Phase 2 (above) and 3):*

*In addition to everything noted previously, this version simply shows the impact of significant shade trees as they mature on the site in conjunction with the architectural development. The first floors of any proposed infill development should include restaurant and retail uses that front the riverwalk. By including outdoor dining 'decks' for the restaurants, the riverwalk would be further activated as people like to "see and be seen." The upper two floors should include housing options such as apartments and/or condominiums as preferred by the developer. The third floor should step back from the second to both introduce balcony/rooftop deck options as well as to cause the dominant architectural form to be two stories in height similar to most of the buildings in downtown Milford.*

Rivertown Rebirth 2025 - RiverPlace Recommendation



Park Avenue District

B

C

D

E

Q

P

S

R

O

U

T

SOUTHEAST FRONT STREET

SHINGTON STREET

N. Walnut Street

FRONT STREET

NORTHEAST FRONT STREET

RIVER

BICE



## APPENDIX 7

### Rivertown/Riverplace Recreation



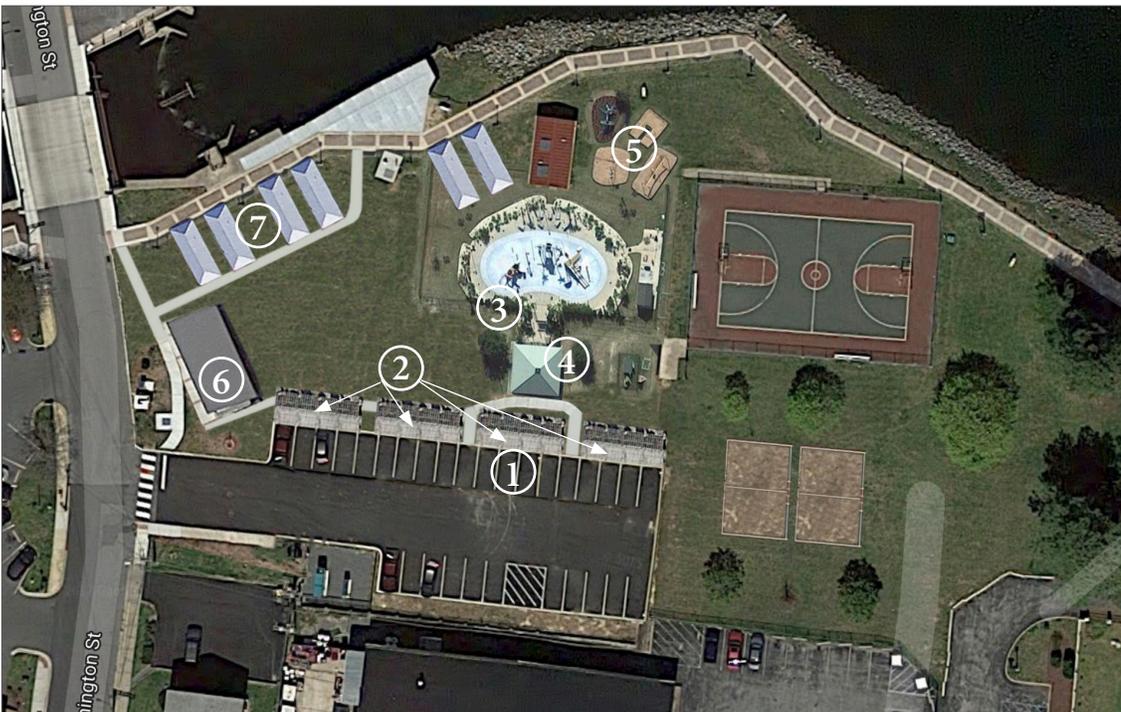


## Rivertown/Riverplace Recreation

The 'Milford Rivertown Rebirth Plan 2025' proposed a very ambitious development opportunity along the banks of the Mispillion River at Marvel Square Park, called 'Riverplace' (see page 19 of that report). However, and for very good reasons, that recommendation has been modified to rely less on significant built development and more on recreational development. During input sessions with various stakeholders during the Roadmap process a number of key needs were expressed for downtown that seem to be ideally suited for the site previously identified for Riverplace. These stated needs included, but were not limited to: a splash pad, a playground, basketball courts, beach volleyball courts, public restrooms, an open air pavilion, structures to support a farmers market, and micro-retail opportunities. The site plan photo-renderings below illustrate how the current Marvel Square Park area could be configured to accommodate those stated recreational desires into a rebranded 'Rivertown' or 'Riverplace' recreation center.



*Existing Condition:* (left): A basketball court is supported by a single-loaded parking lot with adjacent pump house.



*Proposed Conditions:* (above): 1) The parking lot is moved south and double-loaded. 2) It is flanked on its northern edge by four structures that would support a farmers market (trucks could back up under the structures) when in session and when not, would contain swings and benches. 3) A splash pad would be surrounded by a public restroom/changing facility (4) and playground (5). 6) An open-air pavilion/stage would face a green space that could accommodate a variety of festivals and promotional events. The green space could be flanked by micro-retail units (7).

§ 230-13.1. - C-2A Riverfront Development District.

In a C-2A District no building or premises shall be used and no building shall be erected or altered which is arranged, intended or designed to be used except for one or more of the following uses and complying with the requirements so indicated.

- A. Purpose. The purpose of the Riverfront Development District is to create an atmosphere that encourages mixed use residential and commercial development along riverfront properties in the downtown area. The district shall preserve the character of the adjacent central business district and historic areas while providing an attractive and convenient combination of shopping and living units. The district shall be limited to those properties adjacent to the Mispillion River and shall be prohibited along North and South Walnut Street, Northwest Front Street and shall not be allowed within any of the historic districts.
- B. Permitted uses. In a C2-A district, land, buildings or premises shall be used by right for one or more of the following:
- (1) General merchandise stores, including such uses as department stores, apparel and accessories, hardware, shoes, drugs and variety stores.
  - (2) Specialty retail stores, including such uses as gifts, antiques, crafts, newspapers, beer, wine or liquor, tobacco, flowers, sporting goods, books, jewelry, leather goods and stationery stores.
  - (3) Personal service establishments, including such uses as barbers, beauticians, shoe repair and tailors.
  - (4) Financial institutions, loan companies and banks.
  - (5) Restaurants, excluding fast-food or franchised food service operated restaurants.
  - (6) Retail food stores, including bakeries, confectionery, candy or gourmet shops, small convenience grocery shops (without gas pumps) and meat, fish or produce stores.
  - (7) Professional services and administrative activities, including such uses as offices of agents, brokers, physicians, dentists, attorneys, architects, engineers, musicians and artists and governmental offices serving the public.
  - (8) Libraries, museums, art galleries and public information centers.
  - (9) Fraternal, social service, union or civic organization.
  - (10) Studio for artists, designers, photographers, musicians, sculptors and related uses.
  - (11) Municipal and public services and facilities, including City Hall, municipal parking lots, water storage towers, water reservoirs, water pumping stations, water treatment plants, sewage pumping stations, sewers (storm and sanitary), street rights-of-way, utility transmission and distribution lines, public transportation bus or transit stops, police and fire stations and substations for electric, gas and telephone facilities.
  - (12) Craft distillery and microbrewery establishments, provided that:
    - (a) All permits and approvals required by the Delaware Alcoholic Beverage Commission are obtained and remain in full force and effect.
    - (b) All aspects of the distilling or brewing process are completely confined within a building, including storage of all materials and finished products.
    - (c) Such establishment offers the public, on a regular and continuing basis, various activities ancillary to its distilling and/or brewing process, including by way of example: tours of the premises, educational classes, demonstrations, tasting rooms, and retail sales areas limited to the sale of beer, mead, cider, or spirits brewed or distilled on the premises for consumption off-premises and other retail items.

- (d) On-site consumption or tasting associated with a craft distillery or microbrewery establishment shall be permitted. Any area associated with on-site consumption or tasting shall not operate as a stand-alone bar or tavern, shall be located on the premises of the craft distillery or microbrewery establishment, and shall be ancillary to the primary use. "Ancillary" for purposes of this section means subordinate, auxiliary, smaller and less intensive than the primary use. On-site consumption or tasting of alcohol shall be limited to those products brewed or distilled on the premises, except as otherwise permitted by Delaware Law.
- (e) All food sales shall be limited to prepackaged snack items or those food items prepared by a food establishment licensed by the State of Delaware. If a craft distillery or microbrewery intends to operate on its premises a food establishment that is otherwise a permitted use in this district (i.e. restaurant, café, or full-service restaurant), the City may require the property owner to provide the City with a letter of no objection from the Delaware Alcoholic Beverage Control Commissioner regarding the operation of a food establishment on the premises of a craft distillery or microbrewery.
- (f) Outdoor seating and gathering areas shall be permitted subject to the following requirements:
  - i. Permanent and temporary outdoor seating and gathering areas shall be subject to building permit application and approval requirements.
  - ii. Outdoor seating and gathering areas and ancillary improvements shall include physical barriers from public rights-of-way and physical and visual barriers from adjoining properties. Physical barriers along public rights-of-way shall restrict access from the public rights-of-way to the outdoor seating and gathering areas and shall not exceed four feet in height. Barriers along adjoining property lines shall create a physical and visual barrier consisting of fencing six feet in height or vegetation at least six feet in height. The regulations herein shall be in addition to any regulations imposed by the State of Delaware.
  - iii. Maximum occupancy and points of ingress/egress shall be clearly marked. Occupancy of outdoor seating and gathering areas shall not exceed one person per 15 square feet of the outdoor seating and gathering areas identified in the building plans or any other occupancy limit established by the Office of the State Fire Marshall.
  - iv. All structures and uses related to outdoor seating and gathering areas and facilities are subject to the City of Milford Building Code and the City of Milford Zoning Code.
  - v. The occupancy of outdoor seating and gathering areas shall be included when calculating the building requirements and minimum parking standards required by the City of Milford and State of Delaware. Outdoor seating and gathering areas shall meet all requirements of the City of Milford and the State of Delaware.
  - vi. Tables, chairs, umbrellas, equipment, games, and any other items provided in connection with outdoor seating and gathering areas shall be maintained in good repair and shall be secured during non-business hours in a safe and orderly manner.
  - vii. Any licensing required by the Delaware Alcoholic Beverage Control Commissioner for outdoor seating and gathering areas shall be obtained.
- C. Conditional uses subject to special requirements. The following uses are permitted subject to receiving a conditional use permit by the City Council as provided in Article IX of this chapter:

- (1) Commercial indoor recreation activities, including amusement arcades, indoor theaters, social clubs, youth clubs or similar facilities.
- (2) Laundromats and dry-cleaning establishments.
- (3) Fast-food or franchised food service operated restaurants.
- (4) Day-care centers.
- (5) Community residential treatment program.
- (6) Multifamily residential when part of a mixed-use development, with commercial uses in the same building and/or on the same site.

D. Area and bulk requirements.

- (1) Maximum number of units per acre shall be 16.
- (2) Minimum lot area shall be 5,000 square feet.
- (3) Minimum lot width shall be 50 feet.
- (4) Maximum building coverage shall be 60%
- (5) Front yard setback shall be 15 feet minimum
- (6) Side yard setback shall be 14 feet aggregate total with a minimum of 6 feet.
- (7) Rear yard setback shall be 20 feet.
- (8) Height of buildings shall not exceed four stories or 50 feet.
- (9) Minimum separation distance between dwelling structures on the same lot shall not be less than 15 feet.
- (10) Parking shall comply with the requirements provided in Article IV of this chapter.
- (11) Signs shall comply with the requirements provided in Article VI of this chapter.
- (12) For mixed use residential and commercial projects, off-street parking, parking beneath buildings, front, side and rear setbacks, landscaping and buffering, lot coverage, number of units per building and building separation shall be as determined by the Planning Commission.

The background of the image is a stylized American flag with a dark blue field of white stars on the left and red and white horizontal stripes on the right. The flag is set against a dark grey background.

# The Pledge of Allegiance

I pledge allegiance to the flag  
of the United States of America,  
and to the republic for which it stands,  
one nation under God,  
indivisible, with liberty and justice for all.

# City of Milford



## PROCLAMATION 2020-20 EXTRA MILE DAY

**WHEREAS,** the City of Milford is a community which acknowledges that a special vibrancy exists within the entire community when its individual citizens collectively “go the extra mile” in personal effort, volunteerism, and service; and

**WHEREAS,** Milford is a community which encourages its citizens to maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction to their individual ambitions, family, friends, and community; and

**WHEREAS,** Milford is a community which chooses to shine a light on and celebrate individuals and organizations within its community who “go the extra mile” in order to make a difference and lift up fellow members of their community; and

**WHEREAS,** the City of Milford acknowledges the mission of Extra Mile America to create 500 Extra Mile cities in America and is proud to support “Extra Mile Day” on November 1, 2020.

**NOW THEREFORE,** I, Arthur Campbell, Mayor of the City of Milford do hereby proclaim November 1, 2020, to be Extra Mile Day and urge each individual in the community to take time on this day to not only “go the extra mile” in his or her own life, but to also acknowledge all those who are inspirational in their efforts and commitment to make their organizations, families, community, country, or world a better place.

**IN WITNESS WHEREOF,** I have hereunto set my hand and caused the Official Seal of the City of Milford to be affixed this 26<sup>th</sup> day of October in the Year of Our Lord, Two Thousand Twenty.

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Mayor Arthur J. Campbell

Attest:

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City Clerk Teresa K. Hudson

# City of Milford



## PROCLAMATION 2020-22 Milford Go Purple Month

**WHEREAS**, Delaware Goes Purple is a statewide initiative led by the Sussex County Health Coalition (SCHC) based out of Georgetown Delaware;

**WHEREAS**, in 2018, SCHC led the effort to reduce the stigma of addictions, inspired by The Herren Project™ Go Purple campaign;

**WHEREAS**, the purpose of Going Purple is to raise awareness and reduce the number of Delawareans suffering with drug and alcohol addiction and to share that recovery is possible;

**WHEREAS**, those struggling need to know that their disease is not one they should be ashamed of, or keep hidden;

**WHEREAS**, this year's project stresses the importance of educating people, especially parents and children, about how the path to addiction most often begins with prescription medications;

**WHEREAS**, nearly every day, someone in Delaware loses their battle with heroin, prescription painkillers and other addictive drugs;

**WHEREAS**, to date, the State of Delaware has lost 175 people to overdose deaths;

**WHEREAS**, Delaware Goes Purple empowers each community to stand up to erase the stigma and to support those individuals who need it the most through informed conversations about alcohol dependence, prescription pills and drug addiction.

**NOW, THEREFORE**, I, Arthur J. Campbell, by virtue of the authority vested in me as Mayor of the City of Milford, do hereby declare October 2020 as:

### *Milford Goes Purple Month*

in hopes of making an impact and to assist in turning the tide of this epidemic by challenging community leaders, residents, teachers, students, businesses and their employees to work together to become part of the solution.

**N WITNESS WHEREOF**, I have hereunto set my hand and caused the Official Seal of the City of Milford to be affixed this 26<sup>th</sup> day of October in the Year of Our Lord, Two Thousand Twenty.

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Mayor Arthur J. Campbell

Attest:

---

City Clerk Teresa K. Hudson

# October 2020

September '20							November '20						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5	1	2	3	4	5	6	7
6	7	8	9	10	11	12	8	9	10	11	12	13	14
13	14	15	16	17	18	19	15	16	17	18	19	20	21
20	21	22	23	24	25	26	22	23	24	25	26	27	28
27	28	29	30				29	30					

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	1	2	3
4	5	6	7 <i>6:00 SCAT Meeting</i>	8	9	10
11	12 <i>6:00 Community/Econ Develop Committee 7:00 Council Meeting</i>	13	14	15	16	17
18	19	20	21	22 <i>5:30 DLLG Meeting</i>	23 <i>8:30 AM Community Cemetery Board</i>	24
25	26 <i>7:00 Council Meeting</i>	27	28	29	30	31



# November 2020

October '20							December '20						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3			1	2	3	4	5
4	5	6	7	8	9	10	6	7	8	9	10	11	12
11	12	13	14	15	16	17	13	14	15	16	17	18	19
18	19	20	21	22	23	24	20	21	22	23	24	25	26
25	26	27	28	29	30	31	27	28	29	30	31		

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 Holiday	4 6:00 SCAT Meeting	5 Holiday	6	7
8	9 6:00 Finance/Public Works Committee 7:00 Council Meeting	10	11 Holiday	12	13	14
15	16	17	18	19	20	21
22	23 6:00 Police Committee 7:00 Council Meeting	24	25	26 Holiday	27 Holiday	28
29	30	1	2	3	4	5



# December 2020

November '20							January '21							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	
1	2	3	4	5	6	7							1	2
8	9	10	11	12	13	14	3	4	5	6	7	8	9	
15	16	17	18	19	20	21	10	11	12	13	14	15	16	
22	23	24	25	26	27	28	17	18	19	20	21	22	23	
29	30						24	25	26	27	28	29	30	
							31							

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	1	2 <i>6:00 SCAT Meeting</i>	3	4	5
6	7	8	9	10	11	12
13	14 <i>6:00 Community/Econ Develop Committee 7:00 Council Meeting</i>	15	16	17	18	19
20	21	22	23	24 <i>Holiday</i>	25 <i>Holiday</i>	26
27	28	29	30	31	1	2



# January 2021

December '20							February '21						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5		1	2	3	4	5	6
6	7	8	9	10	11	12	7	8	9	10	11	12	13
13	14	15	16	17	18	19	14	15	16	17	18	19	20
20	21	22	23	24	25	26	21	22	23	24	25	26	27
27	28	29	30	31			28						

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1	2
3	4	5	6 6:00 SCAT Meeting	7	8 Holiday	9
10	11 6:00 Finance/Public Works Committee 7:00 Council Meeting	12	13	14	15	16
17	18 Holiday	19	20	21	22 8:30 AM Community Cemetery Board	23
24	25 6:00 Police Committee 7:00 Council Meeting	26	27	28 5:30 DLLG Meeting	29	30

31	1	 <p>THE CITY of <i>Milford</i> DELAWARE</p>				
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# February 2021

January '21							March '21						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30	31			
31													

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1	2	3 <i>6:00 SCAT Meeting</i>	4	5	6
7	8 <i>6:00 Community/Econ Develop Committee 7:00 Council Meeting</i>	9	10	11	12	13
14	15 Holiday	16	17	18	19	20
21	22 <i>7:00 Council Meeting</i>	23	24	25 <i>5:30 DLLG Meeting</i>	26	27
28	1	2	3	4	5	6
7	8	 <p>THE CITY of <i>Milford</i> DELAWARE</p>				

# March 2021

February '21							April '21						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28							25	26	27	28	29	30	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	1	2	3 <i>6:00 SCAT Meeting</i>	4	5	6
7	8 <i>6:00 Finance/Public Works Committee</i> <i>7:00 Council Meeting</i>	9	10	11	12	13
14	15	16	17	18	19	20
21	22 <i>6:00 Police Committee</i> <i>7:00 Council Meeting</i>	23	24	25 <i>5:30 DLLG Meeting</i>	26	27
28	29	30	31	1	2	3

4	5	 <p>THE CITY of <i>Milford</i> DELAWARE</p>				
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# April 2021

March '21							May '21						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6							1
7	8	9	10	11	12	13	2	3	4	5	6	7	8
14	15	16	17	18	19	20	9	10	11	12	13	14	15
21	22	23	24	25	26	27	16	17	18	19	20	21	22
28	29	30	31				23	24	25	26	27	28	29
							30	31					

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	1	2 Holiday	3
4	5	6	7 6:00 SCAT Meeting	8	9	10
11	12 6:00 Community/Econ Develop Committee 7:00 Council Meeting	13	14	15	16	17
18	19	20	21	22 5:30 DLLG Meeting	23 8:30 AM Community Cemetery Board	24 10 AM-6 PM Annual Election
25	26 6:00 Workshop-Updates: Library, Museum, DMI, Fire 7:00 Council Meeting	27	28	29	30	1
2	3	 <p>THE CITY of <i>Milford</i> DELAWARE</p>				

# May 2021

April '21							June '21						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3			1	2	3	4	5
4	5	6	7	8	9	10	6	7	8	9	10	11	12
11	12	13	14	15	16	17	13	14	15	16	17	18	19
18	19	20	21	22	23	24	20	21	22	23	24	25	26
25	26	27	28	29	30		27	28	29	30			

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	29	30	1
2	<b>3</b> 6:30 Council Photos 7:00 Swearing In and Organizational Meeting	4	<b>5</b> 6:00 SCAT Meeting	6	7	8
9	<b>10</b> 6:00 Finance/Public Works Committee 7:00 Council Meeting	11	12	13	14	15
16	<b>17</b> 5:00 Budget Hearings	18	<b>19</b> 5:00 Budget Hearings	20	21	22
23	<b>24</b> 6:00 Police Committee 7:00 Council Meeting	25	26	<b>27</b> 5:30 DLLG Meeting	28	29
30	<b>31</b> Holiday	 <p>THE CITY of <i>Milford</i> DELAWARE</p>				

# June 2021

May '21							July '21						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1					1	2	3
2	3	4	5	6	7	8	4	5	6	7	8	9	10
9	10	11	12	13	14	15	11	12	13	14	15	16	17
16	17	18	19	20	21	22	18	19	20	21	22	23	24
23	24	25	26	27	28	29	25	26	27	28	29	30	31
30	31												

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	31	1	2 <i>6:00 SCAT Meeting</i>	3	4	5
6	7	8	9	10	11	12
13	14 <i>6:00 Community/Econ Develop Committee 7:00 Council Meeting</i>	15	16	17	18	19
20	21	22	23	24 <i>5:30 DLLG Meeting</i>	25	26
27	28 <i>7:00 Council Meeting</i>	29	30	1	2	3
4	5	 <p>THE CITY of <i>Milford</i> DELAWARE</p>				



MARK A. WHITFIELD, CITY MANAGER  
201 South Walnut Street  
Milford, DE 19963

PHONE 302.422.1111  
FAX 302.424.3553  
www.cityofmilford.com

To: Mayor and Council  
From: Mark Whitfield, City Manager  
Subject: Revised Schedule for Bond Issuance for Police Station  
Date: October 23, 2020

Council may consider establishing a change to the previous approved schedule for the bond approval for the new police station. Because the public vote on the bond must be done within at least 30 days after and no more than 60 after the public hearing, the public hearing is now proposed for December 14, 2020. Additionally, staff recommends the public vote be on a weekday rather than a weekend. Based on experience of the City Clerk, voter participation is higher when votes are held through the week for a referendum, rather than a weekend. For this reason, staff recommends the vote on the bond referendum be scheduled for Tuesday, January 26, 2020.

### **Recommendation**

Staff recommends Council approve the proposed revised schedule below for the Police Station Design, Construction and Bonds.

<b><u>Date</u></b>	<b><u>Action</u></b>
10/12/2020	Council Resolution for Issuance of General Obligation Bonds
<del>11/09/2020</del> 12/14/2020	Public Hearing and Vote on Resolution
<del>1/30/2021</del> 1/26/2020	Public Vote on Bond Referendum
2/22/2021	Award Contract for Architect
10/01/2021	Advertise for Building Construction
9/03/2021	Potential Issuance of \$10 million BQ Bond #1
11/08/2021	Award Construction Contract
12/01/2021	Start Construction
9/01/2022	First Tax Increase for Bond #1
9/09/2022	Potential Issuance of \$10 million BQ Bond #2
9/30/2022	First principal payment on Bond #1
3/01/2023	Construction Complete
9/01/2023	Second Tax Increase for Bond #2.
9/30/2023	First principal payment for Bond #2; Second principal payment for Bond #1



**TO:** Mark Whitfield, City Manager  
**FROM:** Michael Svaby, Director, Public Works  
**DATE:** October 8, 2020  
**RE:** 207 South Walnut Street (DMI House)

The City of Milford purchased 207 South Walnut Street on August 16, 2012 for \$237,500 from Louise Miles. At the time of purchase, City Council plans for the property was to demolish the house for future City Hall expansion.

On September 24<sup>th</sup>, 2020, Pilottown Engineering conducted a structural review of the building. In their review, Pilottown identified the building's original construction date of 1850 and noted the acute structural challenges presented by multiple modifications to many elements of the building, making it very difficult to attain Code compliance. Pilottown believed that ADA compliance would be cost-prohibitive to achieve given the property's footprint. Moreover, its complete lack of any parking or access to any such amenity is detrimental to its value as a residential property.

With these challenges before us, the City of Milford is faced with two options – to either raze the building and keep the land for future development **or** sell it as is. Estimated demolition costs range between \$30,000 - \$35,000; this estimate will be impacted by the building materials that are identified on the site and the related tipping fees. Zillow unofficially estimates the building's retail value of \$186,000.

The Department of Public Works recommends the building be demolished. Once demolition proposals are secured, demolition and full site restoration could be completed over the course of approximately eight (8) weeks. Spring is usually a very heavy demolition season. Staff strongly recommend we move forward with this decision and place ourselves in the queue for this type of work, early in the season.

**Recommendation:** Staff recommend Council authorize the demolition of 207 South Walnut Street in the Spring of 2021 with funds coming from General Fund Reserves.

# MISPILLION REALTY, LLC

6103 South Rehoboth Boulevard / Milford, Delaware 19963  
(302) 422-1850

October 9, 2020

City of Milford City Council  
201 South Walnut Street  
Milford, Delaware 19963

RE: Request For Sidewalk Waiver

Property Address: 327 South Dupont Highway, Milford, Delaware 19963  
Owner: Mispillion Realty LLC  
Tax Parcel # 130-3.07-43.00

Dear Council,

Please accept this request for a sidewalk waiver for the property located at 327 South Dupont Highway. There are no adjacent sidewalks in either direction as far as the eye can see. Furthermore, the southern property line is a ditch that cannot be crossed, and the installation of the sidewalk would require filling wetlands.

Thank you for your assistance. Call with any questions or clarifications, if necessary.

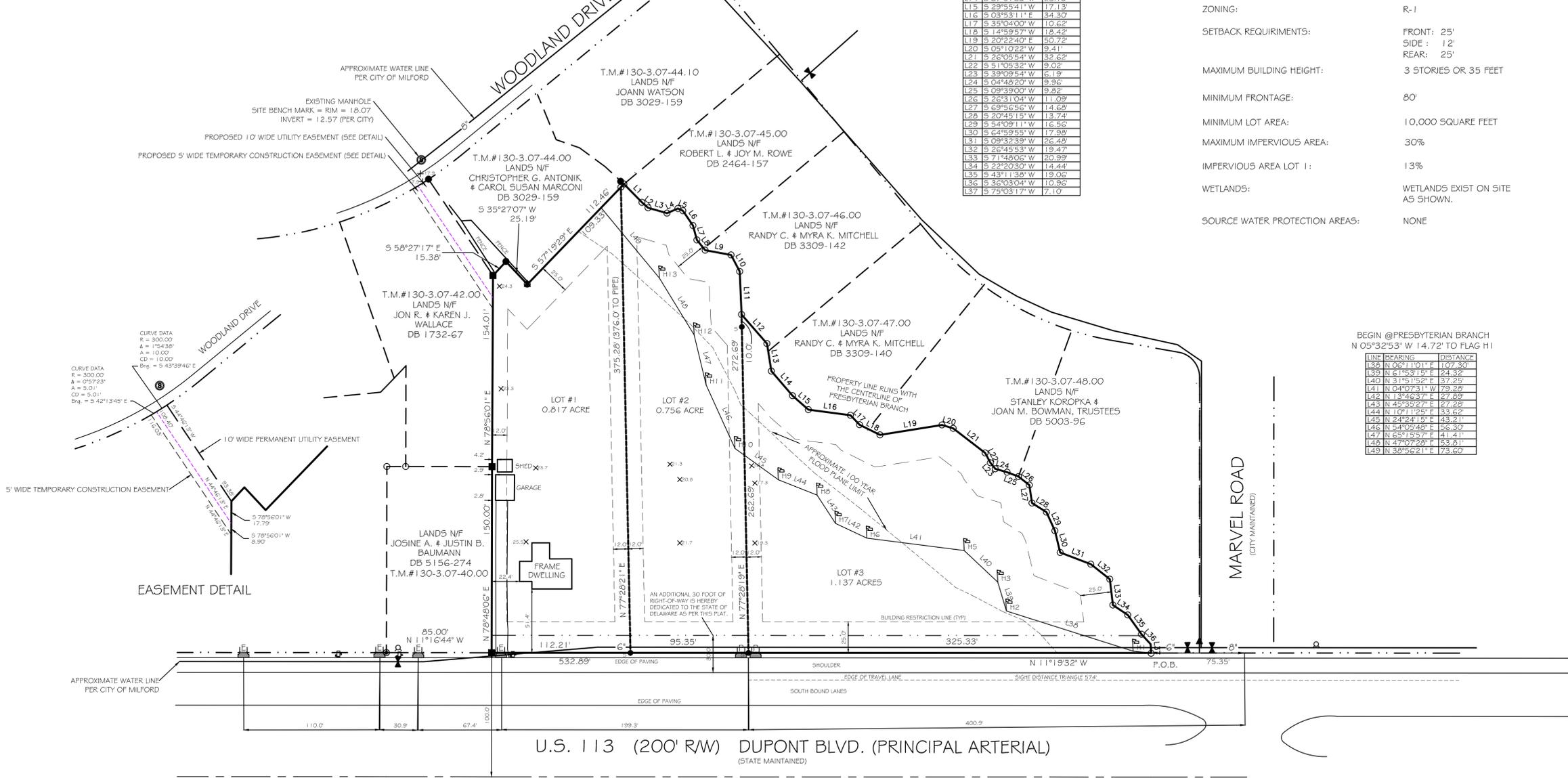
Respectfully,



James J. Masten, Owner

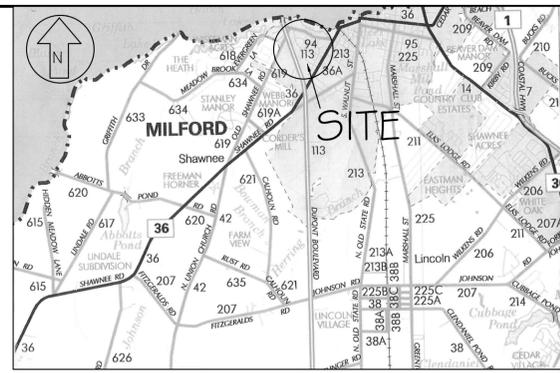
DELDOT DATA COLUMN:
T.M.# 130-3.07-43.00
ZONING: R-1
EXISTING LOTS: 1
PROPOSED LOTS: 3
MINIMUM FRONTAGE: 95'
MINIMUM LOT AREA: 0.756 ACRE
MAXIMUM IMPERVIOUS AREA: 20%
PRESENT USE: RESIDENTIAL
PROPOSED USE: RESIDENTIAL
ACCESS: U.S. ROUTE 113 (200' R/W) 5. DUPONT HIGHWAY
ROADWAY CLASSIFICATION: PRINCIPLE ARTERIAL
WATER AND SEWER: CITY OF MILFORD
100 YEAR FLOODPLAIN: SITE IS IMPACTED AS PER FIRM # 10005C0037J DATED 1/6/05
THIS PROJECT IS NOT IN THE PROXIMITY OF A TID

DELDOT NOTES:
1. ALL ENTRANCES SHALL CONFORM TO THE DELAWARE DEPARTMENT OF TRANSPORTATION'S (DEL.D.O.T.) CURRENT DEVELOPMENT COORDINATION MANUAL AND SHALL BE SUBJECT TO ITS APPROVAL.
2. THERE IS A FIFTY FOOT BUILDING SETBACK FROM LANDS USED FOR AGRICULTURAL PURPOSES.
3. A 30-FOOT WIDE STRIP OF RIGHT-OF-WAY FROM THE EDGE OF TRAVEL LANE IS HEREBY DEDICATED TO THE STATE OF DELAWARE AS PER THIS PLAN.
4. THIS PROPERTY IS LOCATED IN THE VICINITY OF LAND USED PRIMARILY FOR AGRICULTURAL PURPOSES ON WHICH NORMAL AGRICULTURAL USES AND ACTIVITIES HAVE BEEN AFFORDED THE HIGHEST PRIORITY USE STATUS. IT CAN BE ANTICIPATED THAT SUCH AGRICULTURAL USES AND ACTIVITIES MAY NOW OR IN THE FUTURE INVOLVE NOISE, DUST, MANURE AND OTHER ODORS, THE USE AND ENJOYMENT OF THIS PROPERTY IS EXPRESSLY CONDITIONED ON ACCEPTANCE OF ANY ANNOYANCE OR INCONVENIENCE WHICH MAY RESULT FROM SUCH NORMAL AGRICULTURAL USES AND ACTIVITIES.



LINE TABLE FOR PRESBYTERIAN BRANCH
LINE BEARING DISTANCE
L1 5 34°21'12" W 20.80'
L2 5 29°44'46" W 6.58'
L3 5 04°32'54" W 15.26'
L4 5 34°28'22" E 9.62'
L5 5 12°31'00" W 4.32'
L6 5 44°27'14" W 14.56'
L7 5 63°24'54" W 11.96'
L8 5 39°44'00" W 10.62'
L9 5 01°00'21" E 21.27'
L10 5 50°25'59" W 15.05'
L11 5 76°13'30" W 34.71'
L12 5 37°27'11" W 31.10'
L13 5 69°23'40" W 22.50'
L14 5 37°51'33" W 26.13'
L15 5 29°55'41" W 17.13'
L16 5 03°53'11" E 34.30'
L17 5 35°04'00" W 10.62'
L18 5 14°59'57" W 18.42'
L19 5 20°22'40" E 50.72'
L20 5 05°10'22" W 9.41'
L21 5 26°09'54" W 32.62'
L22 5 11°05'32" W 9.02'
L23 5 39°09'54" W 6.19'
L24 5 04°48'20" W 9.96'
L25 5 09°39'00" W 9.82'
L26 5 26°31'04" W 11.05'
L27 5 69°56'56" W 14.68'
L28 5 20°45'15" W 13.74'
L29 5 54°09'11" W 16.56'
L30 5 44°39'53" W 17.99'
L31 5 09°32'39" W 26.48'
L32 5 26°45'53" W 19.47'
L33 5 71°48'06" W 20.99'
L34 5 22°20'30" W 14.44'
L35 5 43°11'39" W 19.06'
L36 5 36°03'04" W 10.96'
L37 5 75°03'17" W 7.10'

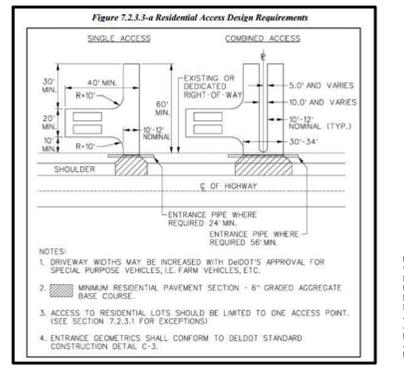
PLAN DATA:
TAX PARCEL NUMBER: 130-3.07-43.00
OWNER ADDRESS: MISPILLION REALTY, LLC
C/O JAMIE MASTEN
327 S. DUPONT HWY,
MILFORD, DE. 19963
SOURCE OF TITLE: DEEDBOOK 419-400
BEARING REFERENCE SYSTEM: PLATBOOK 2 PAGE 87
ZONING: R-1
SETBACK REQUIREMENTS: FRONT: 25'
SIDE: 12'
REAR: 25'
MAXIMUM BUILDING HEIGHT: 3 STORIES OR 35 FEET
MINIMUM FRONTAGE: 80'
MINIMUM LOT AREA: 10,000 SQUARE FEET
MAXIMUM IMPERVIOUS AREA: 30%
IMPERVIOUS AREA LOT 1: 13%
WETLANDS: WETLANDS EXIST ON SITE AS SHOWN.
SOURCE WATER PROTECTION AREAS: NONE



VICINITY MAP
SCALE 1" = 1 MILE
RECORD PLAN
GENERAL NOTES

- 1. THE OWNER AND/OR THEIR CONTRACTOR IS RESPONSIBLE FOR OBTAINING THE SERVICES OF A PROFESSIONAL SURVEYOR LICENSED IN THE STATE OF DELAWARE FOR THE PERMANENTLY RE-ESTABLISHING OF ANY PROPERTY MARKERS OR MONUMENTS DISTURBED DURING CONSTRUCTION.
2. HYDRIC SOILS ARE (OR ARE NOT) INDICATED AS BEING PRESENT ACCORDING TO THE (KENT OR SUSSEX) COUNTY SOIL SURVEY.
3. THE APPLICANT IS RESPONSIBLE FOR ENSURING THAT ALL CITY AND/OR AGENCY CONSTRUCTION PERMIT APPLICATIONS HAVE BEEN COMPLETED.
4. AS A CONDITION OF THE APPROVAL OF CONSTRUCTION DRAWINGS, AND PRIOR TO THE START OF CONSTRUCTION, THE APPLICANT MAY BE REQUIRED TO ENTER INTO A FORMAL PUBLIC WORKS AGREEMENT WITH THE CITY AND/OR TO POST A COMPLETION GUARANTEE FOR ANY IMPROVEMENTS WHICH WILL EVENTUALLY BE TAKEN OVER BY THE CITY.
5. A MAINTENANCE BOUND IN THE AMOUNT OF 1.0% OF THE CONSTRUCTION VALUE FOR ANY CONSTRUCTED IMPROVEMENTS AND PERFORMANCE BOUND IN THE AMOUNT OF 1.25% OF THE CONSTRUCTION VALUE FOR ANY UNCOMPLETED WORK SHALL BE PROVIDED IN ORDER TO ACHIEVE FINAL COMPLETION OF THE IMPROVEMENTS AND RELEASE OF ANY COMPLETION GUARANTEE.
6. UPON COMPLETION OF THE CONSTRUCTION IMPROVEMENTS AND PRIOR TO THE RELEASE OF ANY DEVELOPER'S COMPLETION GUARANTEE, THE DEVELOPER SHALL PROVIDE THE CITY ENGINEER A DRAFT PAPER SET OF DETAILED RECORD PLANS (PLAN VIEW AND PROFILE SHEETS).

BEGIN @ PRESBYTERIAN BRANCH
N 05°32'53" W 14.72' TO FLAG H1
LINE BEARING DISTANCE
L38 N 06°11'01" E 107.30'
L39 N 61°53'15" E 24.32'
L40 N 31°15'15" E 37.25'
L41 N 04°07'31" W 79.28'
L42 N 13°46'37" E 27.89'
L43 N 45°35'27" E 27.28'
L44 N 10°11'25" E 33.62'
L45 N 24°24'19" E 43.21'
L46 N 54°05'48" E 56.30'
L47 N 62°15'57" E 41.41'
L48 N 47°07'28" E 53.81'
L49 N 38°56'21" E 73.60'



LEGEND:
CONCRETE MONUMENT (FOUND)
"PK" NAIL (FOUND)
IRON PIPE (FOUND)
IRON PIPE (SET)
IRON ROD (FOUND)
POINT
UTILITY POLE
MAILBOX
FIRE HYDRANT
EXISTING ENTRANCE
PROPOSED ENTRANCE
EXISTING SPOT GRADE
EXISTING RIGHT-OF-WAY LINE
PROPOSED RIGHT-OF-WAY LINE
PROPERTY LINE
CENTERLINE
NEXT PROPERTY LINE
PROPOSED PROPERTY LINE
APPROXIMATE WATER LINE, SIZE & VAVLE

I, STEPHEN M. SELLERS REGISTERED AS A PROFESSIONAL LAND SURVEYOR IN THE STATE OF DELAWARE, HEREBY STATE THAT THE INFORMATION SHOWN ON THIS PLAN HAS BEEN PREPARED UNDER MY SUPERVISION AND MEETS THE STANDARDS OF PRACTICE AS ESTABLISHED BY THE STATE OF DELAWARE BOARD OF PROFESSIONAL LAND SURVEYORS.
STEPHEN M. SELLERS, PLS 566
DATE

I, THE UNDERSIGNED, HEREBY CERTIFY TO THE OWNERSHIP OF THE PROPERTY DESCRIBED AND SHOWN ON THIS PLAN, THAT THE PLAN WAS MADE AT MY DIRECTION AND DESIRE THE PLAN TO BE RECORDED ACCORDING TO LAW.
OWNER NAME DATE
SCALE: 1" = 50'
SURVEY CLASS: SUBURBAN

CITY OF MILFORD APPROVAL
CITY PLANNING DEPARTMENT APPROVAL
CITY ENGINEER APPROVAL

Table with columns: DATE, REVISION, showing dates from 05/15/2020 to 09/30/2020 and corresponding revision descriptions.

MILNER LEWIS, INC. LAND SURVEYING
1560 MIDDLEFORD RD.
SEAFORD, DELAWARE 19973
PH: 302-629-8895 FAX: 302-629-2391

Table with columns: HUNDRED, COUNTY, STATE, DRAWN BY, REF., FILE NO., showing details for Cedar Creek, Sussex, Delaware, D.K. Miller, and MASTEN 1-30-3.07-43.

**CITY OF MILFORD  
RESOLUTION 2020-31  
SIDEWALK WAIVER**

Property Owner: Mispillion Realty LLC  
Address of Property: 327 South DuPont Boulevard  
Milford, Delaware 19963  
Tax Map No: 1-30-3.07-043.00

WHEREAS, the above stated property owner has requested a waiver of the provisions of Chapter 197-Streets and Sidewalks of the Code of the City of Milford that requires the installation of curbing and sidewalks; and

WHEREAS, the property owner, is of the opinion, there exists justifiable reasons to request the temporary waiver of the required curbing and sidewalks.

Now, Therefore, Be It Resolved by the City of Milford:

1. The required improvements for curbing and sidewalk as set forth in Chapter 197 Streets and Sidewalks of the Code of the City of Milford (“Chapter 197”) for the above property are hereby temporarily waived.
2. At such point in the future when determined by the City of Milford, in its sole judgment, that it is appropriate to install said improvements, the property owner, its successors or assigns, shall agree to install sidewalks in accordance with Chapter 197.
3. Said improvements must be completed, within the time mandated by the City of Milford, but not later than six months of receipt of notification, if agreed by the City of Milford Planning Office, and shall be at the owner’s expense.
4. Should above property owner, its successors or assigns, fail to abide by conditions outlined in Resolution 2020-31, authorization for occupancy may be withheld.
5. The authorization to waive sidewalk(s) installation, as approved by Milford City Council on October 26, 2020, shall be reflected as a temporary waiver on the Record Plan.

Adopted and Effective: October 26, 2020

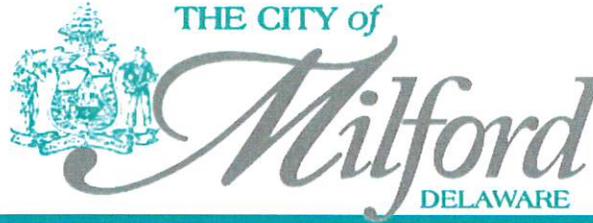
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Mayor Arthur J. Campbell

Attest:

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City Clerk Teresa K. Hudson



**TO:** Mark Whitfield, City Manager  
**FROM:** Michael Svaby, Director, Public Works  
**DATE:** October 21, 2020  
**RE:** Water and Sewer Project Funding Replenishment

The Public Works Department is requesting a total of \$47,500 to repair damaged fence from the August storm and also install new fence at well location 4 Treatment Plant and location 5 Lighthouse Pump Station. While both projects were previously part of approved Water and Sewer-funded capital budgets, the projects were not carried out prior to the budgeted funding's expiration.

This request is written to replenish the budget for these important and much-required efforts.

**Water Reserves**

Repair damaged fence at Well 3 (Washington St)	\$ 8,500
New Fence for wells 4 and 5 (NE Front St)	<u>11,000</u>
Total Water Reserve Replenishment Request	<u>\$19,500</u>

**Sewer Reserves**

Fence for Lighthouse Pump Station.....	<u>\$28,000</u>
--	-----------------

**Recommendation:** Public Works is respectfully requesting \$19,500 be replenished from the Water Reserves and \$28,000 be replenished from the Sewer Reserves (total of \$47,500) to re-establish funding for the projects listed above.